

## Amadeus Altéa Departure Control - Customer Management

### To add special baggage

1. Retrieve the passenger in DCS. Add bag (F11) or choose "Yes" in the drop-down list under the question "Customer has bags?" and press accept

**PDT** Customer Identification Customer Acceptance

Low Search AF1

BT311 22FEB RIX → TLL Tallinn Lennart Meri  
Acceptance Open Gate: None STD: 07:25 Boarding: 06:55

Sort By Default Order Ascending

Customer	Bkg	Tkt	Cabin	Sec	Seat	Accept	Baggage	Info
1 BOOKING Test	BT311	22FEB	RIX-TLL	Y(Y)	001			

Select Customer(s) for Acceptance: 1 Expand [SF2] 1 of 1 Selected

Enter seat preference (if required). Enter bag details afterwards.

Customer has bags?: **Yes** Seating: Seat Preference: ...

Comments out of RIX

Health Document Checks are not Advanced Options [F2] **Accept** Back

2. Choose "Yes" in the drop-down list under the question "Is this a special bag?"

**PDT** Customer Identification Customer Acceptance Acceptance Information Add Bag

Low Search AF1

BT311 22FEB RIX → TLL Tallinn Lennart Meri  
Acceptance Open Gate: None STD: 07:25 Boarding: 06:55

Sort By Default Order Ascending

Customer	Bkg	Tkt	Cabin	Sec	Seat	Accept	Baggage	Info
1 BOOKING Test	BT311	22FEB	RIX-TLL	Y(Y)	001	15D	✓	

Select Customer(s): 1 Expand [SF2] 1 of 1 Selected

Enter baggage weight for next piece.

Baggage: Additional Hold Baggage: 1 / 10 KG Is this a special bag? **Yes**

Current Baggage: Hold Baggage: 0 / 0 KG

If applicable, enter details for each bag.

Tag Number	Wt	From	To	Acc	Class	Owner	Tag Type	Info	Spl. Bag
...	10	RIX	TLL	✓		<Select Customer>	Auto		

0 Bags

1 Customer(s) Accepted **Add Special Bag Details** Exit

- Choose the type of special baggage and press Add

1	<b>BOOKING Test</b>
✈ BT311	22FEB RIX-TLL

  

**Enter the data for the special bag(s) to update.**

**Special Baggage**

Attribute-Description	Details
<div> <div>▼</div> <div> <div>▲</div> <div>▼</div> </div> </div> <ul style="list-style-type: none"> <li>AVIH-live animal</li> <li>BIKE-bike</li> <li>BULK-bulky baggage</li> <li>INFT-baby trolley</li> <li>SPEQ-1st bag - SKI</li> <li>SPEQ-1st bag of hockey eq</li> <li>SPEQ-2nd bag - SKI</li> <li>SPEQ-2nd bag hockey stick</li> </ul>	<div>0 Attributes</div>