Introduction to InSight B.I. Reporting

RoomKey InSight B.I. provides you with various performance reports that are customizable and flexible. You will be able to generate different reports and customize data range and date range in different report formats.

If you do not have access to InSight B.I. Reporting or are unsure of the URL required to login please contact RoomkeyPMS Support.

When you first login, along the top are various view screens:

Dashboard - Main dashboard where you can view various different statistical information by year, month, quarter or date range. The Dashboard provides a flexible overview of trending in terms of Occupancy, Availability, Room Revenue, Total Revenue, ADR and RevPAR. The line graph can be displayed by year, quarter, month or date range. It is an excellent tool to use for visual presentation of the hotel's performance.

Comparison - This area gives you the ability to cross reference various data from year to year and month to month

Statistics - Provides statistical data based on various areas within RoomKey (ie: Client Types, Wholesalers, Groups, etc...)

Setup - Reviews the clients current setup in RoomKey (Room Types, Client Types, Corporates, Rates & Source of Business)

City Ledger - Reviews the City Ledger Balances currently in RoomKey

Revenue - Various Financial related reports that can be exported into .CSV, Excel or Word

Pace (*BETA) - The Pick up/Pace Report provides a detail breakdown of the hotel's monthly pick up by day in terms of Room Nights, ADR, Occupancy & RevPar. It also provides the booking pace by comparing figures with previous year.

BAR (*BETA) - The Best Available Rate Reports will show rates for any specified Rate Plan by Room Type for a selected period of time in the future.

*BETA - these reports are currently in a BETA testing phase so should you notice any discrepancies with these reports or have any feedback please email support@roomkeypms.com