Product Announcement

March 25, 2014

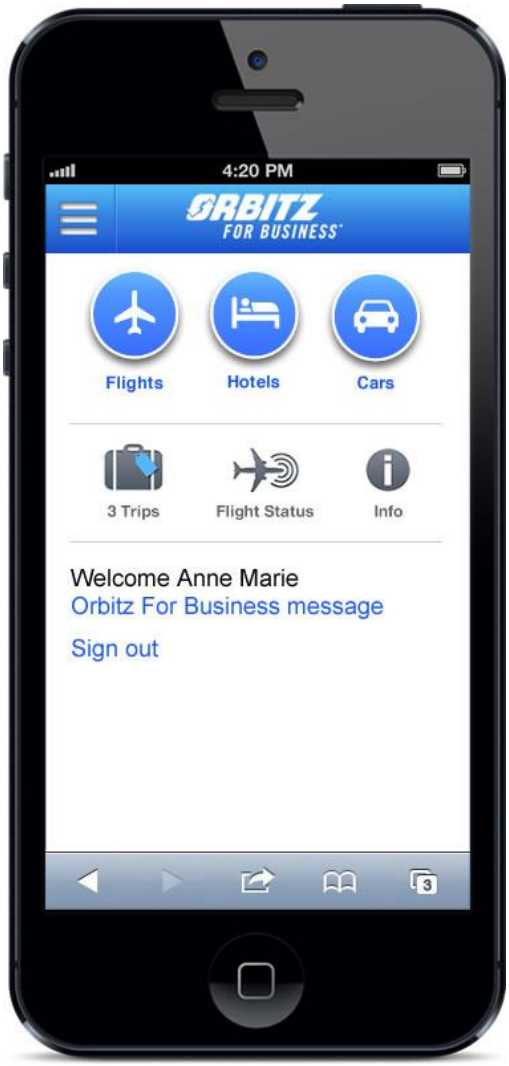
Mobile Site Enhanced

Orbitz for Business (OFB) has expanded and improved its mobile site to provide better connectivity and flexibility to meet your travel needs.

OVERVIEW

Our improved OFB mobile site is accessible through any web-enabled smart phone or wireless device at m.orbitzforbusiness.net. The OFB mobile site has the familiar features from the full site available in an easy to use method. It includes these features:

- Larger fonts and touch targets throughout the site
- Simplified search results cards
- Shortened booking paths
- Slide out navigation menu to quickly get to all parts of the site



Flexibility

You can search and book air, car and hotel trips. This feature makes it extremely useful when you're away from the office and need to make same day bookings.

For air searches, you can use dynamic location matching where you type in a few letters and see a list of matches you can select.

You have different ways to filter your search results. For flights, you can sort by lowest price, departure time and more. For hotels, you can filter by locations, chains, amenities and stars.

You can also cancel existing trips if your plans change at the last minute.

Connectivity

You have quick access to current, upcoming and past trips. You can check the status of your flights at any time to see their estimated and actual departure and arrival times, as well as gate and baggage claim information.

Seamless policy

When searching, all your company's policy configurations are applied. This includes any company preferred and policy markings, negotiated rates, trip purpose questions, travel policy notifications and reference fields.

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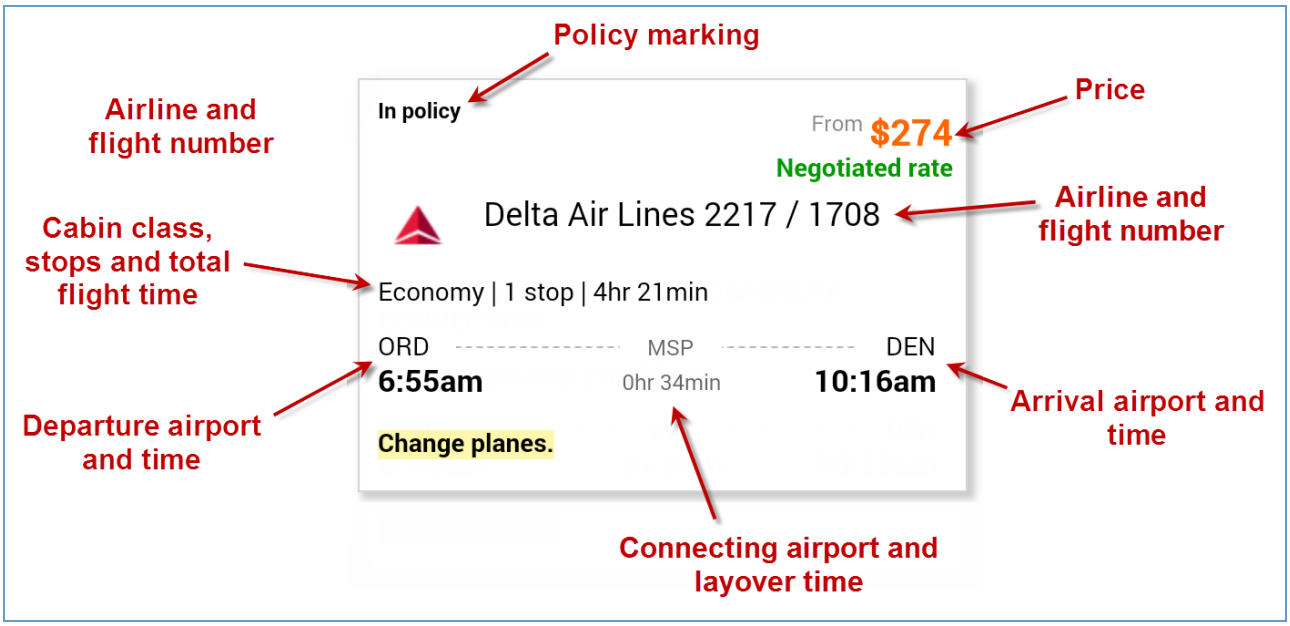
Your company messaging is displayed on the home page and across the search results and booking paths (if applicable).

When you access the orbitzforbusiness.net home page with a mobile device, our technology will auto-detect your mobile browser/device and redirect you to the mobile version. The mobile site has a link to take you to the full site if you want to go there.

Search card changes

The site has larger search results cards that show more information. The cards are also fully touchable so it is easier to select the travel you want.

Air search results card example



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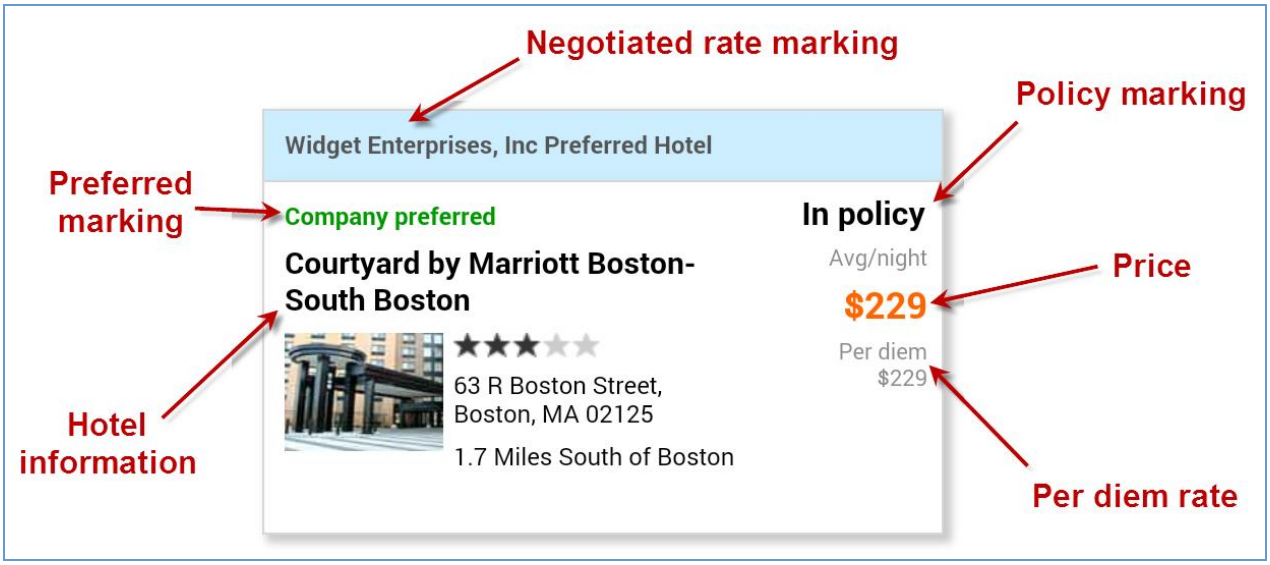
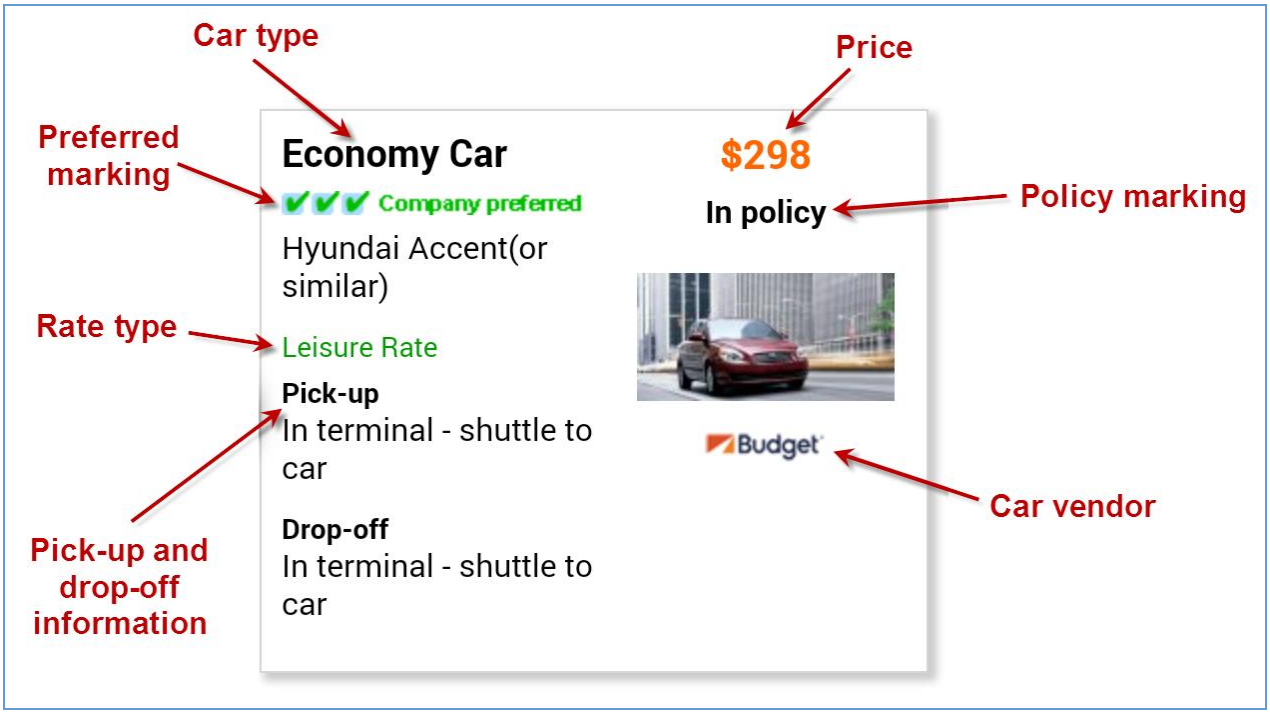
Hotel search results card example



Car search results card example



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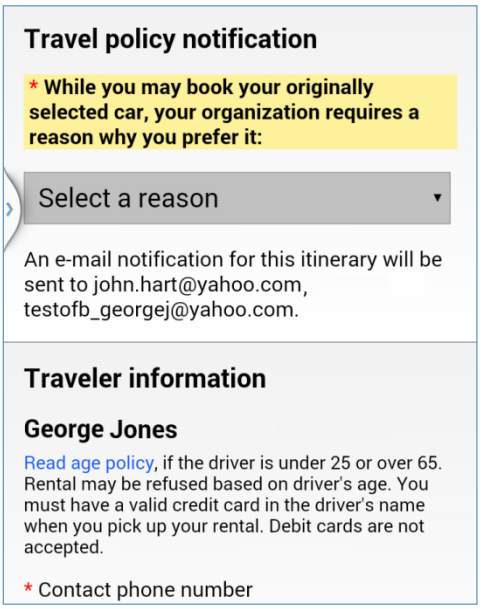
Booking path changes

The site improves the booking path to reduce the number of screens you need to go through for a booking.

It features a one page booking path for cars and hotels. The air booking path has been reduced to three pages.

With so much pre-populated from the traveler's profile, there are fewer places where input is needed.

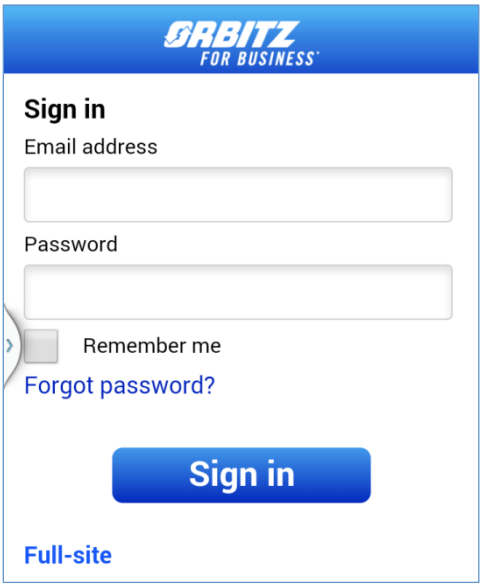


Accessing OFB mobile

To access the OFB mobile site:

1. Navigate to m.orbitzforbusiness.net.
2. -or-
3. Go to www.orbitzforbusiness.net on your mobile device to be redirected to the mobile site.
4. Enter your OFB login information.
5. Select the **Remember me** box.

   For security reasons, passwords are not stored.
6. Select **Sign in**.



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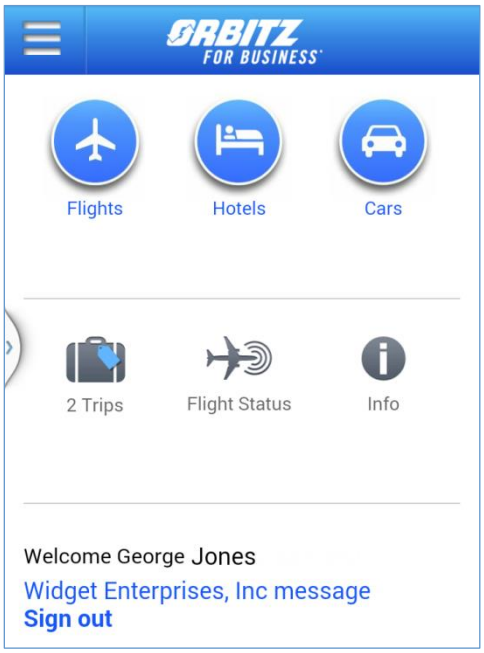
MOBILE HOME PAGE

After you log in, you can:

- Find flights
- Find hotels
- Find cars
- Access My Trips
- Find Flight Status
- Get Help

You start any of these tasks with a single touch.

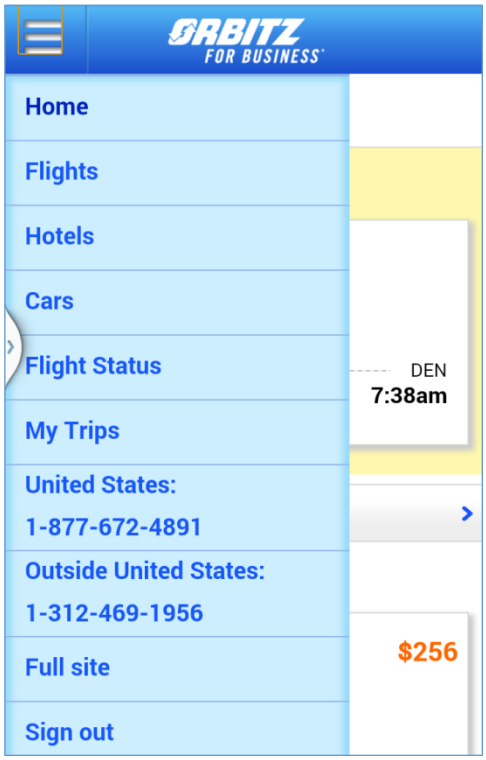


SIDE NAVIGATION MENU

Anywhere on the site, you can click the side navigation icon in the upper left corn to open the side navigation menu.

This menu gives you quick access to:

- Find flights
- Find hotels
- Find cars
- Find Flight Status
- Access My Trips
- Call Customer Service
- Access the Full OFB site



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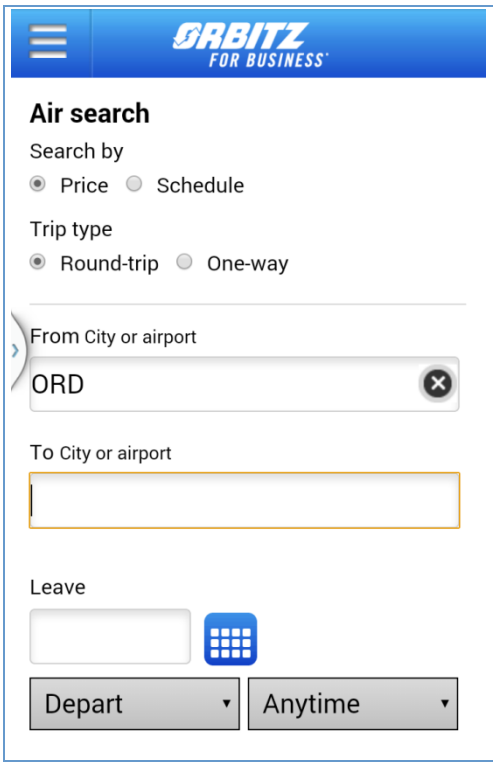
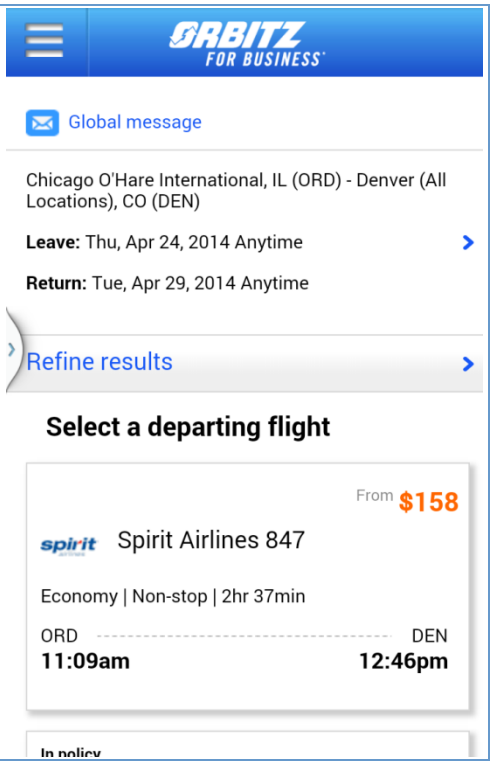
FIND FLIGHTS

You can use the OFB mobile site to search and book flights. You can search by price or by schedule. You can search one-way or round-trip flights.

***Search* page**



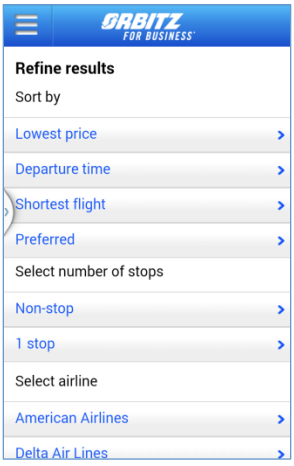
***Search results* page**



Refine results

The OFB mobile site displays the search results with lowest priced flights on top. The matrix and sort tabs do not appear on the OFB mobile site. Instead, you can sort and filter your search results by selecting the *Refine results* link. This link opens a new page with the options from the matrix and tabs. You can:

- Sort by lowest price
- Sort by departure time
- Sort by shortest flight
- Sort by preferred airlines
- Filter by stops
- Filter by airlines



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Air page flow

The Air booking path is optimized for mobile devices.

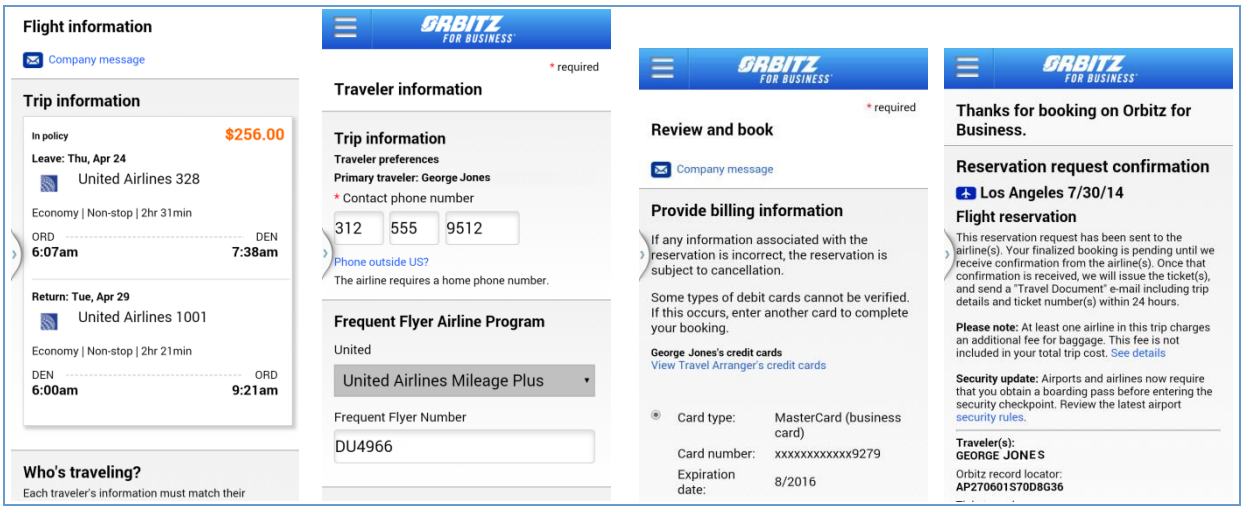
This flow shows the pages you go through in the Air booking path:

1. Search options

   Search by price round trip or one-way
   Search by schedule round trip or one-way

2. Book

Flight information ***Traveler information*** ***Review and book*** ***Confirmation***



Note: You can only designate a general seat assignment (for example, aisle or window seat) in the mobile site's booking path.

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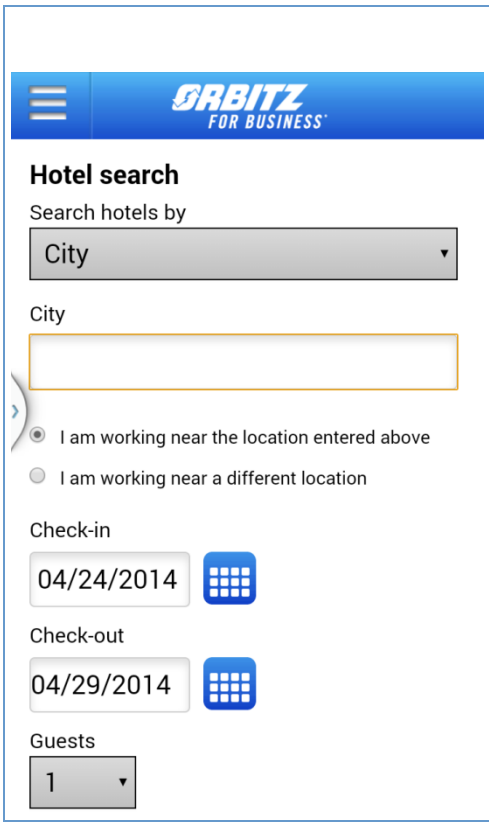
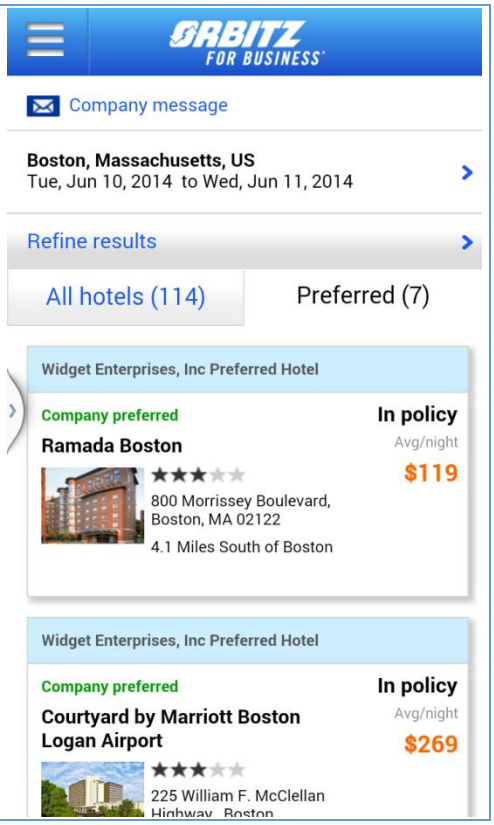
FIND HOTELS

You can use the OFB mobile site to search and book hotels. You can search by airport/city, address or company location.

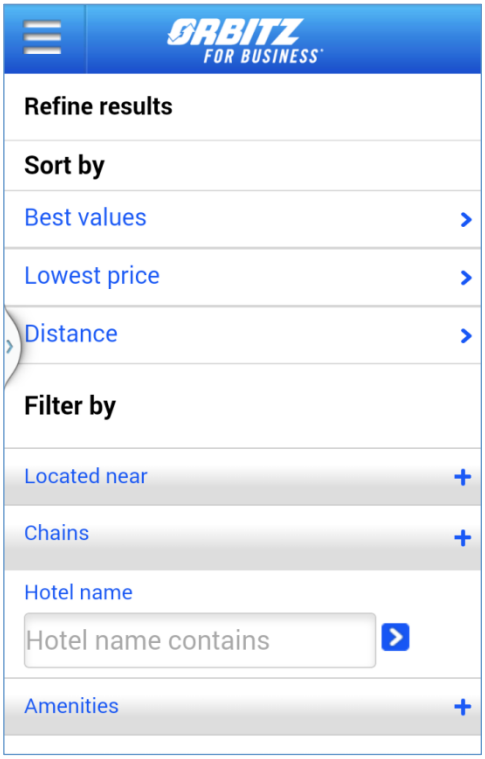
***Search* page**



***Search results* page**



The Hotel search results now show two tabs, just like the full site. The Preferred tab contains all of your organization's preferred hotels in your search location. The *All hotels* tab contains all the hotels, including preferred hotels, in your search location. The *Hotel details* page has a map of the hotel's location and a photo album viewer with pictures of the hotel.



Refine results

You can sort and filter your search results by selecting the *Refine your results* link. This link opens a new page with the options from the tabs and filter options. You can:

- Sort by best values
- Sort by lowest price

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- Sort by distance
- Filter by company location or area (including neighborhood or point of interest options)
- Specify a hotel name
- Filter by hotel brands or chains
- Filter by amenities
- Filter by star ratings

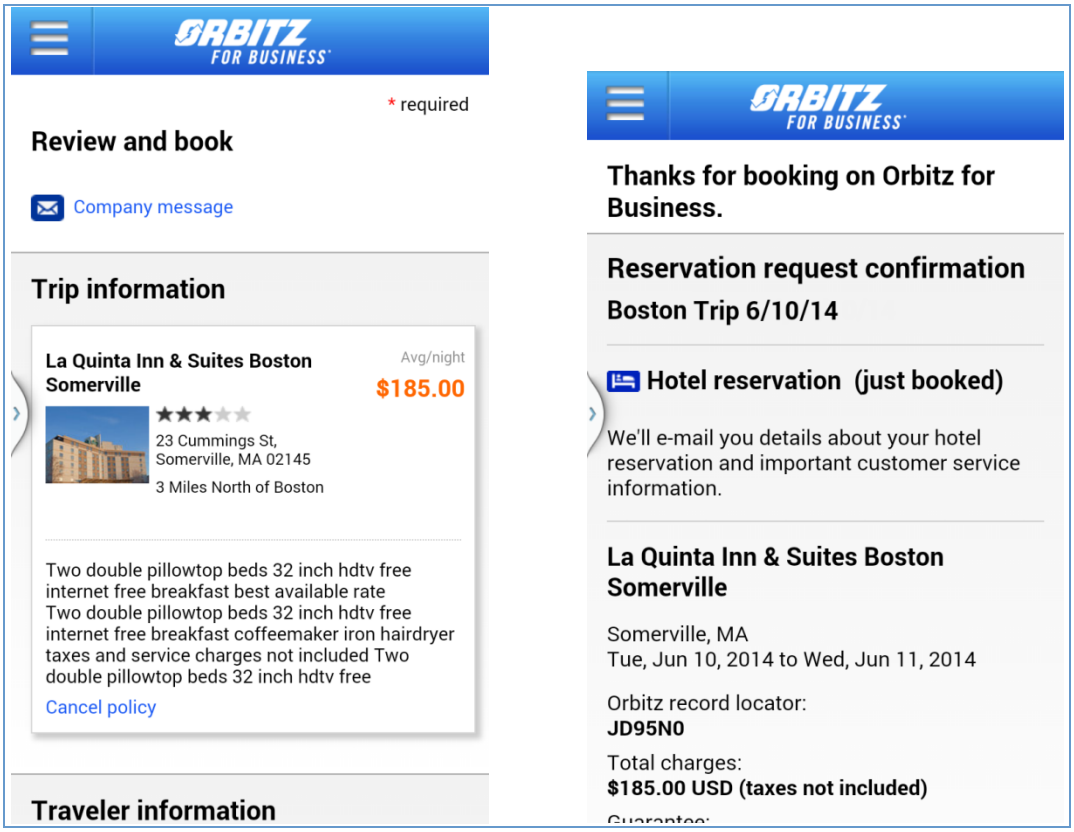
The map is not available in the search results. There is a map on *Hotel details* pages that you can access by tapping on the hotel name from the search results.

This flow shows the pages you go through in the Hotel booking path:

1. Search options

   Hotel Search by city, by address or by company location
2. Book

***Review and book* page** ***Confirmation* page**



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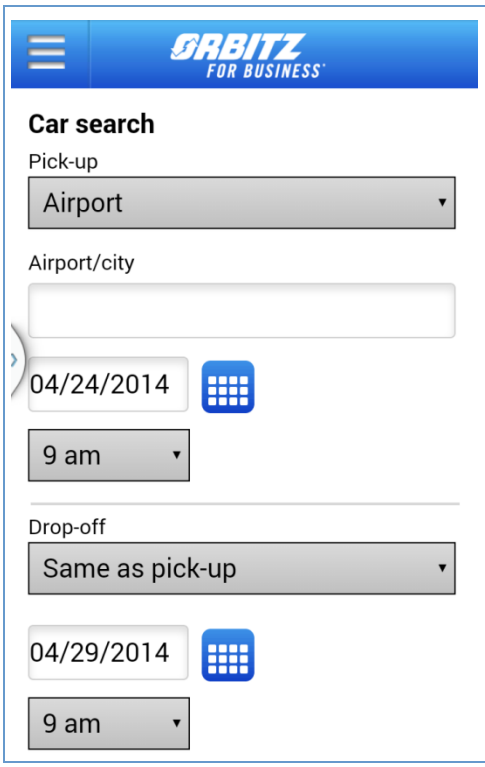
March 25, 2014

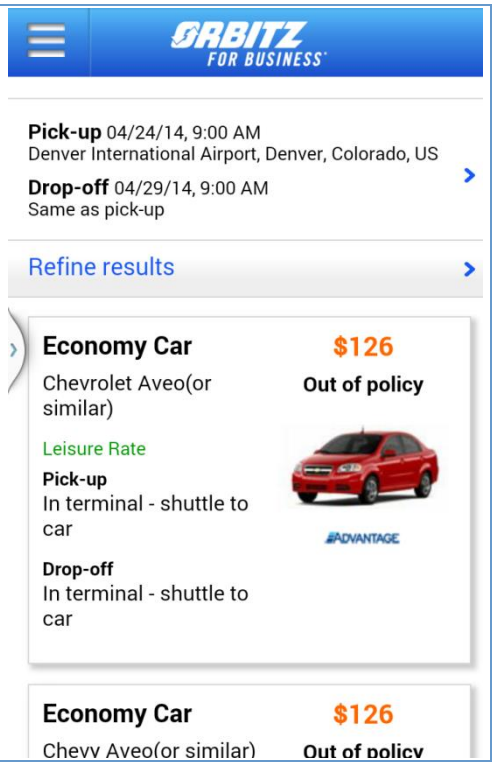
FIND CARS

You can use the OFB mobile site to search and reserve rental cars. You can search by airport/city, address or company location.

Search page



Search results page

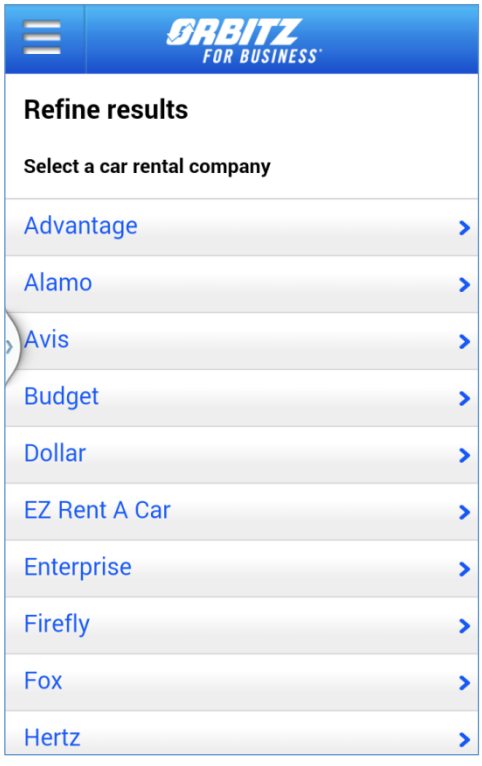


Refine results

The OFB mobile site displays the search results with the lowest rates on top. The matrix does not appear on the OFB mobile site. Instead, you can sort your search results by selecting the *Refine results* link. This link opens a new page with the options from the matrix.

You can:

- Select a car rental company
- Select a car type



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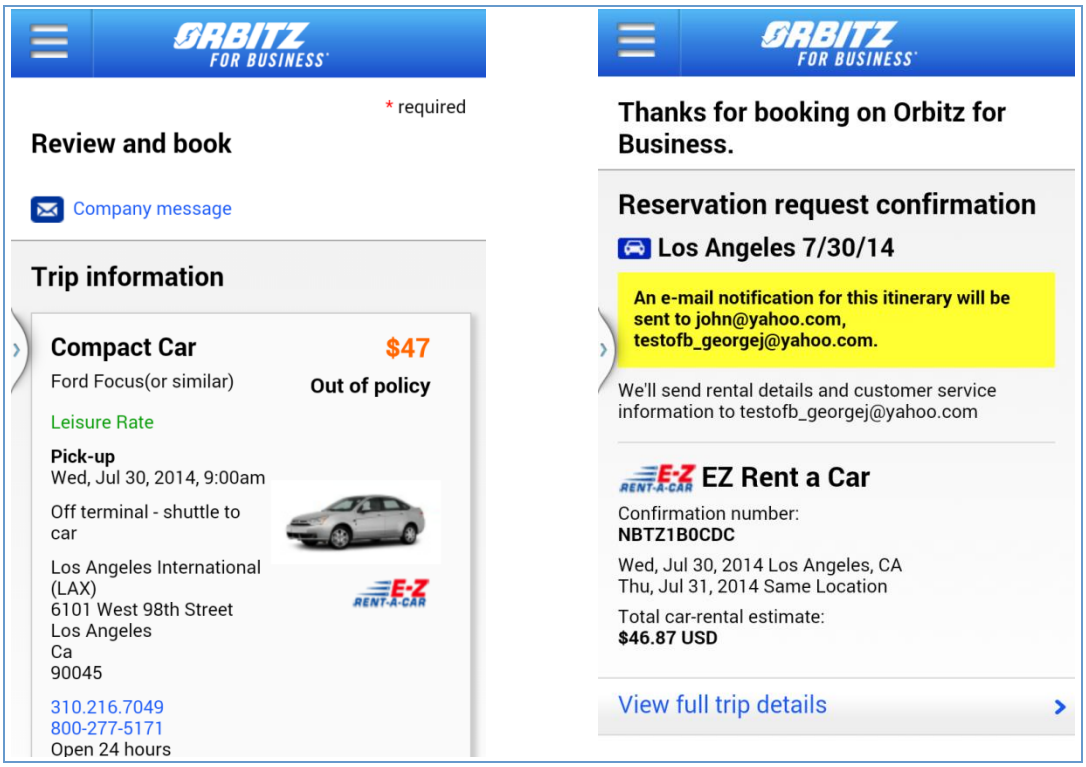
This flow shows the pages you go through in the Car booking path:

1. Search options

   Car Search by airport, by address, by city or by company location (with Pick Up and Drop Off at the same or different location)

2. Book

***Review and book* page** ***Confirmation* page**



In this example, the car is out of policy, so the email notification message appears on the *Confirmation* page.

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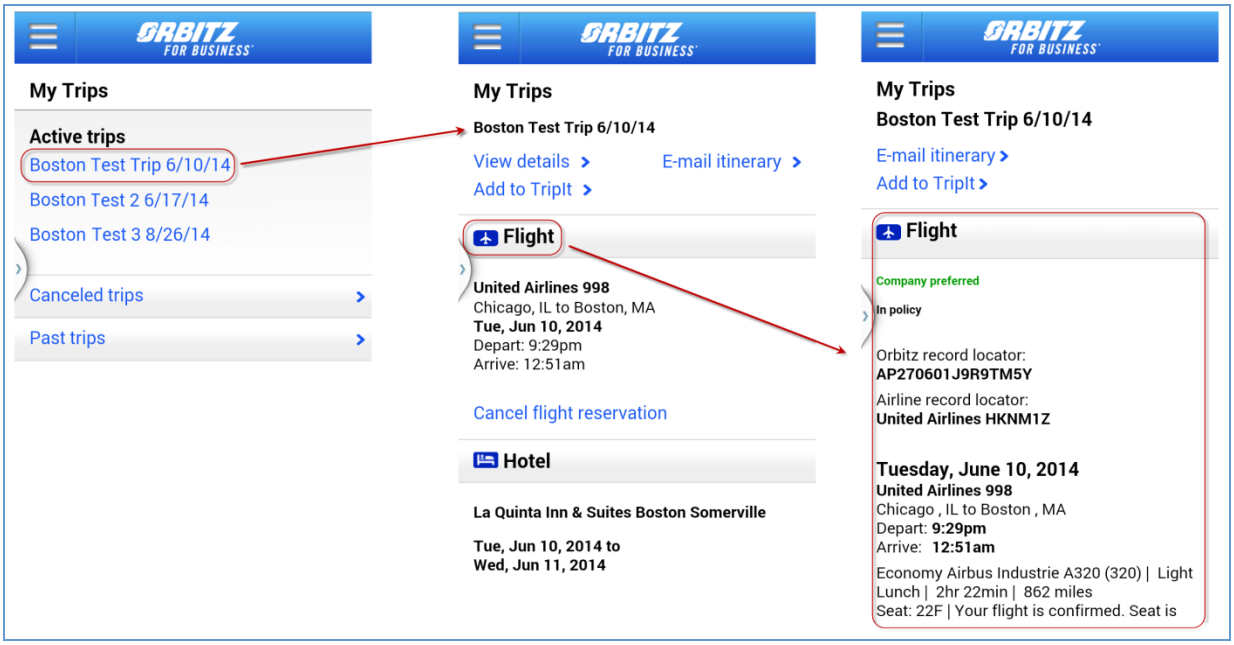
MY TRIPS

Travelers can view their active, on hold, canceled and past trips through the OFB mobile site.

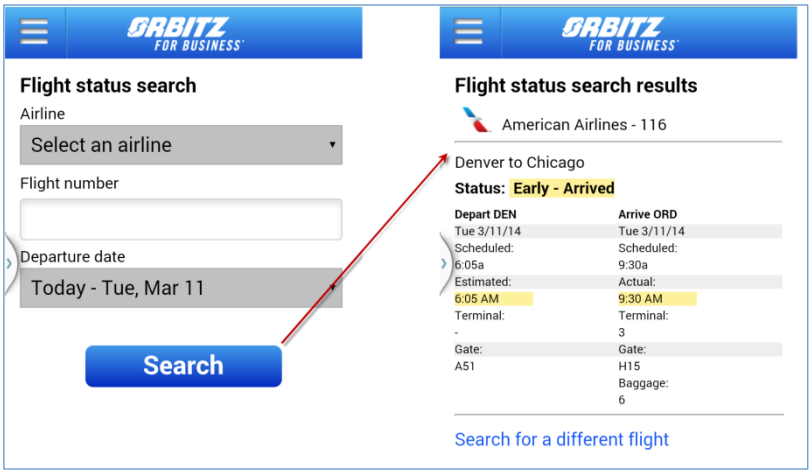
For current trips, you can cancel air, hotel and car reservations. You can also search and book additional travel, for example adding a hotel to a flight.

You select the link for the name of the trip that you want to view. An itinerary page appears containing a summary of your trip. You can select the *View details* link or the links for each part of your trip for even more information.



FLIGHT STATUS

OFB travelers can view flight status on their mobile device.



Flight Status

To view flight status:

1. Select the *Flight Status* button on the home page.
2. Select an airline.
3. Enter a flight number.
4. Select a date.
5. Select **Search**.

   The flight status information is shown.

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OFB shows these details:

- Flight status
- Gate number
- Departure and arrival location
- Scheduled day and time of departure and arrival
- Actual or estimated arrival time

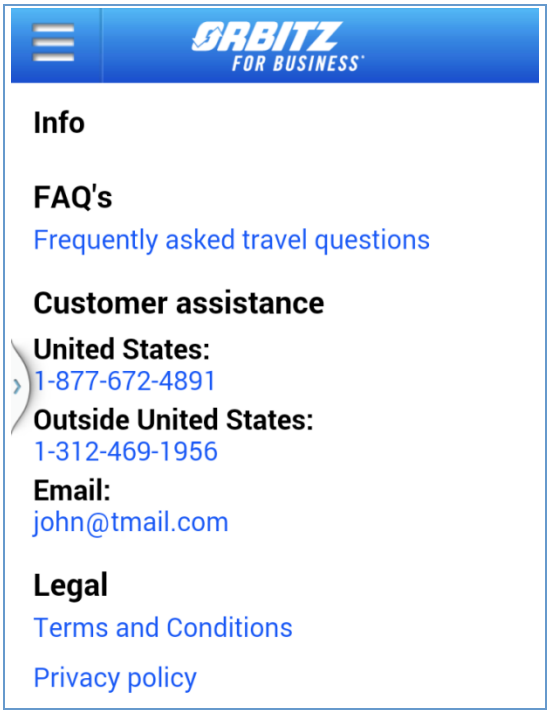
HELP

You can get help or contact customer service by selecting the *Info* button on the home page or selecting the link on the side menu from any page.

You can select the domestic and international phone number or the e-mail address to connect to a customer service representative. If your company has company-specific numbers, these numbers appear on the OFB mobile site.

Note: There is no support for chat on the OFB mobile site.

Info page



FAQ's

You can click the *Frequently asked travel questions* link to see common questions or contact OFB via the phone or email.

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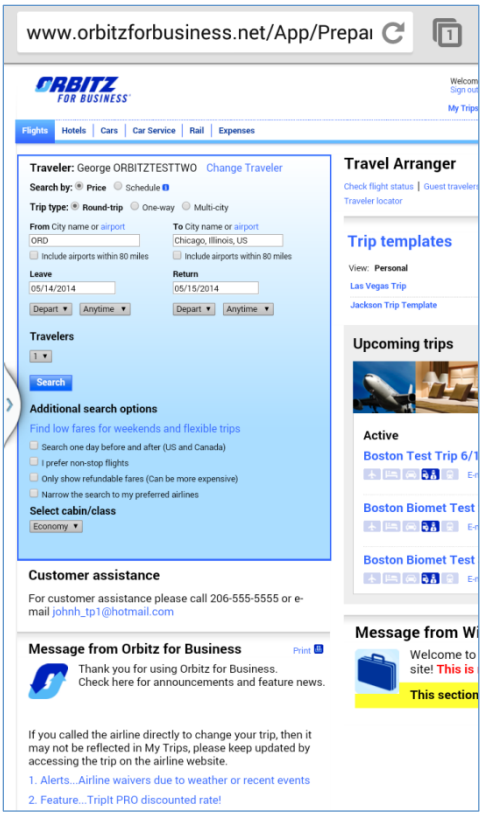
Legal

Travelers can view terms of use and privacy information pertaining to the site on the *Info* page.

Full OFB site

If you want to go to the full OFB site, you can select the *See Full Site* link. You will need to sign in again to access the site. This site is not optimized for a mobile device so you may need to resize and scroll around to see all the content of the pages.



TABLET USAGE

If you are using a tablet to access Orbitz for Business, it opens to the full site.

If you want to use the mobile site, go to: https://www.orbitzforbusiness.net/mobile/Secure/OFBSignIn in your tablet or other device.

BOOKMARKING THE MOBILE SITE

Quick access to the OFB mobile site

For easy access to the OFB mobile site, you may want to bookmark it or add it as an icon on your home page.

Note: If you have used the previous OFB mobile site, it is recommended you delete your old bookmark, clear out your cookies and cache on your device and then add a bookmark to the site.

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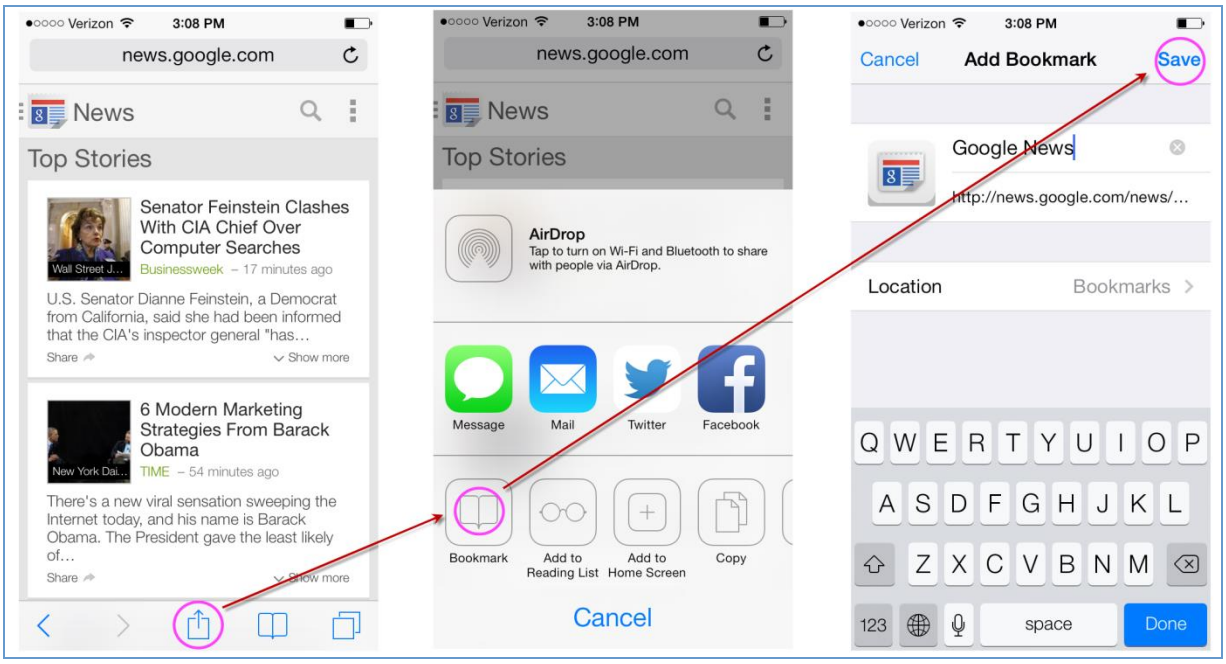
iPhone access

Adding a bookmark on an iPhone



To bookmark the OFB mobile site on an iPhone or iTouch:

1. While on the login screen, tap your smartphone's **Add** icon.
2. Tap the **Bookmark** icon.
3. Enter the name for the bookmark.
   For example, OFB Mobile.
4. Tap **Save** to add the bookmark.

To add the OFB mobile site as an app icon on an iPhone or iTouch:

1. While on the login screen, tap your smartphone's **Add** icon.
2. Tap Add to Home Screen.
3. Enter the name for the icon.
   For example, OFB Mobile.
4. Tap **Save** to create the home page icon.

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Android access

Adding a bookmark on an Android phone

To bookmark the OFB mobile site on an Android phone:

1. While on the login screen, select your smartphone's **Menu** button or icon.
2. Tap **Add Bookmark** text or symbol.
3. Enter the name for the bookmark.

   For example, OFB Mobile.
4. Tap **Done** or **Save**.

Note: The steps may be slightly different on other Android devices. Consult the manufacturer's instructions for specific steps.

Adding an app icon on an Android phone

To add the OFB mobile site as an app icon on an Android phone:

1. While on the login screen, select your smartphone's **Menu** button or icon
2. Tap Add to homescreen.
3. Enter the name for the icon.

   For example, OFB Mobile.
4. Tap **Add** to create the home page icon.

Note: The steps may be slightly different on other Android devices. Consult the manufacturer's instructions for specific steps.

Windows phone access

Adding a bookmark on a Windows phone

To bookmark the OFB mobile site on a Windows phone:

1. While on the login screen, tap your smartphone's **Add to favorites** icon (the star icon on the left).
2. Enter the name for the bookmark.

   For example, OFB Mobile.
3. Confirm or enter the site location (**m.orbitzforbusiness.net/**).
4. Tap **ok** to add the bookmark to your favorites list.

Adding the OFB Mobile site to the Start page on a Windows phone

To add the OFB mobile site as a site to the Windows Start page:

1. Navigate to m.orbitzforbusiness.net.
2. Tap the **...** icon in the lower right.
3. Tap **pin to start** to add the site to your *Start* page.

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FUTURE DEVELOPMENT

OFB is continually developing the mobile site to add functionality that is present on the full OFB site. The following functionality is not currently available on the mobile site.

- Planned for 2014:
  - *Single Sign On*
  - *Car service search and book*
  - *Rail search and book*
- In roadmap for prioritization and resourcing:
  - *Travel Administrator functionality*
  - *Travel Arranger functionality*
  - *ETT (Electronic ticket tracking) reporting and redemption*
  - *Multi-city air searches*
  - *Multi-passenger air searches*
  - *Airline fare family selection*
  - *Seat maps*
  - *Air exchanges or changes*

  You can go to the full web site either on your mobile device or computer to access this functionality.

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