



What is Ghoomer?

PPD

Professional Promo Designer PID

Professional Itinerary Designer **PTA**

Professional Travel Application





Ghoomer is for Whom?

It's a Professional website and application for both Travel Agents and their customer

Why Ghoomer?

PPD – Professional Promo Designer

- Create Professional Promos
- Create Professional post for social media
- Create professional Birthday and Anniversary for your clients
- Create Festival Posts

PID – Professional Itinerary Designer

- Create Professional Itineraries
- Itinerary with images and video option
- Itinerary with day wise details
- Itinerary with Daily updates













PTA – Professional Travel Application

- Professional Branded App
- Air, Railways Bus and tickets directly in app
- Share bills and ledgers in app directly
- Auto reminder for Web check in
- Auto reminder for Travel
- Link to Web check in
- Share tickets voucher bills etc upto 9 pax at a time
- Multiple Pax update
- Share to selected pax option
- Integrated chat between customer and travel agent
- Share your packages or promos
- Share itineraries
- Auto update of entire tour itinerary 24hrs prior to travel
- Auto Day wise share of itinerary
- Any important message you need to convey to your client
- Wishing your customer on their birthday or anniversary



How to Register

- Logon to www.ghoomer.com
- Fill up the registration form
- Verify your account by a click on the registered mail id
- Logon to website and upload your logo
- Get free demo of entire product for
 7 days with below limitation
 - Download maximum 20 templates for promo
 - Create maximum 7 itineraries and share them
 - Give demo to your 10 clients with unlimited chat



How to use Ghoomer

Logon to the website and set your logo once done you are ready with the product

Let's go with step by step features

Promos

- Here you get two types of templates for your promotional activities namely Fixed and Variable
- Let's check the Fixed once first
- In this you can select the particular designed template and download it for your social media use. You cannot edit anything in these templates.
- Basically, these templates are festival promos, Travel Thoughts and particular destination promo. For example, Diwali promo you get option of atleast 20 designs from which you can select any and use it to share on FB or Insta or WhatsApp Status or share them in the Ghoomer app or also WhatsApp to different groups
- You can download upto 20 promos in demo version including variable templates
- In variable templates you have right to make changes to the selected template
- For example, you have selected a template which h its z 4 different pics of beaches. Now say the template is basically designed for Andaman Nicobar Islands and has beach pictures. You want to create for Goa now beach pictures match so if you wish to use same pics its fine you only need to edit the location name, travel date, rates and description. Once you have changed you can save it and use the same.



- The Now say you want to change 1 pic from the template simply copy your desired pic may it be from google Pinterest you own photo any Pinterest pic select is and paste is on the template and select the pic with whom you want to replace. It will automatically crop the pic in the style it was in the previous pic. You can change all the pics also.
- You can also use the same design for other destination also say for e.g. Karnataka, Himachal, North east or even international
- Apart from this even the Anniversary and birthday templates are editable change the name of customer and date and you are done. Share it on the app directly or WhatsApp him or post is on social media as per your wish
- All the promos can be downloaded and share on social media and can also be pushed to Ghoomer app directly



ITINERARIES

Here you are welcomed to create professional and impressive itineraries and take my word it's as simple as creating an itinerary in word and converting in the pdf format. Its even easy then that and please make a note it will not be as professional and impressive as created in this software.

- Click on the add itinerary option and fill the below
 - Itinerary title
 - Customer Name
 - Customer Mail id
 - Customer Mobile Number
 - Destination
 - Tour Days
 - Travel Dates
 - Select a picture for first page of Itinerary. (select pic from our gallery or you can upload your own pic also)
 - Total Adults and Child Travelling
 - Cost Per Adult and Child
 - Rates inclusive or Exclusive of GST



- Select Inclusions in the tour that are included in the tour
 - Airfare
 - Meals
 - Hotels
 - Transfers
 - Sightseeing
 - Travel Insurance
 - Visa
- Now after above details click on next
- Enter Day wise services
- Click on Add button and you find options
 - Transfers
 - Hotel
 - Sightseeing
 - Meals
- Transfers
 - Add Title to Transfer (For E.g. Transfer from Airport to Hotel)
 - Mode of Transfer (For E.g. Sedan/SUV/ Luxury/ Tempo Traveller/Mini Bus/Bus/Ferry)



- Start Point (For E.g. Terminal 2)
- End Point (For E.g. Hotel Sahara Star)
- Transfer Date
- Transfer Time
- Notes (Optional space provided to add car number / driver name / contact number or any other info that you would like to give) its ok if you leave it blank also

Hotel

- Enter Hotel Name
- Enter the City Name of Hotel
- Check in date
- Check in time
- Check out time
- No of Nights
- No of Rooms
- Room Type
- Extra Bed details

Meals

 Tick on the options that you are providing Breakfast/Lunch/Dinner



Sight Seeing

- Country
- City
- Sightseeing Name (For E.g. Statue of Unity)
- Notes (Optional here you can give brief description of sightseeing or start time from hotel for this sightseeing)
- Add any other sightseeing provided on that particular day
- Save it and go to another day similarly complete all the dates of travel and save it
- On the other page you will get options to add details of Inclusions Exclusion and Other information.
- In Inclusions you can add all the services that are provided by you
- Exclusions you can mention what all is not included in the tour
- Other information you can mention the terms and conditions of your company for booking the package. You can also inform the customer with the cancellation policy of your firm. You can also mention any other information that you feel is required to be updated to the client



- Save it and your beautiful itinerary is ready
- Click on the preview button and your itinerary will be displayed
- Next to all sightseeing and hotel you will find 2 icons one is for picture and other is for video
- If you click on picture it will display you all the pics of that hotel or sightseeing that are on the google.
- If you click on video it will display you all the video of that hotel or sightseeing that are on the YouTube
- Once the itinerary is ready you are ready to mail it to the client or push it to the app



App

- The application can be downloaded on both Apple Store and Android Play store
- Once the app is downloaded customer can login using their mobile number for the first time, they will receive otp enter the same and get going.
- Otp is required for first time login only later on no password is required for login
- Let's take example of a corporate company so that all the features are explained in detail
 - Say ABC Ltd company has 3 department Marketing HR and Finance
 - In our example Marketing manager has issued 2 pnr as below
 - First pnr
 - Mr. Dilip Joshi & Mr. Nilesh Pathak are travelling on 18 Dec 2020 from Amd to Del
 - Mr. Anup Kakad, Ms Payal vachana and Mr Mukund Agarwal are travelling on 19 dec 2020 from Amd to Bom

 What travel agent has to do is issue the ticket from any of his supplier enter the details in his back office and generate the ticket. Save the bill and ticket.



- Logon to the website click on push to app option
 - Here first the ticket is shared so you need to enter the below details
 - Select the 1st pnr enter the date of travel and time of flight
 - Select the ticket copy
 - Enter the mobile number of Marketing manager then enter the mobile number of Dilip Joshi and Nilesh
 Pathak
 - Click on send button
 - The ticket will be shared to all 3 Marketing manager and other two passengers
 - Now similarly add the bill and enter mobile number of marketing manager and finance manager the bill will be shared to both
 - The bill copy will not be shared to the traveller as they are company employee and are travelling for company purpose so they have nothing to do with the bill
 - Repeat the same process for other pnr and add the number of marketing manager and 3 travellers the ticket will be shared to all the 4



- What happens here is the traveller is updated that his ticket is booked along with that the marketing head also updated that who is travelling on which date.
- Now say Hr department has booked one PNR as below
 - Mr. Vikram Choubey, Mr. Kartik Chauhan and Mr. Kapil Patel are travelling on 18 Dec 2020 from Bom to Del
 - You need to issue the ticket and upload the same in similar way but this time instead of Marketing Manager you need to feed Hr Manager Mobile number
 - Marketing manager has nothing to do with these pnr so they will be shown to Hr and other 3 pax only
 - In case of bill the bill will be shared to finance and Hr department
 - Benefit it the Finance will automatically be updated that 3 pnr are issued for the company.
- Later on, 24 hrs prior to departure of flight (for the first Pnr) all 3 marketing manager, Mr Dilip Joshi and Nilesh Pathak will get an auto generated msg that the web check your flight is opened and you need to do the same.
- They can see the option of web check now in the app
- If they click on the same it will ask the name of airline

Say it's a SpiceJet Pnr they need to select SpiceJet and automatically they will be directed to the website of SpiceJet where they can do the web check process



- As a travel agent if you had mentioned your number also while sharing the ticket to these people even you will be intimated for the same. you can do the web check for your passenger and give additional service.
- You can also upload the web check cop in the same manner to all the travellers and even the marketing manager
- Now on the travel date say their flight is departing at 13:00 hrs then 4 hours prior i.e. 09:00 an auto generated message will be sent to them saying get ready for your upcoming flight at 13:00 please reach airport on time.
- Once you have shared both the pnr in the app the marketing manager will get update of both the pnr. He will be well updated in advance as in when and where his team is travelling.
- Ultimately the corporate guy is happy with your service
- Incase there is any delay in flight or you need to convey any msg to the traveller you can push an additional message in the chat box.
- The same process is for Railway, Bus Cruise Hotel Visa Trave Insurance etc
- Incase of a tour package say you have an upcoming tour of 6 days once you upload all the documents, they will be shared to the customer immediately but say the tour is after 10 or more days.



- 1 day prior to travel the entire itinerary of the tour will be share automatically to the customer and Incase if the tour is say for a couple and both mobile numbers are uploaded then both will get the details.
- Later on, say the date of travel that particular day what services are provided by you will be send to them automatically
- Next day again the services provided on that day will be sent to them and this continues upto the last day
- On the last day say their tour is ending after boarding a flight at say 16:00 hrs and landing at 18:30 hrs and here your services are ending, a predefined msg or your personalised msg will be sent to them automatically. This msg can be a thanking note to the customer for selecting you as their travel agent or we hope to serve you again etc etc.
- This service is also there in the flight section.
- Most Importantly all the ticket, Boarding pass, Voucher, Visa Copy, Travel Insurance will get deleted automatically on the expiry date

 But Bills and Ledger will not be deleted automatically unless the date is mentioned at the time of upload or the same are deleted by the user or travel agent.



