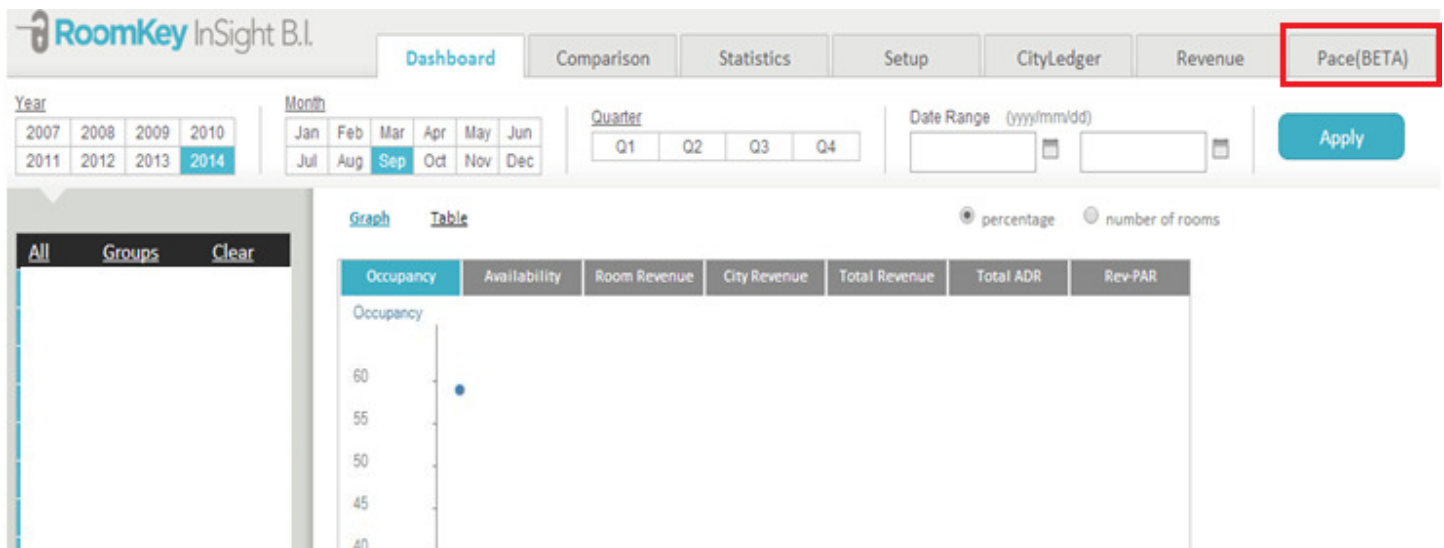


PICK UP/PACE REPORT

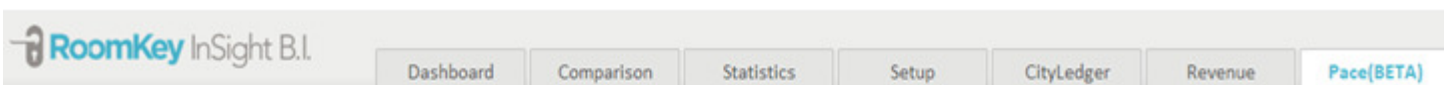
The Pick up/Pace Report provides a detail breakdown of the hotel's monthly pick up by day in terms of Room Nights, ADR, Occupancy and RevPar. It also provides the booking pace by comparing figures with the previous year.

From the Dash Board Screen, Select the "Pace" Tab



The screenshot shows the RoomKey InSight B.I. dashboard. The 'Pace(BETA)' tab is highlighted with a red box. Below the navigation bar, there are filters for Year (2007-2014), Month (Jan-Dec), Quarter (Q1-Q4), and Date Range. A table with columns for Occupancy, Availability, Room Revenue, City Revenue, Total Revenue, Total ADR, and Rev-PAR is visible. A graph showing occupancy is also present.

Once selected, a brief explanation of the report will be displayed. Click on "Annually Growth Comparison Report"



The screenshot shows the RoomKey InSight B.I. dashboard with the 'Pace(BETA)' tab selected. The dashboard includes navigation tabs for Dashboard, Comparison, Statistics, Setup, CityLedger, Revenue, and Pace(BETA).

Pace Reports

This Beta version of the Booking Pace and Occupancy Forecasting module provides RDP customers the ability to analyze forecasted revenue and occupancy and compare the forecasts to the same time last year. A wide variety of additional reports can easily be created to analyze data.

For example, on 10/22/2014, you could run a report that showed the total number of rooms booked, and revenue for the period 12/01/2014 to 12/31/2014(Dec 2014). The report includes totals for the same time frame last year (i.e., on 10/22/2013, what was booked for 12/01/2013 to 12/31/2013(Dec 2013)).

This allows management to analyze if the booking pace is ahead or behind last year.

[Annually Growth Comparison Report](#) >



The Pick-up Report will be displayed at this time. Select the desired hotel if you have access to multiple hotels, select the month you wish to run.

Hotels Hotel XYZ Date Look up 2014 - Oct Export Select a Format Export Update Report

PICK UP REPORT (BETA)

Hotel XYZ Oct 25, 2014

Look up Date	CURRENT							LAST YEAR							PACE			
	Rm Nts	Rm Nit Pick up	Occ%	Revenue	Revenue Pick up	ADR	REVPAR	Rm Nts	Rm Nit Pick up	Occ%	Revenue	Revenue Pick up	ADR	REVPAR	Rm Nts	Revenue	ADR	REVPAR
10/01/2014	10	0	55.56 %	1,444.25	0.00	144.43	80.24	0	0	0.00 %	0.00	0.00	0.00	0.00	10	1,444.25	144.43	80.24
10/02/2014	12	0	66.67 %	1,700.67	0.00	141.72	94.48	0	0	0.00 %	0.00	0.00	0.00	0.00	12	1,700.67	141.72	94.48
10/03/2014	10	0	55.56 %	1,341.14	0.00	134.11	74.51	0	0	0.00 %	0.00	0.00	0.00	0.00	10	1,341.14	134.11	74.51
10/04/2014	11	0	61.11 %	2,023.79	0.00	183.98	112.43	0	0	0.00 %	0.00	0.00	0.00	0.00	11	2,023.79	183.98	112.43
10/05/2014	10	0	55.56 %	1,659.41	0.00	165.94	94.41	0	0	0.00 %	0.00	0.00	0.00	0.00	10	1,659.41	165.94	94.41

The Pick-up Report can be exported to Excel, Image, PDF or Word format. Simply click on the Drop down menu next to “Export”, select the desired format and click on “Export”.

Date Look up 2014 - Oct Export IMAGE Select a Format Excel IMAGE PDF WORD Export Update Report

ORT (BETA)



To see Pick-up report for other months, Select the month from the drop down menu, then click on “Update Report”.

Hotels **Hotel XYZ** Date Look up **2014 - Oct** Export **Select a Format** Export Update Report

PICK UP REPORT (BETA)

Hotel XYZ Oct 25, 2014

Look up Date	CURRENT							LAST YEAR							PACE			
	Rm Nts	Rm Nit Pick up	Occ%	Revenue	Revenue Pick up	ADR	REVPAR	Rm Nts	Rm Nit Pick up	Occ%	Revenue	Revenue Pick up	ADR	REVPAR	Rm Nts	Revenue	ADR	REVPAR

Please see below for Report details.

Look up Date	CURRENT							LAST YEAR							PACE			
	Rm Nts	Rm Nit Pick up	Occ%	Revenue	Revenue Pick up	ADR	REVPAR	Rm Nts	Rm Nit Pick up	Occ%	Revenue	Revenue Pick up	ADR	REVPAR	Rm Nts	Revenue	ADR	REVPAR
10/01/2014	10	0	55.56 %	1,444.25	0.00	144.43	80.24	0	0	0.00 %	0.00	0.00	0.00	0.00	10	1,444.25	144.43	80.24
10/02/2014	12	0	66.67 %	1,700.67	0.00	141.72	94.48	0	0	0.00 %	0.00	0.00	0.00	0.00	12	1,700.67	141.72	94.48
10/03/2014	10	0	55.56 %	1,341.14	0.00	134.11	74.51	0	0	0.00 %	0.00	0.00	0.00	0.00	10	1,341.14	134.11	74.51
10/04/2014	11	0	61.11 %	2,023.79	0.00	183.98	112.43	0	0	0.00 %	0.00	0.00	0.00	0.00	11	2,023.79	183.98	112.43
10/05/2014	10	0	55.56 %	1,699.41	0.00	169.94	94.41	0	0	0.00 %	0.00	0.00	0.00	0.00	10	1,699.41	169.94	94.41
10/06/2014	9	0	50.00 %	1,100.79	0.00	122.31	61.16	0	0	0.00 %	0.00	0.00	0.00	0.00	9	1,100.79	122.31	61.16
10/07/2014	12	0	66.67 %	1,667.03	0.00	138.92	92.61	0	0	0.00 %	0.00	0.00	0.00	0.00	12	1,667.03	138.92	92.61
10/08/2014	12	0	66.67 %	1,840.57	0.00	153.38	102.25	0	0	0.00 %	0.00	0.00	0.00	0.00	12	1,840.57	153.38	102.25
10/09/2014	12	0	66.67 %	1,960.22	0.00	163.35	108.90	0	0	0.00 %	0.00	0.00	0.00	0.00	12	1,960.22	163.35	108.90
10/10/2014	13	0	72.22 %	2,164.51	0.00	166.50	120.25	0	0	0.00 %	0.00	0.00	0.00	0.00	13	2,164.51	166.50	120.25
10/11/2014	13	0	72.22 %	2,328.21	0.00	179.09	129.35	0	0	0.00 %	0.00	0.00	0.00	0.00	13	2,328.21	179.09	129.35

1. **Look up Date** – Each Pick-up report reports room nights, revenue, pick-up and pace by date
2. **Room Nights** – Total room nights OTB (On the Book) on that day
3. **Room Nights Pick-up** – Number of room nights that have increased or decreased from the previous day (Room nights for Date X on Date Y – Room nights for Date X on Date Z) **Date Z <Date Y**
4. **Occupancy %** - Hotel occupancy on the day (Total room nights / Total rooms available)
5. **Revenue** – Total Room Revenue for the day
6. **Revenue Pick-up** – Revenue increase or decrease from the previous day
7. **ADR** – Average Daily Rate for the day (Total room revenue / Number of rooms occupied)
8. **REVPAR** – Revenue per available room for the day (Total room nights / Total rooms available)

Same data from previous year is also displayed in this report.

The Pace section of the report compares the current year’s Room Nights, Revenue, ADR and REVPAR with last night. In order to calculate pace properly, the hotel must have used RoomKey for minimum 1 year.