

**Trainees Name:** Hankunaran, Abhiram **Staff No:** .....

**Dep/Sec:** FRA - FOH .....

| <b>Training Module</b> |  |
|------------------------|--|
| 1                      | Sign in Procedure  |
| 2                      | Accessing GoNOW  |
| 3                      | Flight Display Status Info   |
| 4                      | Customer Lists   |
| 5                      | Customer Acceptance  |
| 6                      | Customer Acceptance with Bags, Services, Comments – Offloading Customers |
| 7                      | Seatmap: Allocating Seats, Changing Seats, Blocking and Unblocking Seats |
| 8                      | Baggage Focus: Types of Bags, Baggage Lists, Excess Baggage Payments     |
| 9                      | Acceptance of Customers (Non Schengen) APIS                              |
| 10                     | Commercial Passengers and Staff Passenger Acceptance                     |
| 11                     | Boarding   |

**Trainee's Declaration:**

"I have received full instruction and training. I confirm that I fully understand the training that I have been given"

**Trainee's Signature:** Hira ..... **Date:** 25.01.2024 .....

**Trainers / Instructors Declaration:**

"I certify that the above named employee has received full instruction and training. They have also demonstrated their ability to perform this task accordingly."

**Trainer/Instructors Name:** JONATHAN LA COUET .....

**Trainer/Instructor's Signature:** JL ..... **Date:** 25.01.2024 .....