



GALILEODESKTOP

Writing Replay files for the GalileoDesktop



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In This Guide

The Galileo Desktop is able record a set of common Focalpoint host entries and then replay these steps when required.

There are two ways of creating a Replay file, and two ways of using a Replay file. This document will step users through both the creating and the using methods.

Occasionally airlines will release a fare, for sale through Galileo system, but have not had the opportunity to load the actual fare in the Galileo system causing agents to process a manual fare build.

The demonstration examples in this booklet will show how a manual fare build can be created and then used in bookings.

All hints and short-cuts in this manual are only available in Focalpoint mode. Viewpoint mode is unable to record or replay entries.

Table of Contents

In This Guide.....	2
Table of Contents	3
Creating Replay files	4
Preparing a Replay file from entries already made in Focalpoint	4
Saving a Replay file.	10
Creating a replay file from scratch.....	11
Using saved Replay files.	13
Replaying an ad-hoc File.	13
Adding a Replay function to the Toolbar.	15

Creating Replay files

Preparing a Replay file from entries already made in Focalpoint.

The first method of creating a replay file when agents have already made the entries in a PNR and want to capture them as these same entries will be used again.

Replay is a Companion tool, automatically installed with the Galileo Desktop.

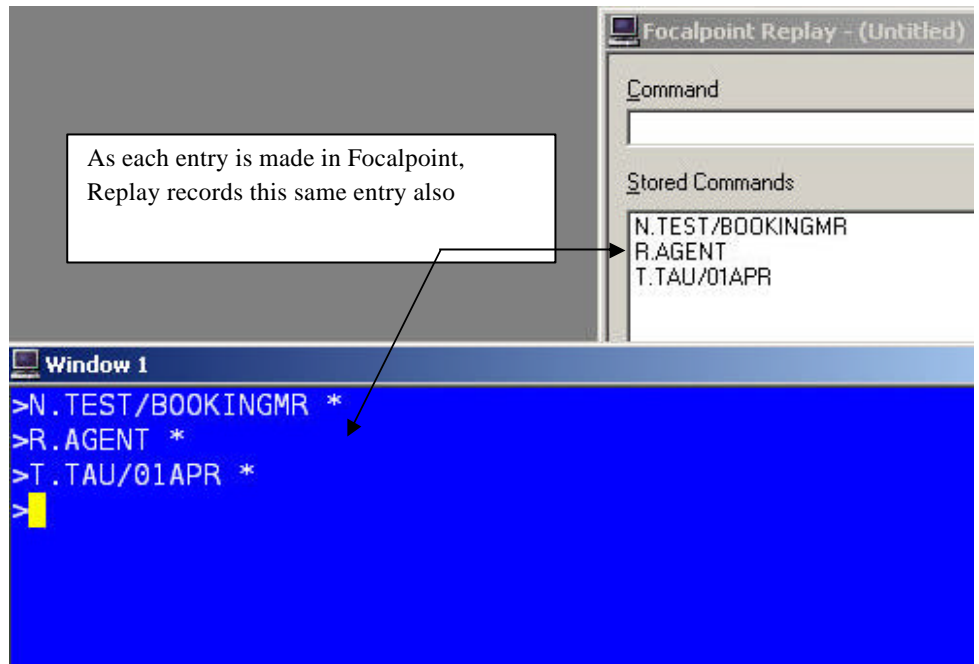
Replay “remembers” the last 150 entries made in Focalpoint since the application was opened. Any lists created and not saved, when the GalileoDesktop is closed, are lost.

To display the listing of entries as they are made in Focalpoint, select the **Companions** pull down menu and choose **FocalPoint Replay**.



CTRL – Y will also
open Replay when
Focalpoint is in
Focus

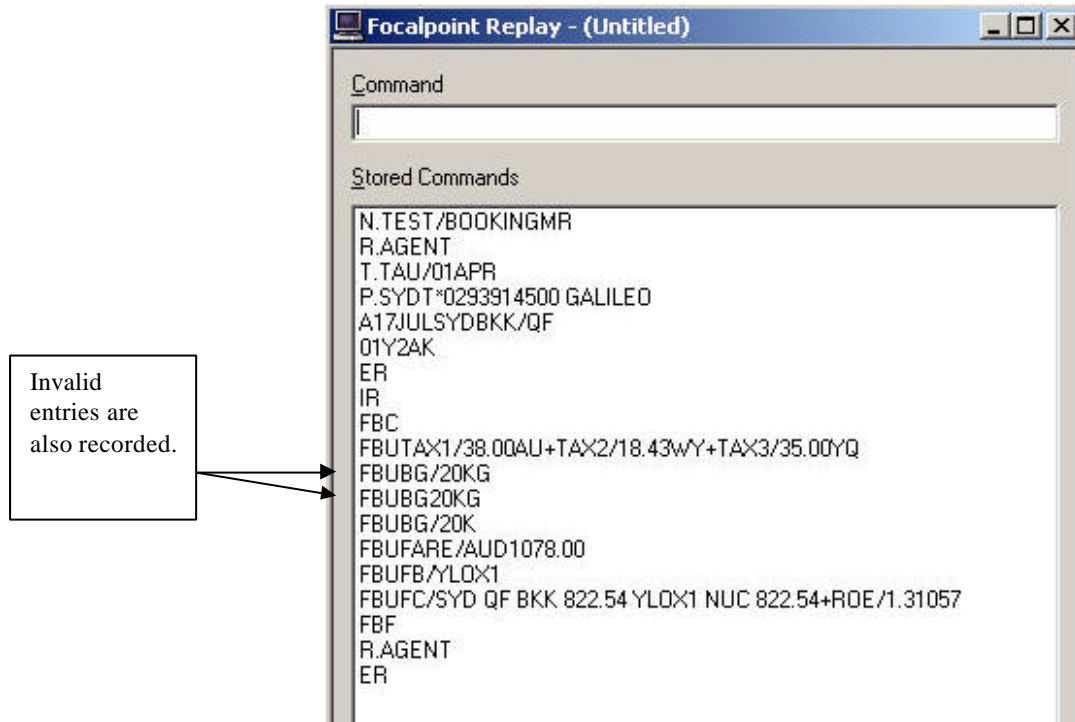
As each entry is made in Focalpoint, it is also recorded in the Replay listing.



Replay will remember the last 150 entries made in Galileo Focalpoint. When a users makes the 151st entry in Focalpoint, the 1st entry on the list will be dropped off and all entries will move up one position.

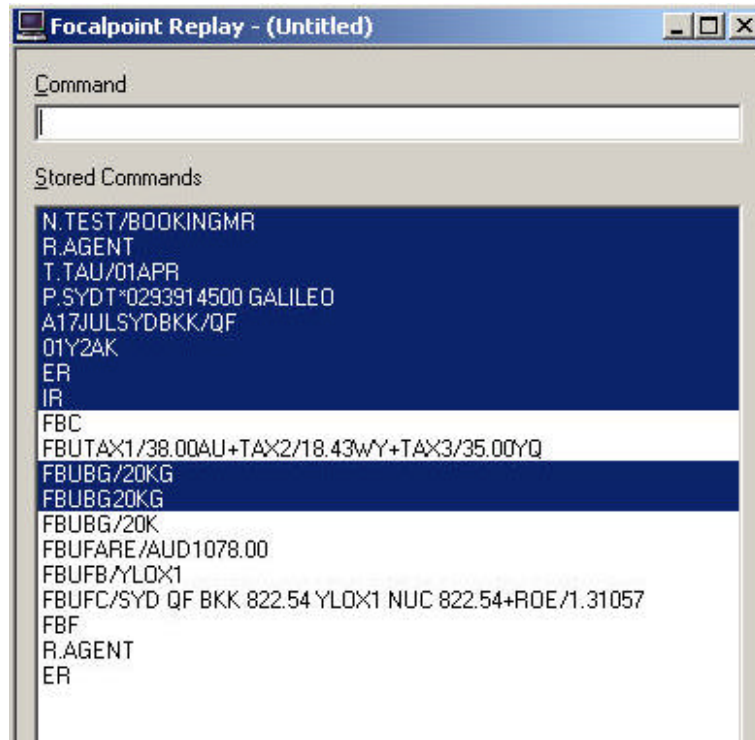
At anytime, users may highlight a line in the Replay panel and, then press enter. The highlighted entry will reenter into Galileo.

At the end of creating the booking, including manual fare build the Replay screen looks as follows:



Note that errors made when storing the baggage allowance. Entries that are incorrect are also recorded.

In this example the manual fare build is to be saved and used again. The rest of the information is to be removed from the list.



Using the Control and Shift buttons, highlight the entries that are not to be saved. Then press delete.



It is also recommend that R. and ER entries are not saved in Replay files.

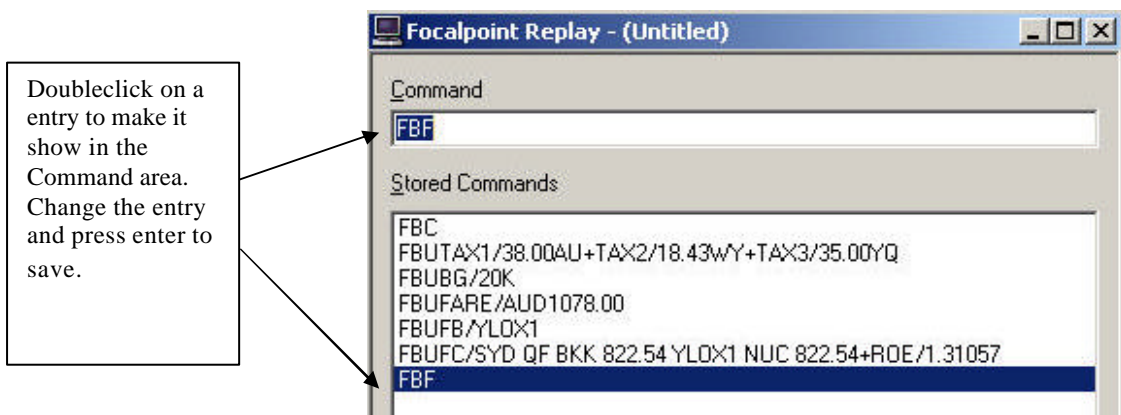
Highlight the last two entries and delete them from the list also.



Before saving the file, review the above entries. Entries can be changed.

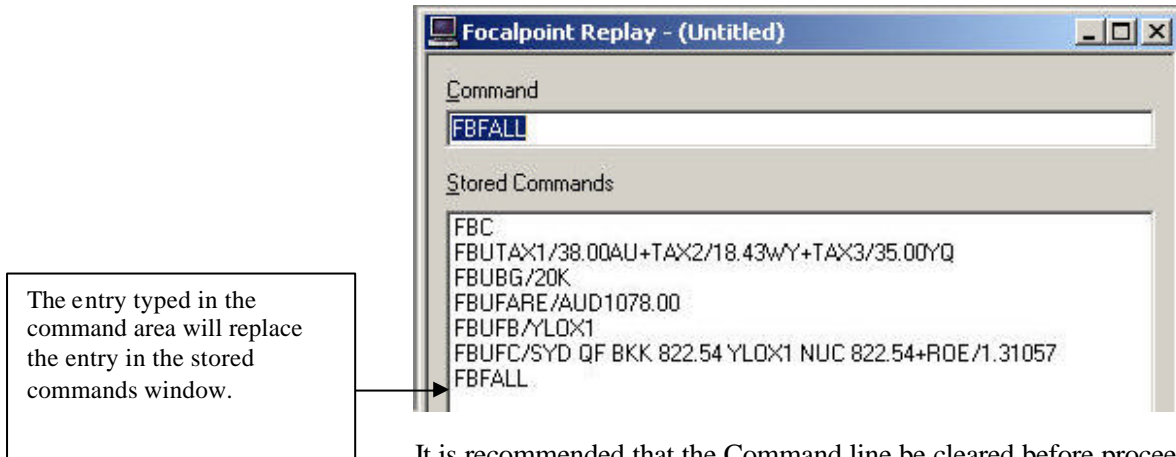
Say the agent decides that the last entry should have been **FBFALL** not just **FBF**.

Double-clicking on the entry that needs modifying.



The entry will now appear in the Command area at the top of the Replay window.

Change the entry in the Command section and then press enter again. This will alter the line in the replay listing as per below.



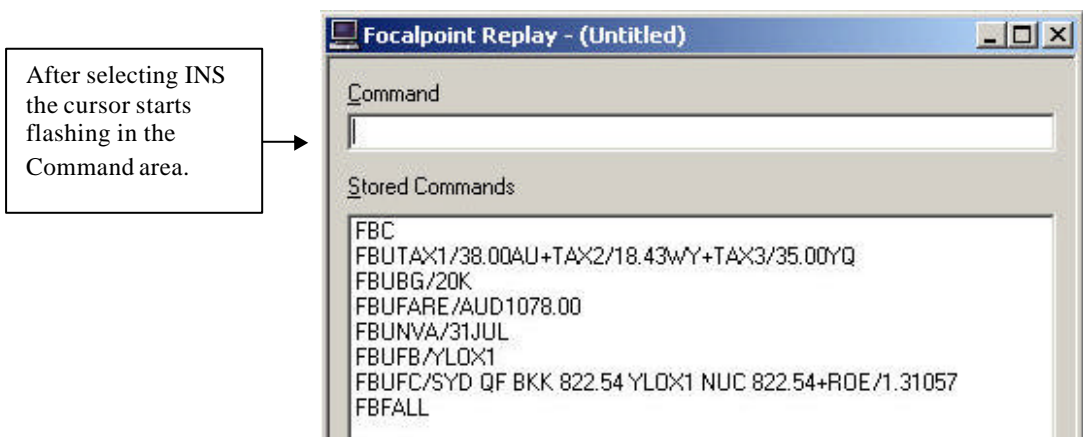
It is recommended that the Command line be cleared before proceeding with the next step.

If a line is removed in error, it can be reinserted. Determine where the line needs to be added.

In this example lets say the Not Valid Before field was missed and needs to be added. This field needs to be somewhere between the **FBC** and the **FBFALL**

Highlight **FBUFB/** and then press the **INSERT** button on the keyboard or select **EDIT / INSERT LINE** from the pull down menu.

The cursor will start flashing in the Command area. Type the entry **FBUNVA/31JUL** and then press enter.



Remember to clear the entry from the Command section after inserting the line.

The file is now ready to be saved.

Saving a Replay file.

To save a Replay file, simply select **FILE / SAVE** or **SAVE AS** from the pull down menu.

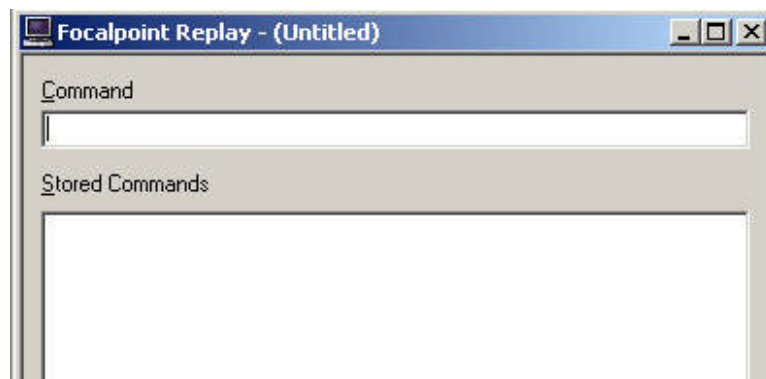
The folder location will default to the `:/FP/DATADIR/REPLAY/` folder

Change the file location if required and give the file a name. Replay files will automatically be saved with the file extension `.REP`.

After the replay listing has been given a name during the saving process, that name will appear in the header of the Replay window.



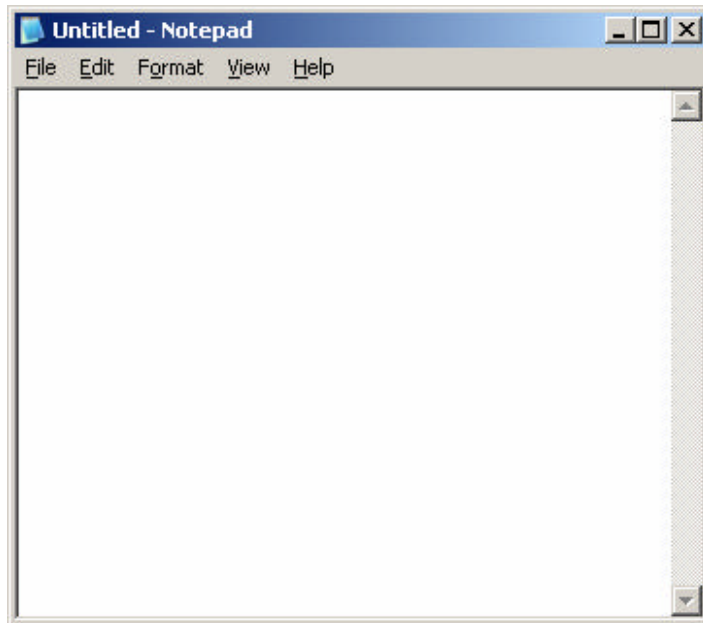
Now that the file has been completed, select **FILE** then **NEW** to clear the Replay screen. This will prevent additional entries being added to the file after saving.



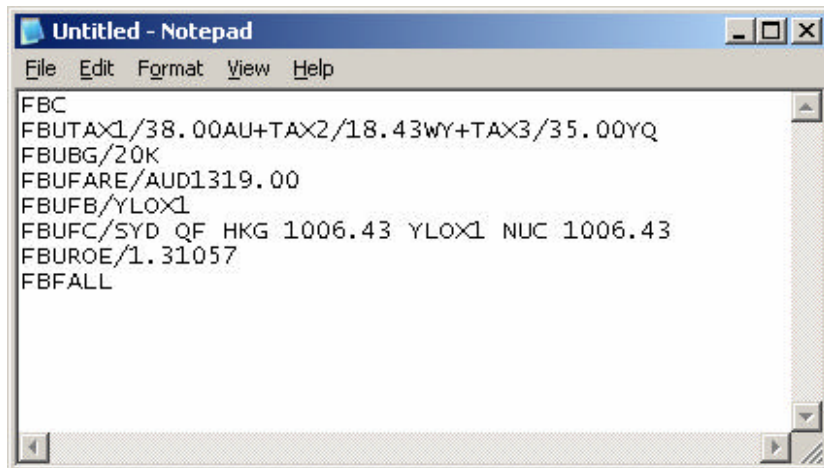
Creating a replay file from scratch

Replay files can be created using the Microsoft Notepad application.

To create a repetitive file open NOTEPAD.



Type the entries using normal Galileo formats, as below:



Now save the file by selecting **FILE** then **SAVE**. Change the file location to where you would like the file to be saved to and give the file a name.

Note: There is a maximum of 150 lines that can be entered in a REP file.

Notepad documents end in an extension of .TXT.

The **SAVE AS TYPE** section needs to be changed to ALL FILES as show below.

Ensure the SAVE AS TYPE field is changed from the default TXT to "All Files" before saving.

As the Notepad will not add an extension to the file created, users must add .REP to the file name before saving.

Now click save

Using saved Replay files.

There are two methods to for “playing” or using a saved replay file.

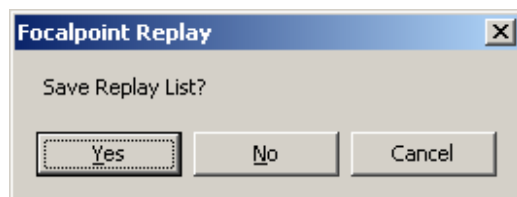
Files can be run in an adhoc basis or attached to a toolbar for easy repetitive access. This section of the document will discuss both methods.

Replaying an ad-hoc File.

When a replay file is required, select **Companions** then **Replay** from the pull down menus or press and hold the CTRL & Y buttons.

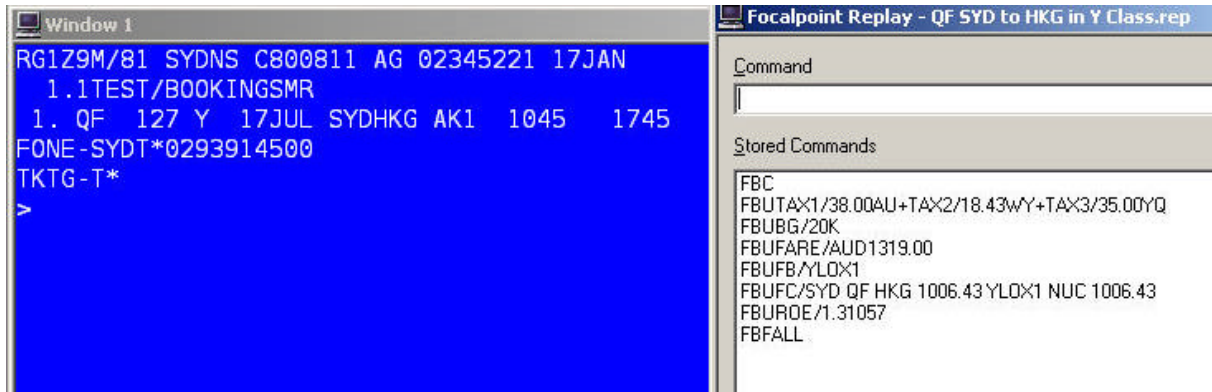


The Replay file be Untitled and display upto the last 150 entries made this session. Select **FILE** then **OPEN** from the pull down menu.



This prompt may display inviting the user to save the existing Replay list. Save if required. If the current information in the replay file is not required select No.

Navigate to the stored Replay file from the list displayed and select Open.



The file will open as show above. There are 3 options available.

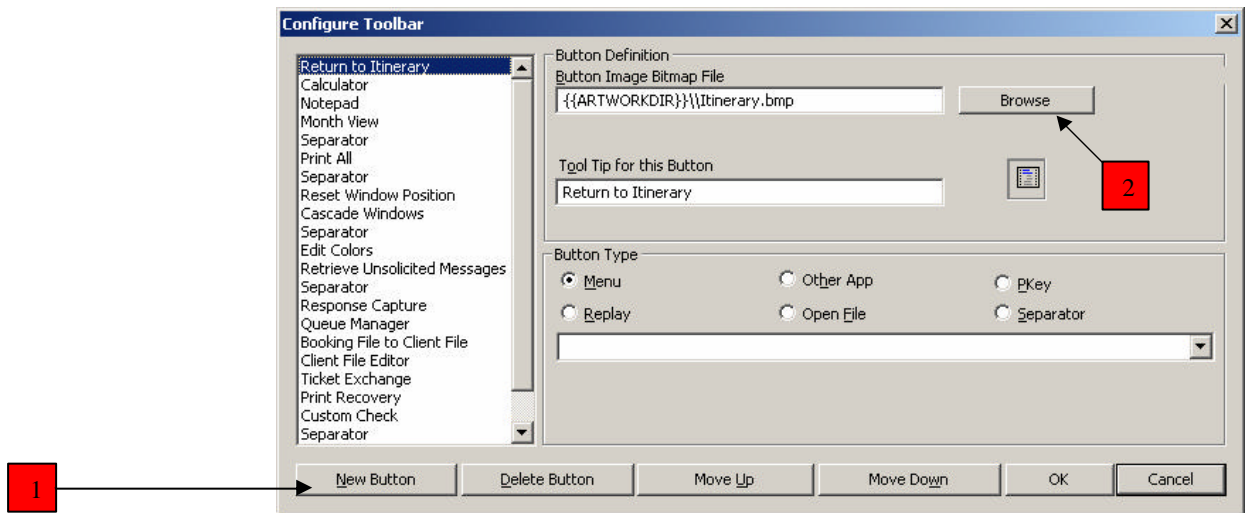
- F9 to “play” the entire set of host entries in the file .
- If not all lines are to be entered, highlight the entries required and press enter.
- To “play” from a certain line to the end of the Replay listing, highlight the first line to be transmitted and select F8.

Adding a Replay function to the Toolbar.

Replay files containing a common set of entries can be added to the Focalpoint Toolbar.

To customize the Focalpoint toolbar, select OPTIONS then CONFIGURE TOOLBAR from the pull down menu.

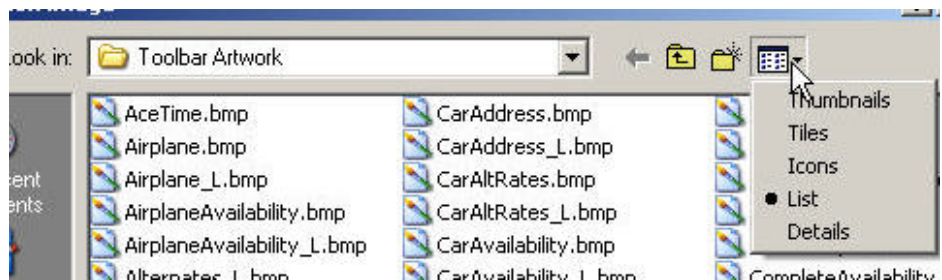
This will display the Configure Toolbar editor.



Step 1. Select the **New Button**

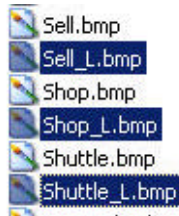
Step 2. Select Browse to find an image from the Toolbar Gallery.

On XP the Gallery files are displayed in name only but can be changed to show the picture before selecting.



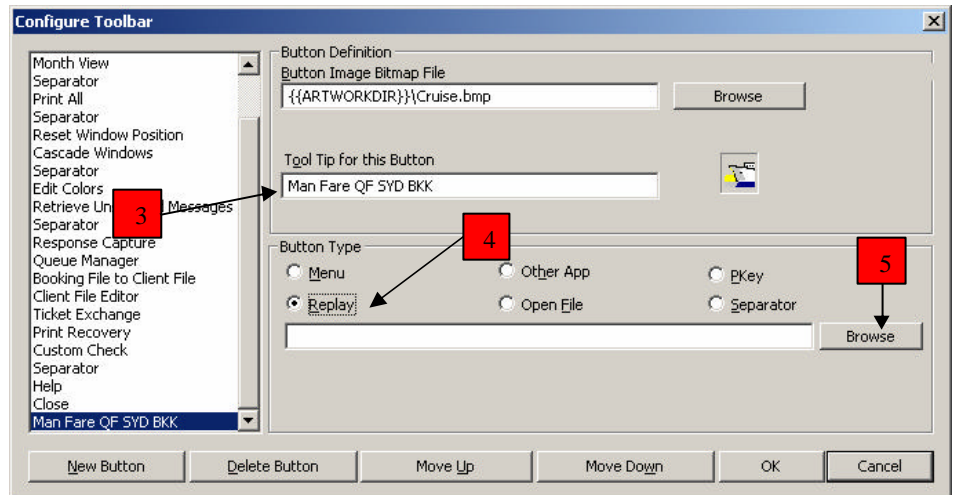
Select Thumbnails.

Note: Many icons in the Gallery have a large and small version of the same picture. The Focalpoint toolbar can only support the smaller of the two sizes.



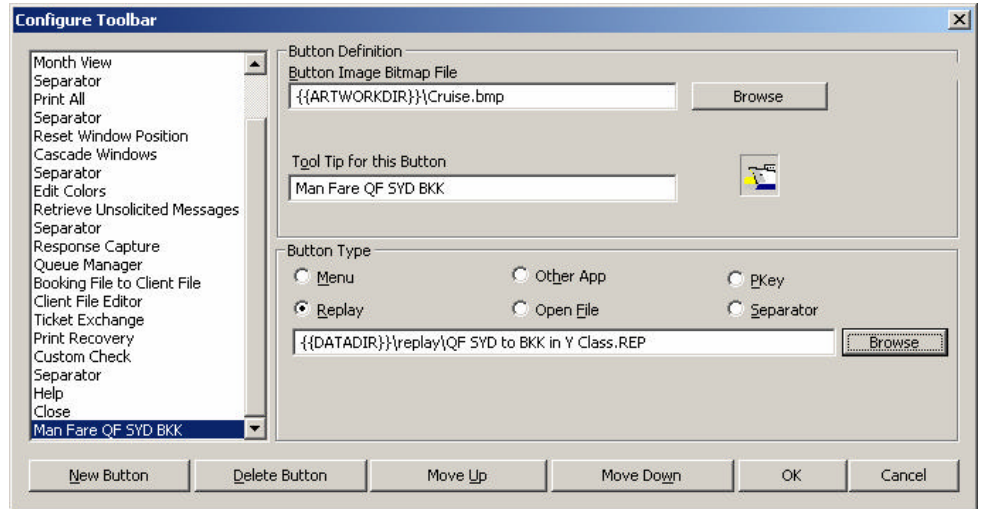
The Galileo provided large file format icons contain an L at the end of the name. These icons should not be selected.

Step 3. Type a description that will appear in the bubble help. This is what will appear when the mouse is floated over the button, before clicking.



Step 4. Select the Replay radio button

Step 5. Select Browse and navigate to the REP file.



Click OK when complete and the icon will appear at the end of the Focalpoint toolbar and be available for immediate use.

When selecting the icon from the Focalpoint Toolbar, the entries will be entered directly into the Host. The Replay display panel will not open.



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