



Making a Bulk Move

1

- (1) Open OPERATIONS / BULK MOVE
- (2) Select DATE, DEP AIRPORT, FLIGHT# & DEST AIRPORT
- (3) Click GET PAX LIST

2

- (1) Select NEW DATE in MOVE TO section
- (2) Click FIND FLIGHTS

3

Select PASSENGERS to be moved **[ctrl + click]**

4

Select the FLIGHT to move the PASSENGER to

5

Click MOVE & click CLOSE