

# CWT Portrait

| Web-based profile management

This product is available: **worldwide**

## Profile information drives accurate bookings, reports and traveler interactions

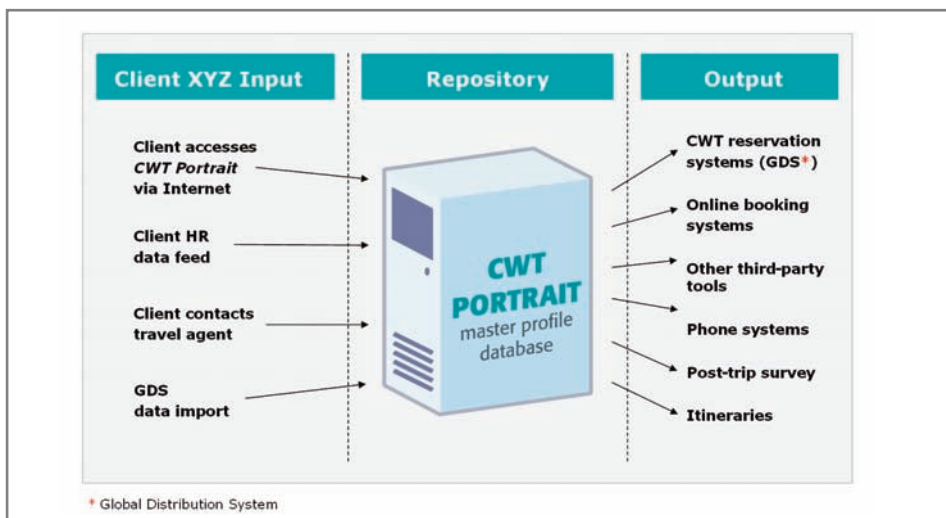
*CWT Portrait* is a Web-based profile management tool which allows travelers and travel arrangers to create and update their profiles 24/7, 365 days a year. A centralized online profile tool is essential to ensure accurate bookings, precise and informative reporting, and relevant traveler interactions. *CWT Portrait*, the industry-leading worldwide profile management tool, ensures traveler preferences and information are automatically applied to travel reservations—whether made with a travel counselor or using an online booking tool.

Developed by CWT specifically for the corporate travel market, *CWT Portrait* improves the accuracy of travel bookings and management reporting by providing current information that can be updated whenever a traveler or travel arranger chooses through an intuitive and simple Web-based interface.

*CWT Portrait* is fully integrated with CWT agency operations and facilitates synchronization with global distribution tools and market-leading online booking tools. Regardless of the GDS or online booking tool your company chooses, *CWT Portrait* will help ensure that accurate information is applied to every travel booking and every travel management report.

The critical traveler data contained in *CWT Portrait* also helps power other important CWT services, allowing CWT to provide relevant and timely information to travelers at any time prior to, during, or after a trip.

### *CWT Portrait* data flow



## HIGHLIGHTS

- Web-based profile management tool.** *CWT Portrait* offers clients an easy-to-use, intuitive, Web-based profile management tool to help companies and individuals populate and update their profile information quickly and efficiently.
- Automatic upload of traveler information.** By setting up an automated data feed from your HR system to *CWT Portrait*, you can manage profile creations, updates and de-activations with minimal effort.
- Strong foundation for your travel management program.** Traveler profile information is critical to ensuring accurate travel reservations, correctly populating travel management data reports, and applying traveler preferences and company policies to bookings.
- Synchronizes with GDSs and online booking tools.** *CWT Portrait* automatically synchronizes with global distribution systems and leading online booking tools to ensure the most accurate information is always available for bookings and reports.

*CWT Portrait* enables CWT to serve travelers efficiently and effectively

## FEATURES

- **Web-based service:** Accessible 24/7, 365 days a year, providing the ultimate convenience to travelers and travel arrangers to create and update profile information
- **Single sign-on capabilities:** Through the *CWT Portal* or a client's intranet, improves the productivity of travelers and travel arrangers
- **Multiple data import options:** *CWT Portrait's* HR file import capabilities facilitate seamless implementation by pre-populating many traveler profile fields
- **Easy updates:** Ongoing HR data feeds offer a convenient way to create new profiles, update staff changes and information, and de-activate profiles when applicable
- **Fully integrated with CWT agency operations:** To ensure accurate information is used for every booking, whether online or with a travel counselor
- **Frequent synchronization of information to downstream systems:** With GDS' and leading third-party corporate online booking tools
- **Multiple language options:** Enables users to choose their preferred language
- **Online data protection acceptance:** Ensuring data protection compliance to all applicable laws
- **Supports travel policy validation:** For all online and agency transactions, ensuring compliance and maximum cost savings.

## CWT Portrait User Interface

The screenshot displays the CWT Portrait user interface for Jane Smith. The page has a teal header with the Carlson Wagonlit Travel logo and 'CWT Portrait' text. A navigation menu on the left lists various profile sections. The main content area is titled 'General' and contains a warning message, 'Traveler Information' details, a 'Phone Number' table, and 'E-mail Address' information.

**General**

Please remember to click on "Profile Updates Complete" once you have completed your changes.

**Traveler Information** [Edit](#)

**Name :** Ms Jane Mary Smith  
**Gender :** Female  
**Birth date :** November 21, 1973  
**Language :** English (United States)  
**PIN :** 12345678  
**Password :** [Change Password](#)  
**User code :** 1234  
**Employer information :** ABC Company, Sub-unit A  
**Traveler type :** FR-GENERAL-AM

**Phone Number**  Indicates preferred voice and fax numbers. [Add](#) [Edit](#)

Type	Number	Action
<input checked="" type="checkbox"/> Work Voice	+1-763-212-1234	<a href="#">Delete</a>
<input type="checkbox"/> Mobile Voice	+1-763-212-1234	<a href="#">Delete</a>
<input type="checkbox"/> Work Fax	+1-763-212-1234	<a href="#">Delete</a>

**E-mail Address** [Add](#) [Edit](#)

<b>Work :</b>	jsmith@abc-company.com	<a href="#">Delete</a>
---------------	------------------------	------------------------

## BENEFITS:

- **Accuracy**—Frequent synchronization ensures that the most current information is used for each travel booking
- **Convenience**—Travelers and travel arrangers can update profile information whenever they want; companies can set up HR data feeds to automate data population and updates
- **Security**—Traveler information is stored in one secure location to ensure data security with passwords & PINs protecting access
- **Simplicity**—Easy-to-use Web interface provides simple access and intuitive navigation for travelers and travel arrangers
- **Cost savings**—By automatically supporting travel policy validation for all bookings, *CWT Portrait* ensures travel policy compliance.

For more information,  
please contact your  
account management or  
sales representative or go to  
[www.carlsonwagonlit.com](http://www.carlsonwagonlit.com)