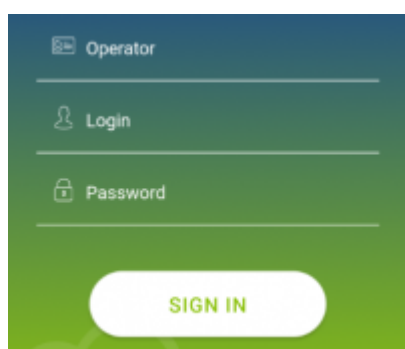


SALES MOBILE APP



Introduction

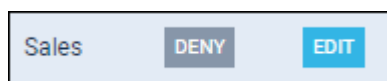


Sales app logging in page

Leon **SALES MOBILE APP** has been created for smooth & fast managing of your BizAv sales.

The app can be downloaded for **free** and is available for **iOS** and **Android** device users. In the App store type in 'Leon Sales' in the search box and install the application.

In order to use Sales app, user must be given an access in Leon 'Privileges' panel as per below screenshot.



Logging in credentials are **the same** as for the web-version of Leon.

Adding a quote

To add a quote click an icon  and fill in a new page with details:

- **Requested by** - a mandatory item - type 3 letters of client's name or surname and Leon will suggest name/names (as long as the client has been added to Leon's clients database).

Contact

Air

Air Alsie

☐

Air Pannonia

☐

AirHeaven

☒

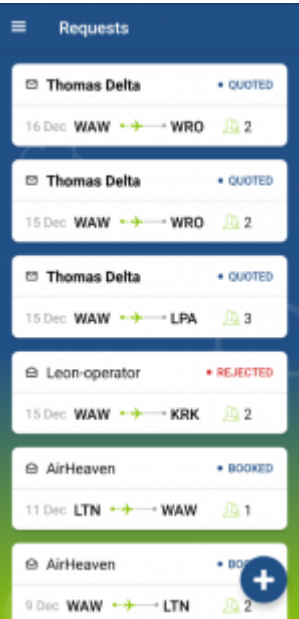
CANCEL

SAVE

- **Representative** - if client has assigned a representative/representatives in his Leon profile, when typing

Editing the Quote

ITINERARY



The list of quotes in Leon Sales app

←

New Request

Requested by *

Thomas Delta

Representative

John Smith

Min. category *

Piston

Aircraft

A-BCDE

✈

ADEP

VKO

ADES

LTN

Date

24 Dec 2020

Departure ▾

15:10

+

PAX

3

Editing quote's details

Price		USD 5990
Arrival PAX Fee	▾	USD 290.82
Crew Costs Fee	1	USD 848.20
Fuel Block Fee	02:30	USD 1514.65
Fuel Block Fee Discount	01:30	USD 45.38
Fuel Flight Fee	02:00	USD 1817.56
Fuel Flight Fee Discount	01:30	USD 136.20
Handling Basic Fee	▾	USD 969.37
Night Landing	▾	USD 727.03

Quote's aircraft & airport fees

Change status

NEW REQUEST

QUOTED ✓

☒ A-BCDE ☐ D-INKY

OPTION

CONTRACT SENT

BOOKED

INVOICE SENT

BRIEF SENT

DONE

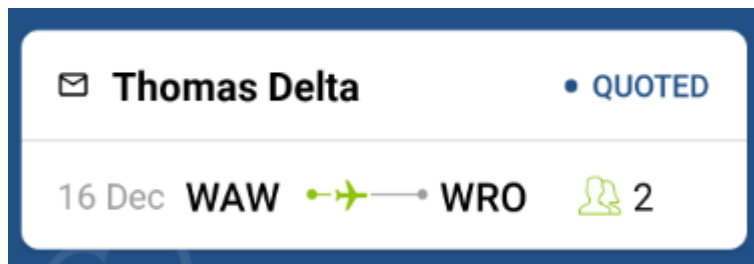
REJECTED

CANCEL

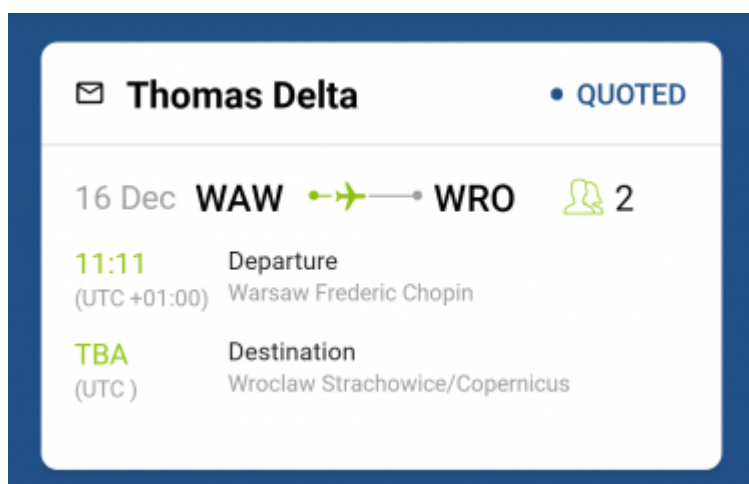
SAVE

Changing quote's status

Once the user has logged in, he can see the list of quotes. Each quote shows such details as: client's name & surname, quote's status and itinerary details: date, route and PAX number.

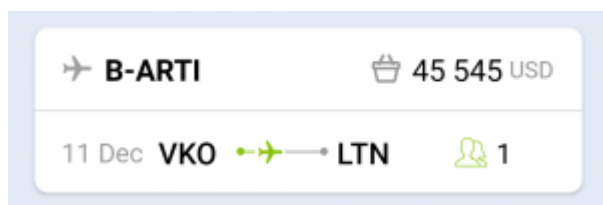


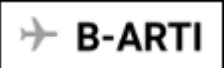

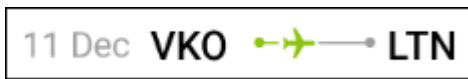

By clicking on the upper part of the tile, Leon will also show quote's departure and arrival LT times (with UTC time difference) and airports names.



Clicking on the lower part of the tile transfers to a page where there are more details displayed, such as: name & surname of the client's representative (if selected when adding a quote) and assignee's details.

Right below Leon shows **quote's details**, such as:



- Aircraft reg number 
- Quote's price 
- Date & Route 
- PAX number 


Clicking on quote's date or its route transfers to the page, where an aircraft can be changed as well as quote's schedule details, such as: **ADEP & ADES, Date, Departure & Arrival times, Block & Flight time** and **PAX number**.


QUOTE'S PRICE

Clicking on the **quote's price** opens a page with the **aircraft & airport fees** (previously defined in Leon's section Sales > Fees).

Each fee can be edited and changed (which will update the total quote's price).


Fuel Block Fee			
02:30	×	605.86	USD 1514.65
			Σ USD 1514.65

It is also possible to delete a particular leg/legs of the quote's route by clicking the icon  however, deleting the quote is not possible.


Leon also allows to change quote's **status** - click the button  and a new window will show, where it's possible to mark an appropriate status of the quote. Or, click quote's

status on the blue bar  and the same window will show up.

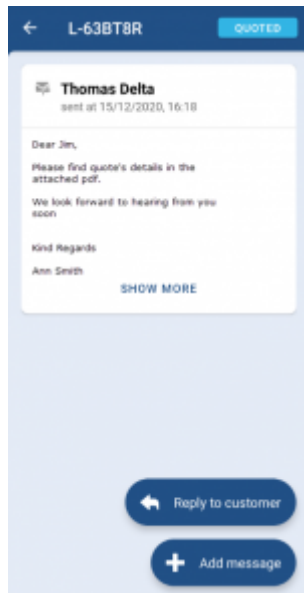
MESSAGES

Click a button  and Leon will show a dedicated window for exchanging messages with the client.

There are **2** options available in 'Messages' window:



In this panel you can select an **Email template** (which can be set up in a section Settings > Email Templates > Sales Panel Message).



Messages panel in Leon Sales app

Email template

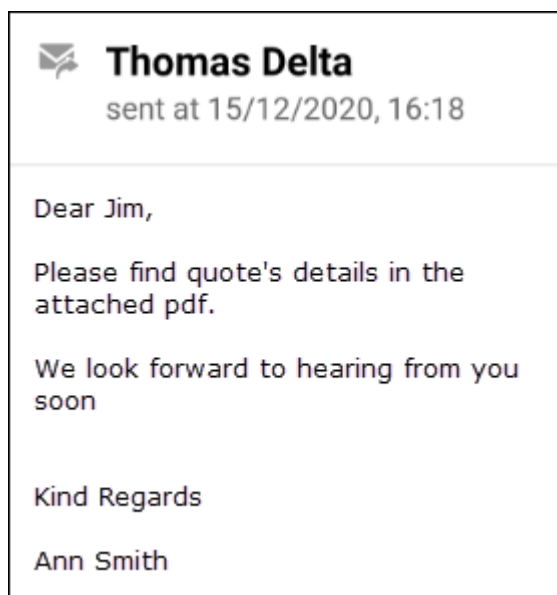
English	<input checked="" type="radio"/>
German	<input type="radio"/>

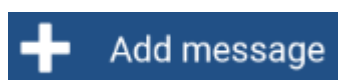
CANCEL SAVE

A field **To** will show client's email address, or his representative's.

The other fields such as: **From**, **Reply to**, Subject and Message will show pre-defined email addresses, email subject and email body.

Once the email has been sent out, it will appear in the app as on the screenshot below.





This panel allows sending internal messages.

A white rectangular panel with a thin black border. At the top left, it says "Add as requester" in grey text. At the top right, there is a toggle switch that is currently turned off (grey). In the center, there is a large white rectangular text input area with the placeholder text "Message" in grey. At the bottom, there are two buttons: "CANCEL" in grey text and "SEND" in green text.

Type a message in the window, click SEND and it will appear on client's side. When client replies, it will show straight away in the app.

A light blue rectangular panel with rounded corners. It contains two message entries. The first entry has a light green background and shows an envelope icon, the name "John Evans", and the time "sent at 15/12/2020, 13:55". Below this is a white text box containing the message "Yes we are". The second entry has a white background and shows the name "Thomas Delta", the time "sent at 15/12/2020, 13:55", and a white text box containing the message "Are you available next Tuesday".

It is also possible to send a message **as a requester** - click on a dot to do that

A white rectangular panel with a thin black border. On the left, it says "Add as requester" in grey text. On the right, there is a toggle switch that is currently turned on (blue).

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