



Australian Government

Great Barrier Reef  
Marine Park Authority



# Bookings Online

## MANUAL



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**Australian Government**

**Great Barrier Reef  
Marine Park Authority**

# Bookings Online

## MANUAL



After reviewing this manual, if you still require assistance using the Bookings Online system, please contact the Great Barrier Reef Marine Park Authority (GBRMPA)

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**For bookings to the Plan of Management areas (including the Cairns, Hinchinbrook and Whitsunday planning areas):**

Phone: (07) 4750 0700 during business hours (8.30am to 5.00pm EST weekdays).

Email: [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au)

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**For designated anchorage and superyacht anchorage bookings:**

Phone: (07) 4750 0700 during business hours (8.30am to 5.00pm EST weekdays).

Email: [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au)

Additional support material can be obtained online through [www.gbmpa.gov.au](http://www.gbmpa.gov.au).

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**FEEDBACK**

All feedback regarding the Bookings Online system or its data should be sent directly to [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au).

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<b>1.0 GREAT BARRIER REEF MARINE PARK AUTHORITY BOOKINGS ONLINE.....</b>	<b>1</b>
<b>2.0 ABOUT BOOKINGS ONLINE .....</b>	<b>1</b>
2.1 BOOKINGS ONLINE RULES.....	3
<b>3.0 FURTHER INFORMATION AND MAPS .....</b>	<b>4</b>
<b>4.0 ACCESSING AND NAVIGATING BOOKINGS ONLINE.....</b>	<b>4</b>
4.1 LOGGING INTO BOOKINGS ONLINE .....	5
4.2 USING BOOKINGS ONLINE FOR THE FIRST TIME .....	6
4.3 SELECT A DIFFERENT PERMITTEE .....	7
4.4 CHANGE CONTACT DETAILS .....	8
4.5 LOG OUT .....	9
<b>5.0 GLOSSARY .....</b>	<b>9</b>
5.1 ADD ICON.....	9
5.2 COPY ICON .....	9
5.3 DELETE ICON .....	9
5.4 ARROW TABS .....	9
5.5 DISPLAY BOXES .....	10
5.6 DEFAULT BOXES.....	10
5.7 DATE FIELDS.....	11
5.8 DROPDOWN LISTS .....	11
5.9 NAVIGATIONAL SECTION .....	11
<b>6.0 VEHICLES .....</b>	<b>12</b>
6.1 SET UP YOUR VEHICLES (VESSELS / AIRCRAFT) .....	12
<b>7.0 BOOKINGS CALENDAR.....</b>	<b>15</b>
<b>8.0 AIRCRAFT AND VESSEL BOOKINGS .....</b>	<b>17</b>
8.1 ADD A NEW BOOKING.....	17
8.2 DUPLICATE BOOKINGS.....	25
8.3 DELETE BOOKINGS .....	26
8.4 SEARCH BOOKINGS.....	27
<b>9.0 DESIGNATED ANCHORAGE BOOKINGS .....</b>	<b>28</b>
9.1 ADD A NEW BOOKING.....	28
9.2 DUPLICATE BOOKINGS.....	35
9.3 DELETE BOOKINGS.....	35
9.4 SEARCH BOOKINGS .....	36
<b>10.0 SUPERYACHTS ANCHORAGE BOOKINGS .....</b>	<b>37</b>
10.1 ADD A NEW BOOKING.....	37
10.2 DUPLICATE BOOKINGS.....	38
10.3 DELETE BOOKINGS.....	39
<b>11.0 REPORTS .....</b>	<b>40</b>
11.1 HOW TO VIEW YOUR REPORT .....	40
11.2 HOW TO DOWNLOAD YOUR REPORT .....	42

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## **1.0 GREAT BARRIER REEF MARINE PARK AUTHORITY BOOKINGS ONLINE**

Bookings Online has been developed to provide you with a user-friendly, online platform to make and manage your bookings and anchorage reservations.

As a recreational visitor using a vessel greater than 35 metres there are certain requirements to ensure you operate in a manner that protects the Great Barrier Reef Marine Park. Reservations of anchorages assist in ensuring your access to anchorages for a specified period.

As a permit holder, or authorised contact, you contribute directly to the protection of the Great Barrier Reef Marine Park by ensuring you operate according to your Marine Parks permit.

Conditions within your Marine Parks permit will state whether you need to book to:

- Access the Cairns, Hinchinbrook or Whitsunday planning areas (the Planning Areas). Most tourism operators can book to the Cairns and Hinchinbrook Planning Areas for up to 50 days in any 365-day period or to the Whitsunday Planning Area for up to 50 days in a calendar year (1 January – 31 December)
- Access a sensitive location in the Cairns or Hinchinbrook planning areas (the number of bookings that can be made for a specific location on any one day varies to each of these planning areas)
- Access a designated anchorage. Generally, only one cruise ship, superyacht or large vessel is allowed at an anchorage at any one time.

A booking provides tourism operations access to planning areas, sensitive locations within the planning areas and designated anchorages for a specific period of time. All vessels requiring access to designated anchorages including recreational users are also required to make a booking.

All users are strongly encouraged to familiarise themselves with the Marine Park Zoning and Plan of Management (where relevant) for the area they are visiting. For more information see the Great Barrier Reef Marine Park Authority's website at [www.gbrmpa.gov.au](http://www.gbrmpa.gov.au)

## **2.0 ABOUT BOOKINGS ONLINE**

To access Bookings Online, you will need to be recognised as an authorised contact and obtain a password to login.

If you need help with this process or require login details, please email [bookings@gbrmpa.gov.au](mailto:bookings@gbrmpa.gov.au) or contact the Great Barrier Reef Marine Park Authority (GBRMPA) on (07) 4750 0700 during business hours (8:30am to 5:00pm EST weekdays).

### **When making a booking for tourism operators:**

- Use the bookings calendar to check if the planning area, sensitive location or designated or superyacht anchorage is available for the period you are interested in.
- Bookings Online will display all your relevant Marine Park permits, for which you may want to make a booking with, in a dropdown menu. If you have multiple permits choose the relevant permit.
- Bookings Online will display all operations or vehicles (vessel, aircraft or ships) under that permit in a dropdown menu. If you have multiple options, you will need to choose the relevant option.
- Bookings Online will display all the options for planning areas, sensitive locations and designated or superyacht anchorages in dropdown menus for you to select. Links to maps for these areas are listed on page 4 of this manual.
- To access a designated or superyacht anchorage select the time slot you wish to secure. For all other tourism operations, select the date you will be accessing the planning area and/or sensitive location within the planning area. Click *Check Booking* for availability and then *Save* to make the booking.

### **When making an anchorage reservation for recreational superyachts:**

- Please email: [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au) to obtain log in and password details.
- In the email you will need to provide your name, contact details as well as the vessel name and length.
- You will also be required to provide relevant information that confirms you will be operating as a private recreational user. For example, if you are a foreign flagged vessel please provide a copy of your 'Control Permit' from the Australian Border Force.
- Bookings Online will display all options for designated and superyacht anchorages in drop down menus for you to select. Links to maps for these areas are listed in page 4 of this manual.
- Choose the date, and the time slot you wish to reserve for the anchorage. Click 'check booking' for availability and then save to make the reservation.

Bookings Online will automatically:

- Indicate if the anchorage is available for booking on that day.
- Indicate if the anchorage is available at that time.
- Send you a confirmation email.
- Provide you with access to personalised reports which can help you manage your bookings.



## 2.1 BOOKINGS ONLINE RULES

Bookings Online has been developed to accommodate all statutory requirements of the relevant plans of management. It also contains a number of other rules designed to reduce potential user conflict by limiting the ability of users to make bookings over excessively long periods of time and for dates far into the future. These rules are explained in greater detail below:

- Planning area limitations are set according to the relevant plan of management. The system accounts for specific rules for different types of vehicles and activities, and prevents users from booking locations they are not permitted to access. Access limits to each planning area are explicitly spelled out — if limits are exceeded the system will not allow the booking to be made. The easiest place to view these is through the bookings calendar.
- Sensitive location limits (for the Cairns and Hinchinbrook planning areas) are also set according to relevant plan of management rules. The system accounts for specific rules for different types of vessels and activities, and prevents users from booking locations they are not permitted to access. Again, access limits to each sensitive location are stated in Bookings Online — if booking limits are exceeded, Bookings Online will not allow further bookings to be made. The easiest place to view these details is through the bookings calendar.
- The system automatically captures booking requirements of your relevant permits and vehicles (e.g. vessel, aircraft). You will not be able to make bookings to areas and locations to which you are not allowed, or conversely to which you do not need to book.
- The system maintains a count of booking days used over a 365-day period for the Cairns and Hinchinbrook Planning Areas and a calendar year (1 January – 31 December) for the Whitsunday Planning Area
- You cannot book more than seven days consecutively to the same location.
- Aircraft and vessel bookings can be made up to 365 days in advance.
- Bookings to designated anchorages and superyacht anchorages can be made up to three years in advance.
- Designated or superyacht anchorage bookings may be made without a permit but if it will be used for commercial purposes it will need to be linked to a Marine Parks permission before use.
- Bookings cancelled after midnight (post 12am) the day before the planned access will incur the loss of a booking day.
- Bookings made to the same designated or superyacht anchorage on the same day must be separated by at least an hour.
- All Far Northern designated anchorages, except for the anchorages in the Flinders Island group, only allow a maximum vessel length of 120 metres and maximum passenger capacity of 150. The Flinders Island group has no vessel length limit, and only 1 vessel at a time is allowed.

### 3.0 FURTHER INFORMATION AND MAPS

Further information on making Bookings is located on GBRMPA's [website](#).

Other helpful materials include:

- [Maps](#) of the Cairns Planning Area and Sensitive Locations
- [Maps](#) of the Hinchinbrook Planning Area and Sensitive Locations
- A [map](#) of the Whitsunday Planning Area
- A [map](#) of designated anchorages for the whole of the Great Barrier Reef.

If you need help, please check the help screen (the answer may be there), or alternatively:

- Send your vessel and aircraft queries to [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au) or phone (07) 4750 0700 during business hours
- For technical support including adding new users to your account, please email [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au).

You can also access the bookings online system without a login to view current bookings for each of the planning areas and designated anchorages across the Great Barrier Reef.

### 4.0 ACCESSING AND NAVIGATING BOOKINGS ONLINE

[Bookings Online](#) is hosted by GBRMPA and is available via the internet.

Bookings Online can also be accessed directly through GBRMPA's external website secure login facility. This is located through our home page at [www.gbrmpa.gov.au](http://www.gbrmpa.gov.au).

Simply hover over *Login for* at the top of the page and select *Bookings Online* (as shown below).



Figure 1 Screenshot of GBRMPA's home page — a circle outlines the link to the Bookings Online login

## 4.1 LOGGING INTO BOOKINGS ONLINE

The first page you will see when accessing Bookings Online is the home page. To access Bookings Online you must login using a valid username and password (by clicking *Log In* on the right-hand side).

If you do not have a username and password please email us at [bookings@gbbrmpa.gov.au](mailto:bookings@gbbrmpa.gov.au) and we will create a user account for you. *Please note that you can only make bookings for permits for which you are an authorised contact. If you are not an authorised contact, please have the permit holder authorise you as a contact via their [Permits Online](#) account.*

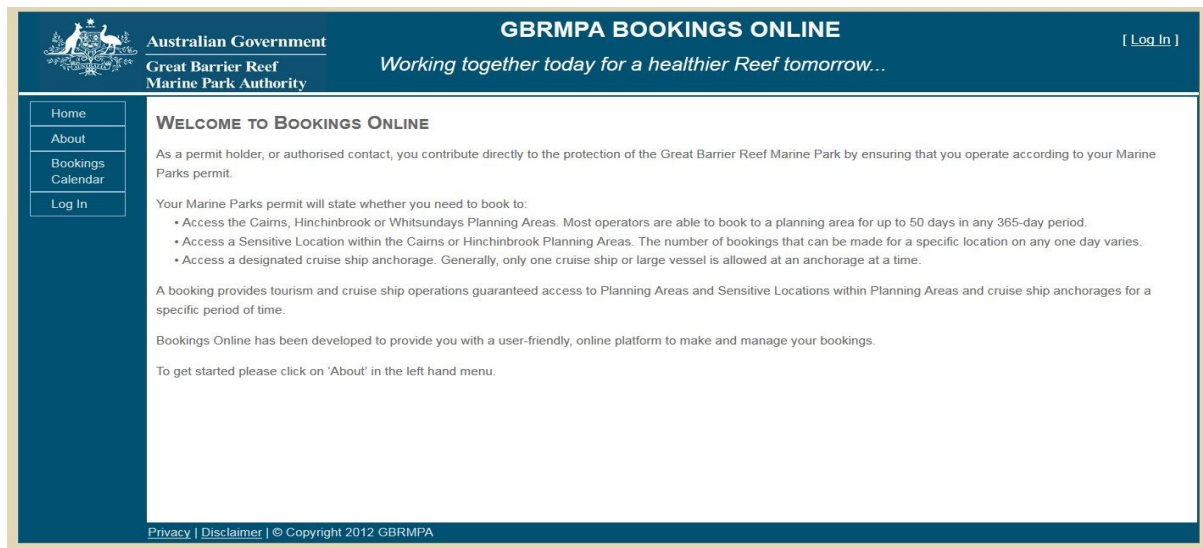


Figure 2 Screenshot showing the GBRMPA Bookings Online welcome page

If you have an account, enter your username and password into the appropriate fields and click *Log In* (or press the enter key).

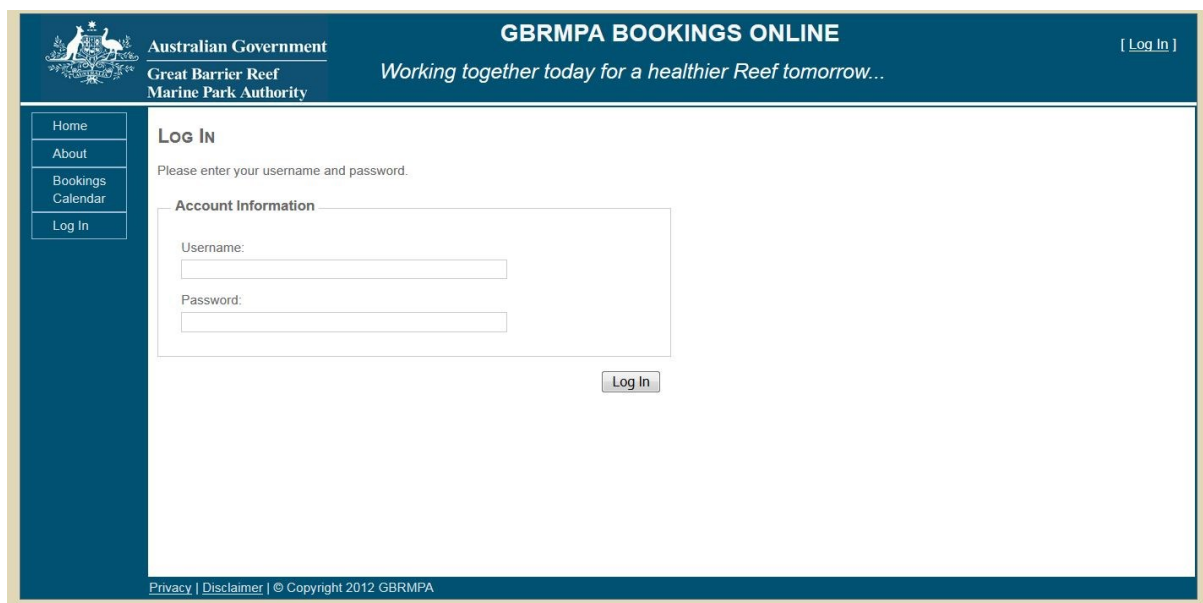


Figure 3 Screenshot showing the GBRMPA Bookings Online login screen



## 4.2 USING BOOKINGS ONLINE FOR THE FIRST TIME

If this is the first time you have used Bookings Online it is recommended that you change your password.

Hover over the *Admin* option on the left-hand toolbar and select *Change Password*.



Figure 4 Screenshot of Bookings Online with a circle around the Change Password option

For security purposes, there are rules for creating a new password. Any attempt to enter a password that does not fit the below guidelines will be rejected and will result in an error message.

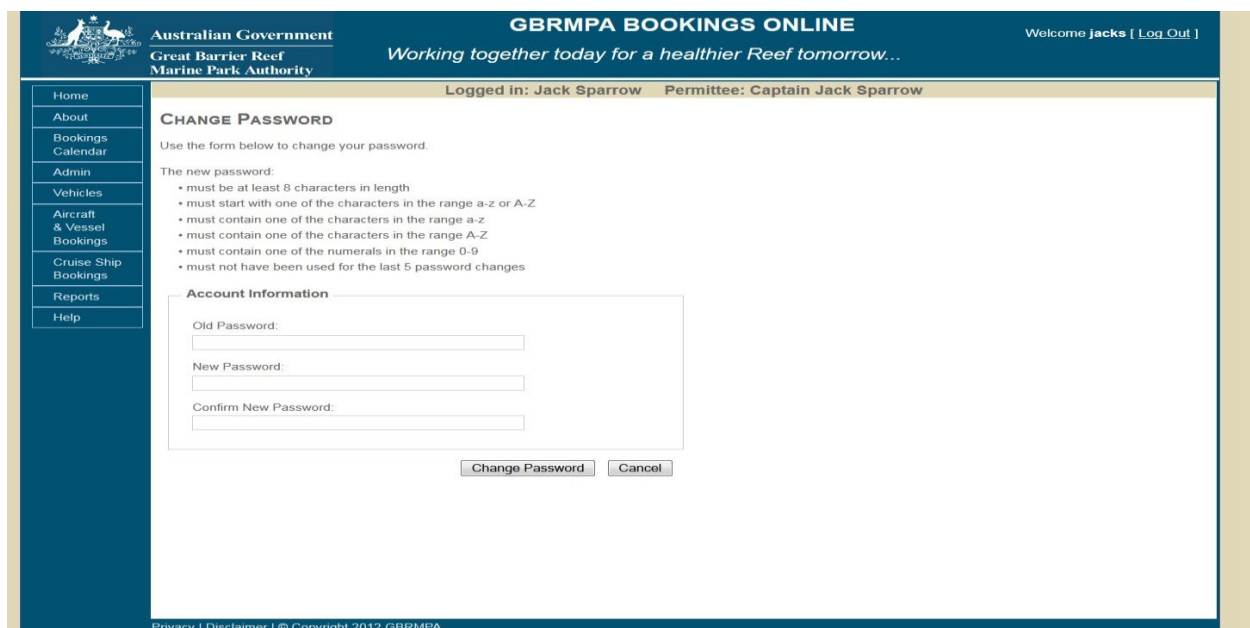


Figure 5 Screenshot showing the Change Password screen

### 4.3 SELECT A DIFFERENT PERMITTEE

To select a different permittee, simply choose *Select a Different Permittee* in the *Admin* tab in the navigation section. Note that you can only select a different permittee if you are an approved authorised contact. If you are not an authorised contact, *have the permit holder authorise you as a contact via their [Permits Online](#) account*.

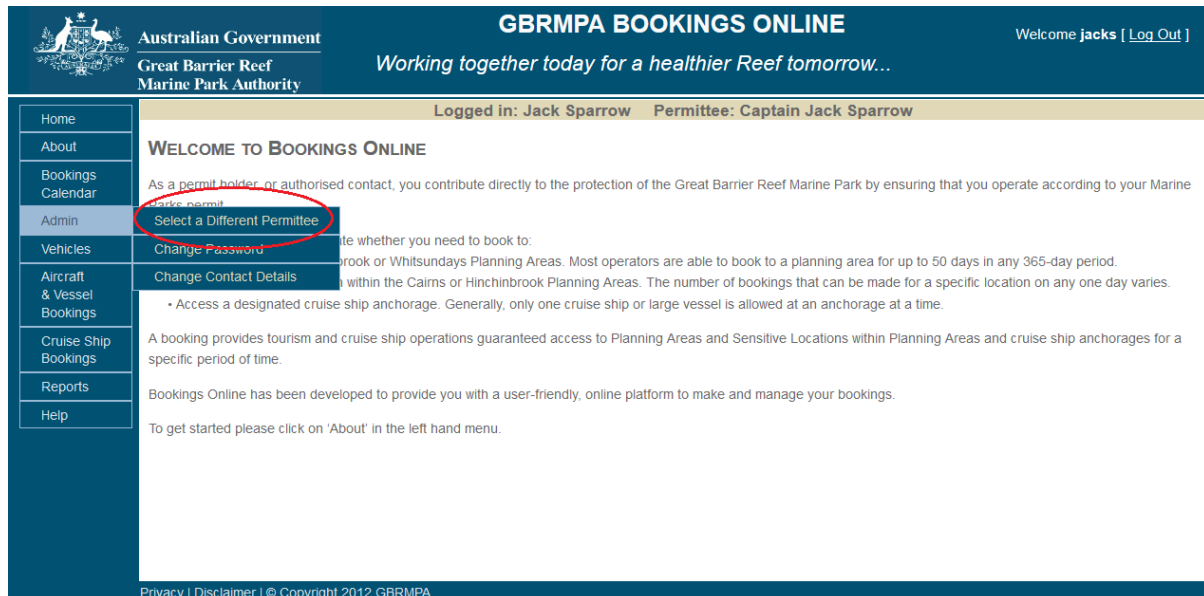


Figure 6 Screenshot showing the GBRMPA Bookings Online login screen

Your name and your permittee name will appear in the middle of the screen as shown below.

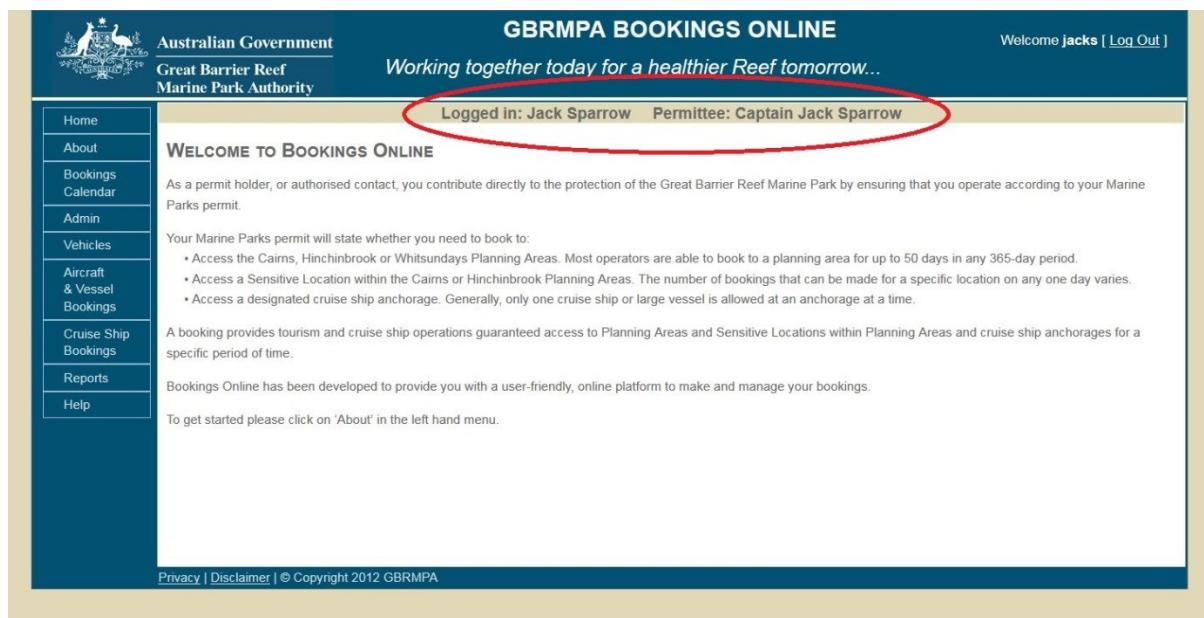


Figure 7 Screenshot of Bookings Online with a circle around the logged in and permittee details

## 4.4 CHANGE CONTACT DETAILS

To change contact details, click *Change Contact Details* in the *Admin* tab on the navigation section. This enables you to change your email address, phone and mobile number. Any other changes to contact details should be made via your [Permits Online](#) account.

The screenshot shows the GBRMPA Bookings Online interface. At the top, there is a header with the Australian Government logo, the text 'Great Barrier Reef Marine Park Authority', and the title 'GBRMPA BOOKINGS ONLINE'. A welcome message 'Welcome jacks [Log Out]' is visible. Below the header, a navigation menu on the left lists various options: Home, About, Bookings Calendar, Admin, Vehicles, Aircraft & Vessel Bookings, Cruise Ship Bookings, Reports, and Help. The 'Admin' menu is expanded, showing sub-options: 'Select a Different Permittee', 'Change Password', and 'Change Contact Details'. The 'Change Contact Details' option is circled in red. The main content area displays a 'WELCOME TO BOOKINGS ONLINE' message, followed by a paragraph explaining the user's role as a permit holder or authorised contact. It then provides information about booking procedures, including the number of days in a planning area and the number of bookings per day. A note about designated cruise ship anchorage is also present. The footer contains links for Privacy, Disclaimer, and Copyright 2012 GBRMPA.

Figure 8 Screenshot of Bookings Online with a circle around the *Change Contact Details* option



## 4.5 LOG OUT

To log out of Bookings Online simply click *Log Out* in the top right-hand corner.

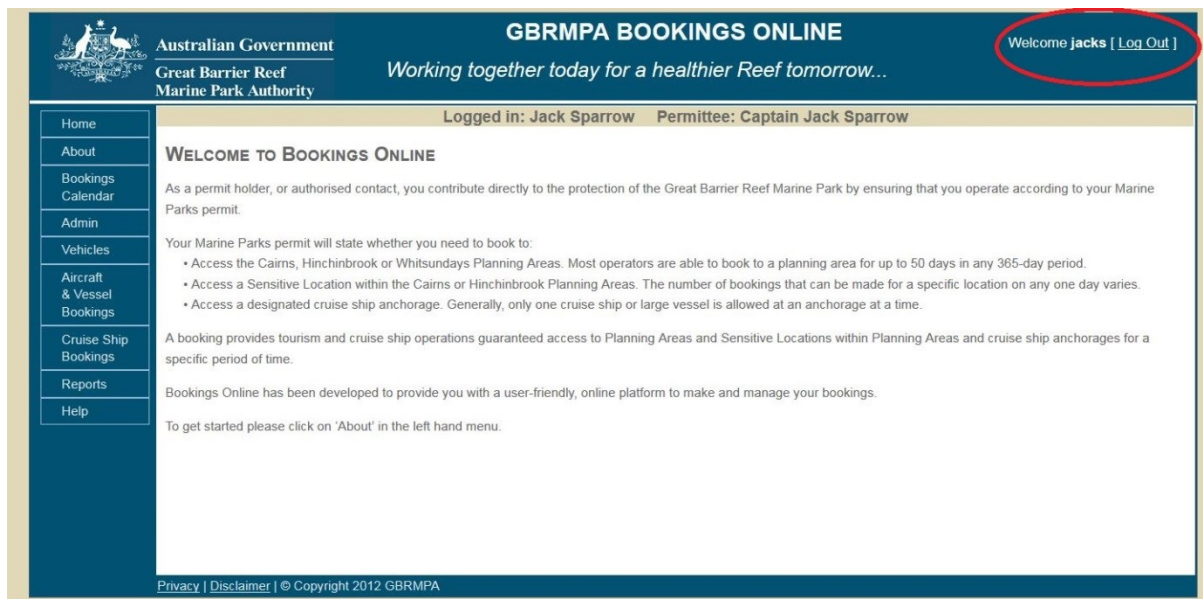


Figure 9 Screenshot of Bookings Online with a circle around *Log Out*


## 5.0 GLOSSARY

This section describes the primary fields and icons that will be encountered during use of Bookings Online.



### 5.1 ADD ICON

The *add* icon will allow you to insert an entry into any field. To add an entry, click .


### 5.2 COPY ICON

The *copy* icon will allow you to make a copy of a selected booking. To copy your entries, click .

### 5.3 DELETE ICON

The *delete* icon will allow you to remove your entries. If this icon is not displayed it means the entry is in use and cannot be deleted. If the delete icon is displayed, it means the entry is not in use and can be deleted. To delete your entries click . If you have deleted an entry in error, simply click the add icon () to add another entry.

### 5.4 ARROW TABS

Arrow tabs allow you to enter numbers or dates into the field. Click the *arrow tabs* icon () to choose the number or dates that you want.

## 5.5 DISPLAY BOXES

Display boxes allow you to choose a vehicle, destination and sensitive location. This allows you to customise your booking by simply selecting or unselecting the displayed option as required. *Please note that unselecting the 'Displayed' tick box automatically results in the 'Default' tick box also being unselected.*

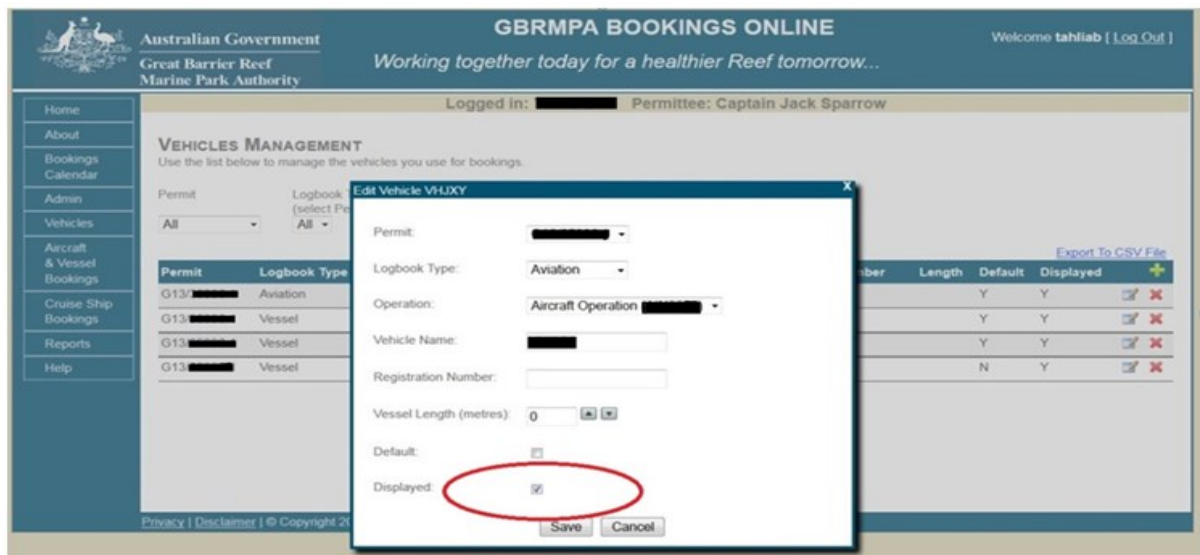


Figure 10 Screenshot of Bookings Online with a circle around the *Displayed* box

## 5.6 DEFAULT BOXES

Default boxes allow you to set specific vessel/aircraft, destination or sensitive location favourites to automatically populate vessels/aircraft or locations when entering data through the booking interface. This reduces time spent manually completing required fields. If you only have one vessel or aircraft linked to an operation it will automatically default as long as it is displayed. Selecting or unselecting the default option allows you to customise the entry of your new bookings as required. *Please note that selecting the 'Default' tick box automatically results in the 'Displayed' tick box also being selected.*

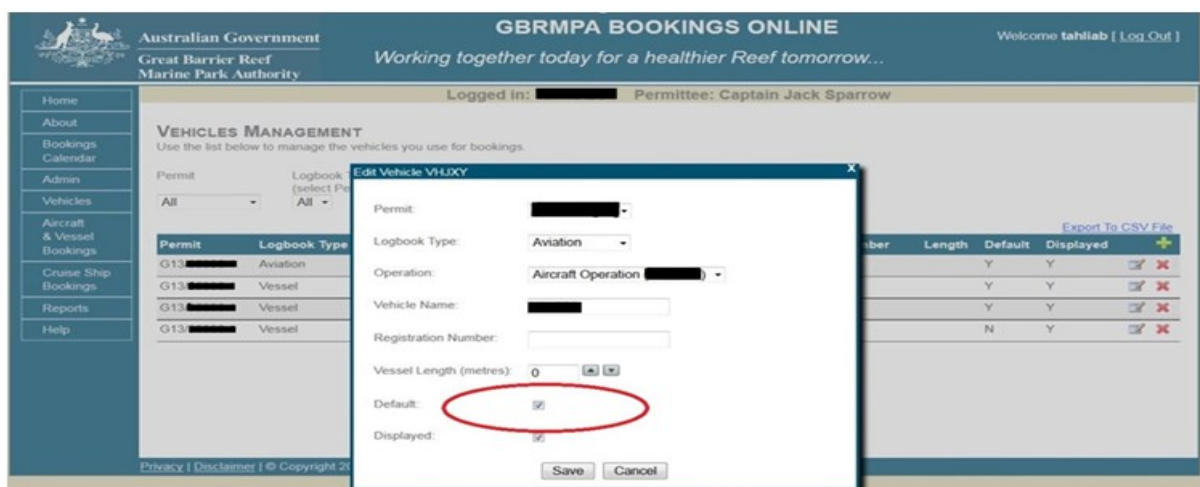


Figure 11 Screenshot of Bookings Online with a circle around the *Default* box

## 5.7 DATE FIELDS

Dates can be entered into the date fields by selecting the field and entering the date:

- in a dd/mm/yyyy format
- by clicking on arrow tabs (▲▼) or
- by clicking the calendar icon (📅) at the right-hand side of the field and selecting the relevant date from the displayed calendar. The current month will be displayed in the calendar by default. Use the dropdown list arrows to navigate to other months and years.

If an inappropriate value is entered into a date field an error message will be generated.

## 5.8 DROPDOWN LISTS

Bookings Online has dropdown lists for numerous fields. Each list contains a description for each available option.

Options can be selected from dropdown lists by clicking the arrow located at the right-hand side of the field and either:

- using your mouse pointer to select the appropriate option directly
- entering the first letter of your desired selection with the keyboard and finalising your selection with the enter key
- selecting any option with the mouse pointer, scrolling through the dropdown list with up and down arrow keys and pressing the enter key once the desired option is highlighted.

On selection of an item from a dropdown list, the description is displayed. To unselect a dropdown list item, click the list and make another selection.

## 5.9 NAVIGATIONAL SECTION

For the purposes of Bookings Online, the navigational section refers to the side bar within Bookings Online on the left-hand side, as shown below.

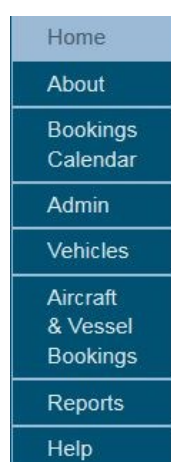


Figure 12 Example of navigational section



## 6.0 VEHICLES

### 6.1 SET UP YOUR VEHICLES (VESSELS / AIRCRAFT)

To set up your vessels or aircraft, simply click *Vehicles* in the navigation section.

Australian Government  
Great Barrier Reef  
Marine Park Authority

GBRMPA BOOKINGS ONLINE  
Working together today for a healthier Reef tomorrow...

Welcome Jacks [ [Log Out](#) ]

Logged in: Jack Sparrow Permittee: Captain Jack Sparrow

**VEHICLES MANAGEMENT**  
Use the list below to manage the vehicles you use for bookings.

Permit: All Logbook Type: All Operation: All Search

[Export To CSV File](#)

Permit	Logbook Type	Operation	Vehicle Name	Registration Number	Length	Default	Displayed
G13	Aviation	Aircraft Operation				Y	Y
G13	Vessel	Cruise Ship	The Black Pearl			Y	Y
G13	Vessel	Long Range Roving (Rover)	Rover			Y	Y
G13	Vessel	Standard Vessel Operation	Floaty the boat			N	Y

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Figure 13 Screenshot showing the vehicles management screen

By default, the search will appear as 'all' in all dropdown boxes. To refine this search, simply click *Permit*, *Logbook Type* (bareboat, aircraft or vessel) and *Operation* by using dropdown boxes. The records that match your search (which is performed when you click *Search*) are displayed on the following search page.

Australian Government  
Great Barrier Reef  
Marine Park Authority

GBRMPA BOOKINGS ONLINE  
Working together today for a healthier Reef tomorrow...

Welcome Jacks [ [Log Out](#) ]

Logged in: Jack Sparrow Permittee: Captain Jack Sparrow

**VEHICLES MANAGEMENT**  
Use the list below to manage the vehicles you use for bookings.

Permit: G13 Logbook Type: Aviation Operation: Aircraft Operation Search

[Export To CSV File](#)

Permit	Logbook Type	Operation	Vehicle Name	Registration Number	Length	Default	Displayed
G13	Aviation	Aircraft Operation				Y	Y

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Figure 14 Screenshot of Bookings Online with circles around search functions

To add a vehicle favourite simply click the add icon (+).

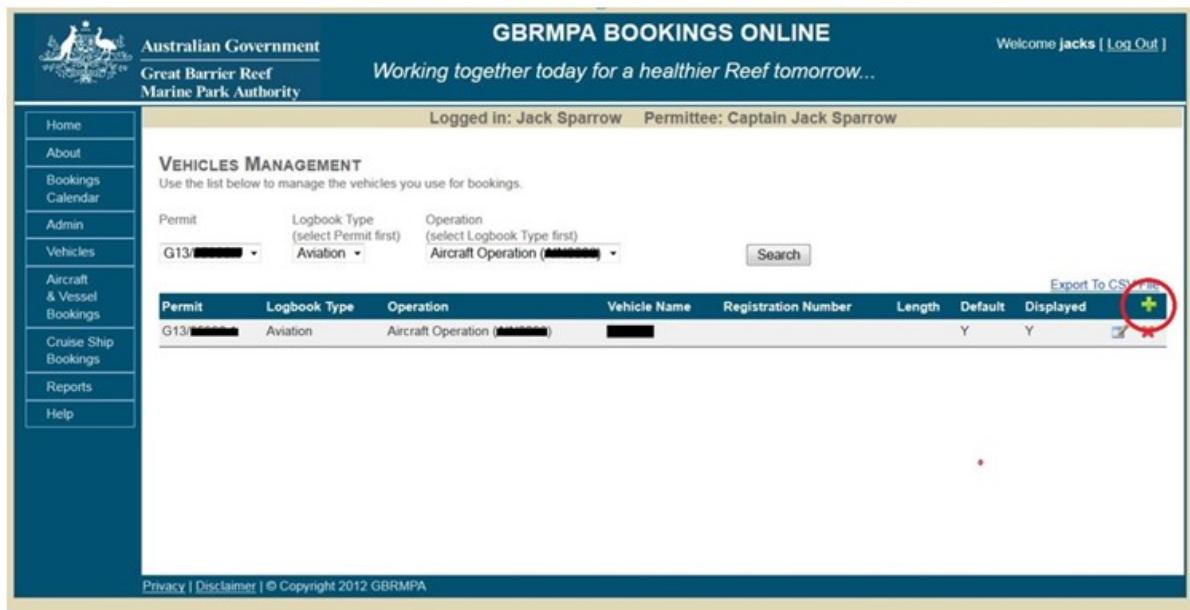


Figure 15 Screenshot of Bookings Online with circle around the add icon

The screen below will be displayed. To add a vehicle as a favourite, fill in all parameters including the registration if you have a vessel, aircraft or bareboat.

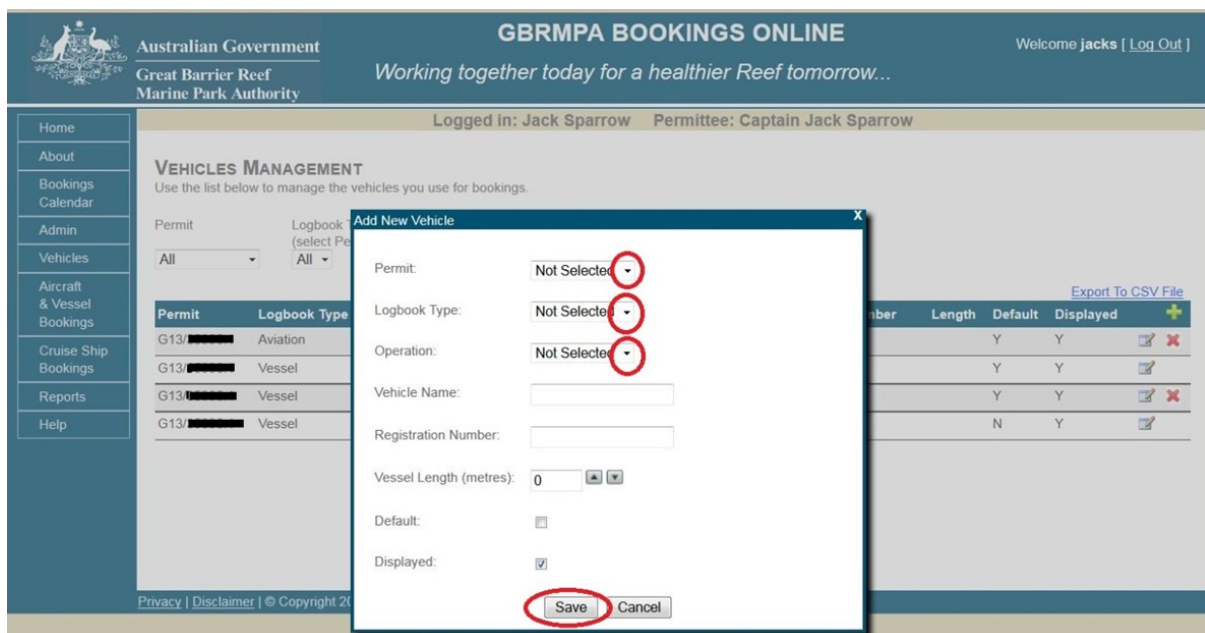


Figure 16 Screenshot of Bookings Online with circles around dropdown lists and Save

You can select or unselect the *default* box (see section 4.6 for a description of this function).

You can select or unselect the *displayed* box (see section 4.5 for a description of this function).

Click Save.

**GBRMPA EMC ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome test! [ Log Out ]

**VEHICLES MANAGEMENT**  
Use the form below to add a new vehicle.

Permit: G11/ [Redacted] | Logbook Type: Vessel | Operation: Standard Vessel Operation for [Redacted]

Vehicle Name: Sailabout | Registration Number: 123 XYZ

Default: ☒ | Displayed: ☒

**Save** **Cancel**

Permit	Logbook Type	Operation	Vehicle Name	Registration Number	Length	Default	Displayed
G11/ [Redacted]	Vessel	Standard Vessel Operation for [Redacted]	[Redacted]	123456		Y	Y
G11/ [Redacted]	Vessel	Standard Vessel Operation for [Redacted]	[Redacted]	123 XYZ		Y	Y
G11/ [Redacted]	Vessel	Standard Vessel Operation for [Redacted]	[Redacted]	123 XYZ		Y	Y
G11/ [Redacted]	Vessel	Standard Vessel Operation for [Redacted]	[Redacted]	567ABC		Y	Y
G11/ [Redacted]	Vessel	Standard Vessel Operation for [Redacted]	[Redacted]	12345		Y	Y

Figure 17 Screenshot of Bookings Online with circle around Save

Your selection will be displayed as shown below. If you wish to add multiple vehicles, simply click the add icon (+). If you need to edit your vehicles click the edit icon (✎). If you wish to delete vehicles click the delete icon (✖).

Please note, if the delete icon is not displayed it means the vehicle favourite is currently in use for a future booking.

**GBRMPA BOOKINGS ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome jacks [ Log Out ]

Logged in: Jack Sparrow | Permittee: Captain Jack Sparrow

**VEHICLES MANAGEMENT**  
Use the list below to manage the vehicles you use for bookings.

Permit: G13/ [Redacted] | Logbook Type: Aviation | Operation: Aircraft Operation (Aircraft)

**Search**

Permit	Logbook Type	Operation	Vehicle Name	Registration Number	Length	Default	Displayed
G13/ [Redacted]	Aviation	Aircraft Operation (Aircraft)	[Redacted]	[Redacted]		Y	Y
G13/ [Redacted]	Aviation	Aircraft Operation (Aircraft)	[Redacted]	[Redacted]		N	Y

Figure 18 Screenshot showing the vehicles management screen

You can export your vehicle favourites to a CSV or excel file by clicking *Export to CSV file*.

The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, 'Great Barrier Reef Marine Park Authority', and the slogan 'Working together today for a healthier Reef tomorrow...'. The user is logged in as 'Jack Sparrow' with the permittee 'Captain Jack Sparrow'. The left navigation panel lists options: Home, About, Bookings Calendar, Admin, Vehicles, Aircraft & Vessel Bookings, Cruise Ship Bookings, Reports, and Help. The main content area is titled 'VEHICLES MANAGEMENT' and includes a search form with dropdowns for Permit (G13), Logbook Type (Aviation), and Operation (Aircraft Operation). Below the search form is a table with columns: Permit, Logbook Type, Operation, Vehicle Name, Registration Number, Length, Default, Displayed, and an action column. The 'Export To CSV File' link in the action column is circled in red.

Figure 19 Screenshot of Bookings Online with a circle around the *Export to CSV File* option

## 7.0 BOOKINGS CALENDAR

To view the bookings calendar, click *Bookings Calendar* on the navigation panel.

Try searching for booking limitations using the following steps:

- Click dropdown and select a booking type (e.g. Aircraft & Vessels)
- Click dropdown and select a planning area (e.g. Cairns)
- Click dropdown and select a sensitive location (e.g. Michaelmas Cay)
- Click dropdown and select a month (e.g. May 2016)

The screenshot shows the GBRMPA Bookings Online interface with the 'Bookings Calendar' section active. The header and navigation panel are the same as in Figure 19. The main content area shows search filters: Booking Type (Aircraft & Vessel), Planning Area (Cairns), Sensitive Location (Michaelmas Cay Locality), and Month (May 2013). Below the filters is a table with columns: Location, Limit, and Value. The table lists limitations for Cairns Plan of Management Area and Michaelmas Cay Locality Sensitive Location. Below the table is a calendar for May 2013, showing the number of bookings for each day. The calendar is a grid with days of the week as columns and dates as rows. The number of bookings for each day is displayed. Below the calendar is a section for 'Bookings for Thursday, 30 May 2013' with a table showing Permittee, Permit, and Vehicle. The dropdown lists for Booking Type, Planning Area, Sensitive Location, and Month are circled in red.

Figure 20 Screenshot of Bookings Online with circles around dropdown lists



Once the search criteria has been entered, a table outlining booking rules for the selected plan of management and sensitive location will appear.

**GBRMPA BOOKINGS ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome **jacks** [ Log Out ]

Logged in: Jack Sparrow Permittee: Captain Jack Sparrow

Booking Type: Aircraft & Vessels Planning Area: Cairns Sensitive Location: Michaelmas Cay Locality Month: May 2013

Location	Limit	Value
Cairns Plan of Management Area	Vessel Limit	40 Per Day
Michaelmas Cay Locality Sensitive Location	Vessel Limit	1 Per Day
	Group Size Maximum	15 People
	Airspace Minimum Height	3000 Feet

May 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28 Bookings: 0	29 Bookings: 0	30 Bookings: 0	1 Bookings: 0	2 Bookings: 0	3 Bookings: 0	4 Bookings: 0
5 Bookings: 0	6 Bookings: 0	7 Bookings: 0	8 Bookings: 0	9 Bookings: 0	10 Bookings: 0	11 Bookings: 0
12 Bookings: 0	13 Bookings: 0	14 Bookings: 0	15 Bookings: 0	16 Bookings: 0	17 Bookings: 0	18 Bookings: 0
19 Bookings: 0	20 Bookings: 0	21 Bookings: 0	22 Bookings: 0	23 Bookings: 0	24 Bookings: 0	25 Bookings: 0
26 Bookings: 0	27 Bookings: 0	28 Bookings: 0	29 Bookings: 0	30 Bookings: 0	31 Bookings: 0	1 Bookings: 0

Bookings for Thursday, 30 May 2013

Permittee	Permit	Vehicle
No Bookings		

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Figure 21 Screenshot of Bookings Online with a circle around the booking rules

Location	Limit	Value
Cairns Area Plan of Management	Vessel limit	40 per day
Michaelmas Cay locality sensitive location	Vessel limit	1 per day
	Group size maximum	15 people
	Airspace minimum height	3000 feet

Table 1 Limitations on bookings made for the Cairns Area Plan of Management, Michaelmas Cay locality

For example, the above table outlines the limitations on bookings made for the Cairns Area Plan of Management, Michaelmas Cay locality. This plan of management allows 40 vessels per day to be booked. For the Michaelmas Cay locality, one vessel per day is allowed with a group size of 15 (maximum) and airspace minimum height of 3000 feet.

The booking limitations table enables you to determine when and where to make a booking.



## 8.0 AIRCRAFT AND VESSEL BOOKINGS

### 8.1 ADD A NEW BOOKING

To create a new booking, click *Aircraft & Vessel Bookings* in the navigation section.

The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, the text 'Great Barrier Reef Marine Park Authority', and the slogan 'Working together today for a healthier Reef tomorrow...'. The user is logged in as 'Jack Sparrow' with the permit 'Captain Jack Sparrow'. The left navigation menu has a red circle around the 'Aircraft & Vessel Bookings' link. The main content area displays a welcome message and instructions for booking.

**GBRMPA BOOKINGS ONLINE**  
Welcome **jacks** [ [Log Out](#) ]

Logged in: **Jack Sparrow** Permittee: **Captain Jack Sparrow**

**WELCOME TO BOOKINGS ONLINE**

As a permit holder, or authorised contact, you contribute directly to the protection of the Great Barrier Reef Marine Park by ensuring that you operate according to your Marine Parks permit.

Your Marine Parks permit will state whether you need to book to:

- Access the Cairns, Hinchinbrook or Whitsundays Planning Areas. Most operators are able to book to a planning area for up to 50 days in any 365-day period.
- Access a Sensitive Location within the Cairns or Hinchinbrook Planning Areas. The number of bookings that can be made for a specific location on any one day varies.
- Access a designated cruise ship anchorage. Generally, only one cruise ship or large vessel is allowed at an anchorage at a time.

A booking provides tourism and cruise ship operations guaranteed access to Planning Areas and Sensitive Locations within Planning Areas and cruise ship anchorages for a specific period of time.

Bookings Online has been developed to provide you with a user-friendly, online platform to make and manage your bookings.

To get started please click on 'About' in the left hand menu.

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Figure 22 Screenshot of Bookings Online with a circle around *Aircraft & Vessel Bookings*

To add a new booking click *add* (+).

The screenshot shows the 'AIRCRAFT AND VESSEL BOOKINGS LIST' page. It includes search filters for Date From, Date To, Plan of Management, Sensitive Location, Permit, and Operation. A table lists existing bookings with columns for Booking #, Permit, Operation, Vehicle, POM Area, Location, Date, and Group Size. A red circle highlights the '+' icon in the top right corner of the table, used to add a new booking.








**GBRMPA BOOKINGS ONLINE**  
Welcome **jacks** [ [Log Out](#) ]

Logged in: **Jack Sparrow** Permittee: **Captain Jack Sparrow**

**AIRCRAFT AND VESSEL BOOKINGS LIST**  
Use the list below to view and edit your bookings.

Date From: 31/05/2013 Date To: 30/05/2014 Plan of Management: All Sensitive Location: All Vehicle: All Permit: All Operation: All

[Export To CSV File](#)

Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	
B-130601-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	1 JUN 2013	25	
B-130602-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	2 JUN 2013	25	
B-130603-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	3 JUN 2013	25	
B-130604-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	4 JUN 2013	25	
B-130605-01	G13	Standard Vessel Operation	Floaty the boat			5 JUN 2013	25	
B-130606-01	G13	Standard Vessel Operation	Floaty the boat			6 JUN 2013	25	
B-130607-01	G13	Standard Vessel Operation	Floaty the boat			7 JUN 2013	25	

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Figure 23 Screenshot of Bookings Online with a circle around the add icon

Select a permit and operation by using the dropdown list in the *Add New Booking* display box.

The screenshot shows the 'Add New Booking' modal window. The 'Permit' dropdown is set to 'Not Selected' and the 'Operation' dropdown is also set to 'Not Selected'. Both are circled in red. Other fields include 'Vehicle' (Not Selected), 'Plan of Management' (Not Selected), 'Sensitive Location' (Not Selected), 'Date' (28/05/2013), and 'Group Size' (0). Buttons for 'Check Booking', 'Save & Add Another', 'Save', and 'Cancel' are visible. The background interface includes a sidebar with links like Home, About, Bookings, and a search area for aircraft and vessel bookings.

Figure 24 Screenshot of Bookings Online with a circle around the permit and operation dropdown lists

Select a vehicle from the dropdown list in the *Add New Booking* display box.

This screenshot shows the 'Add New Booking' modal window with the 'Vehicle' dropdown list circled in red. The 'Vehicle' is set to 'Floaty the boat'. Other fields include 'Permit' (G13), 'Operation' (Standard Vessel Operation), 'Plan of Management' (Not Selected), 'Sensitive Location' (Not Selected), 'Date' (28/05/2013), and 'Group Size' (0). Buttons for 'Check Booking', 'Save & Add Another', 'Save', and 'Cancel' are present. The background interface is the same as Figure 24.

Figure 25 Screenshot of Bookings Online with a circle around the vehicle dropdown list

Select a plan of management from the dropdown list in the *Add New Booking* display box.

The screenshot shows the 'Add New Booking' modal window. The 'Plan of Management' dropdown is circled in red, with the following options visible:

- Not Selected
- Cairns
- Hinchinbrook
- Whitsundays

The background interface includes the 'AIRCRAFT AND VESSEL BOOKINGS LIST' with search filters for Date From (05/06/2013), Date To (04/06/2014), Plan of Management (All), Sensitive Location (All), Vehicle (All), and Permit (All). A table of bookings is visible on the right, showing columns for Date, Group Size, and a status icon.

**Figure 26 Screenshot of Bookings Online with a circle around the plan of management dropdown list**

Please note the system has been set up so the booking requirements of the permits and vessels that you selected are programmed into the system. The system will not allow you to make bookings to locations you are unable to access and conversely to areas to which you do not have to book due to your permitted endorsements (as shown below). If you believe the system has incorrectly determined your booking requirements please contact GBRMPA via e-mail at [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au) or phone (07) 4750 0700 during business hours.

The screenshot shows an 'Error Message' dialog box with the following text:

**THE BOOKING COULD NOT BE MADE BECAUSE OF THE FOLLOWING REASONS.**

**Error Message**

A Sensitive Location must be selected as this operation is endorsed to the selected Plan of Management area.

The background interface shows the 'Add New Booking' modal window with the 'Plan of Management' dropdown set to 'Hinchinbrook'. The 'Check Booking' button is visible, and the error message is displayed over the form.

**Figure 27 Screenshot of Bookings Online error message**

If a sensitive location is required, select an option from the dropdown list in the *Add New Booking* display box.

The screenshot shows the 'Add New Booking' dialog box in the GBRMPA Bookings Online system. The dialog box contains several fields: Permit (G13), Operation (Standard Vessel Operation), Vehicle (Floaty the boat), Plan of Management (Cairns), Sensitive Location (No Sensitive Locations Required), Date (28/05/2013), and Group Size (0). The 'Sensitive Location' dropdown is circled in red. The background shows the 'AIRCRAFT AND VESSEL BOOKINGS LIST' page with search filters and a sidebar menu.

Figure 28 Screenshot of Bookings Online with a circle around the sensitive location field

To select a date for a new booking, click the calendar icon on the right side of the date field in the *Add New Booking* display box.

The screenshot shows the 'Add New Booking' dialog box in the GBRMPA Bookings Online system. The dialog box contains several fields: Permit (G13), Operation (Standard Vessel Operation), Vehicle (Floaty the boat), Plan of Management (Cairns), Sensitive Location (No Sensitive Locations Required), Date (28/05/2013), and Group Size (0). The date field is circled in red. The background shows the 'AIRCRAFT AND VESSEL BOOKINGS LIST' page with search filters and a sidebar menu.

Figure 29 Screenshot of Bookings Online with a circle around the date field

To select a group size use the up and down icons (▲▼) from the *Add New Bookings* display box.

The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, the text 'Great Barrier Reef Marine Park Authority', and the slogan 'Working together today for a healthier Reef tomorrow...'. The user is logged in as 'Jack Sparrow' with the permittee 'Captain Jack Sparrow'. The main section is titled 'AIRCRAFT AND VESSEL BOOKINGS LIST' and includes search filters for Date From, Date To, Plan of Management, Sensitive Location, Permit, Operation, and Vehicle. A modal box titled 'Add New Booking' is open, displaying fields for Permit, Operation, Vehicle, Plan of Management, Sensitive Location, Date, and Group Size. The 'Group Size' field is circled in red, showing a value of 0 with up and down arrow icons. The modal also includes buttons for 'Check Booking', 'Save & Add Another', 'Save', and 'Cancel'. A 'Show Limits and Bookings' link is also present.

Figure 30 Screenshot of Bookings Online with a circle around the *Group Size* field

To check your booking, click *Check Booking* on the right side of the *Add New Booking* display box.

This screenshot shows the same GBRMPA Bookings Online interface as Figure 30, but with the 'Add New Booking' modal box filled out. The 'Permit' is set to 'G13', 'Operation' to 'Standard Vessel Operation', and 'Vehicle' to 'Floaty the boat'. The 'Date' is set to '29/05/2013' and 'Group Size' to '4'. The 'Check Booking' button is circled in red. The modal also includes 'Save & Add Another', 'Save', and 'Cancel' buttons, as well as a 'Show Limits and Bookings' link. The background shows the same search filters and user information as Figure 30.

Figure 31 Screenshot of Bookings Online with a circle around *Check Booking*



The *Check Booking* display box will appear. This will let you know if you are permitted to make this booking and, if so, will tell you how many booking days you have remaining. Booking days are automatically tracked within the system over a 365-day period for the Cairns and Hinchinbrook Planning Areas and a calendar year (1 January – 31 December) for the Whitsunday Planning Area, allowing you to keep track of how many bookings you have left.

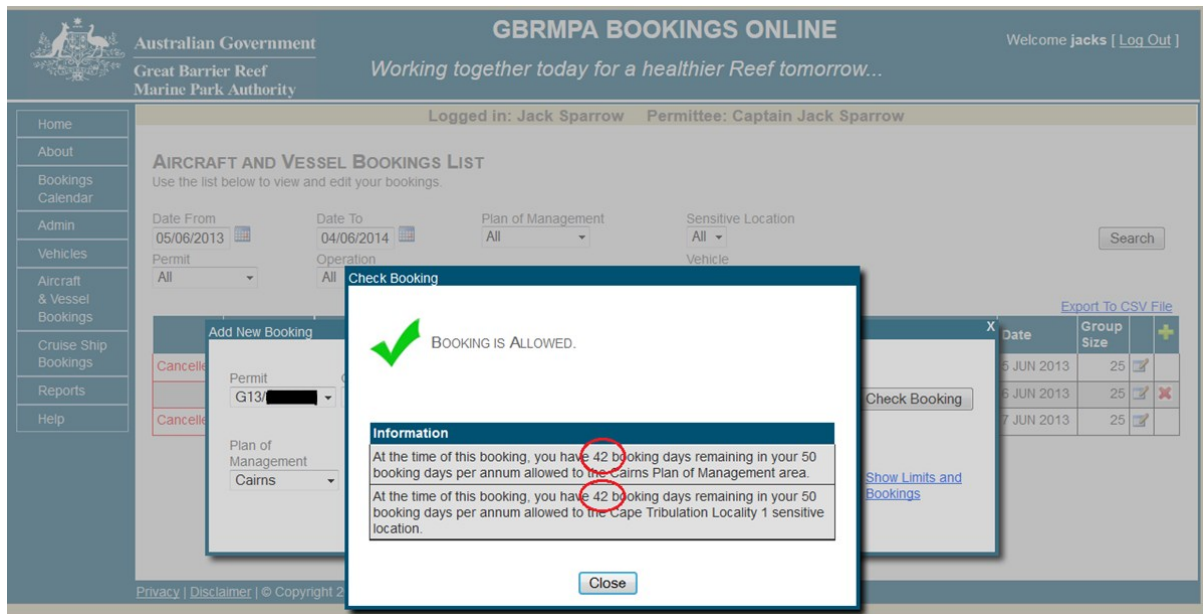


Figure 32 Screenshot of Bookings Online with a circle around the number of bookings remaining

To show limitations on the bookings and the bookings calendar, click *Show Limits and Bookings* on the right side of the *Add New Booking* display box.

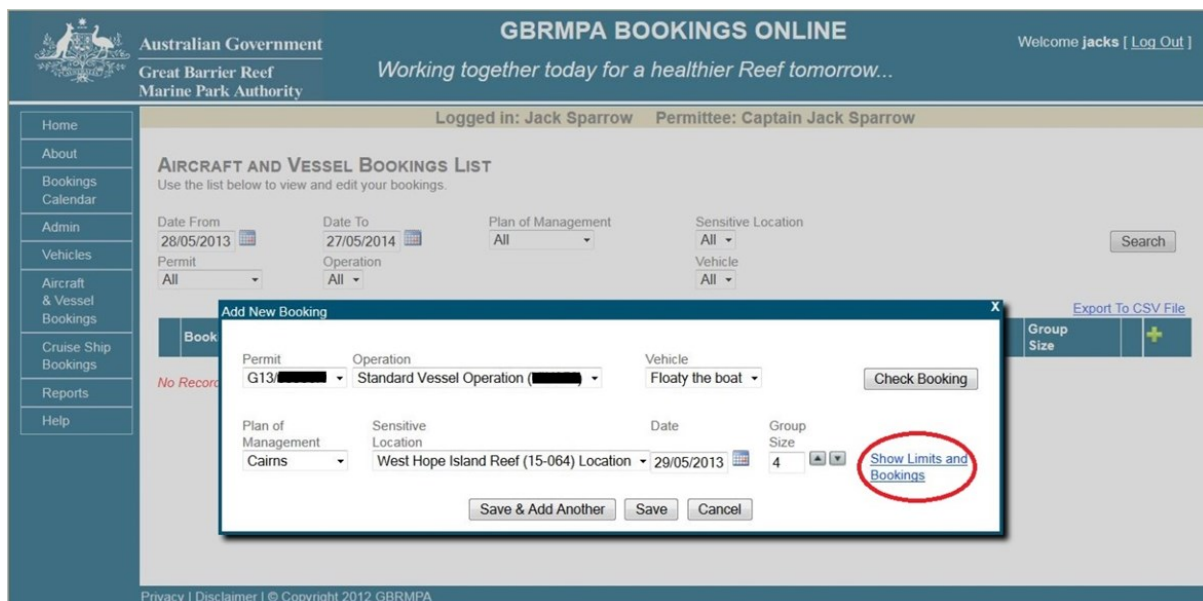


Figure 33 Screenshot of Bookings Online with a circle around *Show Limits and Bookings*



A new display box will appear, outlining the rules applicable to bookings in the plans of management and sensitive locations selected.

This display box also includes an up-to-date calendar, enabling you to view bookings for the selected plan of management and sensitive location. Click the date box to view the details of the booking for that day.

**GBRMPA Bookings Online - Bookings Calendar**

Booking Type: Aircraft & Vessels | Planning Area: Cairns | Sensitive Location: West Hope Island Reef (15-064) Location | Month: May 2013

Location	Limit	Value
Cairns Plan of Management Area	Vessel Limit	40 Per Day
West Hope Island Reef (15-064) Location Sensitive Location	Vessel Limit	1 Per Day
	Group Size Maximum	15 People
	Airspace Minimum Height	1500 Feet

May 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28 Bookings: 0	29 Bookings: 0	30 Bookings: 0	1 Bookings: 0	2 Bookings: 0	3 Bookings: 0	4 Bookings: 0
5 Bookings: 0	6 Bookings: 0	7 Bookings: 0	8 Bookings: 0	9 Bookings: 0	10 Bookings: 0	11 Bookings: 0
12 Bookings: 0	13 Bookings: 0	14 Bookings: 0	15 Bookings: 0	16 Bookings: 0	17 Bookings: 0	18 Bookings: 0
19 Bookings: 0	20 Bookings: 0	21 Bookings: 0	22 Bookings: 0	23 Bookings: 0	24 Bookings: 0	25 Bookings: 0
26 Bookings: 0	27 Bookings: 0	28 Bookings: 0	29 Bookings: 0	30 Bookings: 0	31 Bookings: 0	1 Bookings: 0

Bookings for Wednesday, 29 May 2013

Permittee	Permit	Vehicle
No Bookings		

Close

**Figure 34 Screenshot of Bookings Online with a circle around the rules of booking**

For further information on the Bookings Calendar, go to section 7.0 of the manual.

To save and add another booking, click *Save and Add Another* in the *Add New Booking* display box. By clicking *Save and Add Another* you will duplicate the booking details for the following day.

The screenshot shows the GBRMPA Bookings Online interface. At the top, it says 'Australian Government Great Barrier Reef Marine Park Authority' and 'GBRMPA BOOKINGS ONLINE'. The user is logged in as 'Jack Sparrow' with the permittee 'Captain Jack Sparrow'. The main section is titled 'AIRCRAFT AND VESSEL BOOKINGS LIST' and includes search filters for Date From (28/05/2013), Date To (27/05/2014), Plan of Management (All), Sensitive Location (All), Operation (All), and Vehicle (All). A 'Search' button is present. Below the filters, a table shows 'No Records Found'. An 'Add New Booking' modal is open, displaying fields for Permit (Not Selected), Operation (Not Selected), Vehicle (Not Selected), Plan of Management (Not Selected), Sensitive Location (Not Selected), Date (28/05/2013), and Group Size (0). The modal has buttons for 'Check Booking', 'Save & Add Another' (circled in red), 'Save', and 'Cancel'. A 'Show Limits and Bookings' link is also visible. The footer includes 'Privacy | Disclaimer | © Copyright 2012 GBRMPA'.

Figure 35 Screenshot of Bookings Online with a circle around *Save & Add Another*

To save a single booking, click *Save* in the *Add New Booking* display box.

This screenshot is identical to Figure 35, showing the GBRMPA Bookings Online interface with the 'Add New Booking' modal open. In this version, the 'Save' button in the modal is circled in red, instead of 'Save & Add Another'. All other elements, including the search filters, 'No Records Found' message, and footer, remain the same.

Figure 36 Screenshot of Bookings Online with a circle around *Save*

Once your booking is saved, it will appear in the aircraft and vessel bookings list. You will receive a booking confirmation email.

**GBRMPA BOOKINGS ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome jacks [Log Out]

Logged in: Jack Sparrow Permittee: Captain Jack Sparrow

**AIRCRAFT AND VESSEL BOOKINGS LIST**  
Use the list below to view and edit your bookings.

Date From: 28/05/2013 Date To: 27/05/2014 Plan of Management: All Sensitive Location: All  
Permit: All Operation: All Vehicle: All

[Export To CSV File](#)


Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	
B-130529-02	G13	Standard Vessel Operation	Floaty the boat	Cairns	West Hope Island Reef (15-064) Location	29 MAY 2013	3	

[Bookings Report](#)

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Figure 37 Screenshot showing the aircraft and vessel bookings list screen

## 8.2 DUPLICATE BOOKINGS

To duplicate a booking for a different day or site, click *Aircraft and Vessel Bookings* in the navigation section. Click the copy icon () next to the booking you would like to duplicate.

**GBRMPA BOOKINGS ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome jacks [Log Out]

Logged in: Jack Sparrow Permittee: Captain Jack Sparrow

**AIRCRAFT AND VESSEL BOOKINGS LIST**  
Use the list below to view and edit your bookings.

Date From: 30/05/2013 Date To: 29/05/2014 Plan of Management: All Sensitive Location: All  
Permit: All Operation: All Vehicle: All

[Export To CSV File](#)

Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	
B-130530-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	30 MAY 2013	25	
B-130601-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	1 JUN 2013	25	
B-130602-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	2 JUN 2013	25	
B-130603-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	3 JUN 2013	25	
B-130604-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	4 JUN 2013	25	
B-130605-01	G13	Standard Vessel Operation	Floaty the boat			5 JUN 2013	25	
B-130606-01	G13	Standard Vessel Operation	Floaty the boat			6 JUN 2013	25	
B-130607-01	G13	Standard Vessel Operation	Floaty the boat			7 JUN 2013	25	

[Bookings Report](#)

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Figure 38 Screenshot of Bookings Online with a circle around the edit icon

The *Add New Booking* display box will appear and contain the same booking information as the previous booking but for the following day.

You can edit the date, then click *Save* or *Save and Add Another*.

### 8.3 DELETE BOOKINGS

You can delete bookings without losing the day from your allocated visits as long as it is deleted prior to midnight the day before the booking. A booking can be cancelled on the day; however you will incur the loss of a booking day. To delete a booking click on the delete icon (✖).

The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, GBRMPA Bookings Online title, and a welcome message for Jack Sparrow. The left sidebar contains navigation links: Home, About, Bookings, Calendar, Admin, Vehicles, Aircraft & Vessel Bookings, Cruise Ship Bookings, Reports, and Help. The main content area displays the 'AIRCRAFT AND VESSEL BOOKINGS LIST' with filters for Date From (28/05/2013), Date To (27/05/2014), Plan of Management (All), Sensitive Location (All), and Vehicle (All). A search button is present. Below the filters is a table of bookings. The first row is highlighted, and a red circle is drawn around the delete icon (✖) in the actions column for booking B-130529-02.

Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	Actions
B-130529-02	G13	Standard Vessel Operation	Floaty the boat	Cairns	West Hope Island Reef (15-064) Location	29 MAY 2013	3	✖

Figure 39 Screenshot of Bookings Online with a circle around the delete icon


A new display box will appear. To confirm cancellation, you must provide a reason in the text box and click *Cancel Booking*. The aircraft and vessel bookings list will now display the booking as cancelled. You will be sent a confirmation email once the booking has been cancelled.

The screenshot shows the GBRMPA Bookings Online interface with a confirmation pop-up for booking B-130606-01. The pop-up has a title bar 'Cancel Booking B-130606-01' and a warning icon. It contains the text 'Please confirm the cancellation of B-130606-01' and a text area for 'Reason for Booking Cancellation'. There are 'Cancel Booking' and 'Close' buttons at the bottom. The background shows the same bookings list as Figure 39, but with booking B-130606-01 now marked as 'Cancelled'.

Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	Actions
Cancelled B-130527-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	27 MAY 2013	6	✖
Cancelled B-130529-02	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	29 MAY 2013	3	✖
B-130530-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	30 MAY 2013	25	✖
B-130601-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	1 JUN 2013	25	✖
B-130602-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	2 JUN 2013	25	✖
B-130603-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	3 JUN 2013	25	✖
B-130604-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	4 JUN 2013	25	✖
B-130605-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	5 JUN 2013	25	✖
B-130606-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	6 JUN 2013	25	✖
Cancelled B-130607-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Island Reef (15-064)	7 JUN 2013	25	✖

Figure 40 Screenshot showing the booking confirmation pop-up





Australian Government  
Great Barrier Reef  
Marine Park Authority

## GBRMPA BOOKINGS ONLINE

Working together today for a healthier Reef tomorrow...

Welcome **jacks** | [Log Out](#)

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[Vehicles](#)  
[Aircraft & Vessel Bookings](#)  
[Cruise Ship Bookings](#)  
[Reports](#)  
[Help](#)

Logged in: Jack Sparrow    Permittee: Captain Jack Sparrow

### AIRCRAFT AND VESSEL BOOKINGS LIST

Use the list below to view and edit your bookings.

Date From  
28/05/2013

Date To  
27/05/2014

Plan of Management  
All

Sensitive Location  
All

Search

Permit  
All

Operation  
All

Vehicle  
All

[Export To CSV File](#)

	Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	
Cancelled	B-130529-02	G13	Standard Vessel Operation	Floaty the boat	Cairns	West Hope Island Reef (15-064) Location	29 MAY 2013	3	


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Figure 41 Screenshot showing a cancelled booking on the aircraft and vessel bookings list screen

## 8.4 SEARCH BOOKINGS

To search for your bookings select *Aircraft and Vessel Bookings* from the navigation section.

Use fields at the top of the page to select search criteria. Once fields have been selected, click *Search*.



Australian Government  
Great Barrier Reef  
Marine Park Authority

## GBRMPA BOOKINGS ONLINE

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[Cruise Ship Bookings](#)  
[Reports](#)  
[Help](#)

Logged in: Jack Sparrow    Permittee: Captain Jack Sparrow

### AIRCRAFT AND VESSEL BOOKINGS LIST

Use the list below to view and edit your bookings.

Date From  
28/05/2013

Date To  
27/05/2014

Plan of Management  
All

Sensitive Location  
All

Search

Permit  
All

Operation  
All

Vehicle  
All

[Export To CSV File](#)

	Booking #	Permit	Operation	Vehicle	POM Area	Location	Date	Group Size	
Cancelled	B-130529-02	G13	Standard Vessel Operation	Floaty the boat	Cairns	West Hope Island Reef (15-064) Location	29 MAY 2013	3	
	B-130530-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	30 MAY 2013	25	
	B-130601-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	1 JUN 2013	25	
	B-130602-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	2 JUN 2013	25	
	B-130603-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	3 JUN 2013	25	
	B-130604-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	4 JUN 2013	25	
	B-130605-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	5 JUN 2013	25	
	B-130606-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	6 JUN 2013	25	
	B-130607-01	G13	Standard Vessel Operation	Floaty the boat	Cairns	Cape Tribulation Locality 1	7 JUN 2013	25	

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Figure 42 Screenshot of Bookings Online with a circle around the search fields

## 9.0 DESIGNATED ANCHORAGE BOOKINGS

### 9.1 ADD A NEW BOOKING

To add a new Anchorage booking, select *Anchorage Bookings* from the navigation panel.

The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, 'Great Barrier Reef Marine Park Authority', and the title 'GBRMPA BOOKINGS ONLINE' with the tagline 'Working together today for a healthier Reef tomorrow...'. A user is logged in as Wesley CONCANNON. The left navigation menu has 'Anchorage Bookings' circled in red. The main content area displays a welcome message and information about the booking system.

**GBRMPA BOOKINGS ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome [Redacted] [Log Out]

Logged in: Wesley CONCANNON Permittee: [Redacted]

**WELCOME TO BOOKINGS ONLINE**

Bookings Online has been developed to provide you with a user-friendly, online platform to make and manage your bookings to the Planning Areas, Sensitive Locations and all anchorages.

As a recreational visitor using a superyacht greater than 35 metres there are certain requirements to ensure you operate in a manner that protects the Great Barrier Reef Marine Park. Reservations of anchorages provide guaranteed access to parts of the Planning Areas for a specified period.

As a permit holder, or authorised contact, you contribute directly to the protection of the Great Barrier Reef Marine Park by ensuring that you operate according to your Marine Parks permit.

Your Marine Parks permit will state whether you need to book to:

- Access the Cairns, Hinchinbrook or Whitsunday Planning Areas. Most operators are able to book to a planning area for up to 50 days in any 365-day period.
- Access a Sensitive Location within the Cairns or Hinchinbrook Planning Areas. The number of bookings that can be made for a specific location on any one day varies.
- Access a designated anchorage. Generally, only one cruise ship or large vessel is allowed at an anchorage at a time.

A booking provides tourism and cruise ship operations guaranteed access to Planning Areas and Sensitive Locations within Planning Areas and designated anchorages for a specific period of time.

To get started please click on 'About' in the left hand menu.

Privacy | Disclaimer | © Copyright 2012 GBRMPA

Figure 43 Screenshot of Bookings Online with a circle around *Anchorage Bookings*

To add a new booking, click the add icon (+).

The screenshot shows the 'ANCHORAGE BOOKINGS LIST' page. The title 'ANCHORAGE BOOKINGS LIST' is circled in red. Below the title is a search bar with fields for 'Date From', 'Date To', and 'Anchorage'. A table lists existing bookings. The add icon (+) in the top right corner of the table is circled in red.

**ANCHORAGE BOOKINGS LIST**  
Use the list below to view and edit your bookings.

Date From: 31/07/2017 Date To: 03/08/2017 Anchorage: All Search

Booking #	Permit	Operation	Vehicle	Anchorage	Date	
CB-170802-01	[Redacted]	Standard Cruise Ship Operation	[Redacted]	Turtle Bay designated anchorage	2 AUG 2017 00:00 - 23:59	[Add Icon]

Export To CSV File

Privacy | Disclaimer | © Copyright 2012 GBRMPA

Figure 44 Screenshot of Bookings Online with a circle around the add icon



Select a permit and operation by using the dropdown list in the *Add New Anchorage Booking* display box.

The screenshot shows the GBRMPA Bookings Online interface. The user is logged in as Wesley CONCANNON. The 'Add New Anchorage Booking' form is open, and the 'Permit' dropdown menu is circled in red. The form contains the following fields:

- Permit: No Permit Selected (circled in red)
- Operator Contact: [Empty]
- Phone No.: [Empty]
- Vessel: [Empty]
- Length (metres): 0
- Ancillary Vessels (if any): [Empty]
- Comments: [Empty]
- Check Booking: [Button]
- Anchorage: No Anchorage Set
- Date: 01/08/2017
- Time From: 00:00
- Time To: 23:59
- Show Limits and Bookings: [Link]
- Save & Add Another: [Button]
- Save: [Button]
- Cancel: [Button]

Figure 45 Screenshot of Bookings Online with a circle around the permit field

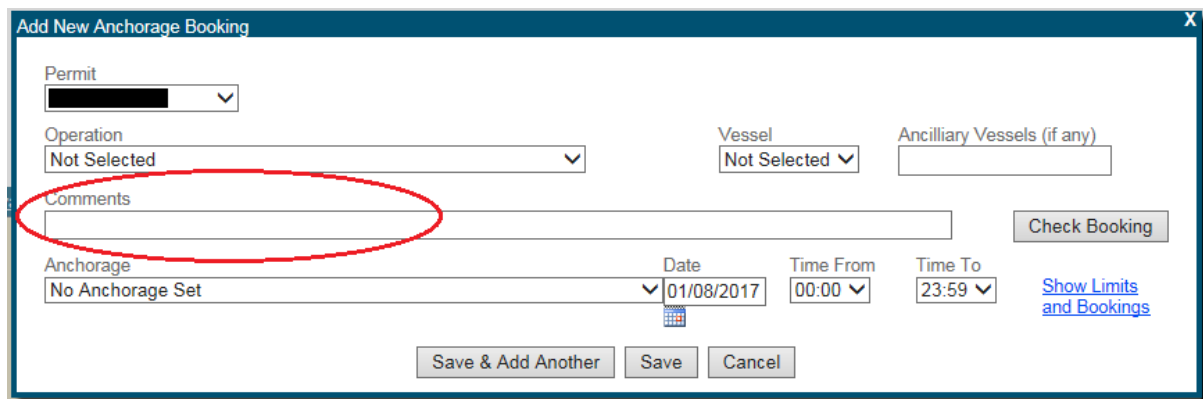
Select a vessel from the dropdown list in the *Add New Anchorage Booking* display box.

The screenshot shows the GBRMPA Bookings Online interface. The user is logged in as Wesley CONCANNON. The 'Add New Anchorage Booking' form is open, and the 'Vessel' dropdown menu is circled in red. The form contains the following fields:

- Permit: [Empty]
- Operation: Not Selected
- Vessel: Not Selected (circled in red)
- Ancillary Vessels (if any): [Empty]
- Comments: [Empty]
- Check Booking: [Button]
- Anchorage: No Anchorage Set
- Date: 01/08/2017
- Time From: 00:00
- Time To: 23:59
- Show Limits and Bookings: [Link]
- Save & Add Another: [Button]
- Save: [Button]
- Cancel: [Button]

Figure 46 Screenshot of Bookings Online with a circle around the Vessel field

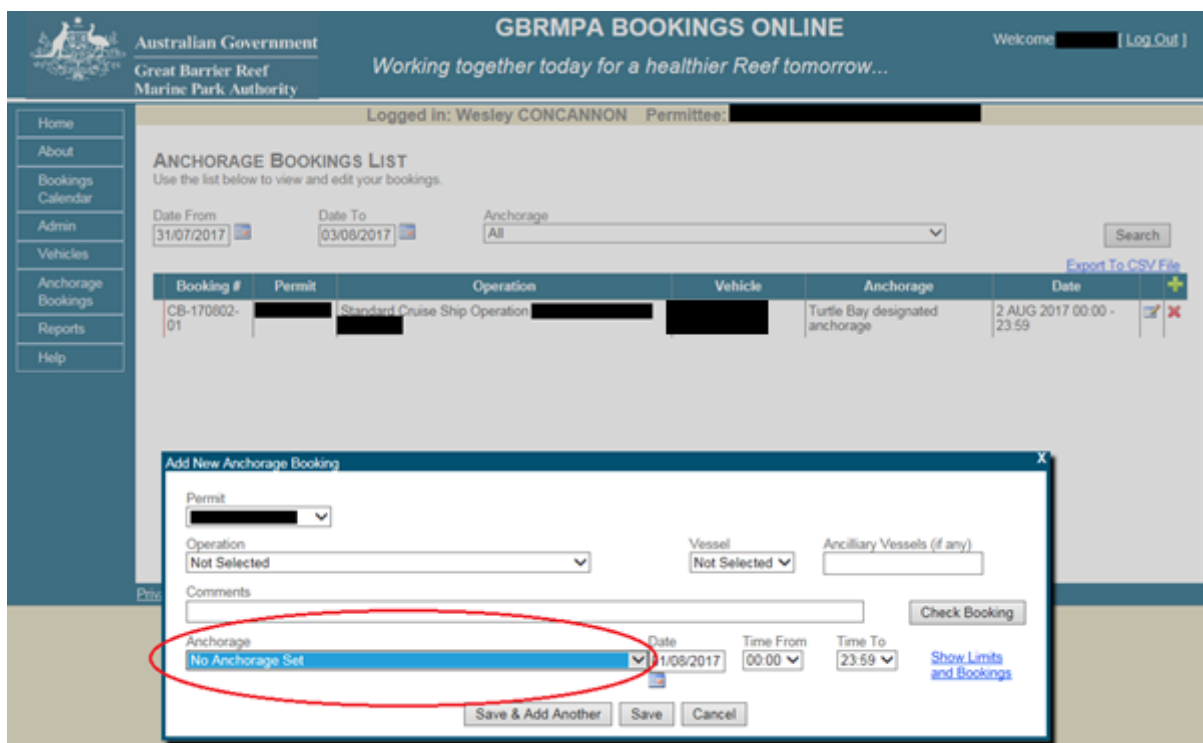
Add in any applicable comments about the bookings in the *Comments* section of the *Add New Anchorage Booking* display box.



The screenshot shows a dialog box titled "Add New Anchorage Booking". It contains several input fields: "Permit" (a dropdown menu), "Operation" (a dropdown menu with "Not Selected" selected), "Vessel" (a dropdown menu with "Not Selected" selected), and "Ancillary Vessels (if any)" (a text input field). Below these is a "Comments" text area, which is circled in red. To the right of the "Comments" field is a "Check Booking" button. Below the "Comments" field are "Date" (01/08/2017), "Time From" (00:00), and "Time To" (23:59) fields. Below these is an "Anchorage" dropdown menu with "No Anchorage Set" selected. At the bottom are "Save & Add Another", "Save", and "Cancel" buttons. A "Show Limits and Bookings" link is also present.

Figure 47 Screenshot of Bookings Online with circle around the comments field

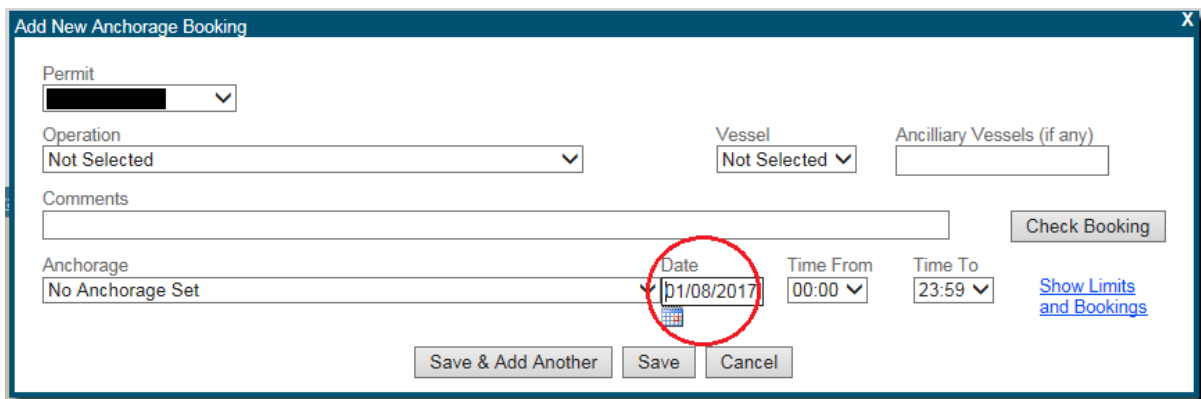
Select an anchorage using the dropdown list in the *Add New Anchorage Booking* display box.



The screenshot shows the "GBRMPA BOOKINGS ONLINE" interface. The top header includes the Australian Government logo, "Great Barrier Reef Marine Park Authority", and the slogan "Working together today for a healthier Reef tomorrow...". The user is logged in as "Wesley CONCANNON". The main content area shows an "ANCHORAGE BOOKINGS LIST" with a table of bookings. Below the table is the "Add New Anchorage Booking" dialog box. In this dialog box, the "Anchorage" dropdown menu is circled in red, showing "No Anchorage Set" as the selected option. The "Comments" field is also visible. The "Date" is 01/08/2017, "Time From" is 00:00, and "Time To" is 23:59. The "Save & Add Another", "Save", and "Cancel" buttons are at the bottom.

Figure 48 Screenshot of Bookings Online with a circle around the anchorage field

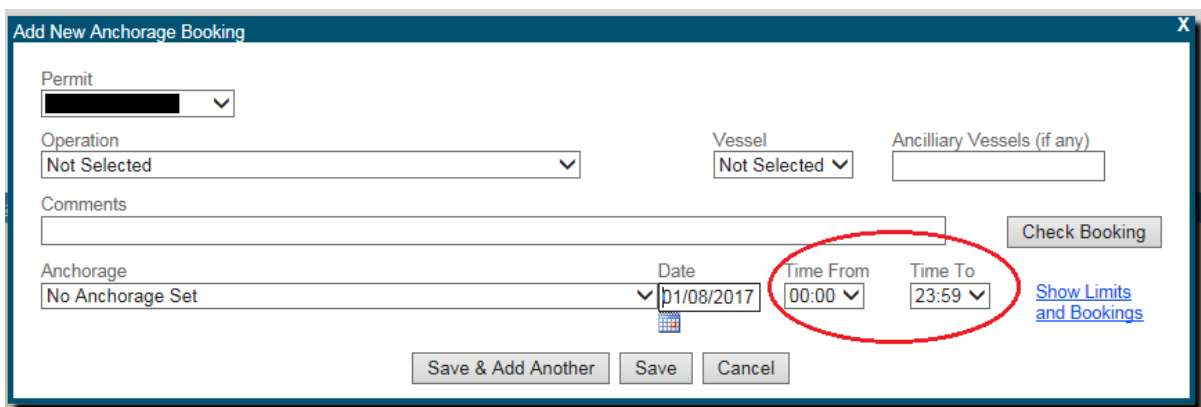
To select a date for a new booking click the calendar icon on the right side of the *Date* field in the *Add New Anchorage Booking* display box.



The screenshot shows the 'Add New Anchorage Booking' window. It contains several input fields: 'Permit' (a dropdown menu), 'Operation' (a dropdown menu with 'Not Selected'), 'Vessel' (a dropdown menu with 'Not Selected'), and 'Ancillary Vessels (if any)' (a text input field). There is a 'Comments' text area. Below these are 'Anchorage' (a dropdown menu with 'No Anchorage Set'), 'Date' (a dropdown menu showing 'p1/08/2017' with a calendar icon circled in red), 'Time From' (a dropdown menu with '00:00'), and 'Time To' (a dropdown menu with '23:59'). At the bottom are buttons for 'Save & Add Another', 'Save', and 'Cancel'. On the right side, there is a 'Check Booking' button and a link 'Show Limits and Bookings'.

**Figure 49 Screenshot of Bookings Online with a circle around the *Date* field**

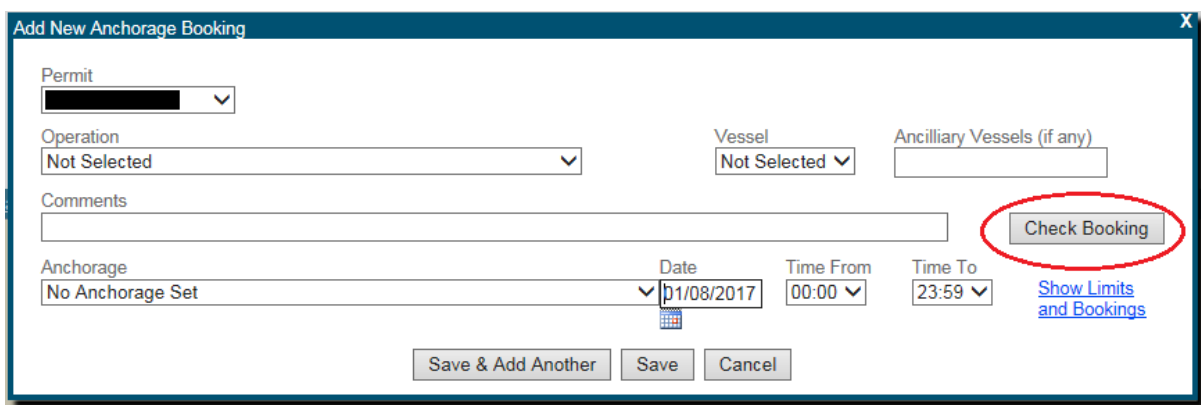
New Anchorage bookings require date and time fields to be filled in. Only one day can be booked per booking. If you need to stay overnight at an anchorage you will need to book for both days. To select arrival and departure times from the anchorage, use the dropdown lists *Time From* and *Time To*.



This screenshot is similar to Figure 49, but the 'Time From' and 'Time To' dropdown menus are circled in red. The 'Date' field is also visible, showing 'p1/08/2017'.

**Figure 50 Screenshot of Bookings Online with circle around the *Time From* and *Time To* fields**

To check your booking, click *Check Booking* on the right side of the *Add New Anchorage Booking* display box.



This screenshot shows the 'Add New Anchorage Booking' window with all fields filled in: 'Permit' (dropdown), 'Operation' (dropdown with 'Not Selected'), 'Vessel' (dropdown with 'Not Selected'), 'Ancillary Vessels (if any)' (text input), 'Comments' (text area), 'Anchorage' (dropdown with 'No Anchorage Set'), 'Date' (dropdown with 'p1/08/2017'), 'Time From' (dropdown with '00:00'), and 'Time To' (dropdown with '23:59'). The 'Check Booking' button on the right is circled in red. At the bottom are buttons for 'Save & Add Another', 'Save', and 'Cancel'. A link 'Show Limits and Bookings' is also present.

**Figure 51 Screenshot of Bookings Online with a circle around *Check Booking***

If mandatory fields are not filled in, a new display box will outline the error. To amend the booking, click *Close* and change the necessary fields.

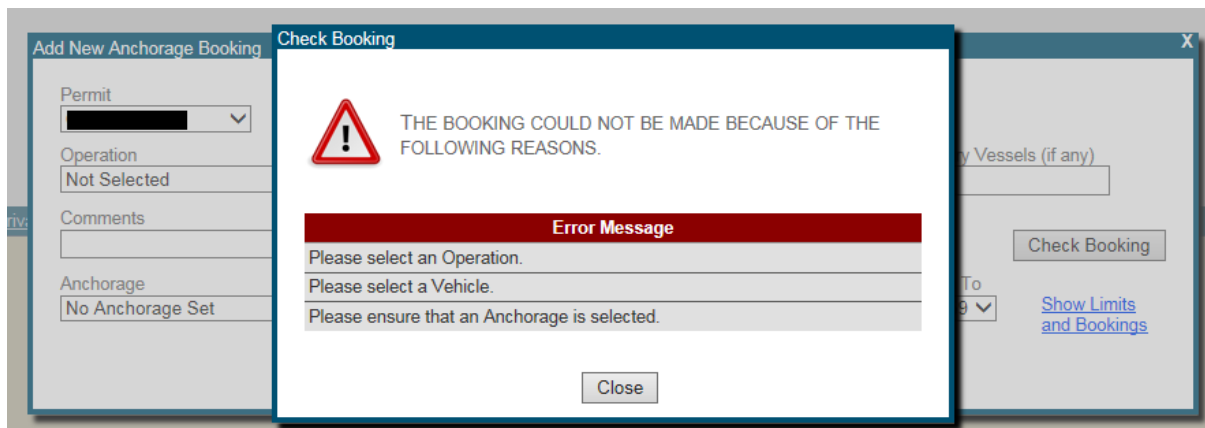


Figure 52 Screenshot of Bookings Online with a circle around the *Error Message*

If the booking is permitted, you will see a display box stating that the booking is allowed.

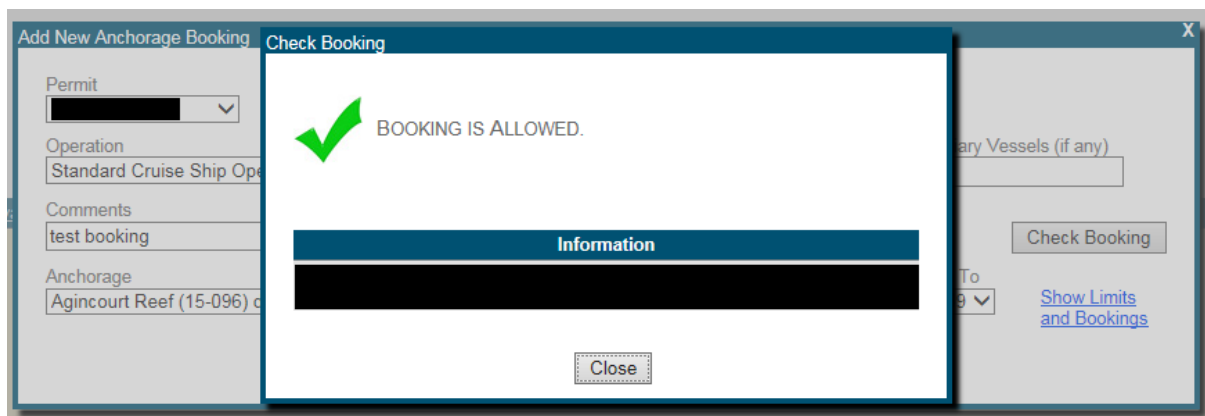


Figure 53 Screenshot showing the booking is allowed pop-up

To show the limitations of booking an anchorage, click *Show Limits and Bookings* on the right side of the *Add New Anchorage Booking* display box.

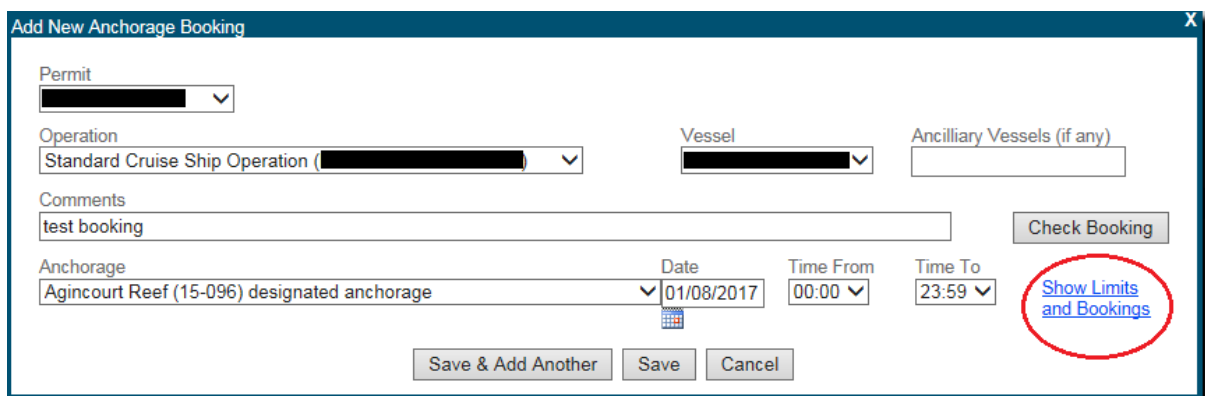


Figure 54 Screenshot of Bookings Online with a circle around *Show Limits and Bookings*

A new display box will appear, outlining rules applicable to bookings in the plan of management areas or for bookings for an anchorage.

This display box also includes an up-to-date calendar, enabling you to view bookings for your selected plan of management and anchorage. Click the date box to view details of the booking for that day.

For further information on the bookings calendar refer to section 7.0 of the manual.

Figure 55 Screenshot of Bookings Online with a circle around the rules of bookings

To save and add another booking, click *Save & Add another* in the *Add New Anchorage Booking* display box. This will duplicate the booking details for the following day.

Figure 56 Screenshot of Bookings Online with a circle around *Save & Add Another*

To save a single booking, click **Save** in the *Add New Anchorage Booking* display box.

**Figure 57 Screenshot of Bookings Online with a circle around Save**

Once your booking is saved it will appear in the *Anchorage Bookings List*. You will receive a booking confirmation email.

Booking #	Permit	Operation	Vehicle	Anchorage	Date	
CB-170802-01		Standard Cruise Ship Operation		Turtle Bay designated anchorage	2 AUG 2017 00:00 - 23:59	

**Figure 58 Screenshot showing the anchorage bookings list screen**



## 9.2 DUPLICATE BOOKINGS

To duplicate a booking, click the copy icon (  ) next to the booking you would like to duplicate.



The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, the text 'Great Barrier Reef Marine Park Authority', and the slogan 'Working together today for a healthier Reef tomorrow...'. The user is logged in as Wesley CONCANNON. The main content area is titled 'ANCHORAGE BOOKINGS LIST' and includes a search bar with fields for 'Date From' (31/07/2017), 'Date To' (03/08/2017), and 'Anchorage' (All). A table lists bookings, with the first row showing booking # CB-170802-01, permit [redacted], operation Standard Cruise Ship Operation, vehicle [redacted], anchorage Turtle Bay designated anchorage, and date 2 AUG 2017 00:00 - 23:59. A copy icon (two overlapping sheets) is circled in red in the final column of the first row. A sidebar on the left contains links to Home, About, Bookings Calendar, Admin, Vehicles, Anchorage Bookings, Reports, and Help. The footer includes a link to Privacy | Disclaimer and copyright information for 2012 GBRMPA.

Figure 59 Screenshot of Bookings Online with a circle around the copy icon

A display box with *Add New Anchorage Booking* will appear and will contain the same booking information as the previous booking but for the following day.

You can edit the date to make a booking. Click *Save* or *Save & Add Another*.

## 9.3 DELETE BOOKINGS

To delete a booking, click the delete icon (  )



This screenshot is identical to Figure 59, showing the GBRMPA Bookings Online interface. The 'ANCHORAGE BOOKINGS LIST' table is visible, and in this instance, the delete icon (a red 'X') in the final column of the first row is circled in red. All other elements, including the header, sidebar, and footer, are the same as in Figure 59.

Figure 60 Screenshot of Bookings Online with a circle around the Delete icon

A new display box will appear. To confirm cancellation, you must provide a reason in the text box and then click *Cancel Booking* to confirm. This will remove the booking from anchorage bookings list. You will be sent a confirmation email once the booking has been cancelled.

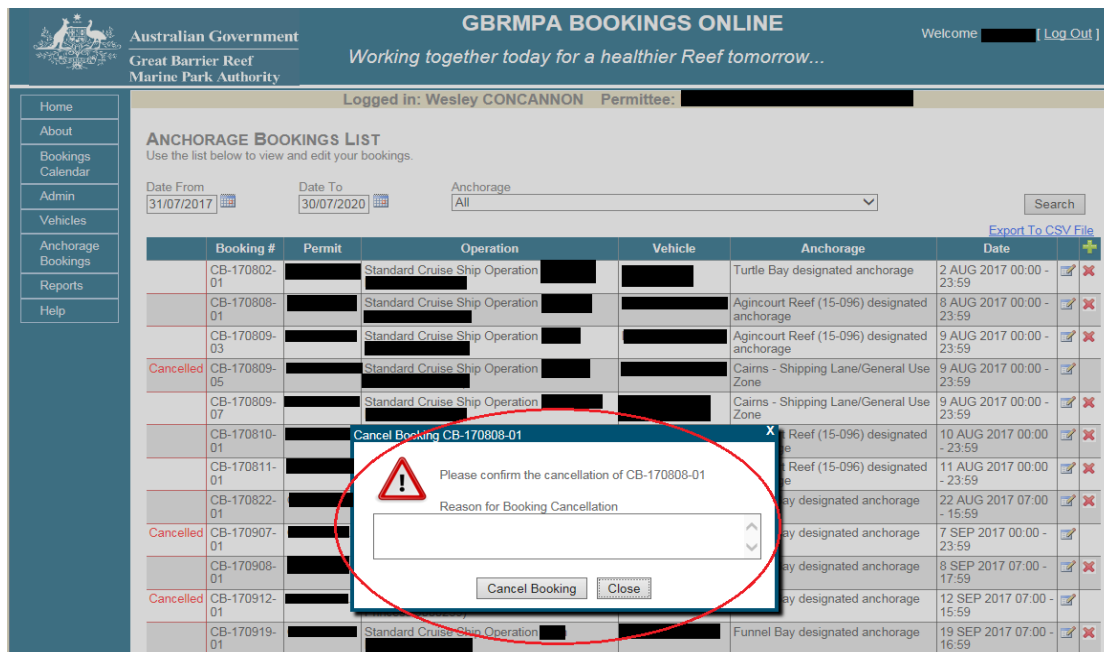


Figure 61 Screenshot of Bookings Online showing the booking cancellation confirmation pop-up

## 9.4 SEARCH BOOKINGS

To search for your bookings, select *Anchorage Bookings* from the navigation section.

Use fields at the top of the page to select search fields. Once you have selected fields you would like to search, click *Search*.

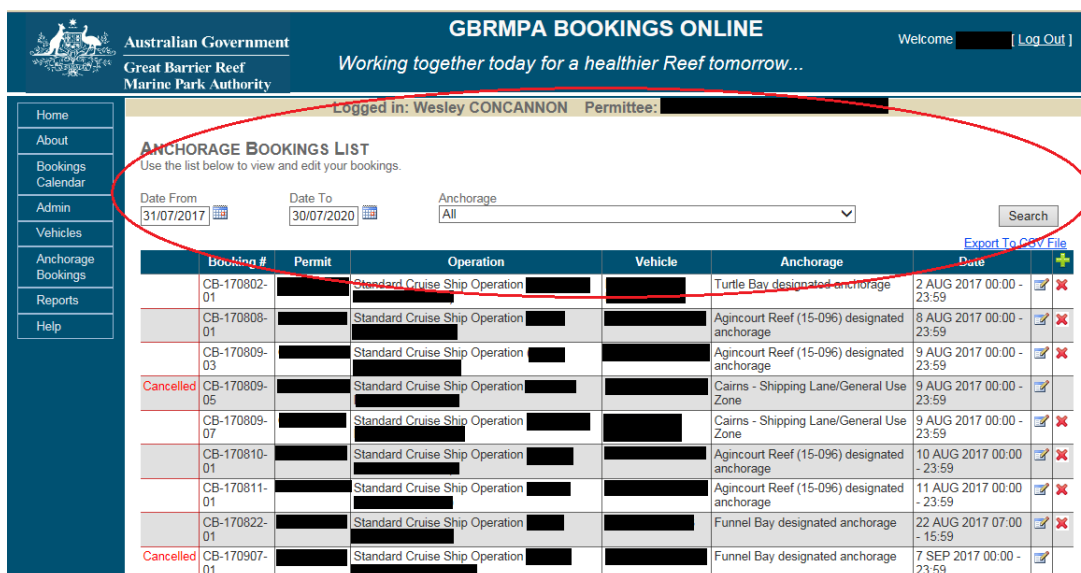


Figure 62 Screenshot of Bookings Online with a circle around search fields

The anchorage booking list will be updated to suit your selected criteria.

## 10.0 SUPERYACHTS ANCHORAGE BOOKINGS

The definition of *superyacht* is located in the Great Barrier Reef Marine Park Regulations 1983. The regulations define a *superyacht* as a high-value, luxury sailing or motor vessel in use for sport or pleasure. *Superyacht anchorages within the Whitsunday Planning Area are specifically for superyachts less than 70 metres carrying no more than 12 people, other than master and crew.*

NOTE: *Superyachts 70 metres and above must book to a 'Designated Anchorage'.*


Superyachts may operate as either a private recreational or commercial user.

- If operating commercially you are required to have a marine parks permit and make a booking to the designated anchorage or superyacht anchorage. If the anchorage is within a Planning Area, the system will also automatically count this as a booking to the Planning Area.
- If you are operating recreationally you are only required to book to the anchorage. You will need to prove that you are operating recreationally, for further information refer to [2.0 ABOUT BOOKINGS ONLINE](#).

NOTE: A log in will have to be obtained first please email [bookings@gbmpa.gov.au](mailto:bookings@gbmpa.gov.au) or contact the Great Barrier Reef Marine Park Authority (GBRMPA) on (07) 4750 0700 during business hours (8:30am to 5:00pm EST weekdays).

### 10.1 ADD A NEW BOOKING



To make a booking, select *Anchorage Bookings*, then click the add icon (  ). A bookings window will appear.

For bookings without a permit, fill in the required fields *Operator Contact*, *Phone No.*, *Vessel Name* and *Length*. Choose the anchorage, a date, and time slot. Click *Check Booking* for availability and then save to make the booking. For 'Commercial Superyacht' bookings select the permit number and fill in any remaining details.

A screenshot of a web application window titled 'Add New Anchorage Booking'. The window contains several input fields and buttons. At the top left, there is a 'Permit' dropdown menu with 'No Permit Selected' selected. Below this are four input fields: 'Operator Contact' (containing 'test67'), 'Phone No.' (containing '67'), 'Vessel' (containing 'test67'), and 'Length (metres)' (containing '69.50'). To the right of these is a label 'Ancillary Vessels (if any)' with an empty input field. Below these fields is a 'Comments' text area containing 'test67'. At the bottom left, there is an 'Anchorage' dropdown menu with 'North West Dent Island designated anchorage' selected. To its right is a 'Date' dropdown menu with '23/08/2017' selected. Further right are 'Time From' and 'Time To' dropdown menus with '00:00' and '23:59' selected respectively. At the bottom right, there is a 'Check Booking' button and a link 'Show Limits and Bookings'. At the very bottom, there are three buttons: 'Save & Add Another', 'Save', and 'Cancel'.

Figure 69 Screenshot of the Anchorage bookings window

Once you select save, the booking will appear in the anchorage bookings list.

**ANCHORAGE BOOKINGS LIST**  
Use the list below to view and edit your bookings.

Date From: 03/09/2017 Date To: 03/09/2017 Anchorage: All Search

[Export To CSV File](#)

Booking #	Permit	Operation	Vehicle	Anchorage	Date		
CB-170903-03	Booking without a permit	superyacht - test1 (superyacht - test1)	superyacht - test1	Cape Conway/Repulse Bay superyacht anchorage	3 SEP 2017 00:00 - 23:59		

Figure 70 Screenshot of a booking in the Anchorage Bookings list

## 10.2 DUPLICATE BOOKINGS

If the second booking has the same details as the first, but has a different date, select the copy booking icon (📋) next to the booking you wish to copy. This will display the same details as the previous booking but automatically change the date to the following day. Select the date you wish to book and change the anchorage if different, then click Save. The second booking will be saved.

**Add New Anchorage Booking**

Permit: No Permit Selected

Operator Contact: superyacht - test1 Phone No.: superyacht - test1 Vessel: superyacht - test1 Length (metres): 69.99 Ancillary Vessels (if any): superyacht - test1

Comments: superyacht - test1 Check Booking

Anchorage: Cape Conway/Repulse Bay superyacht anchorage Date: 04/09/2017 Time From: 00:00 Time To: 23:59 Show Limits and Bookings

Save & Add Another Save Cancel

Figure 71 Screenshot of an add duplicate booking

The second booking will appear with the first booking in the anchorage bookings list.

**ANCHORAGE BOOKINGS LIST**  
Use the list below to view and edit your bookings.

Date From: 03/09/2017 Date To: 04/09/2017 Anchorage: All Search

[Export To CSV File](#)

Booking #	Permit	Operation	Vehicle	Anchorage	Date		
CB-170903-03	Booking without a permit	superyacht - test1 (superyacht - test1)	superyacht - test1	Cape Conway/Repulse Bay superyacht anchorage	3 SEP 2017 00:00 - 23:59		
CB-170904-01	Booking without a permit	superyacht - test1 (superyacht - test1)	superyacht - test1	Cape Conway/Repulse Bay superyacht anchorage	4 SEP 2017 00:00 - 23:59		

Figure 72 Screenshot of a bookings list with multiple bookings

### 10.3 DELETE BOOKINGS

If you have accidentally created a booking and the details are incorrect, you can delete a booking using the delete icon (✖) on the anchorage bookings list screen. The day of use for the operation will not be affected, as long as the correction is made more than 24 hours before the booking commences. You can also use the delete icon to cancel a booking if you no longer need the booking. Ensure you put sufficient details in the comments box when cancelling.

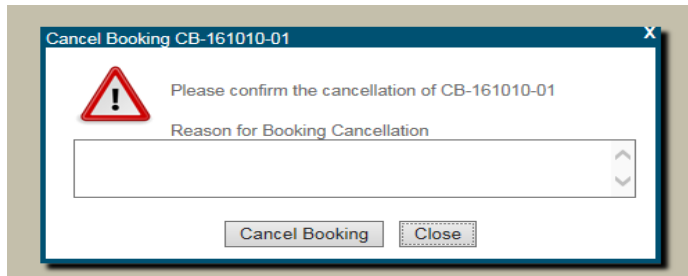


Figure 73 Screenshot of the reason for booking cancellation pop-up window.

Select log out in the top right-hand corner of the screen to log out.





## 11.0 REPORTS

Bookings Online can provide detailed reports on activity and bookings.

The reports include information on vehicles used, permit numbers, operations, date, number of passengers, locations visited, status of the booking and the reference number.

### 11.1 HOW TO VIEW YOUR REPORT

Try a simple search by following these steps:

- Click *Reports* in the navigation section of Bookings Online
- Click the dropdown list to select booking type
- Click the dropdown list to select report type
- Click the dropdown list to sort the order of the report
- Click the dropdown list to select the plan of management area
- Click the dropdown list to select a sensitive location
- Click the dropdown to select a permittee
- Click the calendar icon (📅) to select a date from and date to.

The screenshot shows the GBRMPA Bookings Online interface. At the top, it says 'Australian Government Great Barrier Reef Marine Park Authority' and 'GBRMPA BOOKINGS ONLINE'. Below this, it says 'Working together today for a healthier Reef tomorrow...'. The user is logged in as 'Jack Sparrow' and the permittee is 'Captain Jack Sparrow'. The main section is titled 'BOOKINGS REPORT'. It contains several dropdown menus and date pickers, all of which are circled in red in the original image. These include: 'Booking Type' (set to 'Aircraft & Vessels'), 'Report Type' (set to 'Bookings Details'), 'Sort Order' (set to 'Sort By Location'), 'Date From' (set to '30/05/2013'), 'Date To' (set to '29/05/2014'), 'POM Area' (set to 'Cairns'), 'Sensitive Location' (set to 'All'), and 'Permittee' (set to 'Captain Jack Sparrow'). There are also 'Show Report' and 'Export to CSV' buttons. A sidebar on the left contains links to 'Home', 'About', 'Bookings', 'Calendar', 'Admin', 'Vehicles', 'Aircraft & Vessel Bookings', 'Cruise Ship Bookings', 'Reports', and 'Help'. At the bottom, there is a footer with 'Privacy | Disclaimer | © Copyright 2012 GBRMPA'.

Figure 63 Screenshot of Bookings Online with circles around dropdown lists and calendar icons

Once you have finished selecting your report parameters, click *Show Report* to generate report results.

The screenshot shows the GBRMPA Bookings Online interface. The header includes the Australian Government logo, 'Great Barrier Reef Marine Park Authority', and 'GBRMPA BOOKINGS ONLINE' with the tagline 'Working together today for a healthier Reef tomorrow...'. A user is logged in as 'Jack Sparrow' with the permit 'Captain Jack Sparrow'. The left sidebar contains navigation links: Home, About, Bookings Calendar, Admin, Vehicles, Aircraft & Vessel Bookings, Cruise Ship Bookings, Reports, and Help. The main area is titled 'BOOKINGS REPORT' and contains several filters: Booking Type (Aircraft & Vessels), Report Type (Bookings Details), Sort Order (Sort By Location), Date From (05/06/2013), Date To (04/06/2014), POM Area (All), Sensitive Location (All), and Permittee (Captain Jack Sparrow). Below these filters are two buttons: 'Show Report' (circled in red) and 'Export to CSV'.

Figure 64 Screenshot of Bookings Online with a circle around *Show Report*

Once *Show Report* has been selected your report will appear below. The report contains all relevant information including a booking status to keep track of cancelled and current bookings. It will also advise if your booking was cancelled with or without the loss of a booking day.

The screenshot shows the generated report titled 'Aircraft And Vessel Bookings Details By Location Report' for the period 'From 5 Jun 2013 to 4 Jun 2014'. The report is for 'Cape Tribulation Locality 1'. The table below shows the booking details, with the status column circled in red for the first two rows.

Reference #	Status	Date	Group Size	Permittee	Permit - Operation	Vehicle
B-130605-01	Cancelled After Deadline	5 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation ( )	Floaty the boat
B-130606-01	Booked	6 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation ( )	Floaty the boat
B-130607-01	Cancelled Before Deadline	7 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation ( )	Floaty the boat

Figure 65 Screenshot of Bookings Online with circles around the status

Different style reports can be generated by selecting different criteria from the available picklists. Shown below is a bookings summary report.

Home | About | Bookings | Calendar | Admin | Vehicles | Aircraft & Vessel Bookings | Cruise Ship Bookings | Reports | Help

Logged in: Jack Sparrow | Permittee: Captain Jack Sparrow

**BOOKINGS REPORT**

Booking Type: Aircraft & Vessels | **Report Type: Bookings Summary** | Sort Order: Sort By Location | Date From: 05/06/2013 | Date To: 04/06/2014

POM Area: All | Sensitive Location: All

Permittee: Captain Jack Sparrow

Show Report | Export to CSV | Export to PDF

1 of 1 | 100%

**Great Barrier Reef Marine Park Authority**  
**Bookings Online**  
**Aircraft And Vessel Bookings Summary By Location Report**  
 From 5 Jun 2013 to 4 Jun 2014

**Australian Government**  
 Great Barrier Reef Marine Park Authority  
 Cairns

**Cape Tribulation Locality 1**

Permittee	Permit Operation	Booking Days
Captain Jack Sparrow	G13/ - Standard Vessel Operation	1
<b>Cape Tribulation Locality 1 Total</b>		<b>1</b>
<b>Cairns Total</b>		<b>1</b>
<b>Grand Total</b>		<b>1</b>

Figure 66 Screenshot of Bookings Online with a circle around the *Report Type* dropdown list

## 11.2 HOW TO DOWNLOAD YOUR REPORT

To download report results click *Export Report to PDF*. A pop-up box will appear. Click *OK*, and your report will be displayed in Adobe Reader. To access PDFs your computer must have Adobe Acrobat Reader DC, which can be downloaded from <http://www.adobe.com>.

Home | About | Bookings | Calendar | Admin | Vehicles | Aircraft & Vessel Bookings | Cruise Ship Bookings | Reports | Help

Logged in: Jack Sparrow | Permittee: Captain Jack Sparrow

**BOOKINGS REPORT**

Booking Type: Aircraft & Vessels | Report Type: Bookings Details | Sort Order: Sort By Location | Date From: 05/06/2013 | Date To: 04/06/2014

POM Area: All | Sensitive Location: All

Permittee: Captain Jack Sparrow

Show Report | Export to CSV | Export to PDF

1 of 1 | 100%

**Great Barrier Reef Marine Park Authority**  
**Bookings Online**  
**Aircraft And Vessel Bookings Summary By Location Report**  
 From 5 Jun 2013 to 4 Jun 2014

**Australian Government**  
 Great Barrier Reef Marine Park Authority  
 Cairns

**Cape Tribulation Locality 1**

Reference #	Status	Date	Days	Permittee	Permit - Operation	Vehicle
B-130605-01	Cancelled After Deadline	5 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation	Floaty the boat
B-130606-01	Booked	6 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation	Floaty the boat
B-130607-01	Cancelled Before Deadline	7 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation	Floaty the boat

Opening Untitled.pdf

You have chosen to open:

Untitled.pdf  
 which is a: Adobe Acrobat Document (83.2 KB)  
 from: http://sqldb2

What should Firefox do with this file?


☒ Open with: Adobe Reader 9.4 (default)

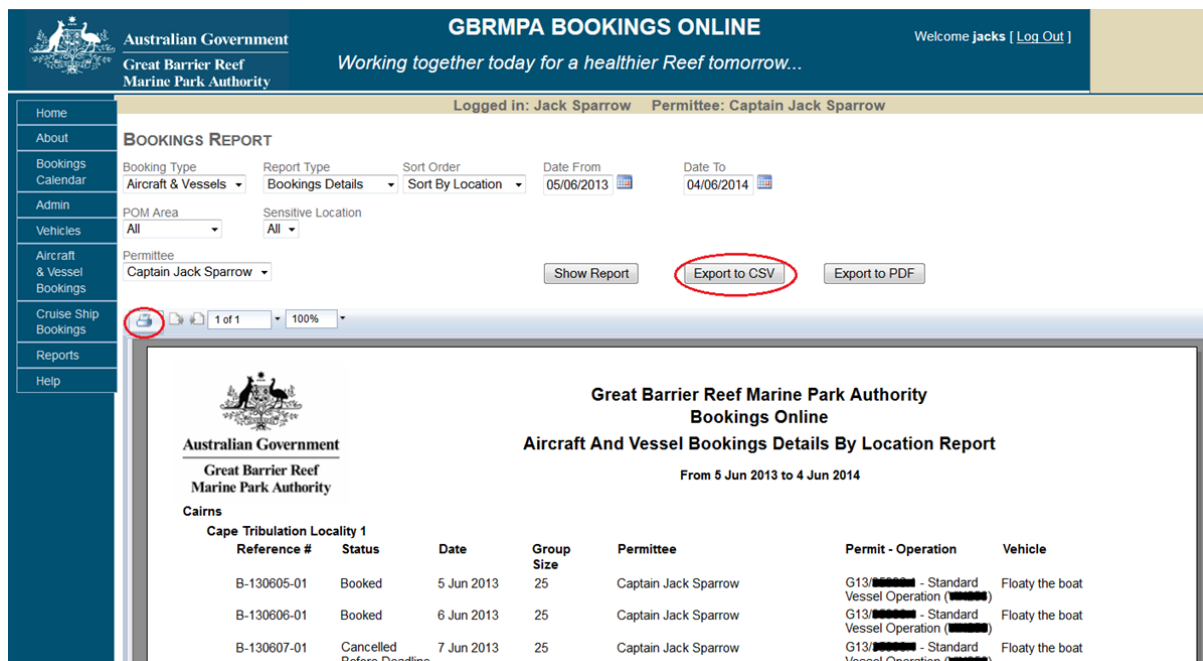
☐ Save File

☐ Do this automatically for files like this from now on.

OK | Cancel

Figure 67 Screenshot showing the Download Your Report pop-up box

Reports may also be exported as CSV files by selecting the *Export to CSV* option and also printed directly from this screen via the printer icon (  ). Exporting a report to CSV will allow you to open the report in a Microsoft Excel Document.



**GBRMPA BOOKINGS ONLINE**  
Working together today for a healthier Reef tomorrow...

Welcome jacks [ [Log Out](#) ]

Logged in: Jack Sparrow Permittee: Captain Jack Sparrow

**BOOKINGS REPORT**

Booking Type: Aircraft & Vessels Report Type: Bookings Details Sort Order: Sort By Location Date From: 05/06/2013 Date To: 04/06/2014

POM Area: All Sensitive Location: All

Permittee: Captain Jack Sparrow

Show Report **Export to CSV** Export to PDF

1 of 1 100%

**Great Barrier Reef Marine Park Authority Bookings Online**  
**Aircraft And Vessel Bookings Details By Location Report**  
From 5 Jun 2013 to 4 Jun 2014

Reference #	Status	Date	Group Size	Permittee	Permit - Operation	Vehicle
B-130605-01	Booked	5 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation ( )	Floaty the boat
B-130606-01	Booked	6 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation ( )	Floaty the boat
B-130607-01	Cancelled Before Deadline	7 Jun 2013	25	Captain Jack Sparrow	G13/ - Standard Vessel Operation ( )	Floaty the boat

Figure 68 Screenshot of Bookings Online with a circle around *Export to CSV*