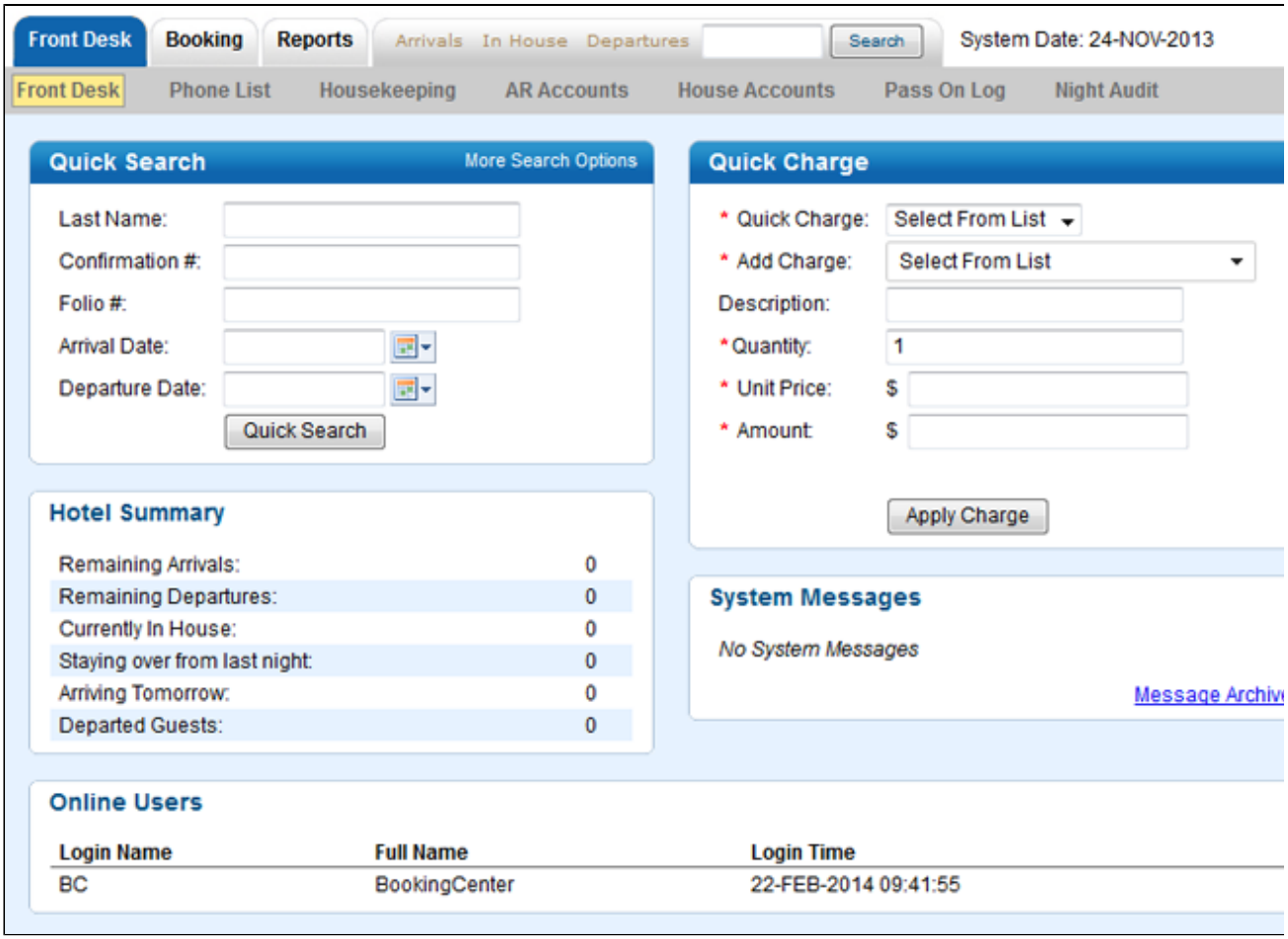
Front Desk

The Front Desk is the default view and will appear each time you log-in to MyPMS or when you click on the Front Desk TAB .

The Front Desk provides you with a Snapshot of activity, pass-on messages and the ability to perform a quick guest search, add a charge to a guest account and display of Guest Status details, such as Arrivals, Departures and In-house.

See details of each function in the following sections.



Front Desk Tab