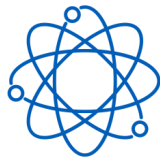




Do you work directly with guests, once they have arrived or departed your property?
Follow the appropriate education path based on the way you, or your teams, engage with guests.



**I manage guests
at the
front desk**



**I am responsible
for the night
audit**



**I manage
existing groups
and reservations**

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Are you responsible for the back of house operations at your property?
Follow the appropriate education path based on the way you, or your teams, assist guests.



I create or complete
maintenance and
service requests



I handle revenue
and finance

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Are you responsible for selling guestrooms and/or event space at your property?
Follow the appropriate education path based on the area of selling you specialize in.



I sell
guestrooms



I sell
event space



I sell
guestrooms and
event space



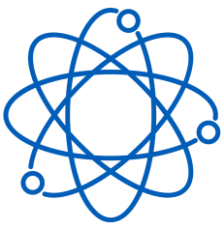
I negotiate
transient
contracts

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Are you responsible for managing software settings for your team, your property, or your hospitality management company?

Follow the appropriate administrator's education path based on the areas you specialize in.



Admin path with housekeeping focus



Admin path with accounting focus

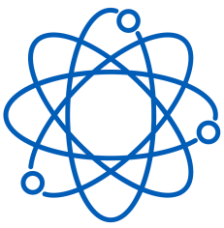


Admin path with sales and catering focus

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Are you responsible for managing software settings for your team, your property, or your hospitality management company?

Follow the appropriate administrator's education path based on the areas you specialize in.



Admin path with front office focus



I need to know it all (admin and user)

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