



Uniglobe Reporter

The only tool you will need to effectively manage your travel expenses.

Strategic management for your travel program can bring the savings right to your company's bottom line. Having the right reports on which to base decisions is crucial. *Uniglobe Reporter* is a web-based travel data consolidation and reporting tool, that gives you live access to all your company's travel information online, anywhere, anytime!

Uniglobe Reporter empowers you to better manage your travel budgets by monitoring policy and contracts, reconciling travel spending and analyzing results. You have access to your own data through a secure ID and password, accessible from anywhere via the internet.

By using these reports, together we can create a well-defined travel policy, which could reduce your annual travel expenditures by up to 20%.

- 1. Automated data synchronization with no user intervention. This could include back office accounting, unused e-ticket data, credit card data and more!
- 2. Search any transaction in the data warehouse and reprint invoice copies.
- Customized dashboard unique to your company's needs and can include snapshot reports, graphs, and charts relating to travel spending and usage, frequently run reports and quick search for transactions.
 Reports are produced in RDE. Excel. HTML_XML or Word format
- 4. Reports are produced in PDF, Excel, HTML, XML or Word format.
- Schedule reporting for recurring delivery individually or in batches in email or to report history. Never spend time running reports again. End users can batch, schedule and distribute reports themselves as well.



Uniglobe Travel (Eastern Canada)

89 Skyway Avenue Suite 109 Toronto, ON Canada M9W 6R4 T: 905-671-4497 <u>Uniglobe.ca</u>



Key Features:

- Capture, standardize and store travel information from multiple sources for a single, consolidated view of all travel expenditures incurred worldwide.
- Run more than 120-standard reports including graph, overview and detail reports and create an unlimited number of custom reports that provide you with real-travel spending details.
- Identify the location of any traveller at any given time (Crisis Management Reporting).
- Aggressively manage supplier contracts.
- Easily comply with all travel and procurement policies.
- Schedule the production and email delivery of reports and grant direct system access to those who need the information (e.g., meeting planners, department heads and security personnel).
- Easily calculate CO₂ emission based on trip details.

Bottom line:

Gain better control and insight over your company's travel spending by using Uniglobe Reporter

Spend Analysis

US Dollars \$	Trip Type D/T/I	Invoice Year	Invoice Me	In	voice Quarter II	ivolce Date	
Average Air Spend - Economy		Average Air Spend - Busines			Average Air Spend - First		
\$369		\$3,277			\$2,560		
Air Spend by Class Category molect from 1/1/2017 to 12/31/2017.							
Business Class						\$9,442,876	
Economy Class		\$2,568,169					
First Class 561	9,486						
1261 484	25541-0						
S0 \$500,000 \$ Class Category Breakdown Invoiced from 1/1/2017 to 12/31/2017.	1,000.0 \$1,500.0 \$2,000.0 \$2,500.	0 \$3,000.0 \$3,500.8 \$4,090.0	. \$4,500.0 \$5,800.0 \$5,500, Air Spend	8 \$6,000,0 \$6,500,0 \$7	,008,8, \$7,500,0, \$8,090,0 \$8,51	6,0 \$9,008,0, \$9,	
Air Cabin Class Q Air Supplier Q	Measures						
Air Cabin Class Q Air Supplier Q	Spend	Air Market Share	Tickets	Average Fare	Air Average Spend Per Mile	Air Miles	
		Air Market Share 72.2%	Tickets	Average Fare \$3,296	Air Average Spend Per Mile	2010.007E	
	Spend				Internet Base Street and the	Air Miles 19,059,61 5,504,45	
Business Class	Spend \$9,442,876	72.2%	2,865	\$3,296	\$9.59	19,059,61	

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Visualizations



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