

**Trainees Name:** .....Xhulia Kobellari..... **Staff No:** .....488.....

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

Training Module	
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:** ..........

**Date:** .....19.04.2024.....

#### 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 Court.....

**Trainer/Instructor's Signature:** ..........

**Date:** .....19.04.2024.....