SaaSTech Servers

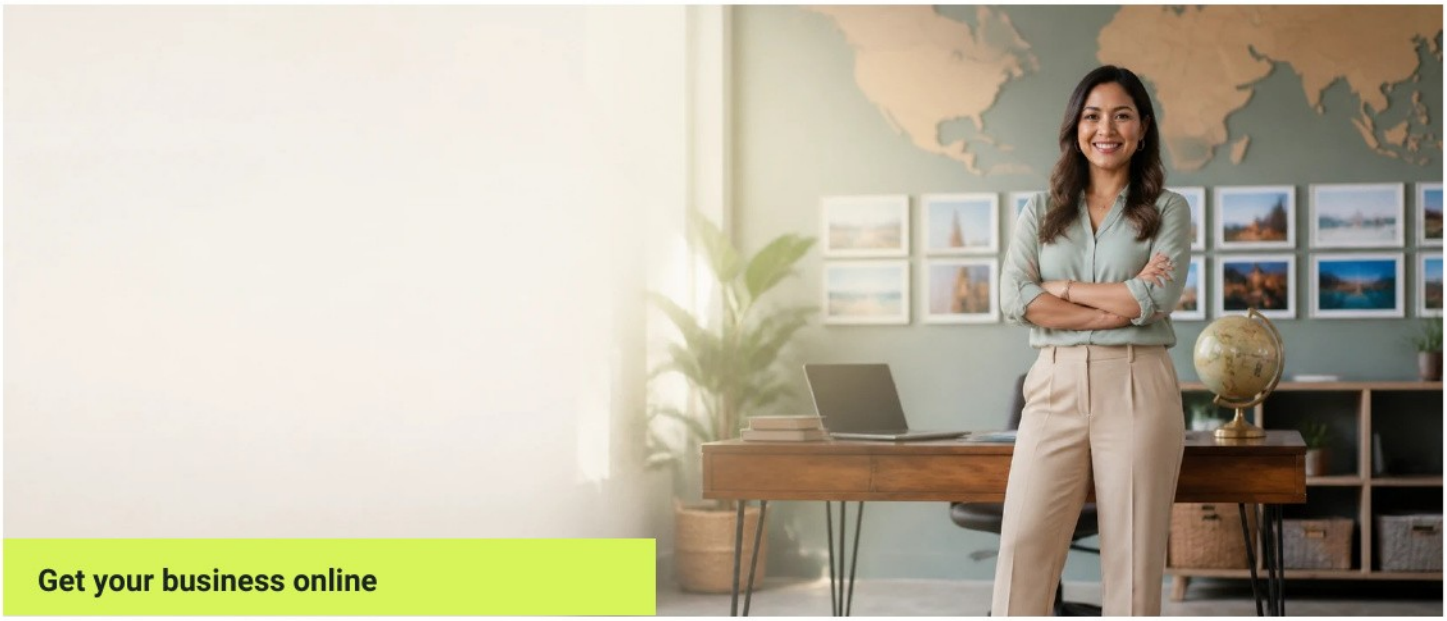
INDUSTRY WEBSITE GUIDE
Workshop workbook

DOMAINS / WEBSITES / BRANDED EMAIL

Travel Agencies & Trip Planners



Turn destination ideas into a clear and trustworthy planning relationship.



Explore a practical website plan and download the guide and planning resources.

Microsoft 365 for your organization.

Make every page useful.

- Show travel specialties and featured journeys
- Explain planning, approvals and supplier handoffs
- Make trip enquiries clear and non-sensitive

Register or transfer your domain to SaaSTech Servers.

saastech.net/industry/travel-services

Scan for the guide and downloadable resources.

SCAN TO EXPLORE

SaaSTech Servers

SERVING CANADIAN BUSINESSES
Since 1999

Everything your business needs to move online.

Your name. Your website. Your business email.



DOMAIN CITY

Make a name.

Find your domain name or bring one you own.

WEBSITE VILLAGE

Build your online home.

Start with Website Builder or explore WordPress.

EMAIL TOWN

Look the part.

Use your business name in your team's email.

Not sure where to start?

Take a walk down Main Street.

Explore industry guides, website ideas and practical steps for your business.

Start at **saastech.net**

SCAN TO EXPLORE

Getting started with SaaSTech Servers

Create your free account before contacting support. Keep the detachable record private.

1 Create or sign in to your account

Use an email you can access and follow the secure account prompts. No purchase is required.

2 Keep your customer number and call-in PIN ready

Support may ask for both during a call you initiated through verified Contact Us.

3 Enable two-step verification

Have your registered phone or authenticator device with you when calling SaaSTech Servers; you may need it to sign in or verify the account yourself.

Create My Account | saastech.net/create-account

Contact Us	Account Learning Centre	Delegate access playlist

On Contact Us, check your language/region and currency settings, then use the local contact number shown there.

The Account Learning Centre covers setup and delegation for Website Builder and other services. Choose Work with delegates.

Cut or tear out the card below before sharing this workbook

PRIVATE account reference and call-in authentication

Organization or name _____

Account sign-in email _____

Customer number _____

Call-in PIN _____

Domain names _____

Reviewed on _____

Update your call-in PIN at pin.saastech.net or in My Account after signing in.

Never share your account password or call-in PIN with someone helping manage your services. Each helper should create their own SaaSTech Servers account and receive only the delegated permissions they need. Review purchase/payment and account-security permissions carefully.

For official support, give the call-in PIN only during a call you initiated through verified Contact Us. Never share passwords, sign-in verification codes or recovery codes.

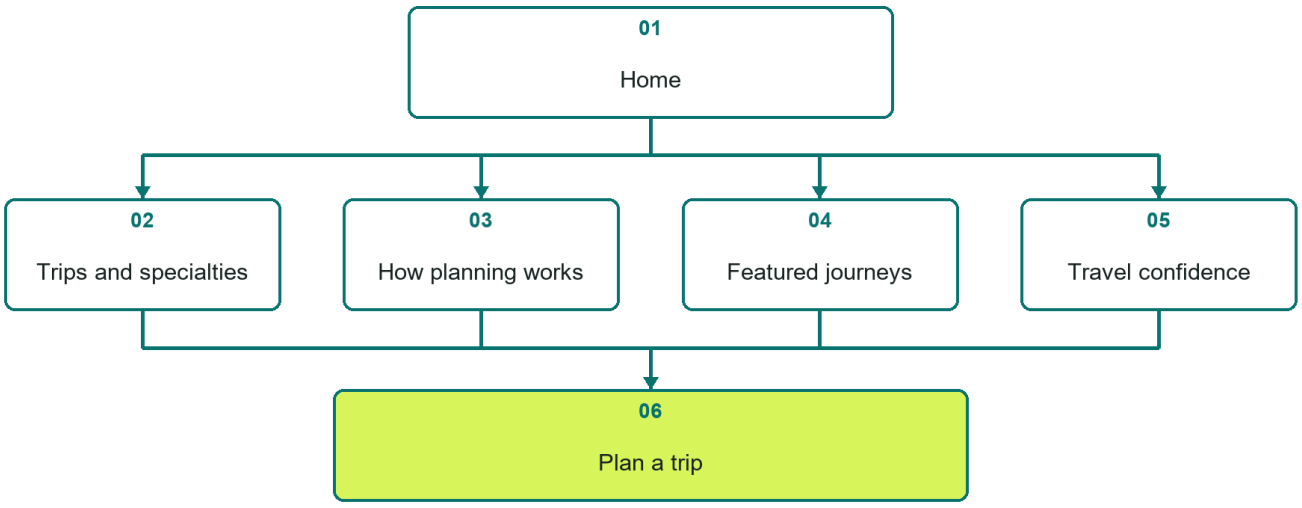
Do not record passwords, verification/recovery codes, security answers or payment details here. Keep this card safe and cut or tear it out before sharing the workbook.

Use a secure password manager for passwords and recovery information.

WEBSITE PLANNING WORKSHOP

Travel Agencies & Trip Planners Website workbook

Plan a clear website for travel agencies & trip planners. Explore a worked example, shape your own message and prepare to build with SaaSTech Servers.



Your recommended pages at a glance

Inside this workbook

Six page examples • Practical writing exercises • A launch review

Use it in a workshop or at your own pace. Write by hand or complete the response fields in Word. The final page links to Website Builder, plans and account signup.

Example business Prairie Passage Travel

TRAVEL AGENCIES & TRIP PLANNERS

Your website brief

A SaaSTech Servers workshop for travel agencies & trip planners. Plan your website, learn from the Prairie Passage Travel example and draft content for your own business.

Each page has a reference sheet followed by a writing sheet. Demo excerpts are labelled separately from new sample wording, which may differ from the screenshot. Click a blank response line to type; longer answers may add pages. Replace fictional details and verify every claim before publishing.

Your business or organization and workshop date

Who should visit your site and what do they need

The main action you want a visitor to take

What you offer and where or how you provide it

Facts photos and permissions to gather before publishing

Workshop rhythm: review the example, write your draft and exchange feedback. Use the final review to choose your next changes. Website Builder and account links are on the last page.

LOOK AND LEARN

Home

The job of this page

Introduce the agency, the travellers it serves, its planning approach, and the clearest next step with a coordinated logo, hero image, and consultation action.



Prairie Passage Travel example | Explore SaaSTech Servers Website Builder

Sample wording to adapt

Plan a trip around what matters to you

Explore the travel specialties and planning process. Share your interests, approximate dates and starting point. Availability, pricing and booking conditions are confirmed with the relevant providers.

Pause and plan

Could a first-time visitor explain what you do and who it is for after one glance? Choose one main action and the strongest truthful detail that gives them confidence to continue.

1 Home
2 Trips and specialties
3 How planning works
4 Featured journeys
5 Travel confidence
6 Plan a trip

WRITE YOUR PAGE

Home

Write for your visitor. Be specific about what they need to know and what happens next. You can revise the wording after the workshop.

Your page headline

Your opening paragraph

Your offer audience location and most useful supporting details

Button or link wording and where it should lead

Photo idea caption and permission or credit needed

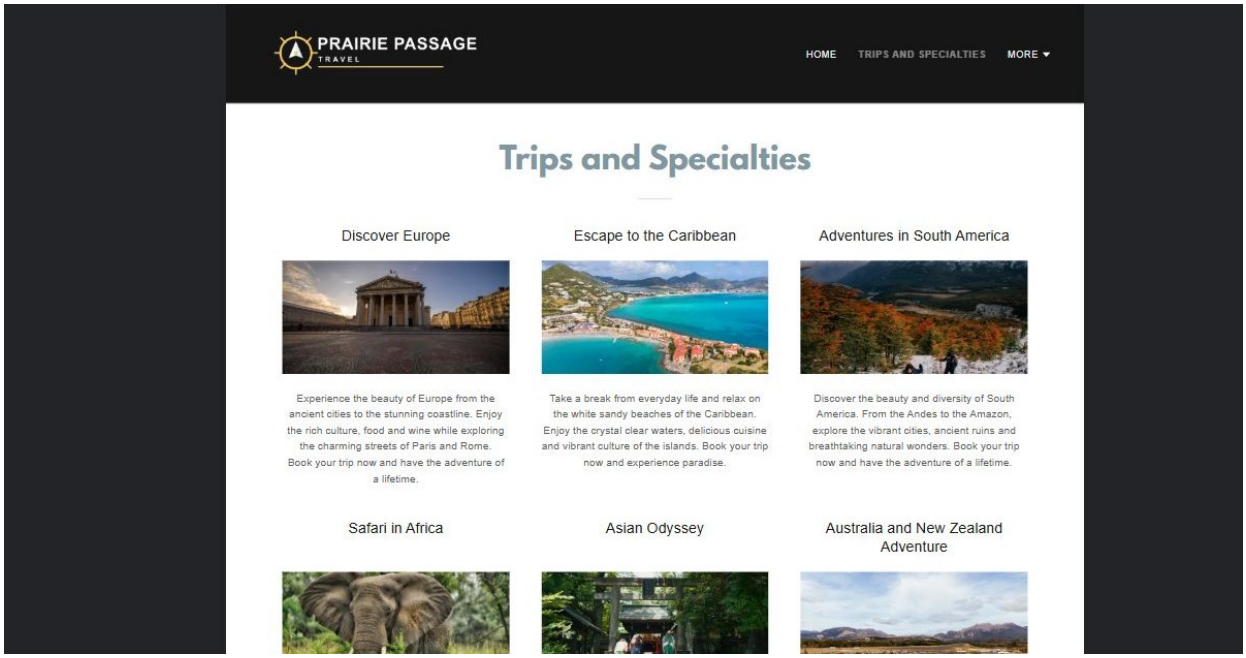
Facts to verify or questions to resolve

LOOK AND LEARN

Trips and specialties

The job of this page

Explain destinations, trip styles, traveller groups, departure regions, budget ranges, accessibility experience, and the planning work accepted.



Prairie Passage Travel example | Explore SaaSTech Servers Website Builder

Sample wording to adapt

Find a travel style that fits

Compare the types of journeys and support available. Describe the pace, interests and practical needs of your group. A featured itinerary is an idea to discuss, not a confirmed departure.

Pause and plan

What should someone know before arriving or proceeding? Clarify preparation, access and the right contact route. Verify policies and avoid promising urgent help or specialist advice the website cannot provide.



WRITE YOUR PAGE

Trips and specialties

Write for your visitor. Be specific about what they need to know and what happens next. You can revise the wording after the workshop.

Your page headline

Your opening paragraph

Preparation access policies and practical questions to answer

Button or link wording and where it should lead

Photo idea caption and permission or credit needed

Facts to verify or questions to resolve

LOOK AND LEARN

How planning works

The job of this page

Describe consultation, research, proposals, planning fees, approvals, supplier booking, payments, documents, changes, and travel-day support.



Prairie Passage Travel example | Explore SaaSTech Servers Website Builder

Sample wording to adapt

From enquiry to an agreed itinerary

Begin with your interests and constraints, then review the proposed arrangements. Check inclusions, provider terms and payment deadlines before confirming. Changes may affect availability and price.

Pause and plan

What question brings a visitor to this page? List the details they need, the evidence you can provide and the next useful action. Remove content that does not help them decide or proceed.



WRITE YOUR PAGE

How planning works

Write for your visitor. Be specific about what they need to know and what happens next. You can revise the wording after the workshop.

Your page headline

Your opening paragraph

Key sections visitor questions and supporting details

Button or link wording and where it should lead

Photo idea caption and permission or credit needed

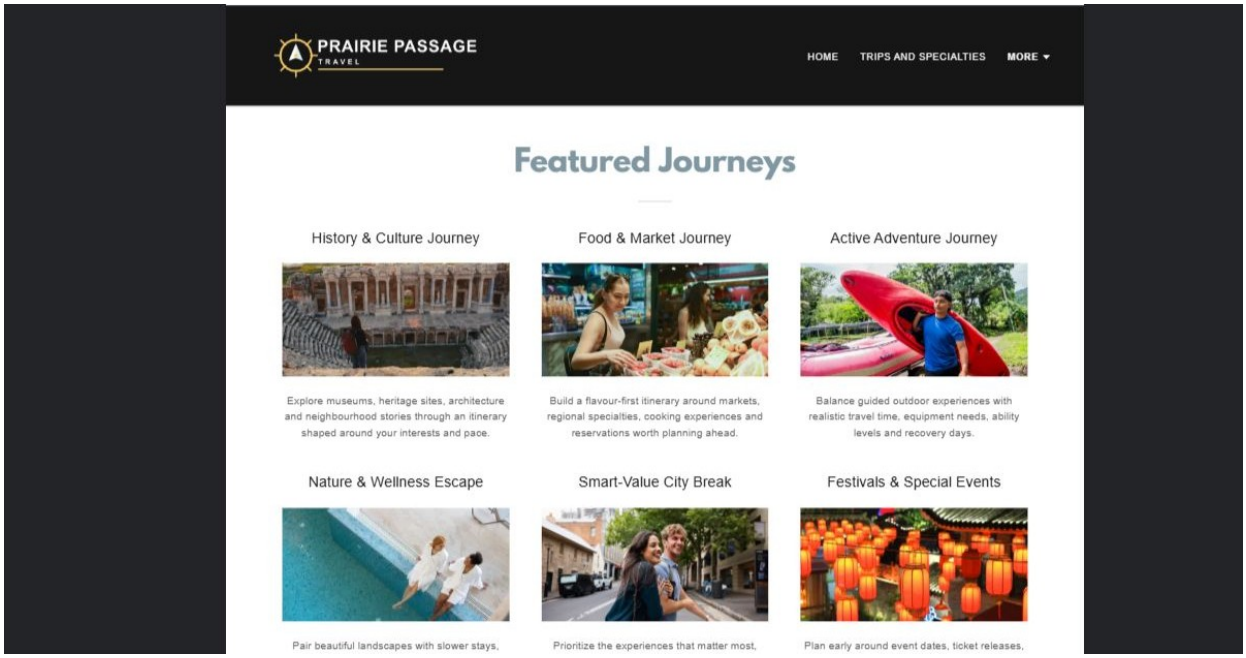
Facts to verify or questions to resolve

LOOK AND LEARN

Featured journeys

The job of this page

Use permission-based examples and practical itineraries to show pacing, season, transportation, accommodations, experiences, and who each journey suits.



Prairie Passage Travel example | Explore SaaSTech Servers Website Builder

Sample wording to adapt

Use these journeys as inspiration

Look at the route, pace and experiences rather than assuming fixed availability. Ask for current details and a proposal for your dates. Illustrative photographs do not establish a bookable package.

Pause and plan

What question brings a visitor to this page? List the details they need, the evidence you can provide and the next useful action. Remove content that does not help them decide or proceed.



WRITE YOUR PAGE

Featured journeys

Write for your visitor. Be specific about what they need to know and what happens next. You can revise the wording after the workshop.

Your page headline

Your opening paragraph

Key sections visitor questions and supporting details

Button or link wording and where it should lead

Photo idea caption and permission or credit needed

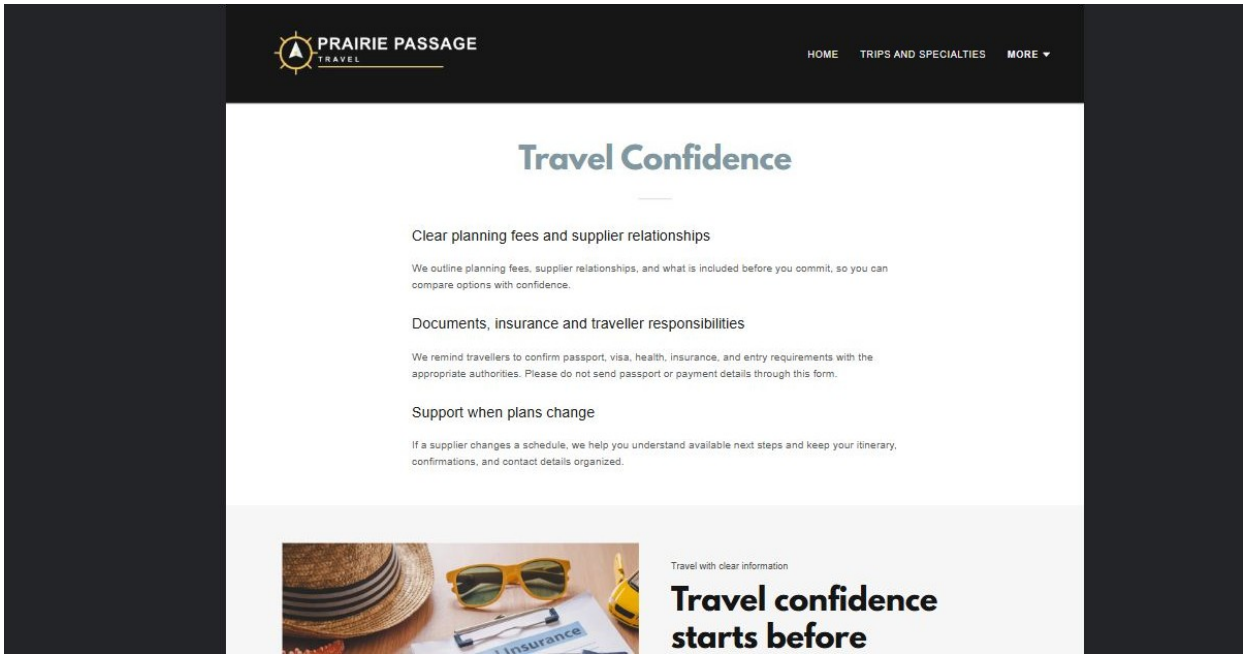
Facts to verify or questions to resolve

LOOK AND LEARN

Travel confidence

The job of this page

Explain credentials that can be verified, supplier relationships, insurance boundaries, documentation responsibility, accessibility, disruptions, and emergency support.



Prairie Passage Travel example | Explore SaaSTech Servers Website Builder

Sample wording to adapt

Check the details before you book

Review the provider's current terms, required travel documents and applicable cancellation arrangements. Consult official sources for entry requirements. Do not send passport or payment details through a general enquiry.

Pause and plan

What question brings a visitor to this page? List the details they need, the evidence you can provide and the next useful action. Remove content that does not help them decide or proceed.



WRITE YOUR PAGE

Travel confidence

Write for your visitor. Be specific about what they need to know and what happens next. You can revise the wording after the workshop.

Your page headline

Your opening paragraph

Key sections visitor questions and supporting details

Button or link wording and where it should lead

Photo idea caption and permission or credit needed

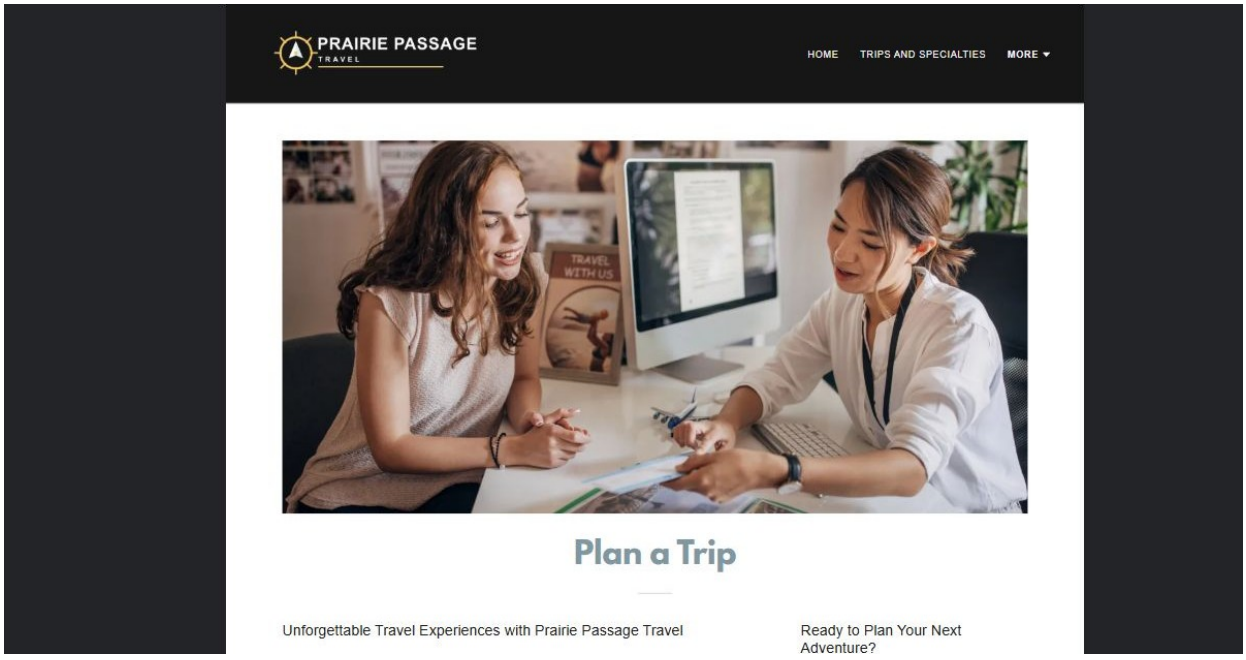
Facts to verify or questions to resolve

LOOK AND LEARN

Plan a trip

The job of this page

Collect destinations, flexible dates, departure point, travellers, interests, accessibility needs, budget guidance, and contact without requesting passport or payment data.



Prairie Passage Travel example | Explore SaaSTech Servers Website Builder

Sample wording to adapt

Tell us about your trip

Include approximate dates, travellers, departure point and the experiences you want. Share a budget range if useful. The first enquiry is for planning, not a confirmed reservation.

Pause and plan

What should someone know before arriving or proceeding? Clarify preparation, access and the right contact route. Verify policies and avoid promising urgent help or specialist advice the website cannot provide.



WRITE YOUR PAGE

Plan a trip

Write for your visitor. Be specific about what they need to know and what happens next. You can revise the wording after the workshop.

Your page headline

Your opening paragraph

Preparation access policies and practical questions to answer

Button or link wording and where it should lead

Photo idea caption and permission or credit needed

Facts to verify or questions to resolve

WORKSHOP CLOSE

Review and next steps

Ask a partner to read your draft as a first-time visitor. Can they explain what you offer, who it is for and the next step without extra help?

Before you publish

[ ] Every page has a clear purpose and a useful next step.

[ ] Headlines are specific and the wording sounds like your business.

[ ] Names, service areas, prices, dates and policies have been checked.

[ ] Credentials, testimonials and results are genuine and permission-cleared.

[ ] Photos support the text, do not repeat needlessly and have appropriate permissions.

[ ] Forms ask only for necessary information and explain what happens next.

[ ] Links, downloads and the main visitor task work on a phone.

The most useful feedback from your workshop partner

First change to make and who will do it

Information or photographs still needed

Target review date and who will approve the final content

Keep sensitive customer, patient, employee and payment information out of this workbook. Completing it does not publish a website or connect to Website Builder.

BUILD WITH SAASTECH SERVERS

Put your draft into Website Builder

Use the content you have written to build your own site. Keep the travel agencies & trip planners demo as a reference, and replace its company name, images and claims with your verified business information.

Explore the builder

See the editor, compare available plans and decide which features your business needs. Confirm current pricing and terms before purchasing.

Website Builder overview

Create your account

Set up your SaaSTech Servers customer account using your own details. Creating an account is separate from purchasing a Website Builder plan.

Create your SaaSTech Servers account

Choose your plan

Open the secure shop to review the plan, subscription term and final total. Use the account connected to your purchase when you open your service.

View Website Builder plans

Build and check your pages

Add the pages from this workbook. Transfer your approved wording, upload permission-cleared photos and review each page on desktop and mobile before publishing.

Return to the Website Builder guide

Using a printed workbook

Type these short addresses into your browser. The account guide includes the Create My Account button.

www.saastech.net/products/website-builder

www.saastech.net/create-account

This workbook does not create an account, purchase a plan or publish your website. Keep passwords, payment details and confidential customer information out of your draft.