



Practice Quiz – CM Session 3

1. Name all four Rapid Management Tools Functions
 - a) **Recur**
 - b) **Copy**
 - c) **Move**
 - d) **Swap**

2. The Service Provider Schedule screen can only be accessed from the Provider Booking screen.
Answer: False

True or False?

3. Un-do CheckIn is an available option within the Services Booking Entry screen? **Answer: True**

True or False?

4. What is the function used for linking 2 or more bookings together? **Answer: Service Groups**

5. Un-do Checkout is an available option within the Services Booking Entry screen? **Answer: True**
True or False?

6. Spa charges can be posted prior to checkout. **Answer: True**

True or False?

7. Gratuities cannot be added once the booking has checked out? **Answer: True**

True or False?

8. Name the 4 Batch features within Service Groups
 - a) Check In
 - b) Service Start
 - c) Post Charges
 - d) Check Out

9. Service Start must be used in order to be able to check out the booking. **Answer: False**

True or False?



10. Charges cannot be posted until the booking is checked out. **Answer: False**

True or False?

11. What are the four items on a booking users can mark “Do Not Change”

- a) **Service**
- b) **Date and Time**
- c) **Service Provider**
- d) **Service Room**

12. Bookings can be linked to multiple Service Groups. **Answer: False**

True or False?

13. Once linked to a Service Group, bookings can no longer be settled individually. **Answer: False**

True or False?

14. Charges must be posted in the Front Desk Folio for bookings linked to Front Desk Guest Reservations. **Answer: False**

True or False?

15. Spa Client text can be used without a Client Profile. **Answer: False**

True or False?