BookingBuilder Desktop OnDemand Training Classes

Access our [OnDemand Training Portal](#)

Or click course name to launch.

BookingBuilder Desktop Training Videos

[How to use BookingBuilder Desktop Part 1 - Open Selected Web Sites](#) (13 minutes long)

[How to use BookingBuilder Desktop Part 2 - Airline Confirmation Pages](#) (9 minutes long)

[How to use BookingBuilder Desktop Part 3 - Instant Fare Quote](#) (7.5 minutes long)

Administrator Course

This class shows an overview of the BookingBuilder administrative website including viewing of invoices and payments, management of users, administrators, suppliers, and GDS settings.

Click here to view: [BB Administration](#)

BB Genie Training Descriptions

BB Genie Introduction: This 9 minute video introduces Genie administrators to the thought process behind creating Genie rules. (Free)

BB Genie Administration—Beginner 1: This webinar course provides an introduction to the administration site for Genie. Building prompts, enabling them, disabling them, moving and sharing them are all covered in this class. Managing images and a review of the Initiating Events are also covered. Viewing of BB Genie Introduction video beforehand is required. (Free) 1 hour

BB Genie Administration—Beginner 2: This webinar class focuses on building simple prompts. A review of the actions and when to use each one is covered. BB Genie Beginner 1 is a prerequisite. (Free) 1 hour

BB Genie Administration—Intermediate Topics: Attendees will explore more in-depth subjects with building Genie prompts such as User Variables, using Look-Up Tables, Ask User for Input Action, Notification Window Options and Troubleshooting. Participants are encouraged to bring questions they have encountered after trying to build some prompts themselves. BB Genie Beginner 1 & 2 are prerequisites. It is strongly encouraged that participants have built some Genie rules before taking any of the BB Genie Intermediate classes. (Free) 1 hour

Hands-on Genie Training: This course is held twice annually. It begins with a half-day refresher class which quickly reviews the Beginner and Intermediate classes described above. Days 2 & 3 go into more advanced concepts including using Macros, advanced Look-Up Table concepts, reporting and troubleshooting. (Fee varies according to location.) Refresher 5 hours. Advanced 16 hours.

NOTE: Software users do not need to be trained on Genie. Training is only offered for Genie Administrators

To enroll, click the date you wish to attend on the following page which shows the schedule. A minimum of 5 registrations is required to hold classes.

To see the Genie instructor-lead training calendar, click Here Click on any class to register.