

## Modules of PMS



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## WHAT IS PROPERTY MANAGEMENT SYSTEM?

- PROPERTY MANAGEMENT SYSTEM IS A GENERIC TERM USED TO DESCRIBE APPLICATIONS OF COMPUTER HARDWARE AND SOFTWARE USED TO MANAGE A HOTEL.

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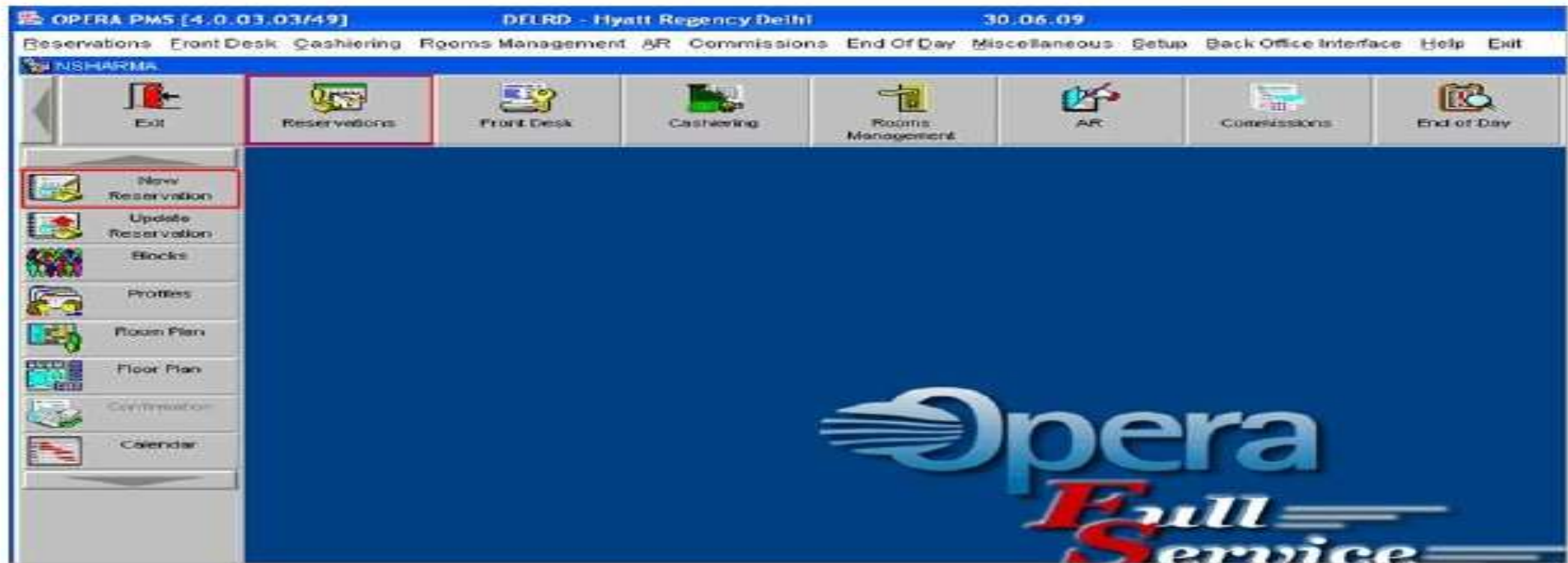
Course Code :BSCH3003

Course Name: Front Office Management

## Property Management System



## Property Management System



## Modules in PMS

- Reservation
- Front Desk
- Rooms
- Cashier
- Night Audit or Day-End Process
- Set-Up
- Reports
- Back Office
- Purchase\Stores
- Telephone
- Sales & Marketing
- Accounts Receivable

## Modules & Main Functions

- Reservation- create & manage bookings (FIT, GIT)
- Front Desk- manage Check-in, Registration
- Rooms- view features, location, status and pre-assign rooms.
- Cashier- manage guest account, post charges, manage Check-Out.
- Day-End Process or Night Audit- balance all hotel accounts and make reports, after manually checking all transactions.

## Modules & Main Functions

- Set-Up- to define PMS settings, as per hotel requirement, like room types, numbers, tax & tariff.
- Report- create operational & financial management information system (MIS).
- Back Office- Creating database and management of internal financial & operations statistics.

# References

- **Hotel Front Office – R. Jatashankar Tewari – Oxford Publication—  
Core Textbook, Students & Faculty to follow this book.**
- Hotel Front Office – A Training Manual By Sudhir Andrews – Tata McGraw Hill
- Managing front office Operations by Michale L Kasavana (AHLEI - Books)
- Front Office Operations and Management by Ismail Ahmed ( Cengage Earning)
- Text book of front office operations and Management by Sudhir Andrews (Tata McGraw Hill)



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Course Code : BSCH3003

Course Name Front Office Management



Name of the Faculty: Jyoti

Program Name: BSChm/BHM