2021/10/16 21:42 1/2 REQUESTS / QUOTES

REQUESTS / QUOTES



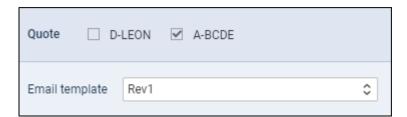
Defining email template for Option



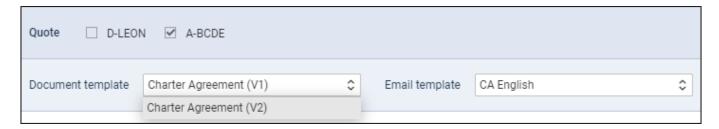
Charter Agreement sending form

We have improved **workflow** in Requests/Quotes. We have changed the way of selecting a quote you want to work on - now it is the selected aircraft that represents the quote and the quote becomes a default quote for further proceeding.

- When creating a quote for more than 1 aircraft (or editing downloaded quote from Avinode for 2,3 or more tails), by clicking QUOTE button Leon gives you an option to choose for which tail you want to send a quote. Mark an aircraft and Leon will show details of the selected quote. Here you can either send a quote or skip sending quote, however, skipping sending quote will still change quote's status to Quoted in the main Requests/Quotes list. The Form for sending an email or skipping sendind an email also shows when you select REJECT.
- By selecting **OPTION** you can choose previously defined **Email template** for options (section Settings > Email templates > Add template - here you can define default 'FROM', 'Reply to', 'CC', 'BCC', Email subject and Email body).



When sending Charter Agreement document, you can select between aircraft and you can choose Email template (once you have defined email template, in a section Settings > Email Templates, for this document). Here you can also skip sending email and the status of the quote will show as 'Contract sent'. The same applies for Flight Brief sending - you can choose an email template and the aircraft.



• Click a button **DOCUMENT** and you can now select between different versions of either Flight Quotation, Charter Agreement or Flight Brief - once **different versions** have been defined & published in Settings > Documents Manager panel. It is also possible to switch between aircraft before printing documents. In the same way works sending documents via email - you can choose the aircraft, select document template and an email template.

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