

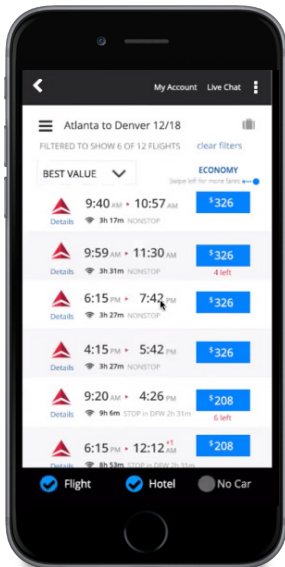
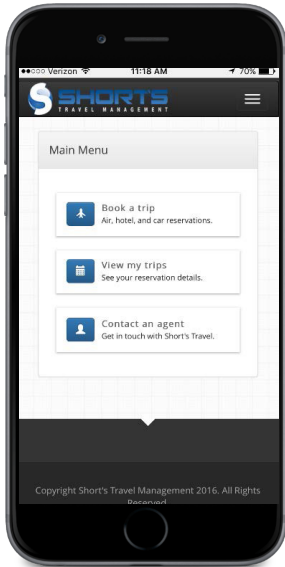
User Guide

Short's Travel Online (STO) Mobile

STO MOBILE

Book trips on your mobile device, anytime, anywhere. Short's Travel Online (STO), is mobile friendly and responds to your device allowing you to book trips on your mobile phone or tablet.

Follow these simple steps and begin booking travel today.



Please contact Short's Online Support team with any technical difficulties at:
OnlineSupport@shortstravel.com

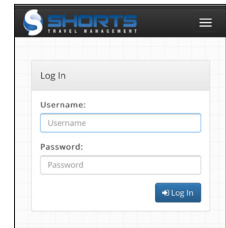


Logging In

On your mobile device's browser, visit www.shortstravelonline.com.

Enter your username and password for Short's Travel Online, to login.

Tip: You may need to clear your browser cache prior to using. For information on how to do this, visit <http://www.refreshyourcache.com>

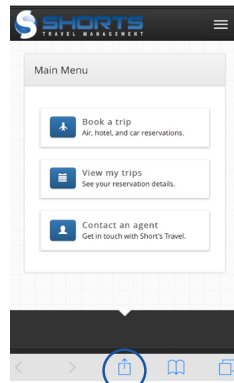


Adding Short's Travel To Your Home Screen (Optional)

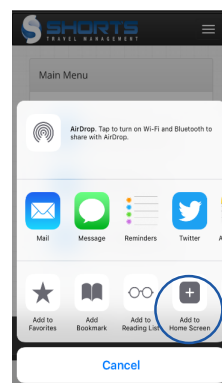
To easily access this website in the future, you can add it to you home screen. Use these instructions for IOS and Android operating systems.

IOS - Using Safari

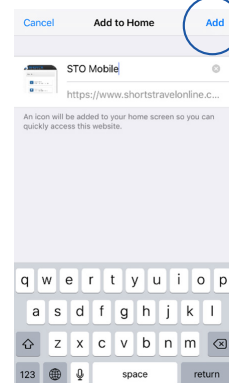
Select the arrow up icon at the bottom of the page.



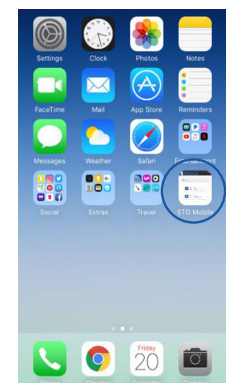
Tap: "Add to Home Screen"



Rename as you prefer and select "Add"

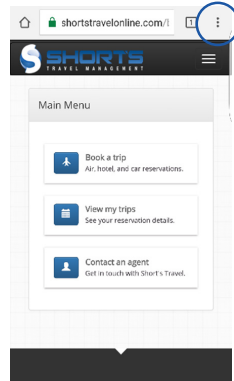


Now you can access STO on your home screen.

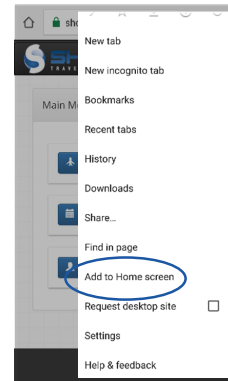


Android - Using Chrome

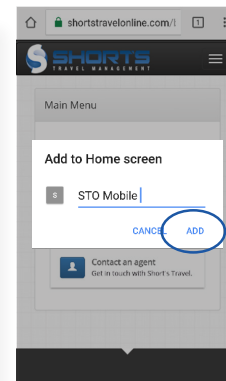
Select the ellipses at the top of the page.



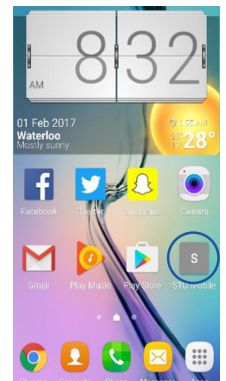
Select the "Add to Home Screen" option.



Rename as you prefer and select "Add"



Now you can access STO on your home screen.



TO ENHANCE THE EXPERIENCE OF GETTING THERE, BEING THERE, AND COMING HOME

www.shortstravel.com

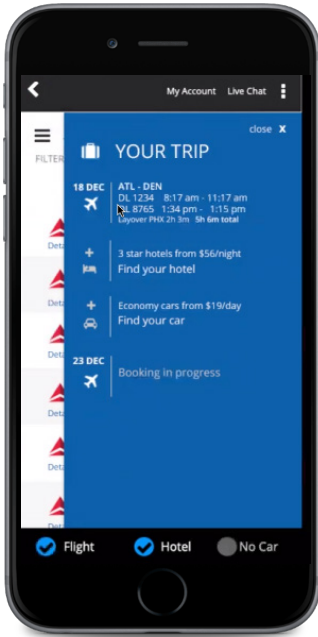


online-support@shortstravel.com



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Short's Travel Online (STO) Mobile



If you ever need assistance with booking, your travel agent information can be found under the **"Contact and Agent"** tab found on the home-screen.

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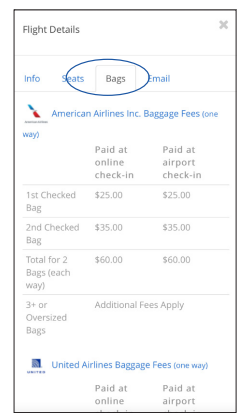
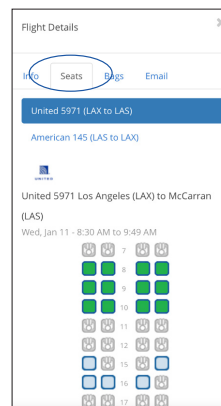
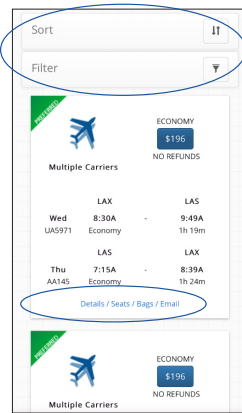
BOOKING A TRIP

Booking a trip on your mobile device is easy. Flight, Hotel and Car will automatically be selected, simply deselect any of the options on the search screen that don't apply to your travel.



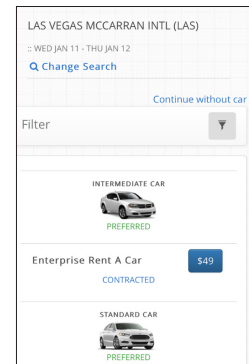
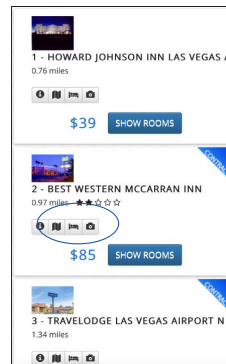
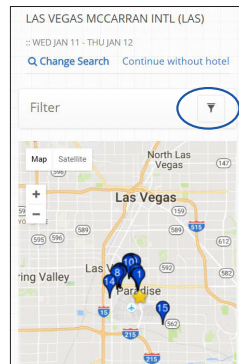
Once your trip is booked you can access your itinerary and upcoming trips directly from your mobile device.

Air Search



You can easily sort by price, departure and time and filter by airline, class, stops and more. At the bottom of each flight listed you can view additional information including flight details, a seating map, baggage information etc.

Hotel & Car



You can filter hotels by hotel name/chain, amenities, rating and more. View hotel details, area information, amenities and photos for each property.

Cars can be filtered by vendor, car type, pickup location, and can exclude cars out of policy.

