





The fundamental concept for the treatment of Events, is based on what we call Service Order (SO) BEO (Banquet Event Order).

#### S.O. Functionality

We call SPECIAL SERVICES, to all those SERVICES that from our structure of RESTORATION we can offer and give, so much inside our own RESTAURANT/HOTEL as EXTERNAL (in own house of Client, called in general CATERING).

Each SERVICE that we OFFER, BUDGET, and/or CARRY OUT must have an associated SERVICE ORDER, which explains the characteristics of the SERVICE in question. This term of Service Order will be named quite often, so from here on we will abbreviate it by calling it SO/BEO, which will be explained later.

Really with the perfect understanding of this section, is where we will know which is the majority functionality of SPECIAL SERVICES.

First of all, it is necessary to indicate that no Special Service can be produced, if there is not a Service Order prior to what is going to be BUDGETED, and/or EXECUTED.

When we enter this section, we observe that we can register, or modify, or COPY, as we well know is very normal that from one to another S.O. exist many similarities, for being for the same Client, for wanting the BANQUET similar to the one of ????? that we have made, etc.

Another important fact is that normally the people who carry out the recruitment tasks are very involved in Public Relations, so StarEcon is aimed at this type of personnel in this section, that is, a lot of processing of TEXTS and WINDOWS, and less data related to intervention, cost control, etc. In a word, COMMERCIAL DATA for SELLING, since after a FIRST WORK which is to PRESENT a BUDGET, we will add the rest of DATA, for the person/s that correspond to that function, but always each one will contribute to the DATABASE of the S.O. what they know best and WITHOUT DUPLICATION of DATA.



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×	Status 1	No. SO	Description	Event Order Type	Client	Date II	Time	IT Hall
۵ 👔 🛤 👜 🎃		200929	PC 721392	21 - BLESSINGS KL	MARSHALL Victoria & Ryan YOUNG (KL)	2020-09-29	17:00	2502 - MIRADOR
		200801	719915	20 - BLESSINGS BWS	DREELAN Shauna & Steven MANNING (BWS)	2020-08-01	17:00	
Date From 01/02/2020	٠	200530	PC 721388	19 - BLESSINGS CIS	ROCHE Nicola & Brian HEMPENSTALL (CIS)	2020-05-30	16:00	2502 - MIRADOR
Date To 01/02/2021	•	200912	PC 722163	11 - WEDDING CIS	MOORE Sinead & Stephen DALTON (CIS)	2020-09-12	16:00	2502 - MIRADOR
Search by halls reservation date.	٠	200804	722607	13 - WEDDING KL	HOSKINS Alsling & Gavin QUIRKE (KL)	2020-08-04	13:00	
All		200628	PC 722610	19 - BLESSINGS CIS	BRADLEY Shauna & Michael GRANT (CIS)	2020-06-28	16:00	2600 - SALITOS
Pending Accepted		200505	732521	13 - WEDDING KL	POWER Natalie & Barry O'CONNELL (KL)	2020-05-05	17:00	
· · · · · · · · · · · · · · · · · · ·		790920	PC 725970	21 - BLESSINGS KL	Class One	2020-06-22	17:00	2100 - PANORAMA
Budgeted Attempted	•	200527	PC 727519	19 - BLESSINGS CIS	CARTER Christina & James LOVELL (CIS)	2020-05-27	17:00	2502 - MIRADOR
Completed	•	200911	728175	19 - BLESSINGS CIS	RAFFERTY Cathy & John MENARRY (CIS)	2020-10-30	17:00	
🔴 🕢 Failed	•	200529	PC 731884	21 - BLESSINGS KL	HARTE Sandra & Danny McGRAM (KL)	2020-05-29	17:00	2502 - MIRADOR
ypes All		200808	PC 730544	19 - BLESSINGS CIS	BOYLAN Janice & Mark QUINN (CIS)	2020-08-08	17:00	2502 - MIRADOR
ypes the	•	200624	PC 735615	13 - WEDDING KL	MELIA Heather & Shane BARRINS (KL)	2020-06-24	17:00	2600 - SALITOS
Halls	•	200610	PC 731234	13 - WEDDING KL	McDERMOTT Siobhan & Lee CALPIN (KL)	2020-06-10	17:00	2600 - SALITOS
	•	201003	731236	21 - BLESSINGS KL	O'KANE Justin & Katrina McMULLAN (KL)	2020-10-03	16:00	
C	•	200403	731555 PC	19 - BLESSINGS CIS	CONROY Tammy & Chris FORNAN (CIS)	2020-04-03	15:00	2502 - MIRADOR
		200523	PC 735164	13 - WEDDING KL	FLOOD Nuala & Karl MURRAY (KL)	2020-05-23	17:00	2600 - SALITOS
	•	200506	DAY AFTER BBQ	16 - DAY AFTER BBQ	POWER Natalie & Barry O'CONNELL (KL)	2020-05-06	19:00	
		1807212	50 CUMPLEAÑOS	5 - CELEBRACIONES	John F O'Brien	2020-02-22	10:00	2300 - MOONLIGHT
	•	200724	PC 733542	19 - BLESSINGS CIS	PORTER Sarah & Gavin CRONIN (CIS)	2020-07-24	17:00	2502 - MIRADOR
		200725	DAY AFTER BBQ	16 - DAY AFTER BBQ	PORTER Sarah & Gavin CRONIN (CIS)	2020-07-25	19:00	2600 - SALITOS
		2007252	PC 734285	19 - BLESSINGS CIS	KILLEEN Sharon & gary HUNT (CIS)	2020-07-25	17:00	2502 - MIRADOR



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On the other hand we can send an email directly from the program since it assumes the email address you have in this SO.

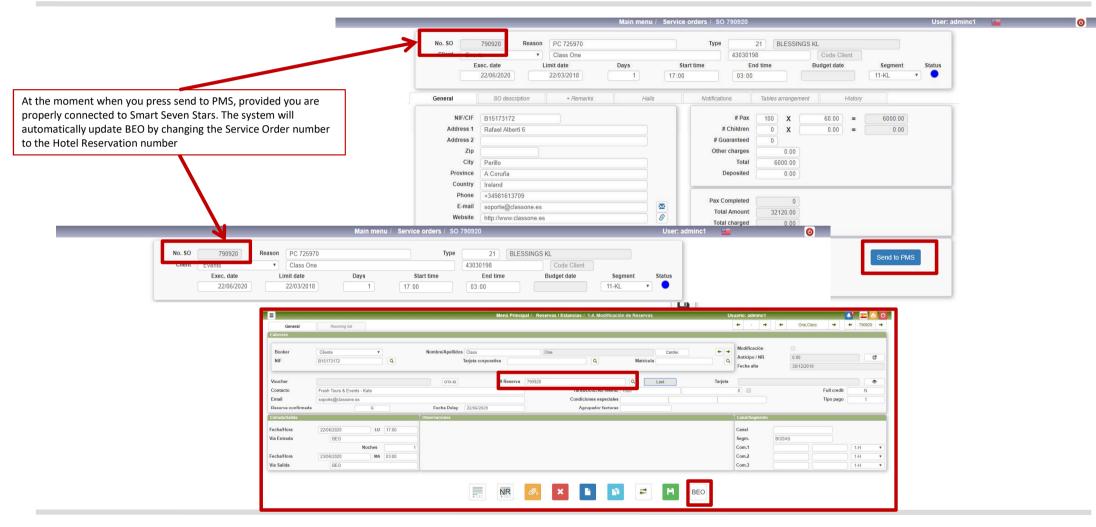
No. SO Client Ever	790920 Reason	PC 725970 Class One			Туре	4303019		BLESSINGS	Code Cli	ant		
		Limit date	Days	9	tart time		d time		Budget date		Segment	Status
	22/06/2020	22/03/2018	1	17:0		03:00					11-KL	•
General	SO description	+ Remarks	Halls		Notification	s	Tables	arrangement		History		
NIF/CIF	B15173172					# Pax	100	x	60.00	-	6000.00	
Address 1	Rafael Alberti 6				#	Children	0	x	0.00	=	0.00	
Address 2					# Gua	ranteed	0					
Zip					Other	charges		0.00				
City	Perillo					Total	6	00.00				
Province	A Coruña				D	eposited		0.00				
Country	Ireland				_		_					
Phone	+34981613709				Day Co	mpleted		0				
E-mail	soporte@classone.es			× 8		Amount	22	120.00				
Website	http://www.classone.es	3		8		charged	0.00					
	Contact person Contact phone	Fresh Tours & Events	- nate								Send to PM	1S
	Contracting person										-	
	Payment method											

Similarly we can send an SMS, remember that the phone must be given in the format (+PPNNNNNNN PP=Country, NNNNNNN=Number) Example +34555444111.

In addition, a browser has been incorporated so that you can view the Client's Web page without leaving the application, assuming the http you have recorded on the SO. Our browser does not allow you to navigate anything other than the requested page.



SO - BEO





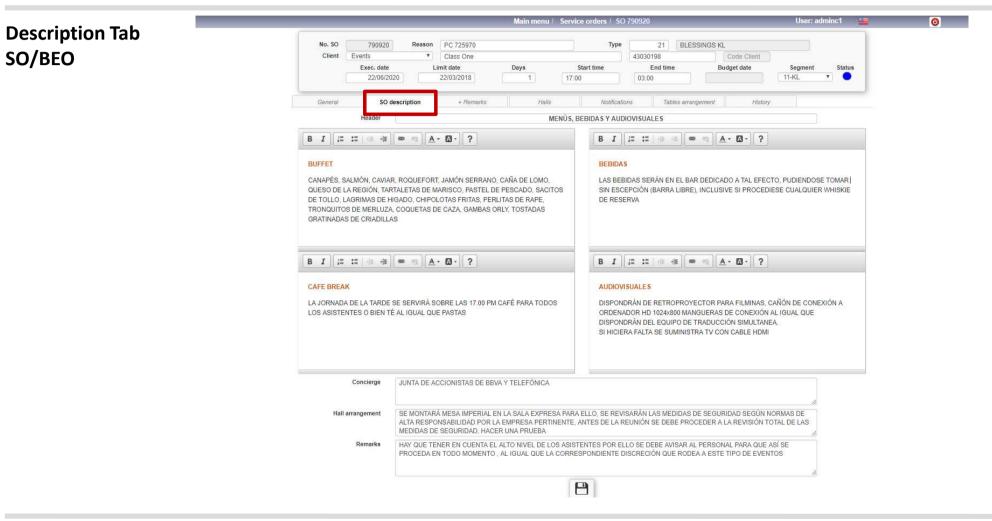
When we start a BEO, first it given us a number that corresponds to the last one given, then we tell the reason given by the customer. Once we have given the customer, we check whether there was a BEO from that customer and if so, we are given the option of accepting the customer's historical data.

#### These would be what we would call the SO/BEO's header data

			Main menu /	Service orders	/ SO 790920			_		User: adn	ninc1 💴
	No. SO 790920 Client Events Exec. date 22/06/20	Class One Limit date	Days	Start time 17:00	Type 430301 6 03:00	ind time Budge	ode Client et date	Segme 11-KL		tatus	
	General	SO description	+ Remarks	Hal	lls	Notifications	Tables ar	rangement		History	
eneral data tab	NIF/C Address Address C Provin Count Pho E-m Webs	1 Rafael Alberti 6 2 y Perillo x A Coruña y Ireland +34981613709 soporte@classone.es				# Pax # Children # Guaranteed Other charges Total Deposited Pax Completed Total Amount Total charged	600	100 X		) = [	6000.00
		Contact person Contact phone	Fresh Tours & Event	ts - Kate							Send to PMS
		Contracting person Payment method									



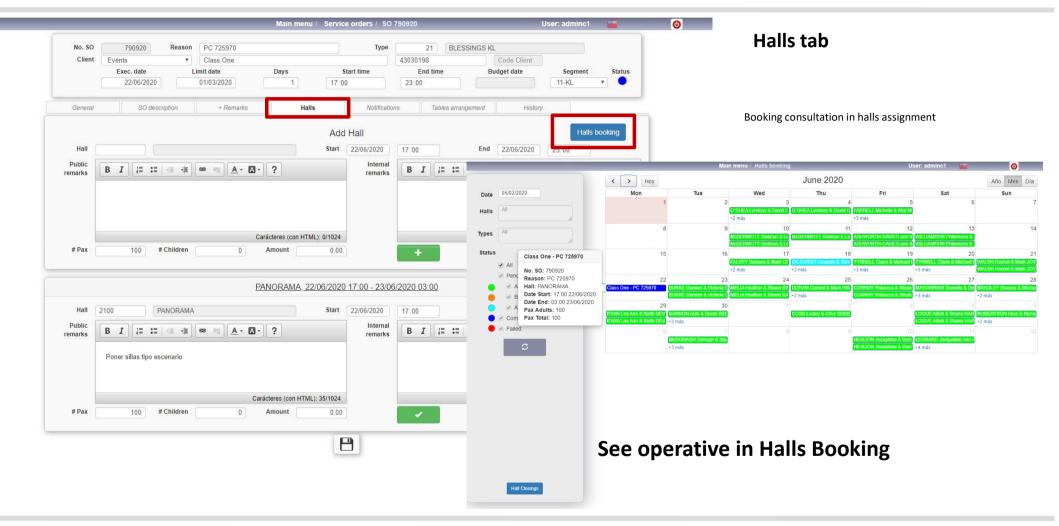
SO - BEO



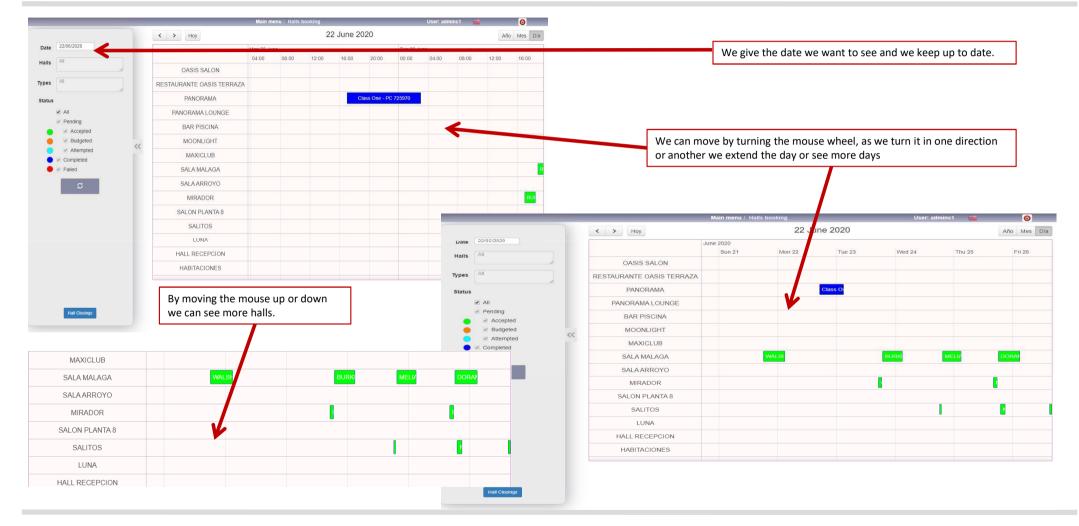


	Main menu / Service orders / SO 790920 User: adminc1 💥	0
		stus
Tab of + Remarks		

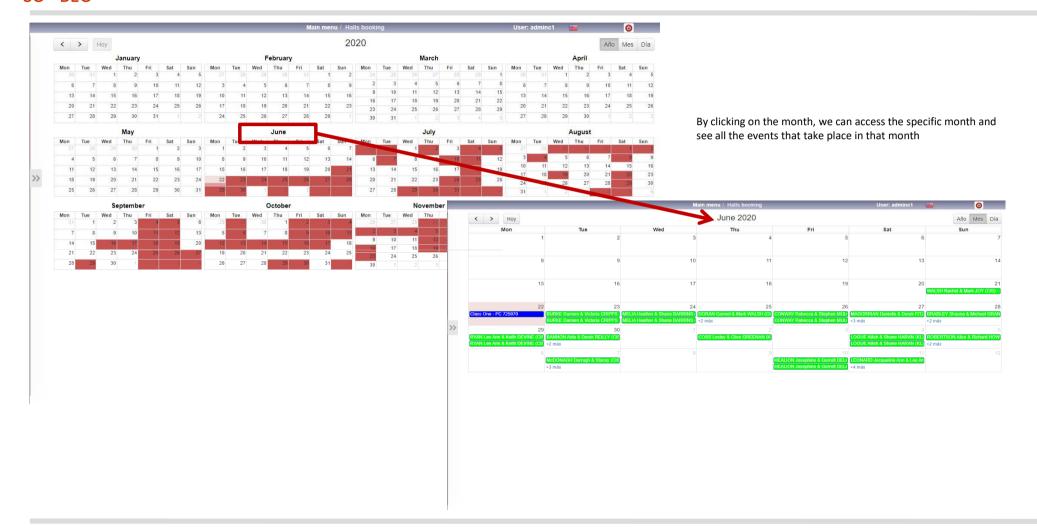




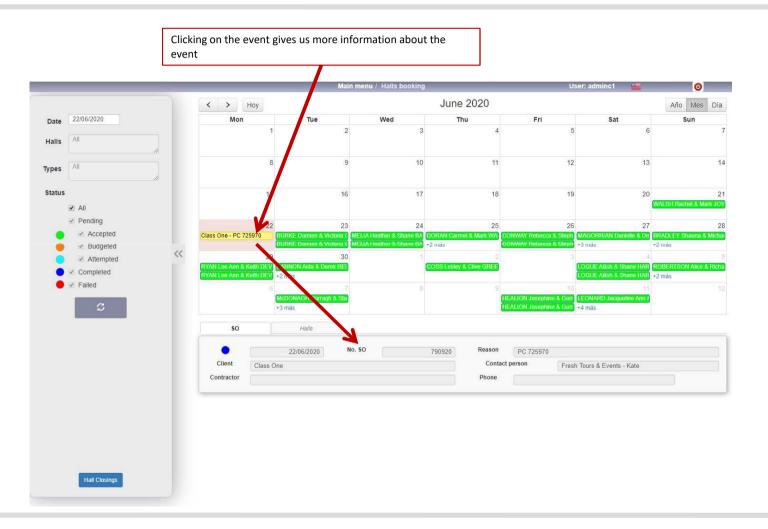














	Main menu / Service orders / SO 790920	User: adminc1 🔤 🚳
	No. SO     790920     Reason     PC 725970     Type     21     BLESSINGS KL       Client     Events          ✓     Class One     43030198     Code Client       Exec. date     Limit date     Days     Start time     End time     Budget date       22/06/2020     01/03/2020     1     17:00     23:00     1	t Segment Status
	General     SO description     + Remarks     Halls     Notifications     Tables arrangement     His	story
	Notification 1	
We have up to 3 possibilities with their corresponding notes so that when making a selection	DEBEMOS LLAMAR A MERCEDES PARA CONCRETAR EXACTAMENTE CUALES VNA A SER LAS MEDIDAS DE SEGURIDAD FINALES. SABER SI VA A VENIR EL PRESIDENTE DEL GOBIERNO A LA APERTURA O NO	
by Alerts/Warning, we detect those that are between these limits (Example below)	Notification 2	
	Aviso X	
	Fecha ejec.:   20/11/2018 13:30     Fecha Aviso:   17/11/2019     Orden Serv.:   181120 - Prueba boda 191005     Cliente:   COTTAM Elizabeth & Jonathan FURLONG (CIS)     Teléfono:   19	
	Aviso: ENVIAR ENVIO CORTO	



We can give the tables with the number of guests per table and by clicking on the table itself, each of the names of the guests who are part of that table will be given.

					Mai	n menu /	Service	orders / S	0 790920				User: adminc1	<b>2</b>	0	
No. SO	790920	Reason	PC 725	5970				Туре		21 BL	ESSINGS KL					
Client	Events	•	Class C	Dne					430301	98		ode Client				
	Exec. date	Li	imit date		Days		Sta	rt time	E	nd time	Budg	et date	Segment	Status	÷	
	22/06/2020		01/03/20	120		1	17:00		23:00	)			11-KL	•		
General	SO desc	ription	+)	Remarks		Halls		Notifical	ions	Tables an	rangement	History			_	
			+ / /	×						+	2 ×					
	Code 👫 N	and the second			11	Number	11	Name Diner					15			
		lesa presid		ump			7	Antonio (								
	2 A	rea Madrid	1				5	Donald T								
								Javier Sa								
								Santiago								
								Toni Bibil	oni							
	General		SO de	escription		+ Ren	narks		Halls		Notificat	ions	Tables arra	ingement	History	
					<b>±</b>	2	×						±		:	
		Code	Ļ≞	Name				↓↑	Number	$\downarrow \uparrow$	Name Diner					Į≞
			1	Mesa pre		ial Trum	р			7	Adelina					
			2	Area Ma	Idrid					5	Bienvenio	do				
											Juanito					
											Pepito					



History, are the different phases that have been had of an event, even those that we have been able to introduce manually

	790920	Reason	PC 7259				ype		BLESSINGS				
Client	Events	<b>T</b>	Class O	ne				43030198		Code Clien			
Exec. date			nit date		Days	Start time		End time		Budget date		Segment	Status
	22/06/20	20	01/03/202	20	1	17:00		23:00			11	-KL	•
General	SO	description	+ 5	temarks	Halls	Noti	ficatio	ns Tables	s arrangemen	His	story		
2020-02-05 18		Invoice		Bill 25338. Total BEO: 32120.00					adminc1		bill-25338-2.pdf bill-790920-2-proforma.pdf		
Date	↓7 •:30:31		ţţ	Description Bill 25338 1	Total BEO: 32120	00		ļţ		11	Attached	8-2 ndf	ļţ
2020-02-05 18	:29:05	Proforma							adminc1		bill-7909	20-2-proform	na.pdf
2019-12-30 18	:55:58	Collect							adminc1				
2019-12-30 10	53:34	Invoice		Factura 253	37. Total OS.: 26	6120.00			adminc1		bill-2533	7-2.pdf	
		Proforma							adminc1		bill-7909	20-2-proform	na.pdf
2019-12-30 18	3:44:57	riolonna							and sectors and		notrue in	a	
2019-12-30 18 2019-12-30 18 2019-12-30 18 2019-12-30 11		Manual		Nos coment	aron que vendría	a el CEO y CFO			adminc1		petrus.jp	9	