



xLocation Course

Objectives: : Participants will understand the features of the application, display xLocation information, be able to maintain suppliers & locations, search for information and use the importing, exporting tools.



Module 1 Introduction

- Introduction to the xLocation System
- xLocation Features
- xLocation Structure
- Language Support
- Accessing xLocation
- The main screen Overview

Module 2 The system

- What is a location
- The xLocation Structure
- Viewing a hierarchy
- The auto-suggestion box
- The order of locations
- Controlling the text
- Building a hierarchy through the GUI
- Removing a location from the hierarchy
- Associating locations in the hierarchy
- Adding Capabilities
- Descriptive Tags

- Assigning airports to locations
- Add a capability of Primary Gateway
- Add a child location of type airport
- Adding an IATA code to the current location

Module 3 Editing Locations

- Searching for a location
- Adding Alternative spellings
- Adding localised spellings
- Changing geo-position data

Module 4 Editing Supplier Location Mappings

- Editing supplier mappings on a per location basis
- Editing supplier mappings on a per supplier basis
- How mappings are entered

Module 5 Summary

- Module review
- Questions & Answer session
- The Help Tool.

Additional Topics can be added
