

Post travel e-mail with link to your hotel profile on HolidayCheck

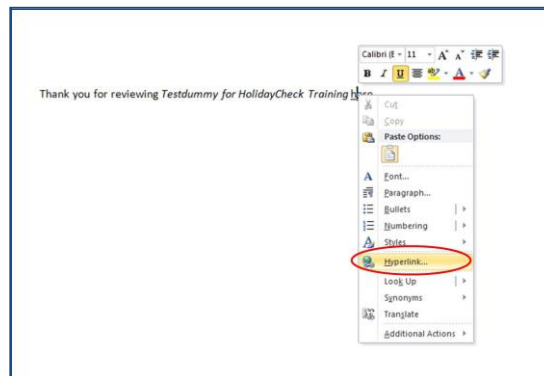
Include the link to the review process on HolidayCheck in order to facilitate the review process for your guest.

In the following, we would like to describe how you can create a so called “hyperlink”. “Hyperlinks” are text passages that refer to a website once they are clicked on.

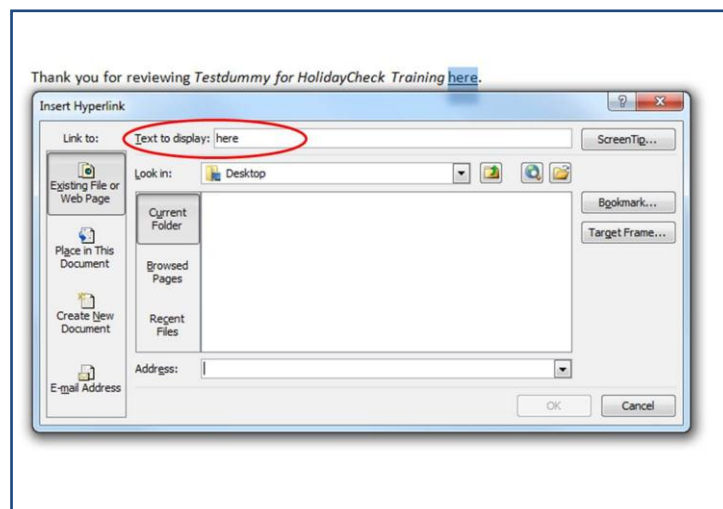


How to create a hyperlink:

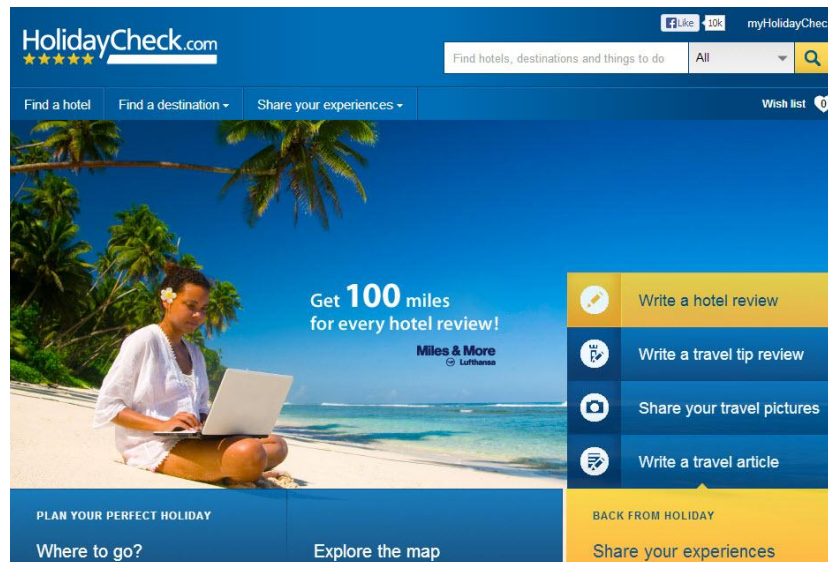
- Write your text first (e. g. in a MS word document)
- Right-click on the word you want to place the hyperlink on
- Select the menu item “Hyperlink” in the dialog box that just opened



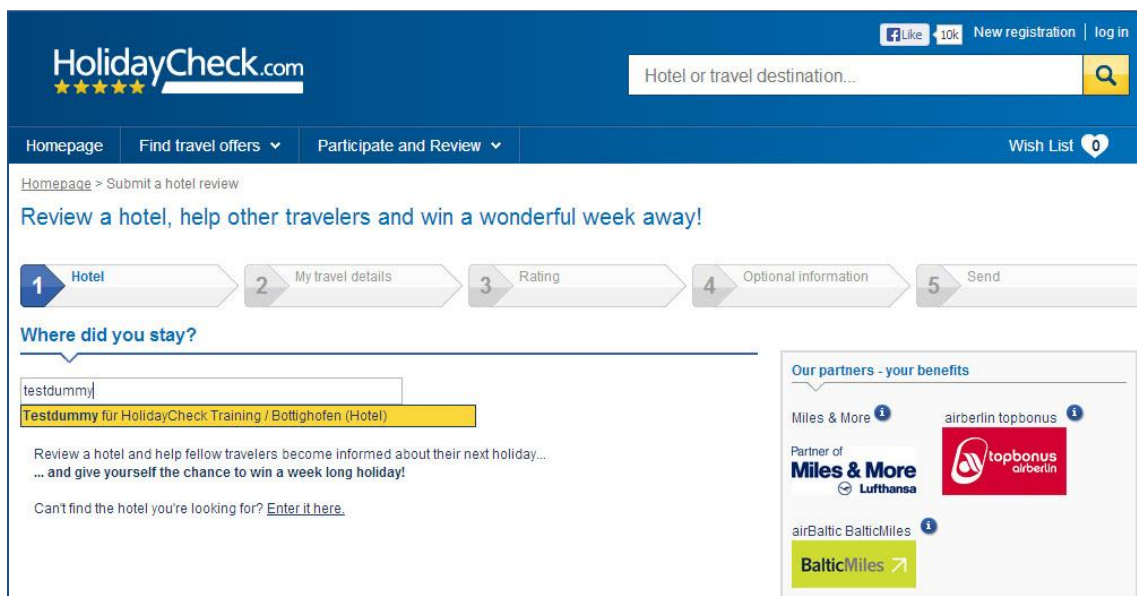
- The dialog box “Insert Hyperlink” appears
- You’ll find the data field “Text to display” within the upper section. The word you chose to be hyperlinked will appear here



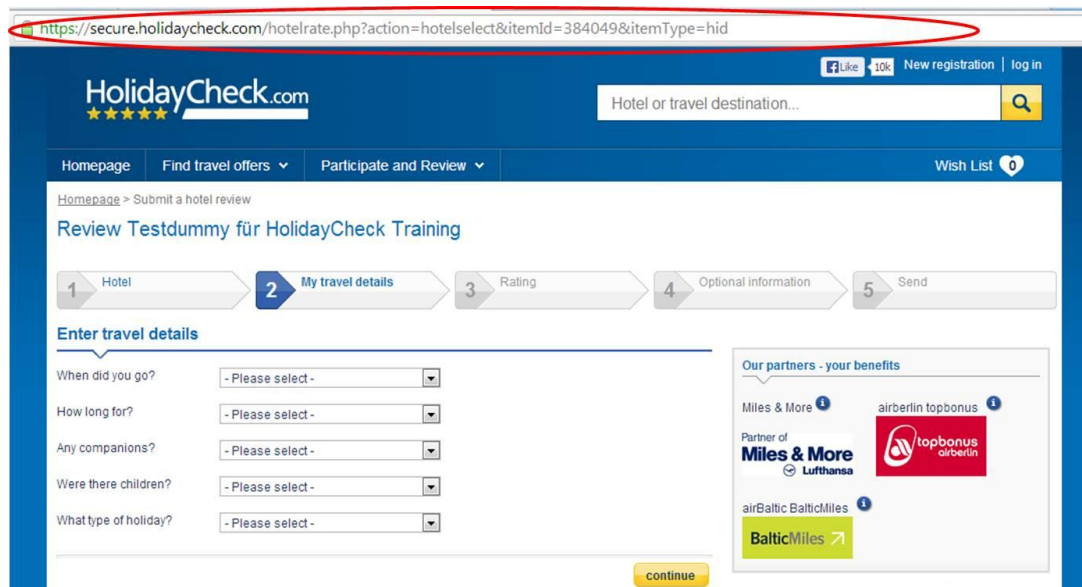
- Open your internet browser (e. g. Internet Explorer or Mozilla Firefox) and go to www.HolidayCheck.de (for your German guests or to www.HolidayCheck.com for your English speaking guests) and click onto “Share your experiences” and then “Write a hotel review”



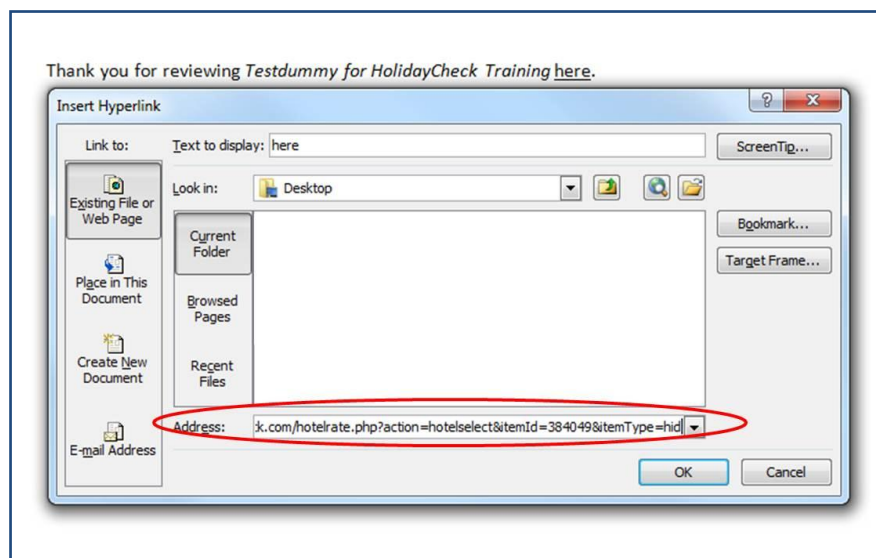
- Type in the name of your hotel



- You'll get to the specific review process for your hotel now. Copy the URL from the browser line



- Go back to your word document and paste the URL you've just copied from your browser in the data field "Address"



- Click onto "OK". You have now successfully created your post travel e-mail with a hyperlink

We wish you a successful integration of the hyperlink into your post travel e-mail!

