

# DRUPAL CMS MANUAL

FOR BANYAN TREE, ANGSANA, CASSIA & DHAWA WEBSITES

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## 1. INTRODUCTION

For both Banyan Tree, Angsana, Dhawa and Cassia websites, we are using Drupal CMS.



### 1.1 Secure CMS access

There are two layers of security to ensure secured access to the system.

For **C1 properties**, your office networks have been granted secured access to the system. You should be able to enter Drupal CMS when connected to your office network.

For **non-C1 properties**, you will need to install **OpenVPN** by following the instructions below. Once you have installed and connected to **OpenVPN**, you will be able to enter the Drupal CMS.

### 1.2 Logging into the system

Following are the two levels of log-in required:

#### 1.2.1 OpenVPN Access (only implemented after website launch)

Go to the OpenVPN website and download the OpenVPN installer by clicking on the "Download OpenVPN" button. (Please ask your property IT manager to assist you if you are a new user to the CMS)

<https://openvpn.net/client-connect-vpn-for-windows/> (Windows users)

<https://openvpn.net/client-connect-vpn-for-mac-os/> (Mac users)





This is the official OpenVPN Connect client software for Windows workstation platforms developed and maintained by OpenVPN Inc. This is the recommended client program for the OpenVPN Access Server to enable VPN for Windows. The latest version of OpenVPN for Windows is available on our website.

If you have an OpenVPN Access Server, it is recommended to download the OpenVPN Connect client software directly from your

[Download OpenVPN Connect v3](#)

sha256: signature: 8c623a1843703a8f1a85ca0290567e1404e7b334c8c030dab0c9c23d3a4f

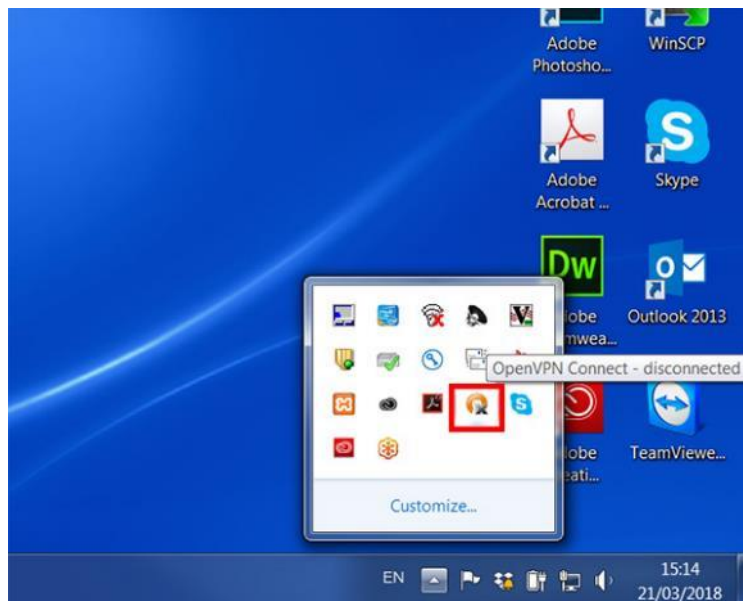
For Windows 7, 8, 8.1, and 10.

A 32 bits version is also available:

[Download OpenVPN Connect v3 for 32 bits](#)

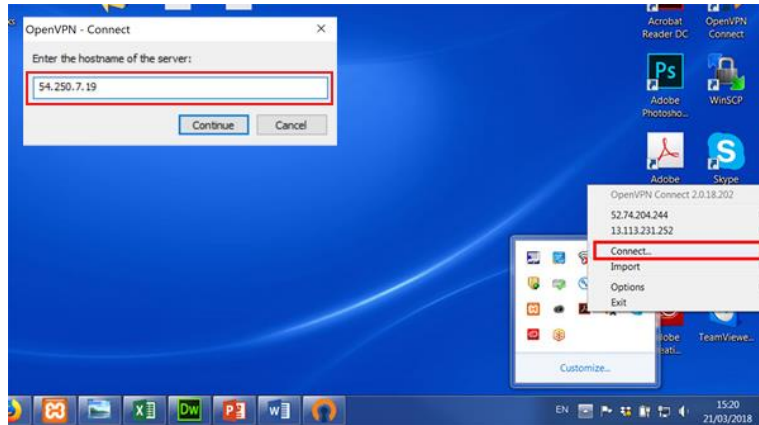
sha256: signature: 1a25560e0713f90229e644472c0e8022a85d079f367d0e07150f796e07401

Once installed, you should be able to see the OpenVPN icon appear at the bottom right tray of your computer. Click on the inverted arrow and you will find the following icon.



Right click on the icon, and click 'Connect'. Enter the hostname of the server – **54.250.7.19** – and click "Continue" to proceed.

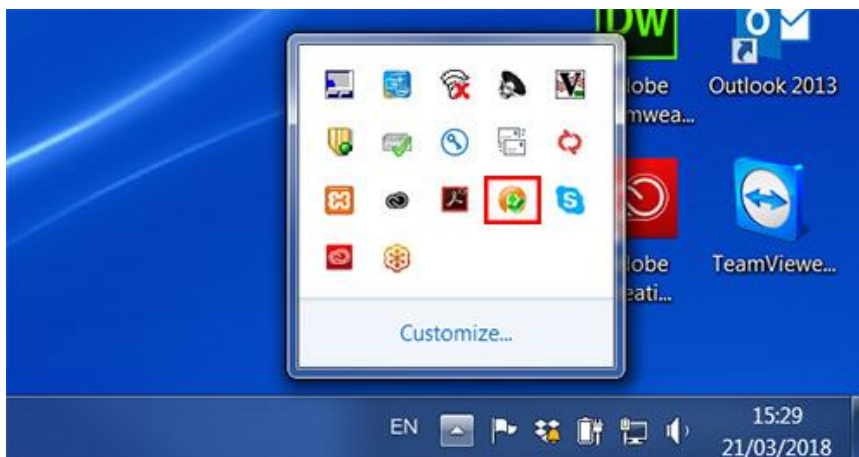




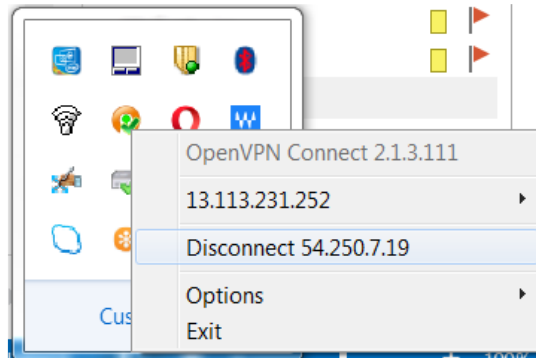
Next, enter the username and password provided in the email from HQ and click “Connect”.



Upon successful connection, the icon will have a “green tick” to show that you have successfully logged into the VPN. You can proceed to login to the Drupal CMS.



**Note:** Please make sure to disconnect from the system once you have finished updating your website content.



### 1.2.2 CMS Login Page

The image shows a screenshot of the CMS Login Page. At the top, there are three buttons: 'Log in', 'Create new account', and 'Reset your password'. Below these is a 'Home' link. The main heading is 'Log in'. There are two input fields: 'Username \*' and 'Password \*'. Below the 'Username \*' field is a text prompt: 'Enter your Banyan Tree username.' Below the 'Password \*' field is a text prompt: 'Enter the password that accompanies your username.' At the bottom, there is a blue 'Log in' button.

Brand	CMS (Live) Login URL	CMS (Staging) Login URL
Banyan Tree	<a href="https://www.banyantree.com/user/login">https://www.banyantree.com/user/login</a>	<a href="https://bt-eks-banyan.jam247.dev/user/login">https://bt-eks-banyan.jam247.dev/user/login</a>
Angsana	<a href="https://www.angsana.com/user/login">https://www.angsana.com/user/login</a>	<a href="https://bt-eks-angsana.jam247.dev/user/login">https://bt-eks-angsana.jam247.dev/user/login</a>
Cassia	<a href="https://www.cassia.com/user/login">https://www.cassia.com/user/login</a>	<a href="https://staging.cassia.com/user/login">https://staging.cassia.com/user/login</a>
Dhawa	<a href="https://www.dhawa.com/user/login">https://www.dhawa.com/user/login</a>	<a href="https://staging.dhawa.com/user/login">https://staging.dhawa.com/user/login</a>

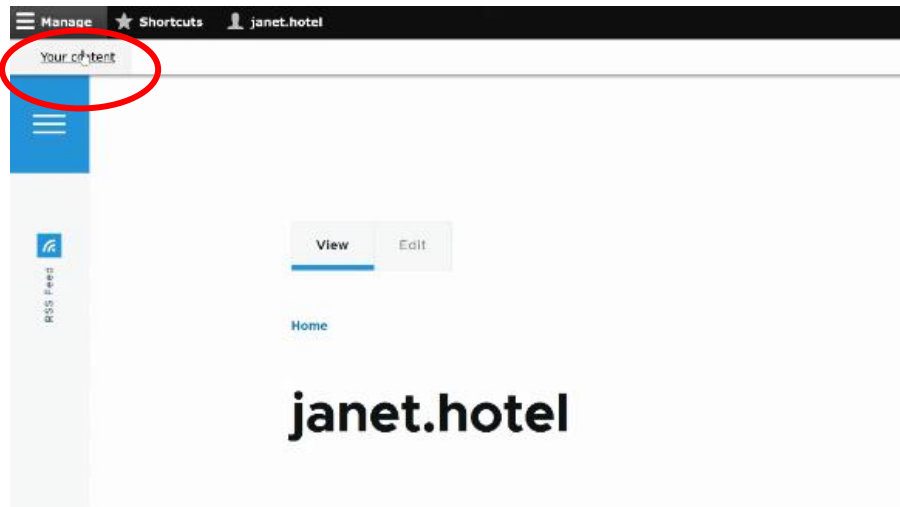
Insert your credentials to log into the CMS.

**If you have issues logging in or forgotten your password, please contact the HQ Ecommerce Team ([ecommerce@banyantree.com](mailto:ecommerce@banyantree.com)) to reset your password.**



Once you log in, you will see the CMS dashboard with the admin navigation menu on top.

Click **Manage > Your content** to manage your website pages.



## 2. CONTENT MANAGEMENT OVERVIEW

### 2.1 Dashboard

Your Content dashboard is where you manage all the content on your website. You can filter content by:

- **Title** (you can type in part of a page title to search)
- **Hotel** (if you manage multiple properties)
- **Content Type** (e.g. Room, Offer, Restaurant, Venue)
- **Published Status** (new content you create will be Unpublished until HQ publishes it)
- **Language**

#### Note:

- Changes made in CMS will not be visible in live site until HQ publishes.
- Properties are not allowed to unpublish or delete any pages. Please inform HQ E-Commerce Team if you need to remove pages from live site.

#### 2.1.1 Standard Page Titles

Some page types have standardised titles across all properties. Please do not change these titles:

- Offers
- Accommodation
- Dining
- Experiences
- Spa & Wellbeing
- Facilities
- Location
- Weddings & Honeymoons
- Wedding Venues
- Wedding Packages



- Meetings & Events
- Gallery

You can find these pages by typing the title into the search and clicking Filter. For example, if you are looking for your Accommodation list page:

<input type="checkbox"/>	TITLE	TRANSLATION LANGUAGE	CONTENT TYPE	HOTEL	AUTHOR	STATUS	UPDATED	OPERATIONS
<input type="checkbox"/>	Accommodation	English	Basic page	Banyan Tree Anji	admin	Published	10/18/2021 - 23:14	<input type="button" value="Edit"/>

### 2.1.2 Adding/editing content

This is where you can add new items or edit existing items and their translations.

Content ☆

Content Files Media

Overview Moderated content

Home > Administration

<input type="checkbox"/>	TITLE	TRANSLATION LANGUAGE	CONTENT TYPE	HOTEL	AUTHOR	STATUS	UPDATED	OPERATIONS
<input type="checkbox"/>	Test M23	English	Basic page	Banyan Tree Anji (Test)	admin	Published	10/20/2021 - 10:29	<input type="button" value="Edit"/>
<input type="checkbox"/>	Test M21 - M22	English	Basic page		admin	Published	10/20/2021 - 10:18	<input type="button" value="Edit"/>

## 2.1 Creating a New Content Item

Click on 'Add Content'. On the next page, choose the content type to create.



## Add content ☆

Home »

① [Accommodation / Room](#)

① [Article](#)

Use *articles* for time-sensitive content like news, press releases or blog posts.

① [Basic page](#)

Use *basic pages* for your static content, such as an 'About us' page.

① [Country](#)

① [Experience](#)

① [Hotel / Property](#)

① [Offer](#)

① [Restaurant](#)

① [Spa](#)

① [Spa Treatment Category](#)

① [Venue](#)

Adding a new page will bring you to the editing screen for that content type.



## 2.2 Explanation: Content Types

These are templates for specialised content pages with data input. They include:

- **Hotel / Property** (property homepage and details)
- **Offer** (for individual offer pages, such as Best Available Rate or Stay More, Pay Less)
- **Experience** (for individual experience categories, such as Local Attractions)
- **Accommodation / Room** (for individual rooms, suites or villas)
- **Restaurant** (for individual dining outlets)
- **Venue** (for individual meeting or wedding venues)
- **Article** (for blog articles and pages with embedded content)

All other pages fall under the **Basic page** content type, including pages that list rooms, offers and dining outlets.

### 2.2.1 List Pages

List pages are those that list and link to multiple items. For example:

- Accommodation: Lists all the rooms/suites/villas on your property
- Dining: Lists all your dining outlets
- Wedding Venues: Lists all your wedding venues

For all list pages, the individual items need to be created **before** they can be added to the list.

For example, if you want to add a new room, you have to create the room first before you can link it as a card from the Accommodation page.





## 2.3 Components

Our CMS uses component-based design, allowing you to easily create a variety of pages and rearrange components for new layouts.

Those highlighted in **blue** are components that display data entered on other parts of the CMS, and cannot be manually edited.

### 2.3.1 List of Property Components

- **M02 – Banner**
- **M03 – Large Video:** For uploading a video to play on the site
- **M04 – Carousel:** A photo carousel with or without captions and links
- **M06 – Horizontal Card:** Text with 1-2 images, with or without links
- **M07 – Paragraphs Row:** Two paragraphs side by side, text-only
- **M08-M09 – Cards Row:** Row of 1-3 images with text below
- **M10-M11 – Rooms Cards:** Row of 2-4 rooms
- **M11 – Restaurants Cards:** List of restaurants
- **M12 – Spa Treatments Carousel:** For spa treatments
- **M12a – Carousel Flat:** Card carousel, all cards same height
- **M12b – Carousel Expanded:** Card carousel with centre card expanded
- **M13 – Quote:** For adding quotations
- **M14 – Webform:** Contact forms and others
- **M16 – Hotel Key Details**
- **M16b – Room Key Details**
- **M18 – Gallery Preview:** Preview of gallery pages
- **M19 – Property Hero:** Hero banner for all pages
- **M22 – CTA Bar:** Horizontal bar with contact details and CTA link
- **M23 – Experiences Grid:** Grid of all your Experiences
- **M31 – Transport & Points of Interest:** Nearby transportation and attractions
- **M32 – Facilities and Services:** Facilities and services at your property
- **M33 – Restaurant Details**
- **M36 – Terms and Conditions**
- **M39 – Map**
- **M41 – Paragraph:** Simple formatted text block
- **M42 – Tabs:** Allows tabs of M06 blocks
- **M44 – Blog Details:** Blog articles or inserting custom HTML code
- **M45 – Promotion Popup:** Adding popups to a page
- **M46 – Embedded Widget:** Embedding iframes
- **U04 – Venue Configurations**
- **U08 – Venue Summary**
- **U05 – Hotel Venues List:** List of the venues at your hotel
- **U09 – Accordion**
- **U12 – Full Gallery**
- **U15 – Property Venue Summary**



## M02 – Banner

M02 banner components are among the most versatile and are used on many pages. They are full-width banners that can be set with or without an image, text, and CTA links.

### Main uses:



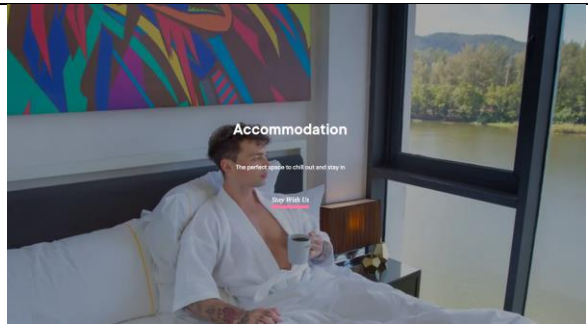
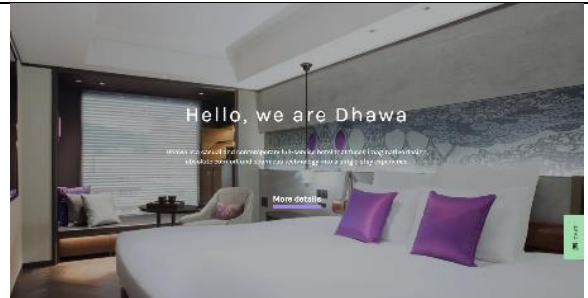
- Text-only introductions to pages
- Banner features

### Variation with text only

<b>Banyan Tree</b>		<p><b>MODERN AND CONVENIENT LUXURY</b></p> <p>Our urban oasis in KL is a modern, high-rise hotel in the heart of the city. The rooms have views of cityscapes, the Petronas Twin Towers and the KL Tower. Each spacious, well-designed room comes with an oversized soaking tub or a relaxation pool.</p>	
<b>Angsana</b>		<p><b>Love is its own adventure</b></p> <p>Sense the connection and make new memories together amidst sweeping views of lush forest, or a dreamy seascape. Go on an adventure together at any of our stunning destinations.</p> <p>Step into a world that is exclusively yours with this special romantic package.</p>	
<b>Cassia</b>		<p><b>Live your way at Cassia</b></p> <p>Meet a community of like-minded travellers who thrive on rediscovering themselves and are curious about the world. Welcome home.</p>	
<b>Dhawa</b>		<p><b>Be Here. Be You.</b></p> <p>Find rejuvenating destinations where time slows to a serene crawl and the hustle and bustle of daily life melts away. Explore back streets awash with friendly bars and eateries. Travel to corners of the world that are blessed with a magical combination of unspoilt nature and exceptional heritage.</p>	



Variation with image and link

<p><b>Banyan Tree</b></p>		 <p>ACCOMMODATION</p>	
<p><b>Angsana</b></p>		 <p>Accommodation</p>	
<p><b>Cassia</b></p>		 <p>Accommodation</p>	
<p><b>Dhawa</b></p>		 <p>Hello, we are Dhawa</p>	



## M06 – Horizontal Card

Text with 1-2 images, with or without links. It is the **only** component that can auto-generate a booking engine link with parameters such as room type or offer rate code. It is **mandatory** on individual room pages and offer pages with booking links.

### Main uses:

- Page introductions with images
- Individual room descriptions with booking link
- Individual offer descriptions with booking link
- Anywhere you wish to add a block with both text and image

### Note:

DO's	DON'Ts
<ul style="list-style-type: none"> <li>• When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> </ul>

There are different configurations of the design of the cards depending on the brand.

M06 Configuration	Banyan Tree	Angsana	Cassia	Dhawa
a. Enable/Disable image shape overlay	✘	✘	✔	✔ Default: Disabled
b. Change shape overlay colour (Brand colours only)	✘	✘	✘	✔ Default: Lavender
c. Change content background colour (Brand colours only)	✘	✘	✔ Default: None	✔ Default: None

Each configuration is elaborated below.



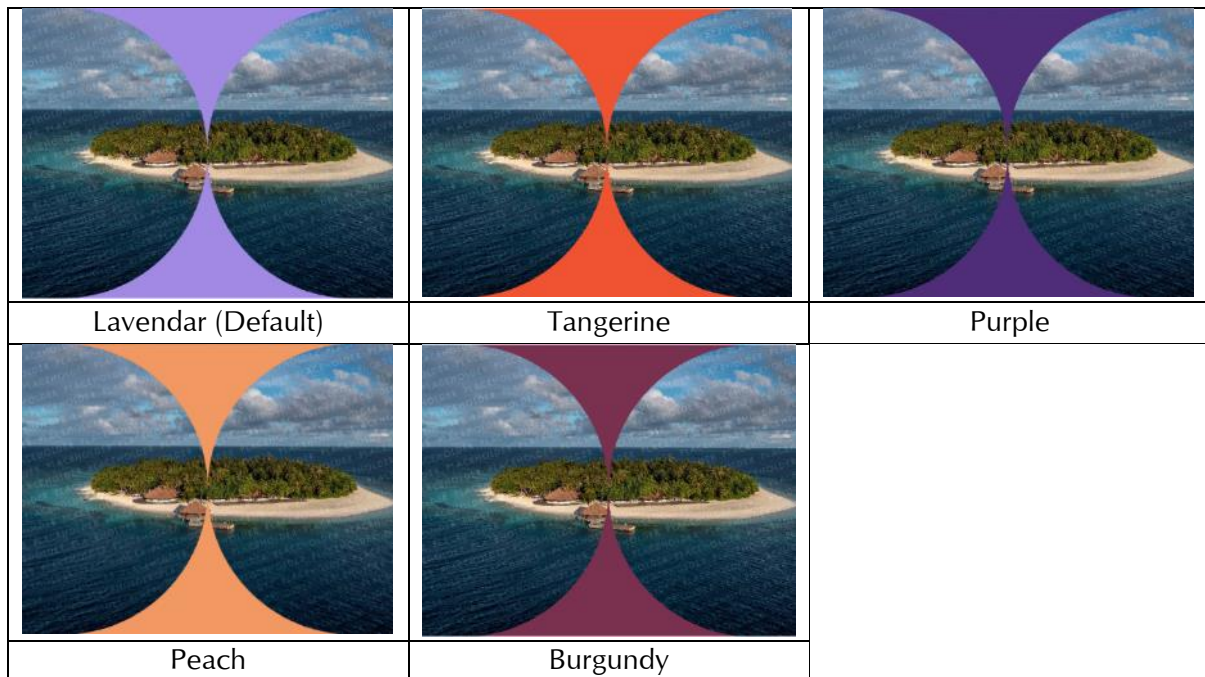
a. **Enable/Disable image shape overlay**

It refers to the shape of the image on the card. Some brands are required to express their unique branding with the shapes used on webpages. Here are the options for each brand:

Banyan Tree	 <p data-bbox="735 533 919 562">None (Rectangle)</p>	
Angsana	 <p data-bbox="699 761 956 790">None (Curved rectangle)</p>	
Cassia	 <p data-bbox="432 992 647 1021">Disabled (Rectangle)</p>	 <p data-bbox="1007 992 1222 1021">Enabled (Trapezoid)</p>
	 <p data-bbox="432 1245 647 1274">Disabled (Rectangle)</p>	 <p data-bbox="1007 1245 1222 1274">Enabled (Hourglass)</p>

b. **Change shape overlay colour (Brand colours only)**

For Dhawa only, you may change the colour of the shape whenever appropriate. Here are the options:



**c. Change content background colour (Brand colours only)**

For Cassia and Dhawa only, you may change the colour of the shape whenever appropriate. Here are the options:

**Cassia – Background Colour Variants**

<p><i>This is Placeholder Text</i></p> <p>Sunsets that will steal your heart in Bintan or sun-drenched afternoons lounging by the pool in Phuket? Wherever your spirit of adventure takes you next, there'll be room to play, room to rest, room to work, room to connect, and room to live.</p> <p><i>Book Now</i></p>	<p><i>This is Placeholder Text</i></p> <p>Sunsets that will steal your heart in Bintan or sun-drenched afternoons lounging by the pool in Phuket? Wherever your spirit of adventure takes you next, there'll be room to play, room to rest, room to work, room to connect, and room to live.</p> <p><i>Book Now</i></p>
None (Default)	Cassia Yellow
<p><i>This is Placeholder Text</i></p> <p>Sunsets that will steal your heart in Bintan or sun-drenched afternoons lounging by the pool in Phuket? Wherever your spirit of adventure takes you next, there'll be room to play, room to rest, room to work, room to connect, and room to live.</p> <p><i>Book Now</i></p>	<p><i>This is Placeholder Text</i></p> <p>Sunsets that will steal your heart in Bintan or sun-drenched afternoons lounging by the pool in Phuket? Wherever your spirit of adventure takes you next, there'll be room to play, room to rest, room to work, room to connect, and room to live.</p> <p><i>Book Now</i></p>
Bubble Gum Pink	Cobalt Blue

**Dhawa – Background Colour Variants**

<p><b>This is placeholder text (M06 Reverse)</b></p> <p>This is placeholder text</p> <p>Book now</p>	<p><b>This is placeholder text (M06 Reverse)</b></p> <p>This is placeholder text</p> <p>Book now</p>	<p><b>This is placeholder text (M06 Reverse)</b></p> <p>This is placeholder text</p> <p>Book now</p>
None (Default)	Lavendar	Tangerine
<p><b>This is placeholder text (M06 Reverse)</b></p> <p>This is placeholder text</p> <p>Book now</p>	<p><b>This is placeholder text (M06 Reverse)</b></p> <p>This is placeholder text</p> <p>Book now</p>	<p><b>This is placeholder text (M06 Reverse)</b></p> <p>This is placeholder text</p> <p>Book now</p>
Purple	Peach	Burgundy





**Note:**

DO's	DON'Ts
<ul style="list-style-type: none"> <li>Use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>When choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.</li> </ul>
Good Example	Bad Example



*When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between 'Row' and 'Row Reverse'*

Good Example	Bad Example

*Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, it is recommended to use **M08-09 Cards Row** component or any other appropriate components.*







Good Example	Bad Example
	
<p><i>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</i></p>	

Good Example	Bad Example
	
<p><i>For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.</i></p>	

## Variation with 2 sliding images

You may add up to 2 images in M06 Horizontal Card component. Users can switch between images using the slider.

<p><b>Banyan Tree</b></p>		<p><b>YOUR SANCTUARY AWAITS</b></p> <p><small>Retreat to spaces like no other: urban oases nestled in lush rainforests, mirrored forests via walkways worth sleep in, a landscape of rugged cliffs, islands scattered across the waters of the sea from private islands to sprawling villas, and the place you yearn to be.</small></p> <p>EXPLORE</p>		
<p><b>Angsana</b></p>		<p><b>Live in the Now</b></p> <p><small>Immerse in the natural beauty of our destinations, explore exciting activities and partake in new culinary experiences. Discover the power of the present moment as you create lifelong memories with Angsana.</small></p> <p>EXPLORE</p>		
<p><b>Cassia</b></p>		<p><b>This is Placeholder Text</b></p> <p><small>Sunsets that will steal your heart in Bintan or sun-drenched afternoons lounging by the pool in Phuket? Wherever your spirit of adventure takes you next, there'll be room to play, room to rest, room to work, room to connect, and room to live.</small></p> <p>Book Now</p>		
<p><b>Dhawa</b></p>		<p><b>Horizontal card</b></p> <p><small>One media item remaining, One media item remaining, One media item remaining, One media item remaining, One media item remaining, One media item remaining, One media item remaining, One media item remaining, One media item remaining, One media item remaining.</small></p> <p>Button 1</p> <p>Button 2</p>		



## M07 – Paragraphs Row

1-2x M41 paragraphs side by side. Text-only.

### **Main uses:**

- Facilities page for facilities that don't have images
- Anywhere you want to add some short text without images that only stretches across half the page.

#### **Fitness & Wellness Centre**

Views of the ocean create an inspiring setting for the yoga pavilion, as well as for workouts in the fitness pavilion, while top-of-the-line cardio and weightlifting equipment ensure that guests achieve the best results.

#### **Others**

- Marine Conservation Centre
- Beach Club
- Hydrotherapy Pool



## M08-M09 – Cards Row

Row of 1-3 images with text below and optional CTA. An image is required.

### Main uses:

- Facilities page for facilities with images
- Format for displaying various items with images and/or CTAs.

There are different configurations of the design of the cards depending on the brand.

M08-09 Configuration	Banyan Tree	Angsana	Cassia	Dhawa
a. Change image shape overlay	✗	✗	✓	✓
b. Change shape overlay colour (Brand colours only)	✗	✗	✓	✓
c. Change content background colour (Brand colours only)	✗	✗	✓	✓

Each configuration is elaborated below.

### a. Change image shape overlay

It refers to the shape of the image on the card. Some brands are required to express their unique branding with the shapes used on webpages. Here are the options for each brand:

Banyan Tree					
	None (Rectangle)				
Angsana					
	None (Curved rectangle)				
Cassia					
	None	Balance	Energize	Thrive	
	Dhawa				
		None	Hourglass	Circle	Triangle



**Note:**

DO's	DON'Ts
<ul style="list-style-type: none"> <li>• Use "none" (rectangle) for all cards OR use all different shapes</li> <li>• (Dhawa only) when there are less than 3 cards, TURN OFF the shape to "None"</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use same shapes (except rectangle) for all cards</li> <li>• Do not choose some cards with shapes and some cards without shapes</li> </ul>

**b. Change image shape overlay colour**

If you have chosen a shape for the image overlay, you may configure the colour of the shape. Here are the options for each brand:

Banyan Tree	 <p><i>Not applicable</i></p>				
Angsana	 <p><i>Not applicable</i></p>				
Cassia	 <p>Cassia Yellow</p>	 <p>Bubble Gum Pink</p>	 <p>Cobalt Blue</p>		
Dhawa	 <p>Lavender (Default)</p>	 <p>Tangerine</p>	 <p>Purple</p>	 <p>Peach</p>	 <p>Burgundy</p>

When choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.



c. **Change content background colour**

You are able to configure the background colour of the text. Here are the options for each brand:

Banyan Tree	<p><b>Meetings that Inspire</b>                  Wrap up a meeting and step onto a buzzing backstreet awash with friendly bars and eateries that swarm with locals. Host spectacular galas that exude the spirit of the destination. Whether a formal presentation or casual gathering of colleagues, foster connections and elevate your event at our destinations around the world.</p> <p><a href="#">READ MORE</a></p>		
	Default - Transparent		
Angsana	<p><b>Events at Angsana</b>                  Unleash your creativity when you plan your special celebration or corporate retreat at one of our stunning locations around the world, and build lasting connections that will last a lifetime.</p> <p><a href="#">READ MORE</a></p>		
	Default - Orange		
Cassia	<p><b>Meetings &amp; Events</b>                  Colourful event spaces decked out in local art to unlock creativity. Lush jungles just waiting to be explored between meetings. Exotic flavours to spice up your mind and make every lunch break an adventure for your taste buds.</p>	<p><b>Dining</b>                  No one does fun-dining like Cassia. Grab a quick on-the-go toast in the morning, while away an afternoon with a drink and a game of pool at Cassia's social hub, and get your hungry hands on a lavish buffet after a day of adventuring.</p>	<p><b>Weddings &amp; Honeymoons</b>                  Is art your romance language? Honeymoon in a stylish residence complete with luxury hotels' creature comforts.</p>
	Cassia Yellow	Bubble Gum Pink	Cobalt Blue
Dhawa	<p><b>Weddings &amp; Honeymoons</b>                  Walk down the isle on a white sandy beach or in a glamorous ballroom, and have the most memorable celebration of your life at Dhawa.</p> <p><a href="#">Explore</a></p>	<p>This is Placeholder Text (M08-09) Default                  This is placeholder text</p> <p><a href="#">Explore</a></p>	<p>This is Placeholder Text (M08-09) Default                  This is placeholder text</p> <p><a href="#">Explore</a></p>
	(Default)	Lavender	Tangerine
	<p>This is Placeholder Text (M08-09) Default                  This is placeholder text</p> <p><a href="#">Explore</a></p>	<p>This is Placeholder Text (M08-09) Default                  This is placeholder text</p> <p><a href="#">Explore</a></p>	<p>This is Placeholder Text (M08-09) Default                  This is placeholder text</p> <p><a href="#">Explore</a></p>
	Purple	Peach	Burgundy



## Examples of the entire component

<p><b>Banyan Tree</b></p>		 <p><b>Plan Impactful Events</b> Build stronger bonds, spur creativity and broaden your team's horizons with meetings and special events in culturally and naturally rich destinations. Find relaxed and refined environments around the globe that will provide the perfect backdrop for your company off-site, product launch or client meeting to shine.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Culinary Experiences at Banyan Tree</b> Sip on sassy Margaritas at a chic cocktail bar overlooking a dazzling city skyline, soothe your soul with a warming bowl of curry on a sun-dappled deck, or tuck into coastal delights under the bougainvillee vines as the sun slips below the horizon. Discover a world of exciting flavours when you dine at our restaurants and bars around the world.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Banyan Tree Spa</b> Find serenity and take control of your wellbeing with holistic treatments at our award-winning spas.</p> <p><a href="#">READ MORE</a></p>
<p><b>Angsana</b></p>		 <p><b>Events at Angsana</b> Unleash your creativity when you plan your special celebration or corporate retreat at one of our stunning locations around the world, and build lasting connections that will last a lifetime.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Food at Angsana</b> Savour unforgettable moments with loved ones as you treat your palates to a world of flavours at our range of restaurants and destination dining options that celebrate the best of both local and international cuisine.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Angsana Spa</b> Refresh mind, body and soul at our award-winning Angsana spas, as our expert therapists use natural ingredients to help ground you in the present moment.</p> <p><a href="#">READ MORE</a></p>
<p><b>Cassia</b></p>		 <p><b>Dining</b> No one does fun-dining like Cassia. Grab a quick on-the-go toast in the morning, while away an afternoon with a drink and a game of pool at Cassia's social hub, and get your hungry hands on a lavish buffet after a day of adventuring.</p> <p><a href="#">Explore</a></p>	 <p><b>Meetings &amp; Events</b> Colourful event spaces decked out in local art to unlock creativity. Lush jungles just waiting to be explored between meetings. Exotic flavours to spice up your mind and make every lunch break an adventure for your taste buds.</p> <p><a href="#">Explore</a></p>	 <p><b>Weddings &amp; Honeymoons</b> Is art your romance language? Honeymoon in a stylish residence complete with luxury hotels' creature comforts.</p> <p><a href="#">Explore</a></p>
<p><b>Dhawa</b></p>	<p>with different shapes, shape colours and content colour</p> <div data-bbox="272 1346 448 1610"> <p><b>Card 1</b> Shape is Round Shape color is Purple Content Background Color is Lavender <a href="#">Read more</a></p> </div> <div data-bbox="456 1346 632 1610"> <p><b>Card 2</b> Shape is Circle Shape color is Magenta Content Background Color is Tangerine <a href="#">Read more</a></p> </div> <div data-bbox="639 1346 815 1610"> <p><b>Card 3</b> Shape is Circle Shape color is Lavender Content Background Color is Purple <a href="#">Read more</a></p> </div>	<p>without any shapes or content colour</p> <div data-bbox="844 1346 1019 1610"> <p><b>Card 1</b> Shape is Rectangle Shape color is Peach Content Background Color is Lavender <a href="#">Read more</a></p> </div> <div data-bbox="1027 1346 1203 1610"> <p><b>Card 2</b> Shape is Square Shape color is Turquoise Content Background Color is Tangerine <a href="#">Read more</a></p> </div> <div data-bbox="1211 1346 1386 1610"> <p><b>Card 3</b> Shape is Circle Shape color is Lavender Content Background Color is Purple <a href="#">Read more</a></p> </div>		



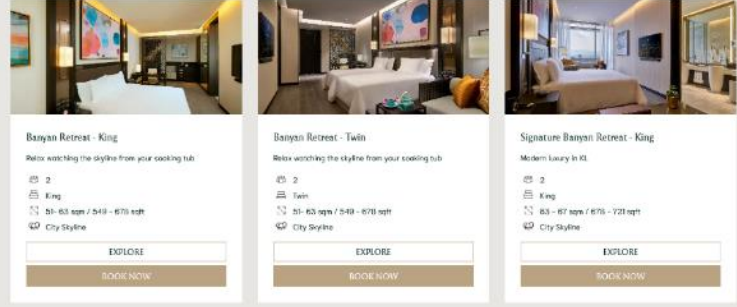
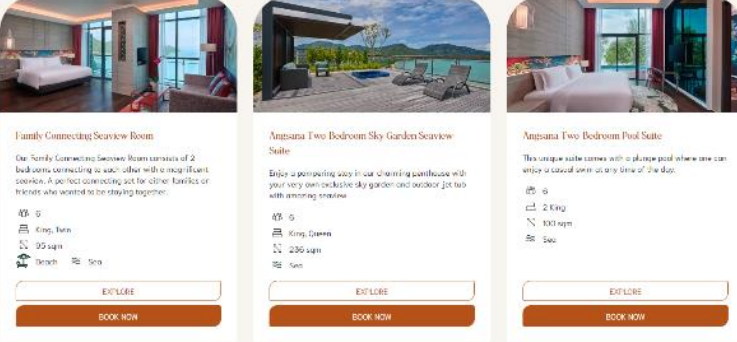
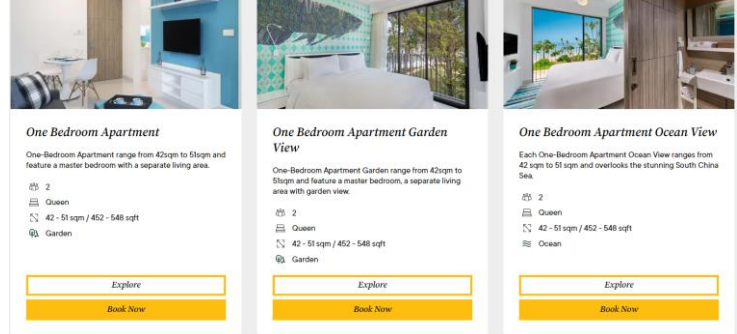
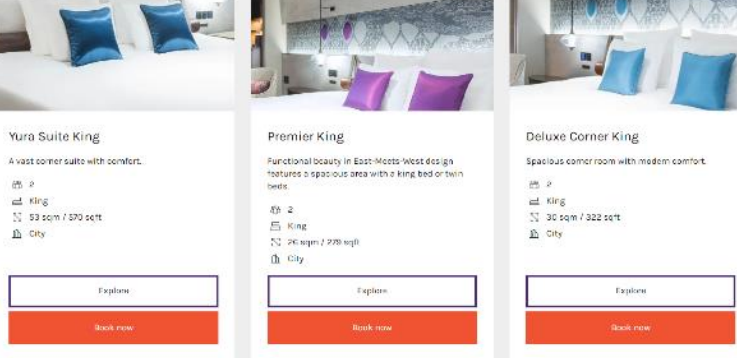


## M10-M11 – Rooms Cards

Row of 2-4 rooms. When you add a room card, it will automatically fetch data from that individual room. Single cards will not show up at all, so be sure to have at least 2 per row.

### Main uses:

- Listing all rooms on accommodation page
- Featuring rooms on property landing page and other pages

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Banyan Tree</b></p>	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Angsana</b></p>	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Cassia</b></p>	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Dhawa</b></p>	







## M11 – Restaurants Cards

List of restaurants. When you add a restaurant card, it will automatically fetch data from that individual restaurant.

### Main uses:

- Listing all restaurants on Dining page
- Featuring restaurants on property landing page and other pages

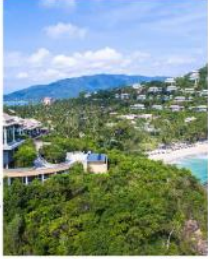




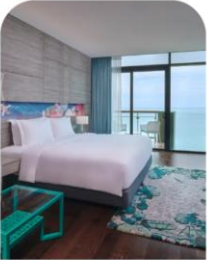






<p><b>Banyan Tree</b></p>		<p><b>Sands Beach Club</b></p> <p>Paying tribute to local ingredients of the Yucatan Peninsula, Sands Beach Club greets its guests in a warm and chic atmosphere with the panoramic views over the resort.</p> <p>🍴 Beach Casual      🍷 Seafood</p> <p>🕒 Breakfast: 8:00 am – 11:00 am Lunch: 11:00 am – 5:00 pm Dinner: 6:00 pm – 11:00 pm</p> <p><a href="#">VIEW DETAILS</a>      <a href="#">DOWNLOAD MENU</a></p>	
<p><b>Angsana</b></p>		<p><b>Lol Ha Pool Bar</b></p> <p>Taste the gourmet pool menu and the refreshing cocktails from the olympic-length swimming pool</p> <p>🍴 Casual      🍷 Bar Swimwear      Drinks and Snacks Local Mexican</p> <p>🕒 10:00 – 20:00 hrs.</p> <p><a href="#">VIEW DETAILS</a>      <a href="#">DOWNLOAD MENU</a></p>	
<p><b>Cassia</b></p>		<p><b>Vista</b></p> <p>Grab a breakfast, lunch, dinner, quick bite or a refreshing fruit smoothie, Vista Café is the place.</p> <p>🍴 Casual      🍷 International</p> <p>🕒 6:30 am - 11:00 pm</p> <p><a href="#">View Details</a>      <a href="#">Download Menu</a></p>	
<p><b>Dhawa</b></p>	<p><b>Grill 54th</b></p> <p>All day grill dining where you can "Feel so Grill!"</p> <p>🍴 Beach Casual      🍷 BBQ Smart Casual      Cantonese Japanese</p> <p>🕒 Breakfast: 8:00 am – 11:00 am Lunch: 11:00 am – 5:00 pm Dinner: 6:00 pm – 11:00 pm</p> <p><a href="#">View details</a>      <a href="#">Download menu</a></p>		



M12a – Carousel Flat

Card carousel with the same height for all cards.

**Main uses:** Offer pages where there are at least 3 offers.

<p><b>Banyan Tree</b></p>		 <p><b>Best Available Rate</b> Take control of your holiday planning. Enjoy maximum flexibility with our Best Available Rates on select rooms.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Advance Purchase</b> Experience a Sanctuary for the Senses. Book early and enjoy special rates.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Thai Residents</b> Escape to the tropical calendar of Koh Samui with our exclusive offer for Thai residents.</p> <p><a href="#">READ MORE</a></p>
<p><b>Angsana</b></p>		 <p><b>Come Closer</b> Go on an adventure together amidst sweeping views of lush forests or dream seascapes. Sense the connection with our exclusive offer.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Sharing Time</b> Your family are the most important people in the world. Nothing compares to the trips taken together each one a defining rite of passage in itself, brimming with opportunities to forge meaningful connections and make lifelong memories. Come together on a trip of a lifetime, and enjoy 20% off our Best Available Rate and exclusive perks.</p> <p><a href="#">READ MORE</a></p>	 <p><b>Suite Memories</b> Find your inner calm amidst dancing waves and lush tropical jungle at Angsana Teluk Bahang Penang. Retreat in luxury with our pampering suite package today!</p> <p><a href="#">READ MORE</a></p>
<p><b>Cassia</b></p>		 <p><b>Advance Purchase</b> Plan in advance to get 20% off for your next amazing holiday.</p> <p><a href="#">Read More</a></p>	 <p><b>Best Available Rate - Breakfast</b> Enjoy flexible stay benefits, free cancellation and breakfast on us.</p> <p><a href="#">Read More</a></p>	 <p><b>Sharing Time</b> Take family trip with 20% off and kids stay and dine for free.</p> <p><a href="#">Read More</a></p>
<p><b>Dhawa</b></p>		 <p><b>Experience Dhawa</b> Paying tribute to local ingredients of the Yucatan Peninsula, Saffra Beach Club greets its guests in a serene hotel that atmosphere with the panoramic views over the resort.</p> <p><a href="#">Read more</a></p>	 <p><b>Saffron</b> Tucked away on the tranquil Teluk Bahang beach, experience the ultimate island destination for an indulgent escape at the vibrant beach resort at Penang, Angsana Teluk Bahang. A uniquely Penang hotel with Peranakan-inspired design by the talented Omar Khan.</p> <p><a href="#">Read more</a></p>	 <p><b>An idyllic island</b> Angsana Teluk Bahang offers a blissful beach escape, whether it's for romantic holidays, quiet getaways, or corporate retreats. Discover an array of opportunities waiting to be explored.</p> <p><a href="#">Read more</a></p>



M12b – Carousel Expanded

Card carousel with centre card expanded.

Main uses:

- Highlighting other pages on property landing page
- Listing spa treatments on Spa Outlet pages

<p><b>Banyan Tree</b></p>		<p><b>DISCOVER: REGIONAL HIGHLIGHTS</b></p> <p>Things to Do for Couples</p> <p>Local Culture and Sights Explore a modern metropolis defined by its diverse architecture, culture, cuisine and people.</p> <p>In-Room Dining</p>	
<p><b>Angsana</b></p>		<p><b>Regional Highlights</b></p> <p>Family Fun</p> <p>Local Culture and Sights</p> <p>Unique 5 Day Penang Itinerary</p> <p>Penang's vibrant festivals are a colorful reflection of the State's multicultural heritage. These are beautiful spectacles waiting to be explored, from traditional festivals, street parades, cultural shows, vibrant heritage tours to fun weekend markets and much more.</p>	
<p><b>Cassia</b></p>		<p><b>Discover: Regional Highlights</b></p> <p>Mangrove Discovery Cruise along the Sabung River. Enjoy the lushness of the mangroves, spot some wild animals in hiding or enjoy rides to the sounds of nature. For a cooler experience, join the night cruise and awaken your senses as you sail under the stars.</p> <p>Blue Lake and Sand Dunes Take a little adventure to iridescent crystal clear blue lake in the middle of sand dunes just 40 minutes away from Cassia Bintan.</p> <p>Laguna Bintan Golf Get your putt on at the lush greens of the 18-hole golf course. Explore more activities on our resort.</p>	
<p><b>Dhawa</b></p>		<p><b>Discover: Regional Highlights</b></p> <p>Resort Activities Explore the Maldives with various activities specially curated for guests of all ages and preferences.</p> <p>Family Fun in the Sun Dreaming of an exciting and memorable family holiday? Turn it into reality. The Pura at Dhawa Beach and spa will welcome you with a generous array of family-friendly activities that are appealing to all ages.</p> <p>Destination Dining Escape to dining experiences with the freshest ingredients in unique settings.</p>	



M13 – Quote

For adding quotations with an optional vertical image.

<p><b>Banyan Tree</b></p>	 <p>“ Saffron is all about presenting the indigenous tastes of Thai cuisine at its best; its authenticity of flavours and innovative presentation have led to its continued success, bringing inspired cuisine to diners around the world. ”</p> <p>Chief Renu, Maszechef</p>
<p><b>Angsana</b></p>	 <p>“ Fantastic set-up, event planning and astonishing 5-star ambiance ”</p> <p>Anonymous</p>
<p><b>Cassia</b></p>	 <p>“ Saffron is all about presenting the indigenous tastes of Thai cuisine at its best; its authenticity of flavours and innovative presentation have led to its continued success, bringing inspired cuisine to diners around the world. ”</p> <p>Test Author</p>
<p><b>Dhawa</b></p>	 <p>“ Dhawa is awesome, I will come back again for my honeymoon. ”</p> <p>Ms. Mia Wallace</p>



## M16 – Hotel Key Details

Unique to property landing pages. Information is automatically pulled from data entered in your property’s Details tab, and cannot be directly edited.

<p>TRAVELERS RATING</p>  <p>Tripadvisor traveler rating</p> <p> 756 Reviews</p> <p><a href="#">Read more</a></p>	<p>ADDRESS</p> <p>2 Jalan Conlay, 50450 Kuala Lumpur, Malaysia</p> <p><a href="#">How to get there</a></p>	<p>+ 603 2113 1888</p> <p><a href="mailto:kuolalumpur@banyantree.com">kuolalumpur@banyantree.com</a></p> <p>Check-in time: 3:00 pm Check-out time: 12:00 pm</p>	<p>FACILITIES AND SERVICES</p> <ul style="list-style-type: none"><li>Banyan Tree Spa</li><li>In-Room Dining</li><li>Swimming Pool</li><li>See more</li><li>Fitness Centre</li><li>Meetings &amp; Events Facilities</li><li>Weddings</li></ul>	<p> </p>
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### AWARDS & ACCREDITATIONS



## M16b – Room Key Details

Unique to individual Accommodation pages. Information is automatically pulled from data entered in the room's Common tab, and cannot be directly edited.

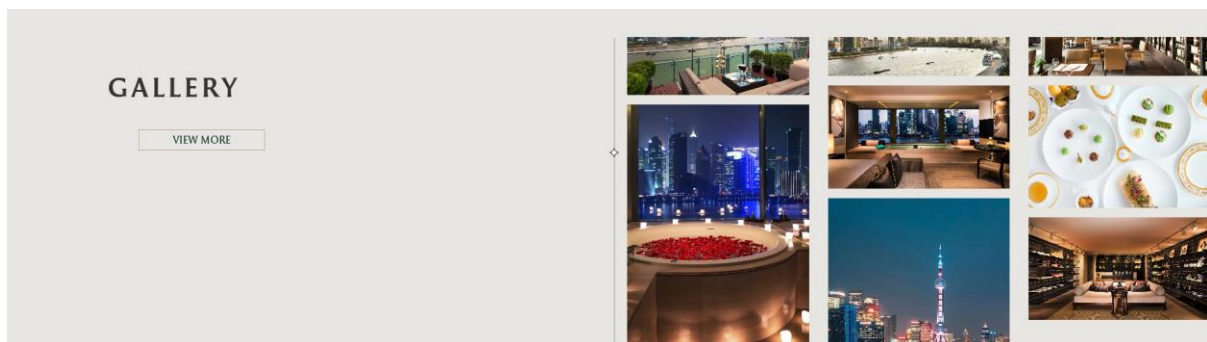
<b>CAPACITY SIZE</b> 2 204 sqm	<b>BEDS</b> King	<b>VIEW</b> Sea	<a href="#">DOWNLOAD FLOOR PLAN</a>
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### ROOM FEATURES AND AMENITY

- Coffee and Tea Making Facilities
- In-Room Safe
- Private Swimming Pool
- Complimentary Wi-Fi
- Private Garden
- Private Wooden Raft
- Free Local and International Calls
- Private Jet Pool
- Smart TV

## M18 – Gallery Preview

Preview of your photo gallery with a link to the full gallery. Photos have to be manually inserted.



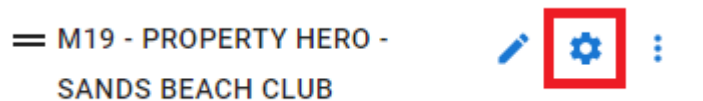
## M19 – Property Hero

Hero banner for all property pages, with optional background image. This component includes the breadcrumb menu. It should be the first component on every page you create.

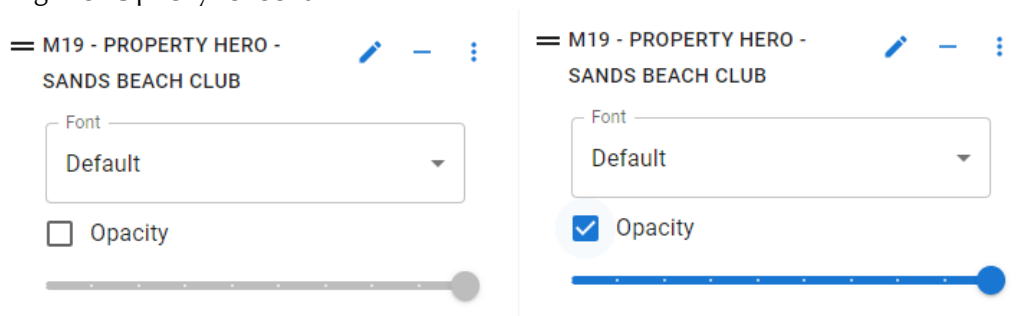
This is where you should put the page title.

Tip: when the text on image is too hard to read, you may adjust the opacity of the image to make it more readable.

1. Click on the gear icon



2. Flag the 'Opacity' checkbox



3. Adjust the opacity by dragging the sliding bar





Variation with no background image

<b>Banyan Tree</b>	<p style="text-align: center;"><b>LAGOON &amp; SUNSET ROOFTOP POOL VILLA</b></p> <p style="text-align: center;"><small>Home &gt; Mexico &gt; Banyan Tree Mayakoba &gt; Accommodation &gt; Lagoon &amp; Sunset Rooftop Pool Villa</small></p>
<b>Angsana</b>	<p style="text-align: center;"><b>Premier Seaview Room - King</b></p> <p style="text-align: center;"><small>Home &gt; Malaysia &gt; Angsana Teluk Bahang, Penang &gt; Accommodation &gt; Premier Seaview Room - King</small></p>
<b>Cassia</b>	<p style="text-align: center;"><i>TBC</i></p>
<b>Dhawa</b>	<p style="text-align: center;"><b>Sands Beach Club</b></p> <p style="text-align: center;"><small>Dhawa Ihuru</small></p> <p style="text-align: center;"><small>Home &gt; Test MB-9</small></p>



Variation with background image (adjustable opacity)



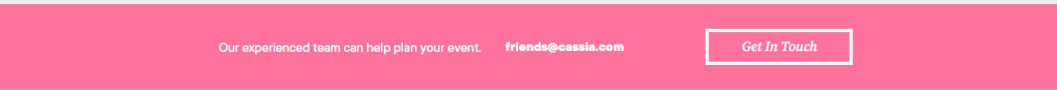
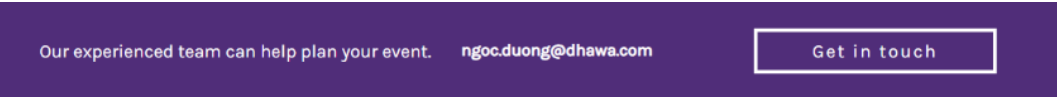
<p><b>Banyan Tree</b></p>	
<p><b>Angsana</b></p>	
<p><b>Cassia</b></p>	<p><i>TBC</i></p>
<p><b>Dhawa</b></p>	

## M22 – CTA Bar

Horizontal bar with contact details and CTA link.

### Main use:

- Meetings & Events, Weddings & Honeymoons pages for lead generation.

<b>Banyan Tree</b>	 A dark green horizontal bar with white text. On the left, it says "Our experienced team can help plan your event." followed by the email address "KualaLumpur@banyantree.com". On the right, there is a white rectangular button with the text "GET IN TOUCH".
<b>Angsana</b>	 A dark brown horizontal bar with white text. On the left, it says "Our experienced team can help plan your event." followed by the email address "reservations-langco@angsana.com". On the right, there is a white rounded rectangular button with the text "GET IN TOUCH".
<b>Cassia</b>	 A pink horizontal bar with white text. On the left, it says "Our experienced team can help plan your event." followed by the email address "friends@cassia.com". On the right, there is a white rectangular button with the text "Get In Touch".
<b>Dhawa</b>	 A purple horizontal bar with white text. On the left, it says "Our experienced team can help plan your event." followed by the email address "ngoc.duong@dhawa.com". On the right, there is a white rectangular button with the text "Get in touch".



## M23 – Experiences Grid

Automatically populates all your Experiences pages. This grid automatically updates whenever you add a new experience. It cannot be directly edited.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Banyan Tree</b></p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><b>Local Attractions and Activities</b> Make the most of your trip to Ringha with its breathtaking natural attractions and local activities.</p> <p><a href="#">READ MORE</a></p> </div> <div style="text-align: center;">  <p><b>Activities at Banyan Tree Ringha</b> Activities at our resort.</p> <p><a href="#">READ MORE</a></p> </div> <div style="text-align: center;">  <p><b>Tibetan Treks and Tours</b> Book customized activities and tours to fill your time in Ringha as you discover this enchanting destination and its local culture.</p> <p><a href="#">READ MORE</a></p> </div> </div>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Angsana</b></p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><b>Resort Activities</b> Experience a variety of interesting activities in Angsana Long Ca without even leaving the resort.</p> <p><a href="#">READ MORE</a></p> </div> <div style="text-align: center;">  <p><b>Local Attractions</b> Explore the sights of central Vietnam.</p> <p><a href="#">READ MORE</a></p> </div> <div style="text-align: center;">  <p><b>101 Things to Do</b> Whether it's the rich local culture or natural environments, explore the best that Long Ca's vicinity has to offer.</p> <p><a href="#">READ MORE</a></p> </div> </div>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Cassia</b></p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><b>Bangtao Beach</b> Idyllic beach on Phuket's west coast. Pristine sands, turquoise waters, peaceful atmosphere. Restaurants, beach clubs, and bars offer relaxation and entertainment. Perfect for a serene retreat with water activities and stunning sunsets.</p> <p><a href="#">Read More</a></p> </div> <div style="text-align: center;">  <p><b>Friday Night Market at Boat Avenue</b> A vibrant and bustling market that comes alive every Friday evening. Offering a unique blend of local culture, delicious food, and a wide variety of products, this market has become a popular attraction for both tourists and locals alike.</p> <p><a href="#">Read More</a></p> </div> <div style="text-align: center;">  <p><b>Porto de Phuket</b> A premier lifestyle destination that offers a unique fusion of luxury, shopping, and dining experiences.</p> <p><a href="#">Read More</a></p> </div> </div>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Dhawa</b></p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><b>Destination Dining</b> Exceptional dining experiences with the freshest ingredients in unique settings.</p> <p><a href="#">READ MORE</a></p> </div> <div style="text-align: center;">  <p><b>Culture &amp; Communit</b> Witness a blend of Maldives' cultural traditions and modernity amidst exciting celebrations and festivities.</p> <p><a href="#">READ MORE</a></p> </div> <div style="text-align: center;">  <p><b>Family Retreat</b> Dreaming of an exciting and memorable family holiday? Turn it into reality. Be here at Dhawa Ihuru, and we will welcome you with a generous array of family-friendly activities that are appealing to all ages.</p> <p><a href="#">READ MORE</a></p> </div> </div>



### M31 – Transport & Points of Interest

Nearby transportation and attractions. Information is automatically pulled from data entered in your property’s Details tab under the Transport and Points of Interest sections, and cannot be directly edited.

**TRANSPORT**

**Hangzhou Xiaoshan International Airport**  
 Hangzhou Xiaoshan International Airport (HGH) is one of the 12 major arterial airports in China, an international scheduled flight airport, a Class I open airport and an alternate airport for international flights.







**POINTS OF INTERESTS**

**Anji Bamboo Expo Park**  
 A national AAAA level scenic attraction with bamboo forests, bamboo-themed cultural experiences and a giant panda expedition hall

**Yunshang Caoyuan**  
 An alpine ski resort 30 min away by car

**Hello Kitty Park**  
 The world’s largest Hello Kitty theme park, covering 1.6 sqkm with a total investment of 2 billion yuan

**WEATHER**

					
12° / 12°	18° / 18°	19° / 19°	18° / 18°	17° / 17°	18° / 18°
Today	Saturday	Sunday	Monday	Tuesday	Wednesday

### M32 – Facilities and Services

A list of facilities and services at your property, with icons. Information is automatically pulled from data entered in your property’s Details tab under the Facilities & Services section, and cannot be directly edited.

**FACILITIES AND SERVICES**

-  Banyan Tree Gallery
-  Banyan Tree Spa
-  Complimentary Wi-Fi
-  Destination Dining
-  Fitness Centre
-  Kids Club
-  Swimming Pool

### M33 – Restaurant Details

Unique to individual Restaurant pages. Information is automatically pulled from data entered in the restaurant’s Common tab, and cannot be directly edited.

<b>Banyan Tree</b>	<p> Thai</p> <p> Resort Casual</p> <p> Mon–Sun: 6:30 pm – 11:00 pm (subject to change)</p> <p style="text-align: center;"><a href="#">DOWNLOAD MENU</a></p>	<p> 744 143 9124</p> <p> gsc-cab@banyantree.com</p> <p style="text-align: center;"><a href="#">MAKE A RESERVATION</a></p>
<b>Angsana</b>	<p> Asian, Japanese, Korean</p> <p> Smart Casual</p> <p> Exclusive breakfast for villa guests: 08:00 – 11:00 A la carte dinner: 18:30 – 23:00</p> <p style="text-align: center;"><a href="#">DOWNLOAD MENU</a></p>	<p> +30 2661 022900</p> <p> resorhost-carfu@angsana.com</p> <p style="text-align: center;"><a href="#">MAKE A RESERVATION</a></p>



<b>Cassia</b>	<p>🍷 BBQ, Drinks and Snacks, International, Light Meals, Seafood</p> <p>🍴 Casual</p> <p>🕒 Breakfast: 6:30 am - 10:30 am Lunch: 10:30 am - 5:00 pm Dinner: 5:00 pm - 9:30 pm</p> <p><a href="#">Download Menu</a></p>	<p><b>Address</b></p> <p>64-64/1 Moo 4 , Cherngtalay, Talang, Phuket 83110 Thailand</p> <p>☎ +66(0)76 356 999</p> <p>✉ <a href="mailto:eatanddrinkca-phuket@cassia.com">eatanddrinkca-phuket@cassia.com</a></p> <p><a href="#">Make A Reservation</a></p>
<b>Dhawa</b>	<p>🍷 International</p> <p>🍴 Casual</p> <p>🕒 11:00 am - 11:00 pm</p> <p><a href="#">Download Menu</a></p>	<p><b>Address</b></p> <p>Dhawa Ihuru</p> <p>☎ 960-664-3502</p> <p>✉ <a href="mailto:reservation-ihuru@dhawa.com">reservation-ihuru@dhawa.com</a></p> <p><a href="#">Make a reservation</a></p>

### M36 – Terms and Conditions

A text-only block for information that you want to be displayed in full. Background colour can be adjusted as needed.

#### **Main uses:**

- Listing offer terms & conditions
- Listing venue equipment and services
- COVID-19 travel advisories

## Terms & Conditions

- Early check-in and late check-out are subject to availability.
- Late check-out from 12:00 pm to 6:00 pm will be charged 50% of the Best Available Rate of the day.
- Late check-out from 6:00 pm will be charged 100% of the Best Available Rate of the day.
- Reservations will be cancelled at hotel's discretion without prior notice should an invalid card be submitted.
- Extra Bed request is subject to extra charge.

### M41 – Paragraph

A wide column of text with several header options for titles and body text, and ability to change text alignment. Text can be formatted and hyperlinked. Clicking on the gear icon allows you to change the size of the title and set the paragraph text alignment.

#### **Main uses:**

- Text-heavy sections or pages



- Standalone headers

## M 4 1 PARAGRAPH

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod **tempor** incididunt ut labore et dolore magna aliqua. Ut **enim** ad minim veniam, **quis nostrud exercitation** ullamco laboris nisi ut aliquip ex ea commodo consequat.


- Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur.
- Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.



## M42 – Tabs

For displaying information in tabs. These can include one or more M06 components. Refer back to M06 Horizontal Card section for the different variations.

THE POSSIBILITY PODCAST    ABOUT



### MELATI WIJSEN: PERSONAL RITUALS OF CHANGEMAKING


Honoured by Time Magazine as one of the 100 Most Influential Teens in the world, Melati is a 21-year-old full-time changemaker and co-founder of Bye Bye Plastic Bags. She has spoken on world stages such as the UN and TED along with being on the FORBES 30 under 30.

DISCOVER

### JESSICA NABONGO: KINDNESS BEYOND BORDERS

2019 was the year Jessica Nabongo became the first documented black woman who travelled to all 195 Nations across the planet. Author of 'The Catch Me if You Can', her brand new book published by National Geographic represents a new approach to travel and being.


DISCOVER



THE POSSIBILITY PODCAST    ABOUT

### THE POSSIBILITY PODCAST

As we sit with change-makers and frontier disruptors and shift the direction of Compass to a world with brighter possibilities, we feature the lives, travels and works of a panel of distinctive minds of our time, humans who have reclaimed the narrative, curated and created new ways of seeing life.



## The Possibility Podcast

by Banyan Tree



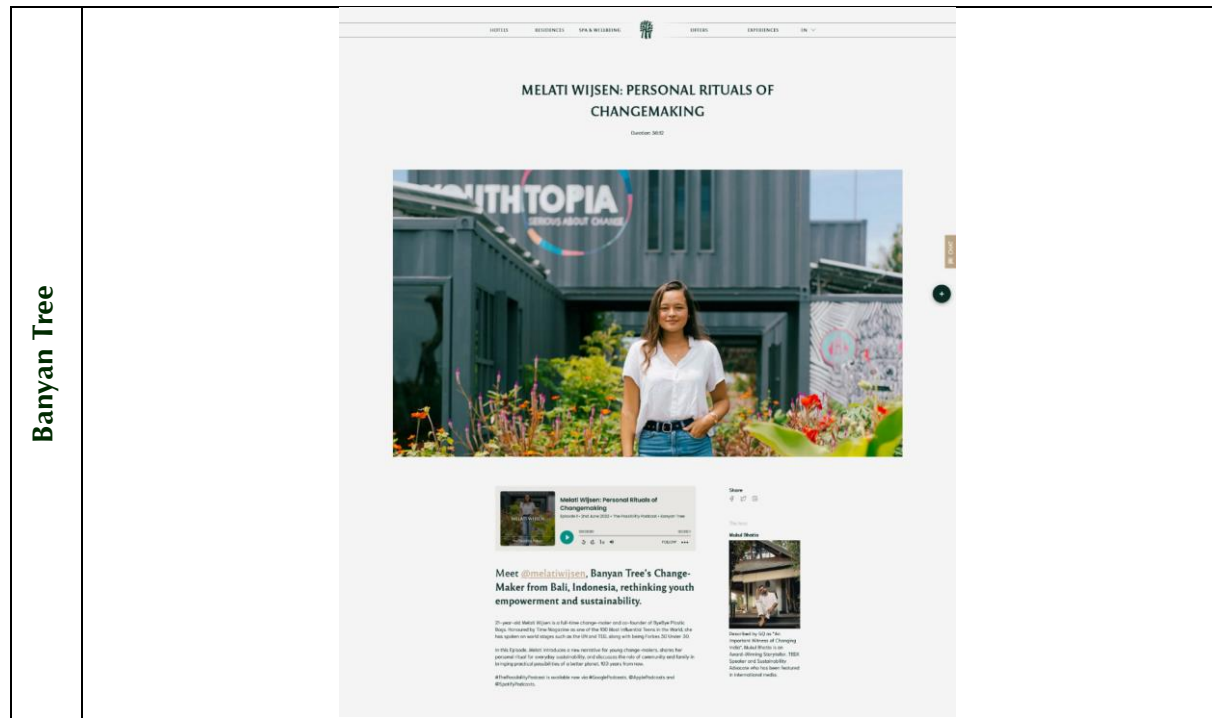


## M44 – Blog Details


Blog component with a title, subtitles with icons, image, embedded HTML content and WYSIWYG text area.

### Main uses:

- Blog posts
- Text-heavy content
- Embedded HTML content




Angsana

Home Podcasts Spots & Webinars  Offers Events

### MELATI WISEN: PERSONAL RITUALS OF CHANGEMAKING

November 2022



Meet [@melatiwisen](#) Banyan Tree's Change-Maker from Bali, Indonesia, rethinking youth empowerment and sustainability.

20-year-old Melati Wisen is Bali's first climate activist and the founder of *Piyebye* (That's Right, Kawan! and I Love Singapore) and the *100% Plastic Free* movement. She has been the youngest and youngest solo act in the UK and US, along with her partner, 20-year-old...


In the Republic of Bali, Melati has been a vocal activist for various climate matters, at the local level, as well as her global visibility through her social media posts of awareness and her role in global climate protests in London during COP26. She is from Bali.

#Piyebye #PlasticFree #ClimateAction #SustainableLiving #Indonesia #Bali #MelatiWisen

Share

Published on November 2022


Author: Emma



Cassia

### Unlocking the Benefits of Rewilding Yourself

Duration: 20:47



Anna Oppa: Mobilizing citizens to change behaviours and take collective action

30-August-2022 - The Possibility Project - Banyan Tree

In the face of mounting environmental challenges, the concept of rewilding presents a glimmer of optimism. This approach to conservation and ecological restoration strives to return nature to a harmonious and resilient state by reintroducing native or lost flora and fauna into their natural habitats, and effectively rehabilitating ecosystems, fostering biodiversity, and mitigating the adverse impacts of climate change.

Globally, rewilding strategies are being deployed to mend scarred landscapes. One notable technique is the Miyawaki method, pioneered by Japanese plant ecologist Professor Akira Miyawaki, where 100% organic, dense and diverse forests are created within a short span of 20-30 years. At [https://www.possibilityproject.com/rewilding-100-organic-forest/](#), we share more about our practices.

Notably, our Earth is not the sole beneficiary of rewilding principles. In recent times, a movement known as 'Urban Rewilding' has gained traction for its positive impact on health and wellbeing.

Share



## Melati Wijzen: Personal Rituals of Changemaking

Duration: 26:12



Dhawa



### Meet @melatiwijzen, Banyan Tree's Change-Maker from Bali, Indonesia, rethinking youth empowerment and sustainability.

21-year-old Melati Wijzen is a full-time changemaker and co-founder of Nyaiye Plastic Bags, honored by Time Magazine as one of the 100 Most Influential Teens in the World, she has spoken on world stages such as the UN and TED, along with being Forbes 30 Under 30.

In this Episode, Melati introduces a new narrative for young change-makers, shares her personal ritual for everyday sustainability, and discusses the role of community and family in bringing practical possibilities of a better planet, 100 years from now.

#ThePossibilityPodcast is available now via @GooglePodcasts, @ApplePodcasts and @SpotifyPodcasts.

### Share

The host

**Kathryn Romeyn**

Published by AFAR, Travel + Culture and countless other titles, Kathryn Romeyn is a multi-based travel journalist, podcast host, photographer, and devoted explorer of the world's most unique cultures and environments.







## M45 – Promotion Popup

A popup that appears on the page after a specified number of seconds. It can include an image, description and CTA, and you can set the maximum number of times it appears for each user.

### Main uses:

- Highlighting promotions
- Notifying visitors of important travel advisories

<p><b>Banyan Tree</b></p>		 <p><b>Live Well, Travel Well</b></p> <p>Travel makes everything feel different. Experience new destinations, transform perspectives, and live life as it's meant to be.</p> <p>Live life through a different lens with our limited time offers.</p> <p><a href="#">EXPLORE</a></p>	
<p><b>Angsana</b></p>		 <p><b>Live Well, Travel Well</b></p> <p>Travel makes everything feel different. Explore new destinations, treasure every moment, and feel it in every sense.</p> <p>Live life through a different lens with up to 40% off stays and complimentary breakfast.</p> <p><a href="#">BOOK NOW</a></p>	
<p><b>Cassia</b></p>		 <p><b>Best Available Rate</b></p> <p>Looking for a deal that has the best of everything? Enjoy flexible stay benefits, free cancellations, and tasty breakfast for your crew. Book direct for best rates.</p> <p><a href="#">Read More</a></p>	
<p><b>Dhawa</b></p>		 <p><b>Live Well, Travel Well</b></p> <p>Travel changes everything. Visit somewhere new to discover fresh insights and ignite your curiosity.</p> <p>Live life through a different lens with up to 40% off stays and breakfast included.</p> <p><a href="#">EXPLORE</a></p>	

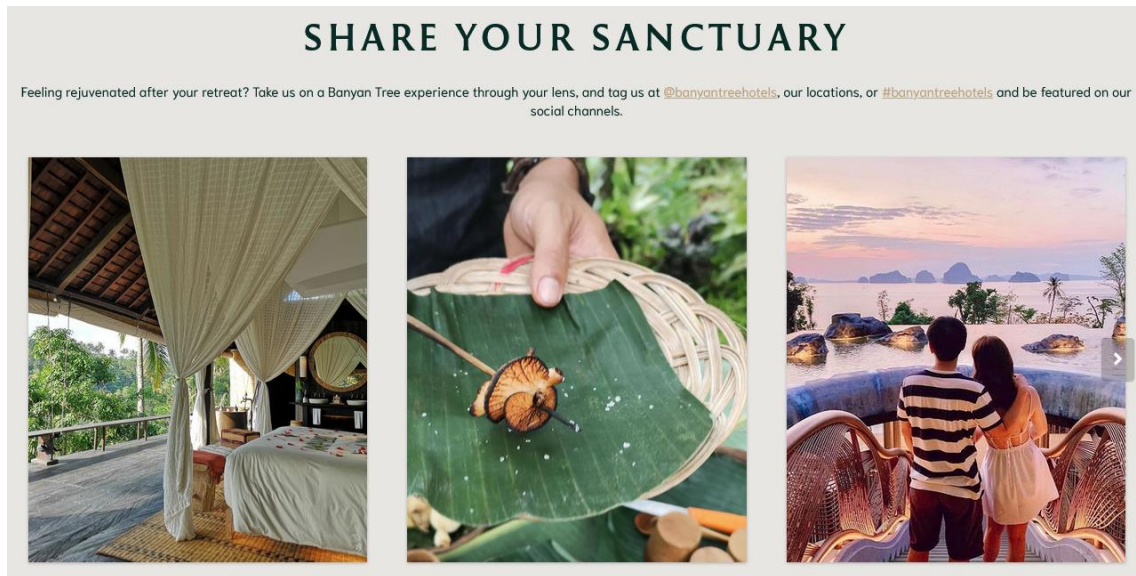


## M46 – Embedded Widget

For embedding iframes. Title field is needed for it to appear, but you can just add a space. Title size and text alignment are adjustable.

### **Main uses:**

- Social media feeds
- VR tours



## U04 – Venue Configurations

Unique to Venue pages. This shows the venue capacities for various seating arrangements. Information is automatically pulled from data entered in the venue's Common tab, and cannot be directly edited.

### Occupancy by Configuration

U-Shape	14 guests
Boardroom	17 guests



### U05 – Hotel Venues List

A list of all the venues at your property. You can configure this to show either Meetings or Wedding venues (or both) by clicking on the gear icon on the component in the page builder. Information is automatically pulled from data entered in the various venues' Common tabs, and cannot be directly edited.

	Boardroom	Classroom	Free Standing	Round Table	Theatre	U-Shape
The Lagoon Deck Meeting	100	220	300	180	300	80
Banyan Room	33	54	81	50	80	34
Angsana Room	33	42	50	50	60	30
Cassia Room	33	36	80	50	60	30

### U08 – Venue Summary

Unique to Venue pages. This displays details about the venue such as its size, max occupancy, and a link to a floor plan if any. Information is automatically pulled from data entered in the venue's Common tab, and cannot be directly edited.

MAX OCCUPANCY	SIZE	HEIGHT
260	316.00 sqm (3401.40 sqft)	4.50 m (48.40 ft)



## U09 – Accordion

This text-only component helps you condense a lot of information in a small place, where users can expand each item to view more details.

### Main uses:

- Listing different experiences on the individual Experience pages
- Listing important information such as hotel policies

### Example with further details on Experiences page

Activities & Experiences Expand All

---

Thai Cooking Class —

Learn how to cook your favourite Thai dishes so you can recreate them when you are back home. Available every Tuesday at 4.00 pm. Private classes can be arranged at other times (additional charges may apply)

**TIMING**

4:00 pm every Tuesday

---

Muay Thai Class +

### Example on Accommodation page

Expand All

---

Early Arrival / Late Departure Policy —

- Check-in time is from 3:00 pm and check-out time is until 12:00 pm.
- Early check-in and late check-out are subject to availability.
- Late check-out from 12:00 pm until 4:00 pm will be charged 50% of the Best Available Rate of the day.
- Late check-out from 4:00 pm will be charged 100% of the Best Available Rate of the day.

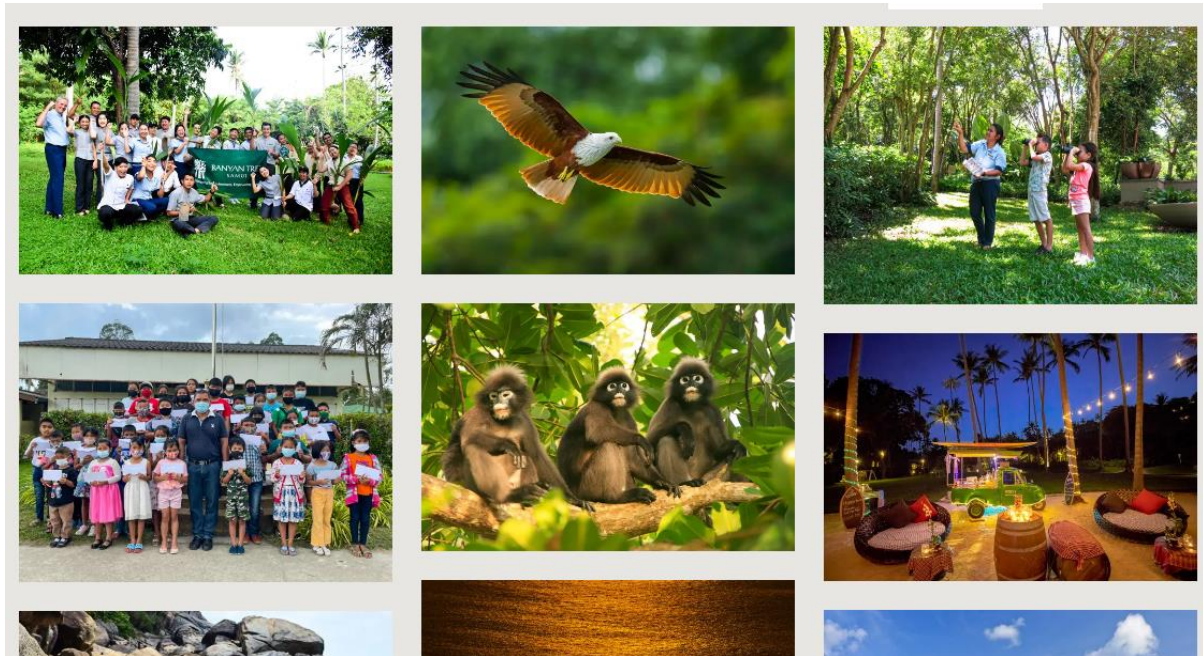
---

Cancellation Policy +



## U12 – Full Gallery

A full photo gallery to showcase images of your property. This is the main component on the Gallery page. You can also use it as a photo album on custom pages, for example if you had a property event and want to create a microsite including lots of photos from the event.



## U15 – Property Venue Summary

An overview of the venues offered by your property. Total Accommodations is the total number of rooms, suites and villas you have, while Meet and Feed refers to the maximum number of guests you can host and feed at the same time.

Information is automatically pulled from data entered in your property's Venue tab, and cannot be directly edited.

TOTAL ACCOMMODATIONS

70

TOTAL EVENT SPACE

132sqm (1421 sqft)

MEET AND FEED



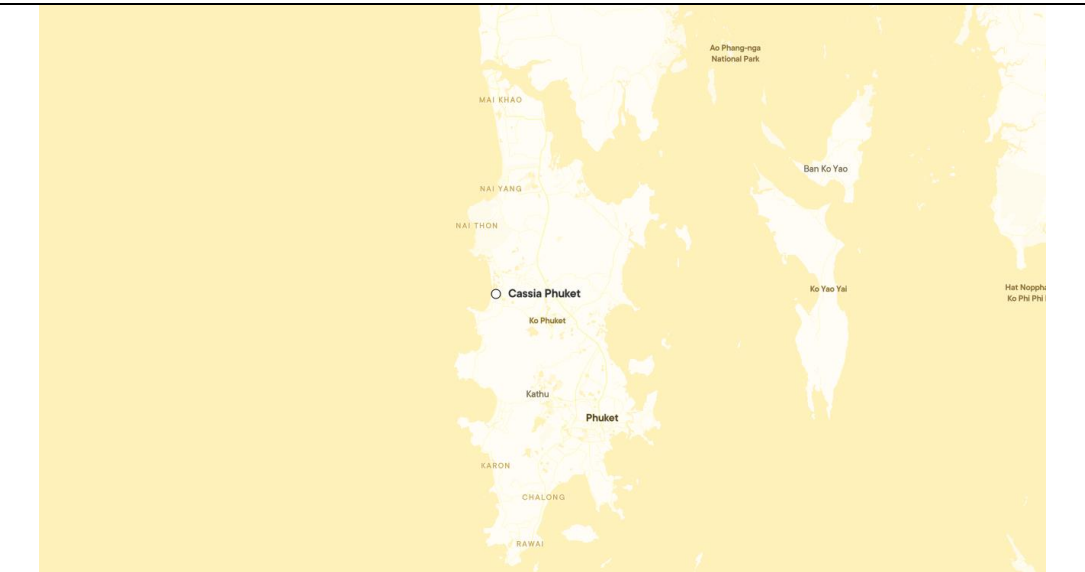
300





## U19 – Hotel Single Location Map

This adds a map of the area with your property marked out on the map. It cannot be directly configured. It gets coordinates from the Geolocation tab when editing your main property page.

<b>Banyan Tree</b>	
<b>Angsana</b>	
<b>Cassia</b>	

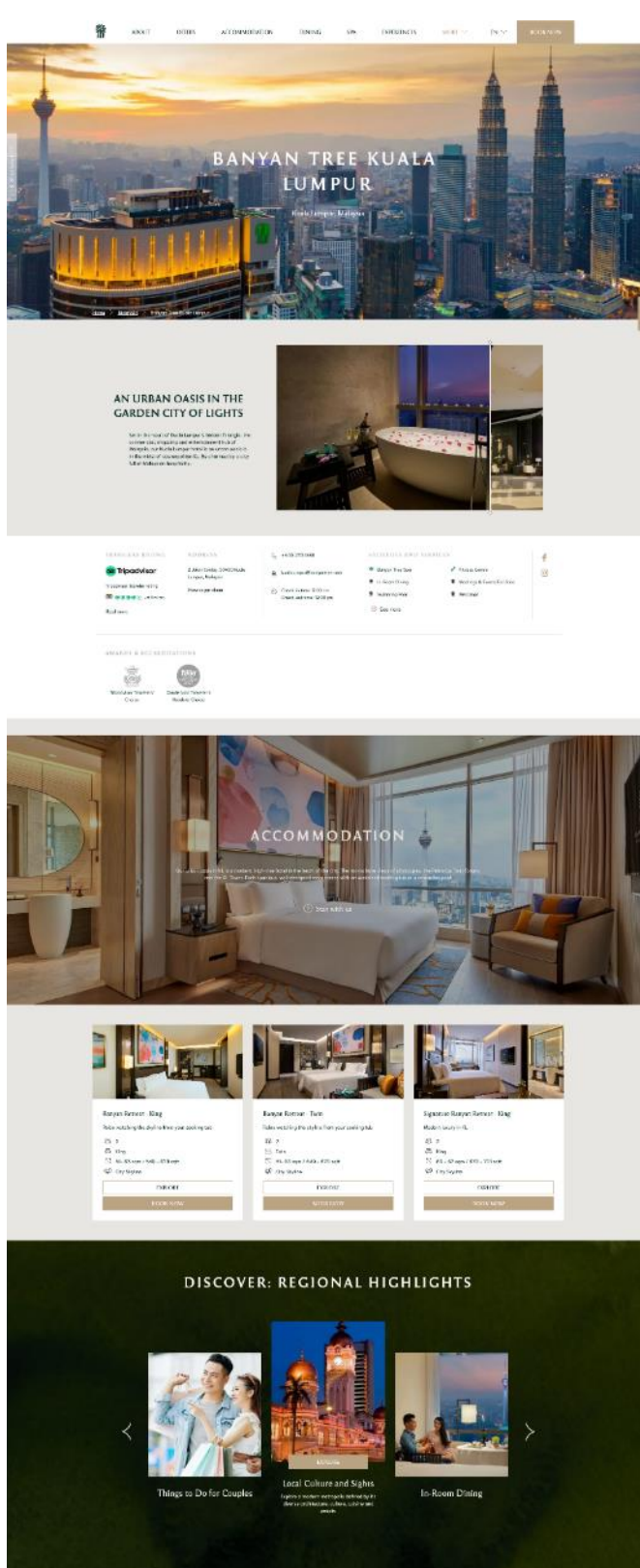


Dhawa	<i>TBC</i>
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### 3. PAGES SETUP

#### 3.1 PROPERTY HOMEPAGE & DETAILS



Property menu (3.1.2)

Hero banner with property name and location (3.1.7.1)

Two images of your property with a short intro. (3.1.7.2)

Property details, social media, awards and press. (3.1.4.4-5)

Banner(s) to highlight parts of the website. (3.1.7.4)

Featured accommodation. (3.1.7.5)

Regional or property highlights. (3.1.7.6)



### 3.1.1 Editing Property Homepage

Select 'Hotel / Property' under Content type and click Filter. Click 'Edit' to open the editing screen.

The screenshot shows a content management interface. At the top, there is a '+ Add content' button. Below it are filter fields for 'Title', 'Hotel' (set to 'None'), 'Content type' (set to 'Hotel / Property'), 'Published status' (set to '- Any -'), and 'Language' (set to '- Any -'). There are 'Filter' and 'Reset' buttons. Below the filters is an 'Action' dropdown set to 'Delete content' and an 'Apply to selected items' button. A table of content items is displayed with columns: TITLE, TRANSLATION LANGUAGE, CONTENT TYPE, HOTEL, AUTHOR, STATUS, UPDATED, and OPERATIONS. The first row is for 'Banyan Tree Anji (Test)' with 'English' translation language, 'Hotel / Property' content type, 'admin' author, 'Published' status, and '10/20/2021 - 09:49' updated. The 'Edit' button in the OPERATIONS column for this row is circled in red.

[Home](#) » » [Banyan Tree Kuala Lumpur](#)

#### Name \*

Banyan Tree Kuala Lumpur

#### External Link

- When a user click on the Explore CTA, he will be redirected to this link if it is not empty.
- This must be an external URL such as <http://example.com>.

- **Name:** Your property name
  - This should be your full property name, e.g. 'Banyan Tree Nanjing Garden Expo', and not 'Nanjing Garden Expo'.
  - This is also where you can add/remove opening dates for pre-opening hotels, indicate that your hotel is temporarily closed, or edit a translated name. For example: 'Banyan Tree Puebla (Opening Q4 2021)'
- **External Link** (for hotel websites that are not hosted on banyantree.com or angsana.com, such as Buahana.)



### 3.1.2 Property Menu

The **Property Menu** is where you can manage your menu links. You can rearrange menu items by clicking on the grey icon on the left and dragging them to the position you want.

- **URL:** The page the link leads to. This can be an external website, or you can start typing to select an existing page.
- **Link text:** How a link is displayed in the menu.
- **Page type:** The page category.

PROPERTY MENU \*

URL \* Link text \*

Banyan Tree Kuala Lumpur (748) About

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<nofollow>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

+

▼ ATTRIBUTES

Page type

Default

---

URL Link text \*

Offers (1104) Offers

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<nofollow>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

+

▼ ATTRIBUTES

Page type

Offers

Please do not touch the **URL** fields for existing pages unless they are wrong. Most properties have the same page names. You won't be able to tell which one is yours, like in this example:

URL

wedding venues

+

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Wedding Venues

Add

Common \* Details \* Card \* Venue \* Page

#### 3.1.2.1. Linking new pages

As an example, if BT Samui wants to link a new Sustainability page:

- Include your property name in the new page's title: 'BT Samui – Sustainability'
- Go to your property menu in the CMS and click 'Add another item'
- Under **URL**, search for and select 'BT Samui – Sustainability'. This will link the page.
- For **Link text**, put 'Sustainability'
- Go back to edit the Sustainability page's title to just 'Sustainability'
- The page will remain correctly linked in the menu.



### 3.1.3 Property Settings

#### 3.1.3.1 Configuration

Under the **Common** tab are your hotel configuration details:

- **Tags:** Select the type of property this is: Beach, Mountains, Urban, Culture, Nature
- **Destinations:** Ignore
- **Region:** Africa, Asia-Pacific, Europe, North America, South America
- **Location:** Select your city, or select country if your city is not available.

Property menu *	Common *	Details *	Card *	Venue	Page
-----------------	----------	-----------	--------	-------	------

**Tags**

Culture  
Mountains  
Nature  
Urban

**Destinations**

Destination1  
Destination2

**Region**

Asia-Pacific

**Location \***

-Kuala Lumpur



### 3.1.3.2 Booking Engine Settings:

**Booking CTA label**

**Booking URL**

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<nolink>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

▼ **BOOKING ENGINE SETTINGS**

**Hotel code**

**Theme code**

**Config code**

**Room code**

**Currency**

- **Booking CTA label** (Pre-opening hotels only): 'Book Now'
- **Booking URL** (Pre-opening hotels only): Link to the booking form:

For Banyan Tree:

<https://www.banyantree.com/booking> (EN)

<https://www.banyantree.com/cn/booking> (CN)

For Angsana:

<https://www.angsana.com/booking> (EN)

<https://www.angsana.com/cn/booking> (CN)

For Cassia:

<https://www.cassia.com/booking> (EN)

<https://www.cassia.com/cn/booking> (CN)

For Dhawa:

<https://www.dhawa.com/booking> (EN)

<https://www.dhawa.com/cn/booking> (CN)

- **Hotel Code:** Your SynXis hotel code
- **Theme Code:** BTSBE for Banyan Tree properties, ANSBE for Angsana properties, CASBE for Cassia properties and DHSBE for Dhawa properties
- **Config Code:** BTSBE for most Banyan Tree properties, ANSBE for most Angsana properties, CASBE for most Cassia properties and DHSBE for most Dhawa properties



- **Room Code:** Ignore
- **Currency:** By default, visitors who click Book Now on your pages will see hotel rates in their local currencies. If you want them to see a specific currency, you can override that [here](#).

Several properties have their own unique config code. Check with your internal reservations team if you are unsure.









### 3.1.4 Property Details

#### 3.1.4.1 General Details

Under the **Details** tab are hotel details that will be shown on your landing page under the hero banner.

<b>TRAVELERS RATING</b>  Tripadvisor traveler rating  <a href="#">Read more</a>	<b>ADDRESS</b> 2, Jalan Conlay, 50450 Kuala Lumpur, Malaysia <a href="#">How to get there</a>	+ 603 2113 1888 kualalumpur@banyantree.com Check-in time: 3:00 pm Check-out time: 12:00 pm	<b>FACILITIES AND SERVICES</b> Banyan Tree Spa In-Room Dining Swimming Pool See more Fitness Centre Meetings & Events Facilities Weddings	 
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

- **Tripadvisor ID:** If any
- **Tripadvisor widget:** If any
- **Address:** The property's address
- **Phone:** You can add up to 2 phone numbers for queries
- **Fax:** Optional
- **Email:** For general queries
- **Email RFP Wedding:** For queries about weddings
- **Email RFP Meeting:** For queries about meetings & events

<b>Property menu *</b>	<b>Common *</b>	<b>Details *</b>	<b>Card *</b>	<b>Venue</b>	<b>Page</b>
------------------------	-----------------	------------------	---------------	--------------	-------------

**Tripadvisor ID**

You can find the Tripadvisor ID in the hotel TripAdvisor URL.  
Example: [https://www.tripadvisor.com/Hotel\\_Review-g1188000-d1796660-Reviews-Banyan\\_Tree\\_Samui-Lamai\\_Beach\\_Maret\\_Ko\\_Samui\\_Surat\\_Thani\\_Province.html](https://www.tripadvisor.com/Hotel_Review-g1188000-d1796660-Reviews-Banyan_Tree_Samui-Lamai_Beach_Maret_Ko_Samui_Surat_Thani_Province.html)  
The ID is in bold. For this URL, the ID is 1796660.

**Tripadvisor widget**

```
<div id="TA_cdsratingsonlynarrow327" class="TA_cdsratingsonlynarrow"><ul id="P9lhLsJp4kl" class="TA_links poHgsxPOdT"><li id="Syh3NtyUB" class="FhCe7A"><a target="_blank" href="https://www.tripadvisor.com/Hotel_Review-g298570-d14166349-Reviews-Banyan_Tree_Kuala_Lumpur-Kuala_Lumpur_Wilayah_Persekutuan.html"></a></li></ul></div><script async src="https://www.jscache.com/wejs?wtype=cdsratingsonlynarrow&uniq=327&locationId=14166349&lang=en_US&border=false&amp;display_version=2" data-loadtrk onload="this.loadtrk=true"></script>
```

**Address**

[Show row weights](#)

**PHONE**

**Fax**

**Email**

**Email RFP Wedding**

**Email RFP Meeting**

- **Check in & check out times:** For consistency, please use the same time format as the example (e.g. **3:00 pm** instead of 15:00)



- **Facilities & services:** Select from the list. Hold down Ctrl (PC) or Command (Mac) to select multiple items. Try to limit to 12 or fewer.

**Check in time**

**Check out time**

**Facilities and services \***

- Airport Shuttle
- Archery Range
- Banyan Tree Gallery
- Banyan Tree Spa

### 3.1.4.2 Property Awards and Press

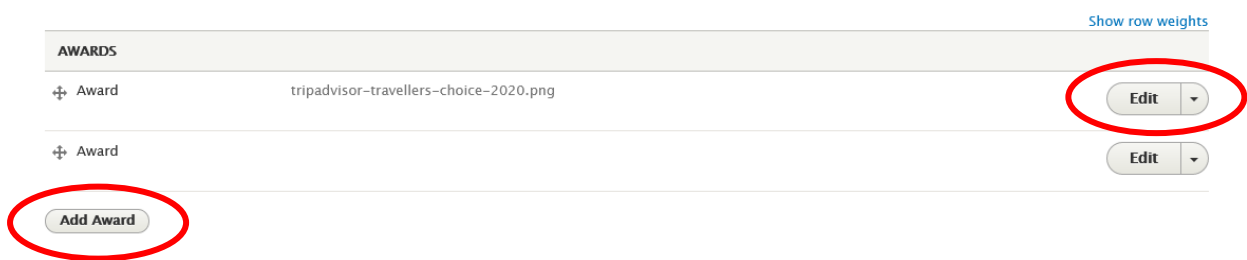
This section appears under the hotel details bar on the landing page. If you have no awards or press, the section will not be visible.

## AWARDS & ACCREDITATIONS



The Awards section is located under Facilities and Services on the CMS.

Click 'Edit' or 'Add Award' under the Awards section.



If you want to add an award with a logo, click **Add media** to open the image library.



✦ Award Remove

**IMAGE**

No media items are selected.

**Add media**

One media item remaining.

**Title \***

**Year**

Search for the award to see if the logo is already uploaded. Select it and click **Insert Selected**. If there is no existing logo, **contact HQ** and send any image files you have. This is to avoid multiple properties uploading duplicate logos for the same awards.





**Add or select media** ✕

**Add file**

No file selected.

One file only.  
80 MB limit.  
Allowed types: png gif jpg jpeg.

**Name**  **Sort by** Newest first  Grid Table

<input type="checkbox"/>  <small>tripadvisor-travellers-choic...</small>	<input checked="" type="checkbox"/>  <small>tripadvisor-travellers-choic-2020.png</small>	<input type="checkbox"/>  <small>tripadvisor-travellers-choic...</small>	<input type="checkbox"/>  <small>tripadvisor-best-of-the-be...</small>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------

1 of 1 item selected

- **Title:** Type in the name of the award.
- **Year:** If the award name already has the year, you can leave this blank. This field is shared across all translations.



**AWARDS**

+ Award Collapse ▾

**IMAGE**



tripadvisor-travell...

The maximum number of media items have been selected.

**Title \***

Travellers' Choice Awards 2020

**Year**

▾ ▹

Under the Press section, you can add links to good reviews or other press coverage of your property to appear on the property homepage.

- **Title:** Name of the publication, e.g. Travel & Leisure, Forbes
- **Year:** Year of the review
- **URL:** Link to the review, if available

**PRESS**

+ Press Remove

**Title \***

Forbes

**Year**

2018 ▾ ▹

**URL**

<https://www.forbes.com/hotel-review-example>

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<nolink>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

Add Press

These should be reviews made within the last 5 years if possible.



### 3.1.4.3 Social Media

- **Type:** Options: Facebook, Instagram, Youtube, WeChat, WeiBo, LinkedIn, TikTok, Twitter, DouYin, XiaoHongShu, Line, Medium, Vkontakte, Pinterest
- **Link:** Link to the social media channel
- **QR Code:** For WeChat and other social media channels with QR Codes

**SOCIAL MEDIAS**

✚ Social media CTA Collapse ▾

**Type \***

**Link**  
  
This must be an external URL such as <http://example.com>.

**QR CODE**

No media items are selected.

One media item remaining.

---

✚ Social media CTA Instagram, <https://www.instagram.com/banyantreetamoudabay/> Edit ▾

If you want to add a social media channel not listed here, contact HQ.



### 3.1.4.4 Nearby Transportation

Under Transport, add information on the nearest airport, train stations, bus stations etc. Click Add Paragraph with icon to insert a new item.

**TRANSPORTS**

✚ Paragraph with icon Edit ▾

---

✚ Paragraph with icon Edit ▾

---

✚ Paragraph with icon Edit ▾

---

**Add Paragraph with icon**

- **Icon:** Ignore
- **Title:** e.g. Phuket International Airport
- **Body:** Short description including distance and how long to get there from your property.

**TRANSPORTS**

✚ Paragraph with icon Collapse ▾

**ICON**

No media items are selected.

**Add media**

One media item remaining.

**Title**

Tangier Ibn Battouta Airport

**Body\***

90 km from hotel | 1 hr 15 min drive  
Tangier Ibn Battouta Airport is an international airport in Tangier named after a famous Moroccan traveller born in the city. The airport operates with many airline companies from all over the world and handles millions of passengers throughout the year.



### 3.1.4.5 Points of Interest

Add a few attractions and important landmarks near your property.

- **Icon:** Ignore
- **Title:** Name of attraction
- **Body:** Short description (try to keep this to 1 sentence. You can use the Experiences section of your property website to go into more detail on local attractions.)

**POI**

⊕ Paragraph with icon Collapse ▾

**ICON**

No media items are selected.

[Add media](#)

One media item remaining.

**Title**

Petronas Twin Towers / KLCC (Kuala Lumpur Convention Centre)

**Body \***

Kuala Lumpur's landmark towers and convention centre are located 2.6 kilometres from the hotel. Walk for about 20 minutes via the KLCC – Bukit Bintang pedestrian bridge, or take a short, 10-minute drive there.

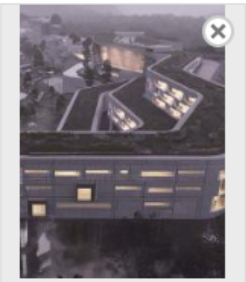


### 3.1.5 Property Card

The Card tab is where you edit the data that will be shown for your property in the Banyan Tree, Angsana, Cassia or Dhawa hotels menu, as well as the hotels listing page.

<b>Common *</b>	<b>Details *</b>	<b>Card *</b>	<b>Venue *</b>	<b>Page</b>
-----------------	------------------	---------------	----------------	-------------

**THUMBNAIL GALLERY \***



bt-nanjing-card.jpg

**Add media**

**Summary \***

Banyan Tree Nanjing Garden Expo is the first Banyan Tree resort in Tangshan of Jiangsu province, China. Known for its hot springs, the resort is located in Nanjing, a historic capital of six dynasties spread over 2,500 years, and built in a mine valley hidden by a cascading cliff-top waterfall.

Note that this image will appear as a portrait (vertical) image on desktop, but square or landscape (horizontal) image on mobile and tablet. The image should be versatile enough to look good in different dimensions.

You can add more than 1 image here, which users will be able to swipe through on the hotel list page. Try not to have more than 4.





### 3.1.6 Venue Tab

This tab populates data on your Meetings and Weddings landing pages.

- **Total space (m2):** The total event space you have in square metres
- **Sqft:** The total event space in square feet
- **Largest Ballroom:** The maximum number of guests that can fit in your largest ballroom (leave blank if you do not have any ballrooms)
- **Meet & Feed:** The maximum number of guests you can host and feed at one go
- **Total Accommodations:** The total number of rooms, suites and villas you have

**NOTE:** The numbers in these fields cannot have decimals or you won't be able to save the page.

Property menu *	Common *	Details *	Card *	Venue	Page
-----------------	----------	-----------	--------	-------	------

▼ VENUE

**Total space (m2)**

**Sqft**

**Largest ballroom**

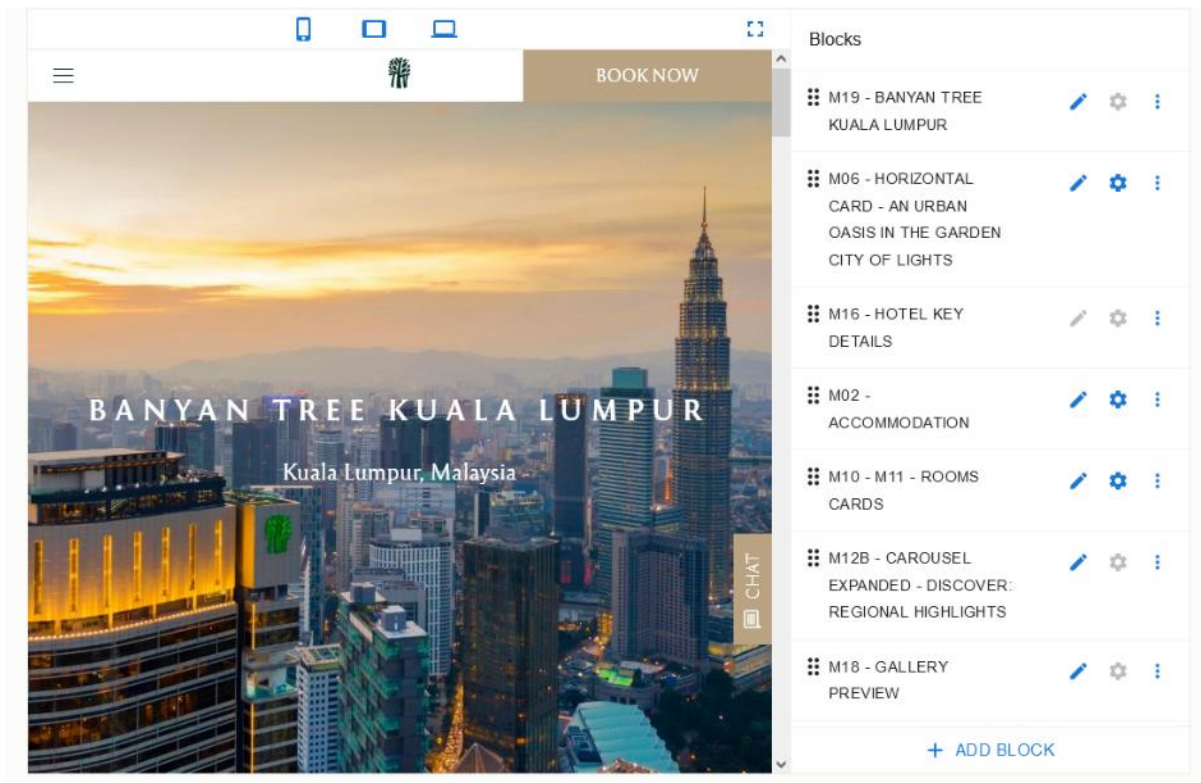
**Meet & Feed**

**Total accommodations**



### 3.1.7 Property Homepage: Page Builder

This tab lets you edit the page components and preview the changes live. (The M36 Terms & Conditions block is the exception.)



HQ will build the initial page structure before handing over access.

#### Required Components (please do not remove or rearrange these)

- **M19:** Hero banner with a masthead image, the property name and its location
- **M06:** Hotel introduction with 1-2 images OR **M02:** Hotel introduction, no image
- **M16:** Hotel key details (address, contact, check in/out times, social media, awards, etc). The data is auto-generated from what you put in the Details tab.
- **M02:** Banner (to feature a page you want to highlight, e.g. rooms, meetings & events)
- **M10-11:** Rooms Cards (list 2-4 featured rooms/villas)
- **M12B:** Carousel (to showcase a series of items, e.g. regional highlights)

#### For properties with a photo gallery (put this as the last component)

- **M18:** Gallery preview

Click the edit icon (pencil) next to each component to edit it. When you have finished editing the property page and other details, be sure to click “**Save (this translation)**”.

You will know a page has been saved when you are redirected to the Dashboard with a note saying that the page has been saved. **If not, check that all mandatory fields (marked with \*) have been filled in.**



### 3.1.7.1 Hero Banner (M19) – Required



☰ M19 - PROPERTY HERO -  
BANYAN TREE KUALA  
LUMPUR



Banner image



kuala-lumpur\_...

SELECT MEDIA

The maximum number of media items have been selected.

Title

Banyan Tree Kuala Lumpur

Subtitle

Kuala Lumpur, Malaysia

Description

All M19 banner images should be 1920x1080px.

Image should show the property exterior, and not be too bright so that the property name is readable on top of it.

If needed, you can click on the **gear icon** (circled) to adjust the image opacity so that the text is more visible.

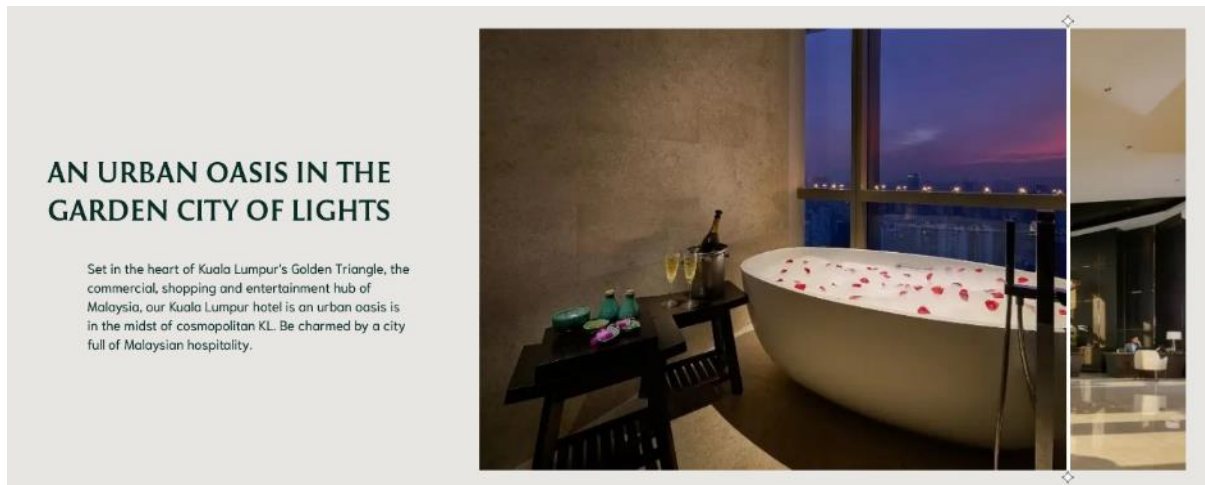
Property Name

The city and country of your property

Leave blank



### 3.1.7.2 Property Introduction (M06) – Required

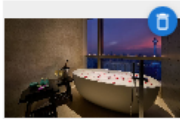


## AN URBAN OASIS IN THE GARDEN CITY OF LIGHTS

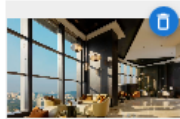
Set in the heart of Kuala Lumpur's Golden Triangle, the commercial, shopping and entertainment hub of Malaysia, our Kuala Lumpur hotel is an urban oasis in the midst of cosmopolitan KL. Be charmed by a city full of Malaysian hospitality.

M06 - HORIZONTAL  
CARD - AN URBAN  
OASIS IN THE GARDEN  
CITY OF LIGHTS

Image



bt-kl-intro-2.jpg



bt-kl-intro.jpg

SELECT MEDIA

The maximum number of media items have been selected.

Title

An Urban Oasis in the Garden City of Lights

Description

Set in the heart of Kuala Lumpur's Golden Triangle, the commercial, shopping and entertainment hub of Malaysia, our Kuala Lumpur hotel is an urban oasis in the midst of

On other pages, you can use the gear icon to choose whether the text is left of the image ('Row') or right of the image ('Row reverse'). For this page, leave it as the default 'Row'.

Two images (max width of 1000px) for the introduction.

The second image you select or upload will be the first image shown on the slideshow.

Title

Introduction to your property. Note that past a certain length, the image(s) will expand to fit, which may result in blurry images if the uploaded source images are not large enough.

**Note:**



DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example

*When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'***

Good Example	Bad Example

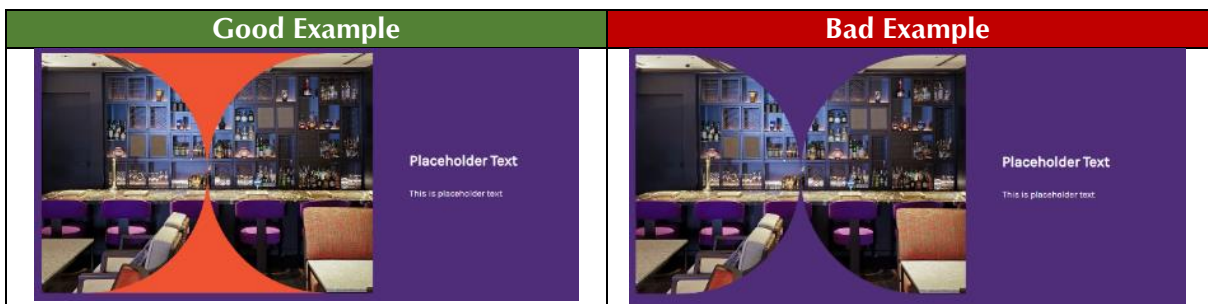
*Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.*

Good Example	Bad Example
--------------	-------------





For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.



For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.

### 3.1.7.3 Hotel Key Details (M16) – Required

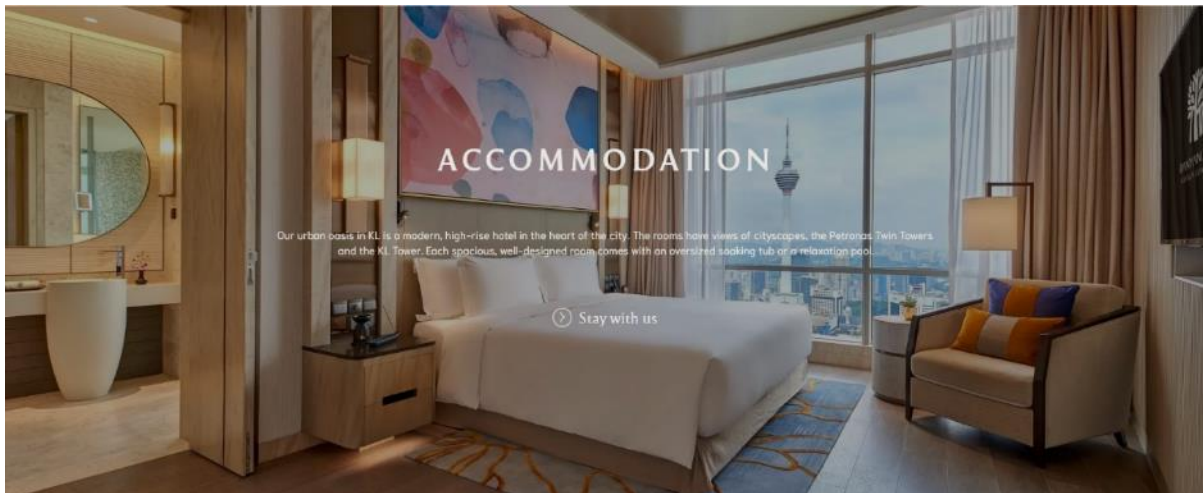
<p>TRAVELERS RATING</p> <p>Tripadvisor traveler rating</p> <p>756 Reviews</p> <p><a href="#">Read more</a></p>	<p>ADDRESS</p> <p>2 Jalan Conlay, 50450 Kuala Lumpur, Malaysia</p> <p><a href="#">How to get there</a></p>	<p>+ 603 2113 1888</p> <p>kuotalumpur@banyantree.com</p> <p>Check-in time: 3:00 pm Check-out time: 12:00 pm</p>	<p>FACILITIES AND SERVICES</p> <ul style="list-style-type: none"> <li>Banyan Tree Spa</li> <li>In-Room Dining</li> <li>Swimming Pool</li> <li>See more</li> <li>Fitness Centre</li> <li>Meetings &amp; Events Facilities</li> <li>Weddings</li> </ul>	<p>f</p> <p>o</p>
<p>AWARDS &amp; ACCREDITATIONS</p> <div style="display: flex; justify-content: space-around;"> <div> <p>Tripadvisor Travellers' Choice</p> </div> <div> <p>Condé Nast Traveller's Readers' Choice</p> </div> </div>				

This component is auto-populated from data entered under 3.1.4 and cannot be edited in the page builder. The edit icon is greyed out.

M16 - HOTEL KEY  
 DETAILS



### 3.1.7.4 Banner (M02)



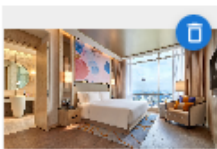
On the homepage, you can use it to highlight parts of your website and draw visitors there (e.g. Offers, Meetings & Events, Weddings). We have set it to Accommodation as default.

M02 -  
ACCOMMODATION



Click the gear icon to select the text alignment (left,

Banner image



sky-sanctuary...

SELECT MEDIA

The maximum number of media items have been selected.

Select or upload an image (1920x1080 px)

Title

Accommodation

Banner title



Description

Our urban oasis in KL is a modern, high-rise hotel in the heart of the city. The rooms have views of cityscapes, the Petronas Twin Towers and the KL Tower. Each spacious, well-designed room comes with an oversized soaking tub or a relaxation pool.

A short writeup that goes over the banner

▼ Button

URL \*

/malaysia/kuala-lumpur/accommodation

Label \*

Stay with us

Target

Open in same tab ▼

You can add a link to one of the other pages. Note that for translations, the language directory goes in front. E.g. for the Chinese page, the link would be /cn/malaysia/kuala-lumpur/accommodation

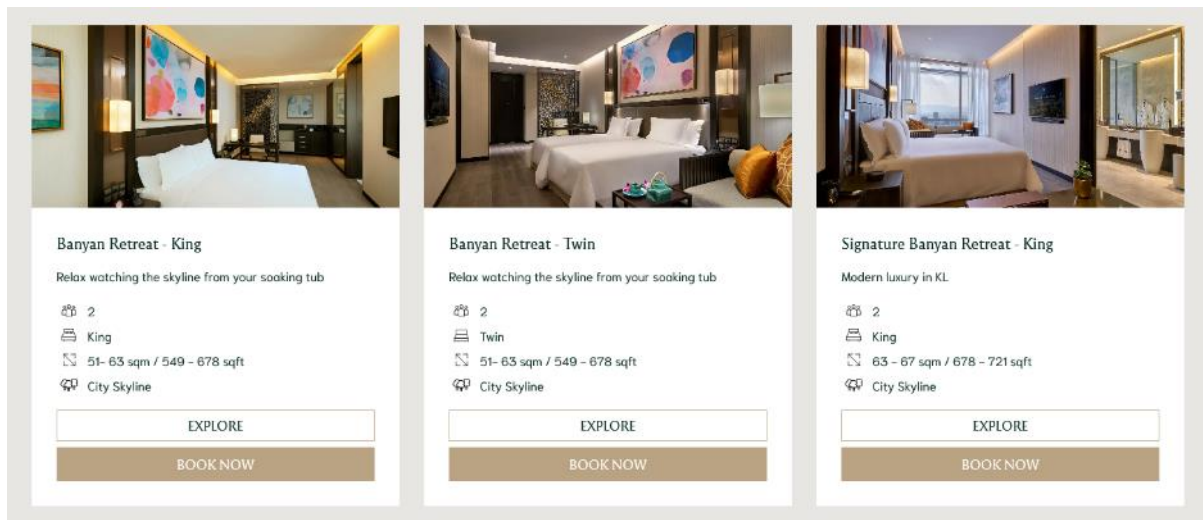
Label: What the link says

Target: As a rule, set internal pages to 'Open in same tab' and external pages (e.g. booking engine) to 'Open in new tab'





### 3.1.7.5 Featured Rooms (M10-M11)



To feature rooms you want to draw attention to. We recommend listing 3.

M10 - M11 - ROOMS

CARDS

Rooms

- Banyan Retreat - King (1023) ✕
- Banyan Retreat - Twin (1025) ✕
- Signature Banyan Retreat - King (1027) ✕

Search

One item remaining.

Type in the search box to find and select the room you want to add. It will show you all the rooms associated with your property. The individual room page will first need to be created (ref **3.3.1**).

Once you have linked a room here, any changes to the room name will be automatically updated.



### 3.1.7.6 Regional Highlights (M12B)



M12B - CAROUSEL  
EXPANDED -  
DISCOVER: REGIONAL  
HIGHLIGHTS

Title

Discover: Regional Highlights

Title of the carousel

Image



BG 2.jpg

SELECT MEDIA

The maximum number of media items have been selected.

Background image. We have uploaded one as default, but you can delete it and upload your own.

Items

[EDIT CAROUSEL ITEMS](#)

Click to edit the carousel items.



BACK

Discover: Regional Highlights

LOCAL CULTURE AND SIGHTS



Click to edit the individual carousel items.

IN-ROOM DINING



UNIQUE KL ITINERARY



THINGS TO DO FOR COUPLES



Select or upload a vertical image.

LOCAL CULTURE AND SIGHTS



Image



discover-sight...

SELECT MEDIA

The maximum number of media items have been selected.

You can select the background that will show when this item is in the centre of the carousel.

Background image

SELECT MEDIA

One media item remaining.



Title \*  
Local Culture and Sights

Title of the item

Description  
Explore a modern metropolis defined by its diverse architecture, culture, cuisine and people.

Caption

▼ Button

URL \*  
/malaysia/ku-ala-lumpur/experiences  
/local-attractions

Link to another page in your website

Label \*  
Explore

Target  
Open in same tab ▼

Label: What the link says

Variant  
Container ▼

Color  
Default ▼



## 3.2 OFFERS

**Note:** Individual offers need to be created before they can be added to the Offer list page.

### 3.2.1 Individual Offers

The screenshot displays a hotel website's offer page. At the top, a dark green banner contains the text "BEST AVAILABLE RATE WITH BREAKFAST". Below this is a breadcrumb trail: "Home > Milano > Rooms, The Family Lounge > Best Available Rate with Breakfast". The main content area features a large image of a hotel room. To the left of the image is a text block with a "BOOK NOW" button. Below the image is a "Terms and Conditions" section. Two callout boxes are overlaid on the right side of the page: one pointing to the image and text area, and another pointing to the "Terms and Conditions" section.

### 3.2.2 Adding and Editing Offers

To add an offer: **Your content > Add content > Offer**. To edit an existing offer, click on the **Edit** button next to the item.

- **Title:** Offer name
- **Hotel**
- **Categories:** If this is part of a groupwide offer category (e.g. Best Available Rate), select it from the dropdown. If not, select 'None'
- **Start date:** When the offer begins
- **End date:** When the offer expires
- **Minimum stay night (Optional):** Minimum nights of stay
- **Rate code:** Offer rate code. (Leave blank if there are multiple sub-offers)



**Title \***  
Blissful Escape

**Hotel \***  
Banyan Tree Cabo Marqués

**Common \*** **Card \*** **Page**

**Categories \***  
Blissful Escape x

**DATES**  
**Start date**  
12 / 10 / 2021 x  
**End date**  
23 / 12 / 2021 x

**Minimum stay night**

**BOOKING ENGINE SETTINGS**

**Rate code**  
PRMHOT4

### 3.2.3 Offers: Page Builder

▼ BLOCKS

Blocks

- M19 - BLISSFUL ESCAPE
- M06 - HORIZONTAL CARD
- M36 - TERMS AND CONDITIONS

#### Components


- **M19:** Hero banner, optional 1920x1080 image
- **M06:** Description with 1-2 images and Book Now button (optional for offers needing direct email/phone reservation.) If there are multiple sub-offers, use a separate M06 block for each.
- **M36:** Offer Terms & Conditions



### 3.2.3.1 Offer Description and Booking (M06) – Required

M06 - HORIZONTAL CARD

Image



blissful-escap... blissful-escap...

SELECT MEDIA

The maximum number of media items have been selected.

Description

We look forward to welcoming you to our sanctuary soon. Book and enjoy special rates on your private pool villa. Accommodation only.

Button type

Booking

▼ Booking button

Label\* Book now

Rate PRMHOT4

Room

Arrive In 0 day(s)

Depart In 1 day(s)

Variant Contained

Target Open in new tab

Color Default

1-2 images

Offer description

Button type: Booking

**Label:** Book Now

**Rate:** Offer rate code

**Room:** Ignore unless the offer applies to only one room type

**Arrive / Depart:** Arrival and departure dates (based on number of days from today) for managing advance bookings and minimum stays. E.g. if a 7 Day Advance Purchase offer has a minimum stay of 2 nights, put '7' in Arrive and '9' (7+2) under Depart. That way, the earliest day they can book will be 7 days from now, and their departure date must be at least 2 days later.

**Target:** Open in new tab

If it is a single offer and the rate code has been added in the "Common" tab, you may use Button Type "Book offer" instead:



Button type  
Book offer

---

▼ Book offer button

Offer

Stay More, Pay Less

Code: **PRMHOT4**

Label

Default value BOOK NOW if empty

Variant Target

Contained Open in same tab

Color

Default

### 3.2.3.2 Sub-offers

Some Offers have multiple sub-offers (e.g. Advance Purchase, Stay More Pay Less) that can all be put on the same page. You would just need to add multiple M06 blocks and use a different rate code for each booking link.

**Note:**

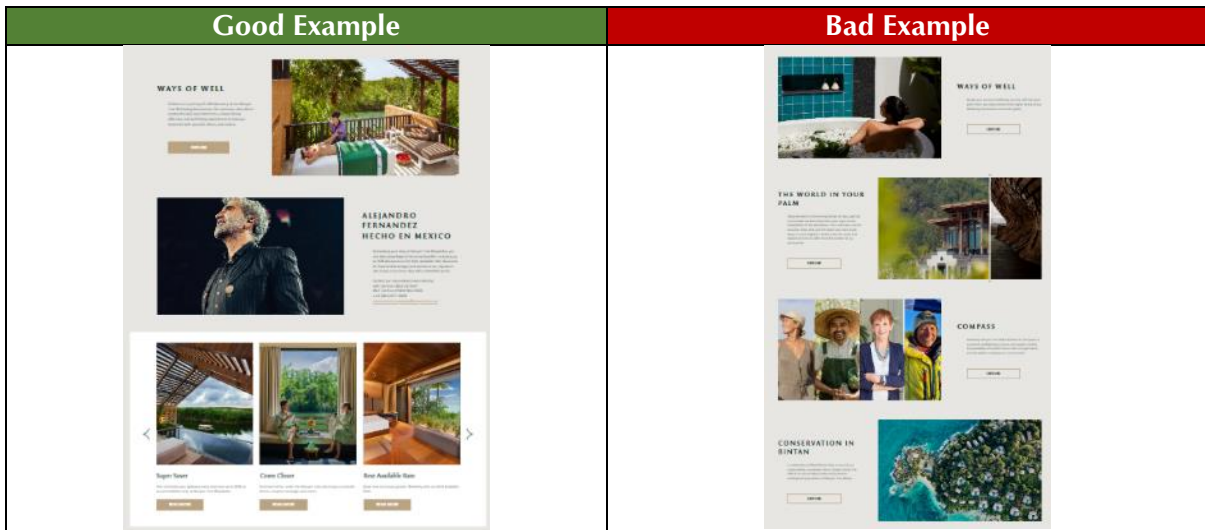
DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example





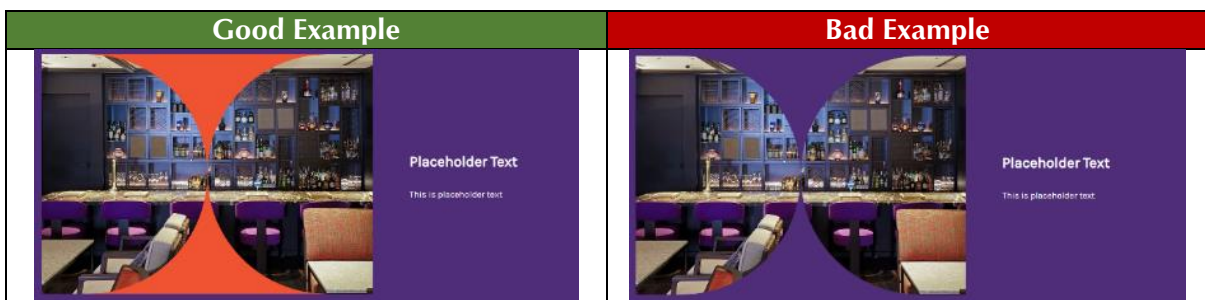
When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between 'Row' and 'Row Reverse'



Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.



For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.



For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.



### 3.2.3.1 Offer Terms & Conditions (M36) - Required

Use this to list any offer-specific terms and conditions, such as booking/stay period.

### 3.2.4 Offers List

This page lists out all the offers for your property.

We have two different templates depending on how many offers you have.

#### Variation 1: For 1-2 offers

The screenshot shows a hotel website interface. At the top, there is a navigation menu with links for ABOUT, OFFERS, ACCOMMODATION, DINING, SPA, EXPERIENCES, MORE, IN, and ACTIVITY. Below the menu is a large hero image of a woman and a man in a hotel room, with the word 'OFFERS' and 'Banyan Tree Kuala Lumpur' overlaid. The main content area contains two offer cards. The first card is titled 'BEST AVAILABLE RATE WITH BREAKFAST' and includes a 'READ MORE' button. The second card is titled 'ADVANCE PURCHASE' and also includes a 'READ MORE' button. At the bottom of the page, there is a 'General Terms & Conditions' section with a list of terms and conditions.

**BEST AVAILABLE RATE WITH BREAKFAST**

Don't miss to enjoy greater flexibility with our Best Available Rates.

[READ MORE](#)

**ADVANCE PURCHASE**

Experience an urban getaway. Book early and enjoy special rates.

[READ MORE](#)

**General Terms & Conditions**

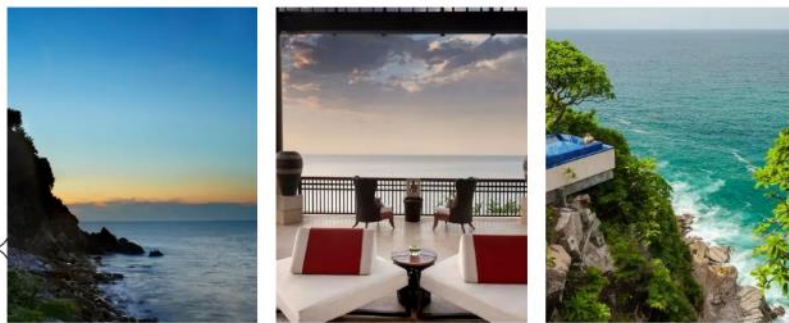
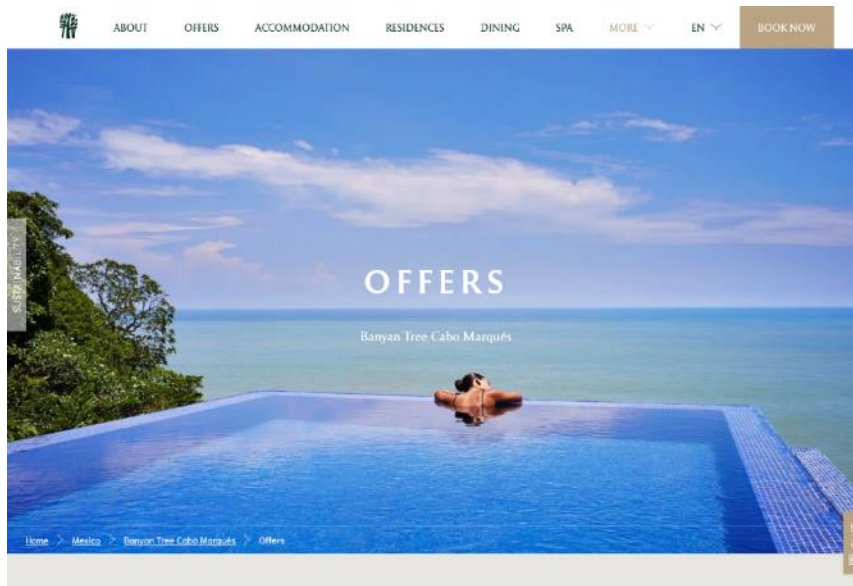
- Rates are quoted in Malaysian Ringgit (MYR) on a per room, per night basis.
- Rates are subject to prevailing taxes.
- All guests are subject to the Malaysian Tourist Tax of MYR 10 per room, per night, in accordance with the Tourism Tax Act 2017. Malaysian nationals and permanent residents holding MYR cards are exempted from payment of this tax. @ Last year check in.
- Check-in time is from 3:00 pm and check-out time is until 12:00 pm.
- Early check-in and late check-out are subject to availability.
- Late check-out from 12:00 pm until 4:00 pm will be charged 50% of the Best Available Rate of the day.
- Late check-out from 4:00 pm will be charged 100% of the Best Available Rate of the day.
- Reservations will be cancelled if the guest's decision without prior notice, should an avoidable credit card be submitted.
- Credit card information provided does not ensure a signature for bookings made online and card rates approved by the cardholder in guarantee the booking per our cancellation policies. Letter of authorization and a signature is required for bookings made via email, telephone or fax.
- Check-in time (see price) for the room must precede the same credit card used to make the booking upon check-in.
- No pets are allowed.
- No smokers are allowed to be consumed within the hotel premises.
- The hotel reserves the right to require that hotel guests do not consume designated non-smoking rooms. If they need to use the included outdoor smoking areas. A fine fixed to be smoking or being smolder in designated non-smoking rooms shall be subject to a cleaning fee of MYR 500 per night. Should guests be found smoking or having smolder in non-smoking areas, a security cleaning fee shall be imposed.

Offer description with Read More link to individual Offer

General Terms and Conditions (applicable for all offers and bookings)



## Variation 2: For 3 or more offers



Carousel of different available offers

### Stay More, Pay Less

Enjoy 25% off when you stay 4 nights with us.

[READ MORE](#)

### Blissful Escape

Save up to 20% on your private pool villa.

[READ MORE](#)

### Best Available Rate

Enjoy maximum flexibility with our Best Available Rates on our villas now.

[READ MORE](#)

### Terms & Conditions

- Rates are quoted in US Dollars (USD) on a per villa per night basis.
- Rates are subject to 15% Service Charge and 18% Taxes (3% Lodging Tax and 16% Value Added Tax), which are subject to change according to local Government law.
- Check-in time is 3:00 pm and check-out time is 12:00 pm.
- Early check-in and late check-out are subject to availability.
- Late check-out from 12:00 pm to 6:00 pm will be charged 50% of the Best Available Rate of the day.
- Late check-out from 6:00 pm will be charged 100% of the Best Available Rate of the day.
- In the event of a no-show or early departure, the total rate of the confirmed room nights for the entire stay will be charged.
- Credit card information provided does not require a signature and constitutes approval by the cardholder to guarantee the booking per our cancellation and guarantee policies.
- Reservations will be cancelled at the resort's discretion without prior notice should an invalid credit card be submitted.
- Each extra person will be charged USD 80 per person per night, subject to 15% Service Charge, 3% Lodging Tax and 16% Value Added Tax.

#### Cancellation and Guarantee Policies

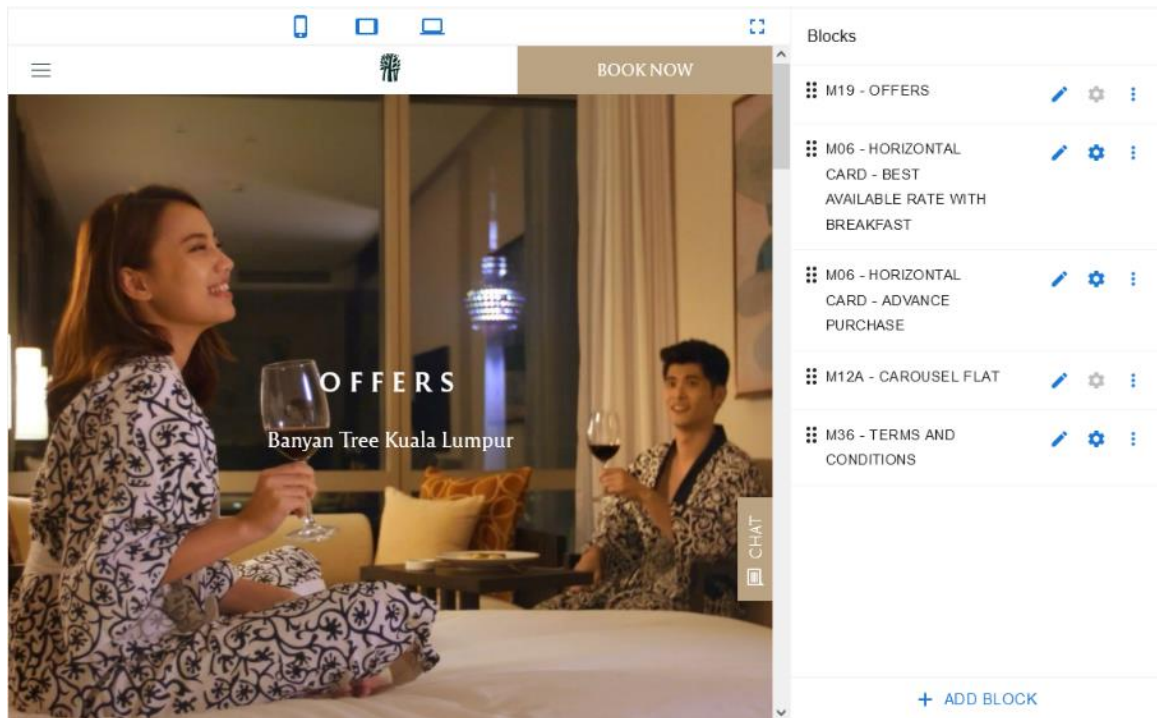
- Guarantee to Credit Card: Original credit card used during booking must be presented at the time of check-in for verification.
- Free cancellation up to 24 hours prior to arrival or one night's accommodation charges thereafter.
- Individual offer policies may apply.

General Terms and Conditions (applicable for all offers and bookings)

For variety, you could also highlight one or two offers using the M06 blocks and use a carousel below that for the rest.



### 3.2.5 Offers List: Page Builder



#### Components:

- **M19:** Hero banner
- **M06 (if 1-2 offers) | M12A (if 3 or more offers):** Offer list
- **M36:** Terms & Conditions

#### 3.2.5.1 Hero Banner (M19) – Required

**Image:** Optional

**Title:** Offers

**Subtitle:** Your property name

#### 3.2.5.2 Offer list - Required

**For 1-2 offers (M06)** – refer to 3.1.7.2

- 1 horizontal image
- Brief description
- Read More button with link to individual offer



**For 3 or more offers (M12A)** – refer to 3.1.7.6, but note that this is 12A (carousel flat) and not 12B (carousel expanded)





### Blissful Escape

Enjoy up to 20% off on your private pool villa in the Rivera Maya.

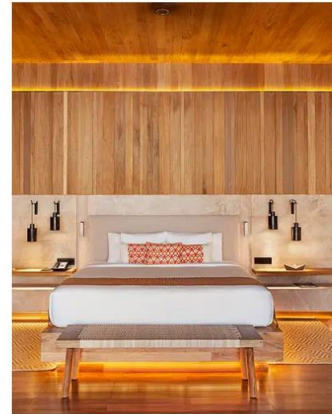
[READ MORE](#)



### Stay More, Pay Less

Stay 4 nights and enjoy 25% off on your private pool villa.

[READ MORE](#)



### Best Available Rate

Book now and enjoy greater flexibility with our Best Available Rate.

[READ MORE](#)

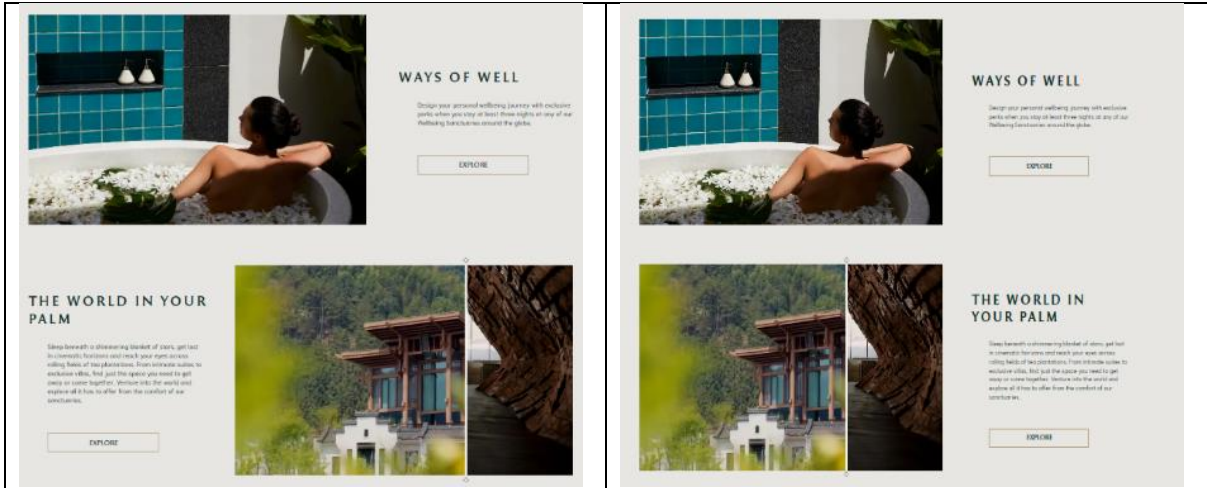
- 1 vertical image
- Brief description
- Read More button with link to individual offer

#### Note:

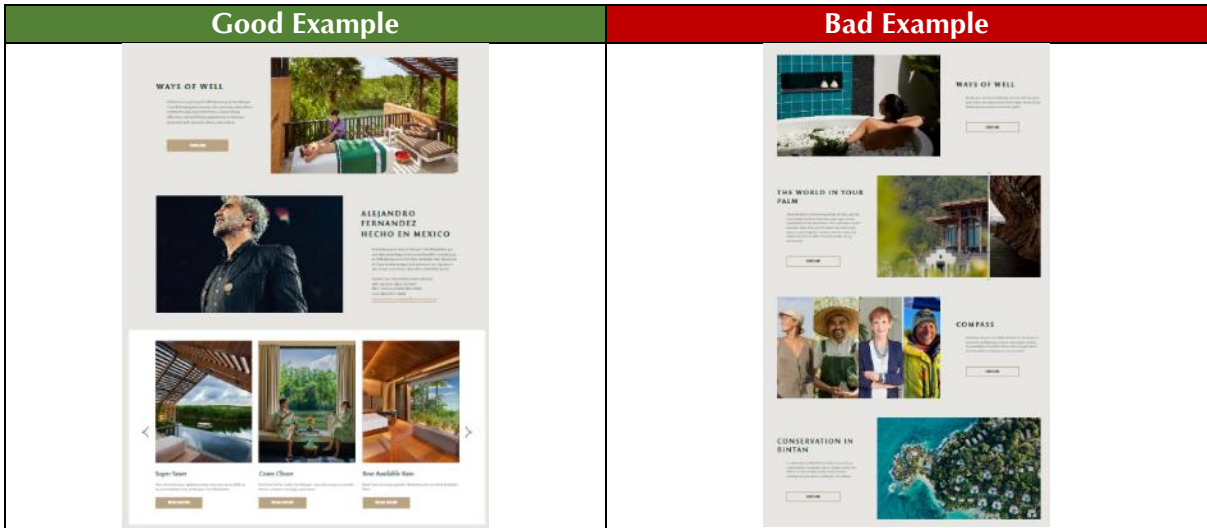
DO's	DON'Ts
<ul style="list-style-type: none"> <li>• When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between '<b>Row</b>' and '<b>Row Reverse</b>'. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>• For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>• For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example
--------------	-------------





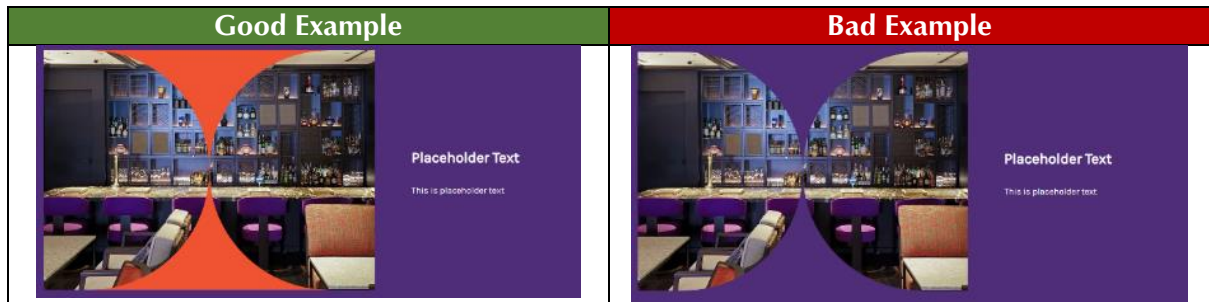
When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'**



Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.



*For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.*



*For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.*

### 3.2.5.3 Terms & Conditions (M36) - Required

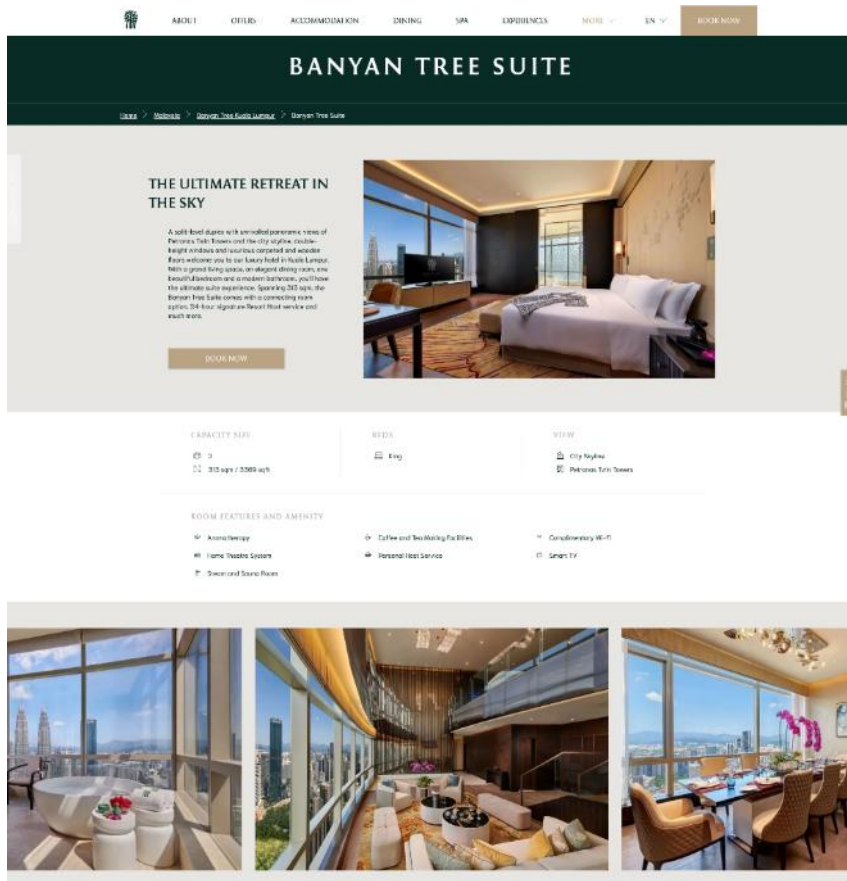
- For general T&C that apply to all offers
- This component allows you to bold, italicize, underline or link text as needed

### 3.3 ACCOMMODATION

In this guide and on the CMS, 'Rooms' includes rooms, suites or villas.

**Note:** Individual rooms need to be created before they can be added to the Accommodation list page.

#### 3.3.1 Individual Rooms



Hero banner, image optional.  
(3.3.4.1)

Room description and  
booking button (3.3.4.2)

Room details (3.3.1)

Optional photo carousel  
(3.3.4.4)





### 3.3.2 Adding and Editing Room Details

To add a room: **Your content > Add content > Accommodation/Room**. To edit an existing room, click on the **Edit** button next to the item.

#### 3.3.2.1 Name and Property

## Edit Accommodation / Room Banyan Tree Suite

[View](#) [Edit](#) [Delete](#) [Revisions](#) [Translate](#)

[Home](#) » » [Banyan Tree Suite](#)

#### Title \*

Banyan Tree Suite

#### Hotel \*

Banyan Tree Kuala Lumpur

- **Title:** Room name
  - This should match the name in the booking engine).
  - For new rooms, include your property name for now (e.g. 'BTKL – Banyan Tree Suite') so you can find it easily when adding it to the list.
- **Hotel:** Your property

#### 3.3.2.2 Beds, Capacity, Size, Views

[Common](#)

[Card \\*](#)

[Page](#)

#### Bed types

King × Twin ×

#### Room capacity

4

#### Room size

1,500 sqm / 16,146 sqft

#### Vistas

Lagoon ×

- **Bed types:** One or more bed types from the dropdown menu, including options like 'King or Twin' or '2 King'. Contact HQ if you need any that are not listed.
- **Room capacity:** Number of adult guests.
- **Room size:** Include both sqm and sqft
- **Vistas:** One or more views. Contact HQ if you need more.



### 3.3.2.3 Amenities and Floor Plan

#### Features and amenities

Bathtub ✕ Fully-Equipped Kitchen ✕

Personal Host Service ✕

Private Infinity Pool ✕ Private Jet Pool ✕

Private Thai Sala ✕

#### FLOOR PLAN

No media items are selected.

Add media

One media item remaining.

- **Features and amenities:** Add as needed from the dropdown menu. Contact HQ if you need more.
  - These should be generic unbranded terms, e.g. 'Private Heated Swimming Pool' vs 'Private 100 sqft heated relaxation pool with ocean views'. Those details can go in the room description instead.
- **Floor plans:** Upload in PDF or image format

### 3.3.2.4 Booking Details

This section affects the Book Now buttons on the cards in the Accommodation List (3.3).

- **Room code:** The booking engine code for this room
- **Booking URL (Pre-opening hotels only):** Link to the booking form
- **Link text (Pre-opening hotels only):** Book Now

#### BOOKING ENGINE SETTINGS

##### Room code

1SMKZ

#### BOOKING URL

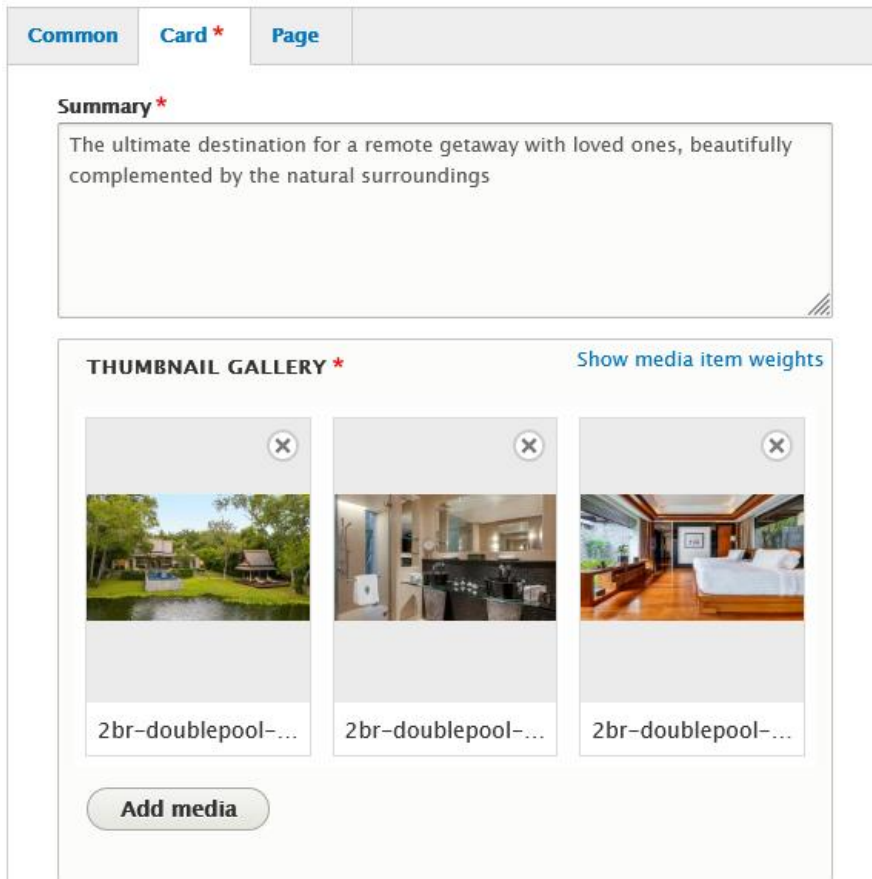
##### URL

This must be an external URL such as *http://example.com*.

##### Link text



### 3.3.3 Room Card

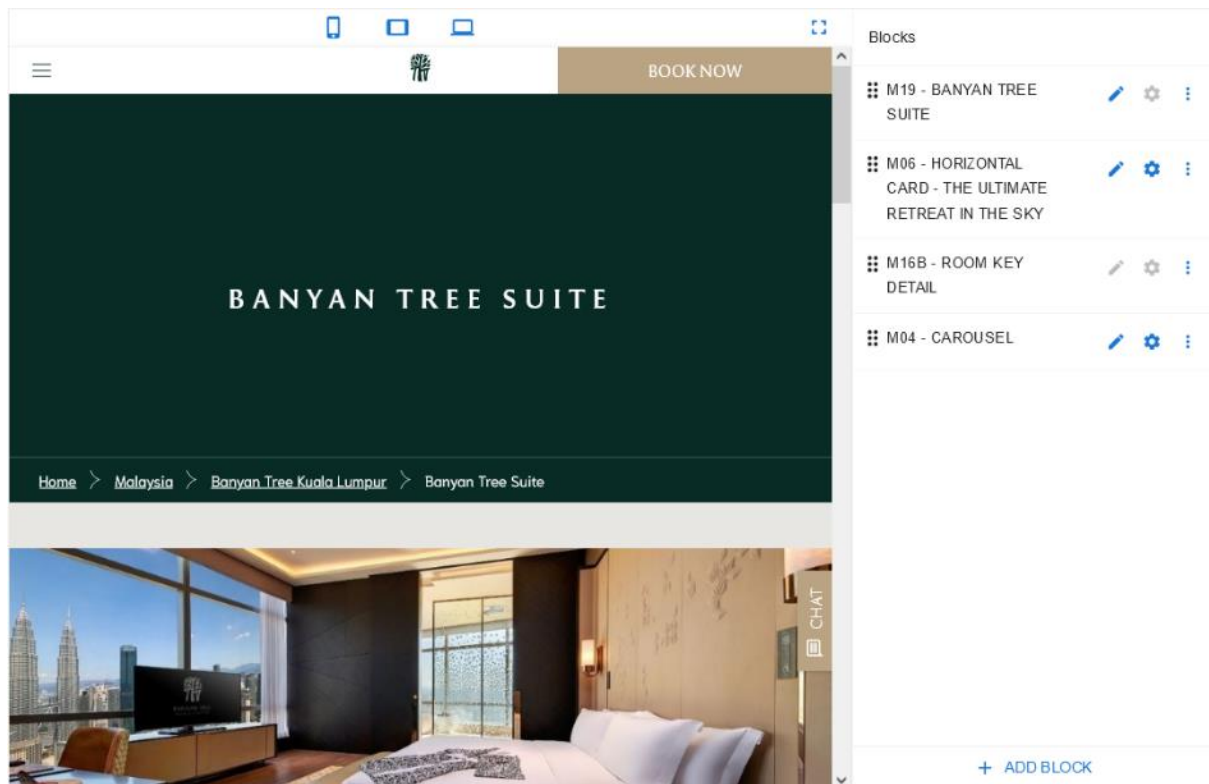


- **Summary:** Card description for the room that will appear on the Accommodation List page (3.3.5)
- **Thumbnail Gallery:** 1-3 card image(s). If you add more than one, users can swipe through. **This function only works for rows of 2 rooms.** If you don't have any image for the room, you will need to use a placeholder image instead.

Don't use bathroom images as the first card. You can click 'Show media item weights' to rearrange the images. (first image = 0, second = 1, etc.)



### 3.3.4 Rooms: Page Builder



#### Components

- **M19:** Hero banner, optional 1920x1080 image
- **M06:** Description with 1-2 images and Book Now button (optional for pre-opening hotels)
- **M16:** Room key details (auto-generated from data you added in the Common tab)
- **M04 (Optional):** Carousel (Photo gallery: put any additional images here)
- **M10-11 (Optional):** Rooms Cards (list 2-4 other rooms/villas at the property)



### 3.3.4.1 Hero Banner (M19) – Required

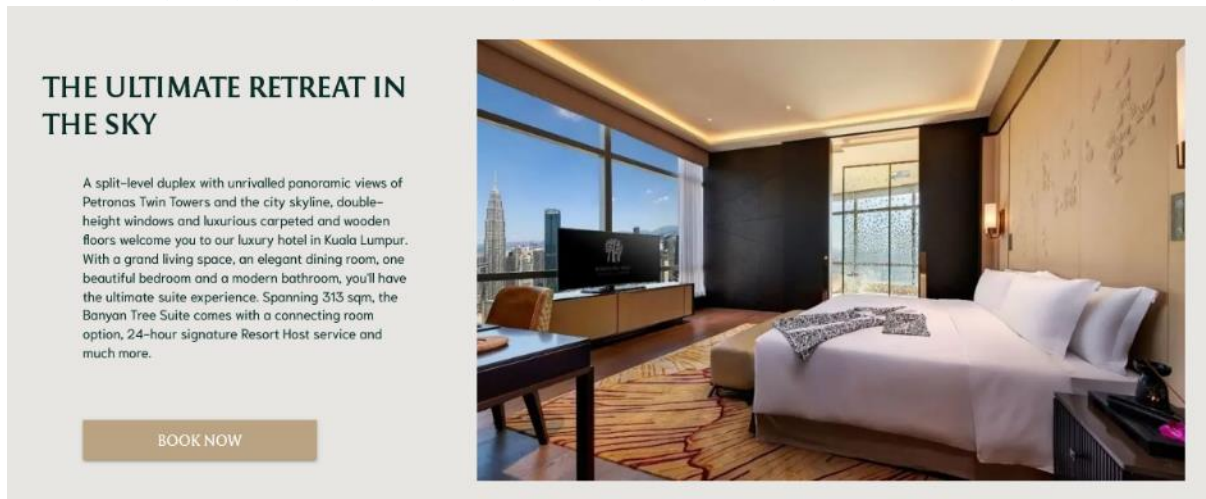
If including a hero image, it should be 1920x1080px.

**Title:** Room name

**Subtitle:** Ignore

**Description:** Ignore

### 3.3.4.2 Description (M06) – Required, but optional for pre-opening hotels with no images



Refer to **3.1.7.2** on how to fill in image, subtitle and description, then add a Book Now button (pre-opening hotels can leave this out):

Button type	Booking	Select 'Booking' as the button type
▼ Booking button		
Label*	Book Now	Label: Book Now
Room	1SPKZ	The SynXis room code for this room
Arrive	In 0 day(s)	Ignore – leave as default
Depart	In 1 day(s)	
Variant	Contained	Change Target to 'Open in new tab', as the booking engine is an external link
Target	Open in new tab	
Color	Default	



**Note:**

DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example

*When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'***

Good Example	Bad Example

*Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.*



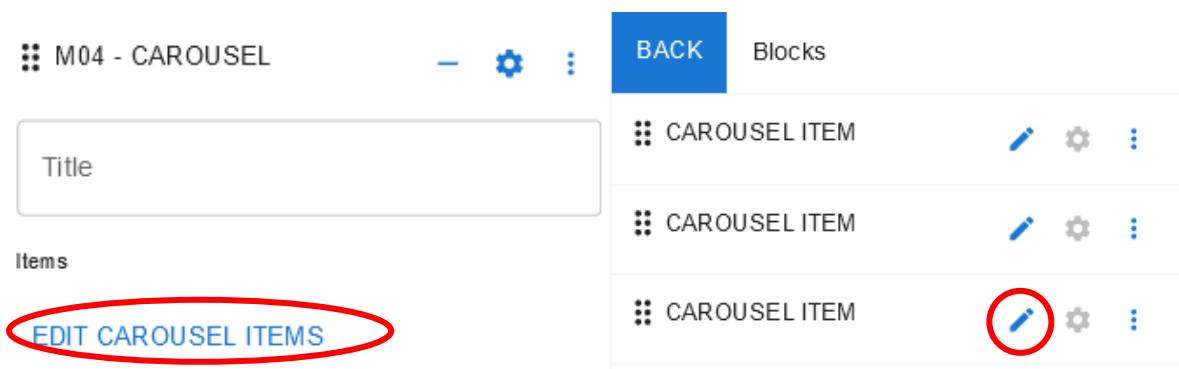


### 3.3.4.3 Room Key Details (M16B) – Required

This component is auto-populated from data entered under **3.3.2** and cannot be edited in the page builder.

### 3.3.4.4 Photo Carousel (M04) – Optional

If you have at least 3 more images to showcase, you can add them in a photo carousel. Click Edit Carousel Items to open up the list, and click the edit icon to edit the items.



BACK

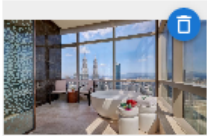
Blocks

☰
CAROUSEL ITEM
✎ ⚙ ⋮

☰
CAROUSEL ITEM
✎ ⚙ ⋮

☰
CAROUSEL ITEM
- ⚙ ⋮

Image\*



banyan-tree-s...

SELECT MEDIA

The maximum number of media items have been selected.

Title

Description

+ ADD BLOCK

Select or upload an image

Ignore the rest of the fields

Click Add Block to add another carousel item for additional photos.

#### 3.3.4.5 Other Rooms (M10-M11) – Optional

You can add a M10-M11 carousel to upsell other rooms at your property. Refer to **3.1.7.5**.

#### 3.3.4.6 Image Arrangements

There are 3 areas where you can add images:

- M19 Hero Banner (Optional – 1 large image of 1920x1080px)
- M06 Description (**Required** – at least 1 regular image under 1000px wide)
- M04 Photo Carousel (Optional – 2 or more regular images)

You can use different arrangements depending on how many and what sort of images you have.

Only rules to follow:

- **M06 always needs an image.** If you have only 1 image, it should go here
- No bathroom/toilet images in the hero banner or as the first slide of M06.

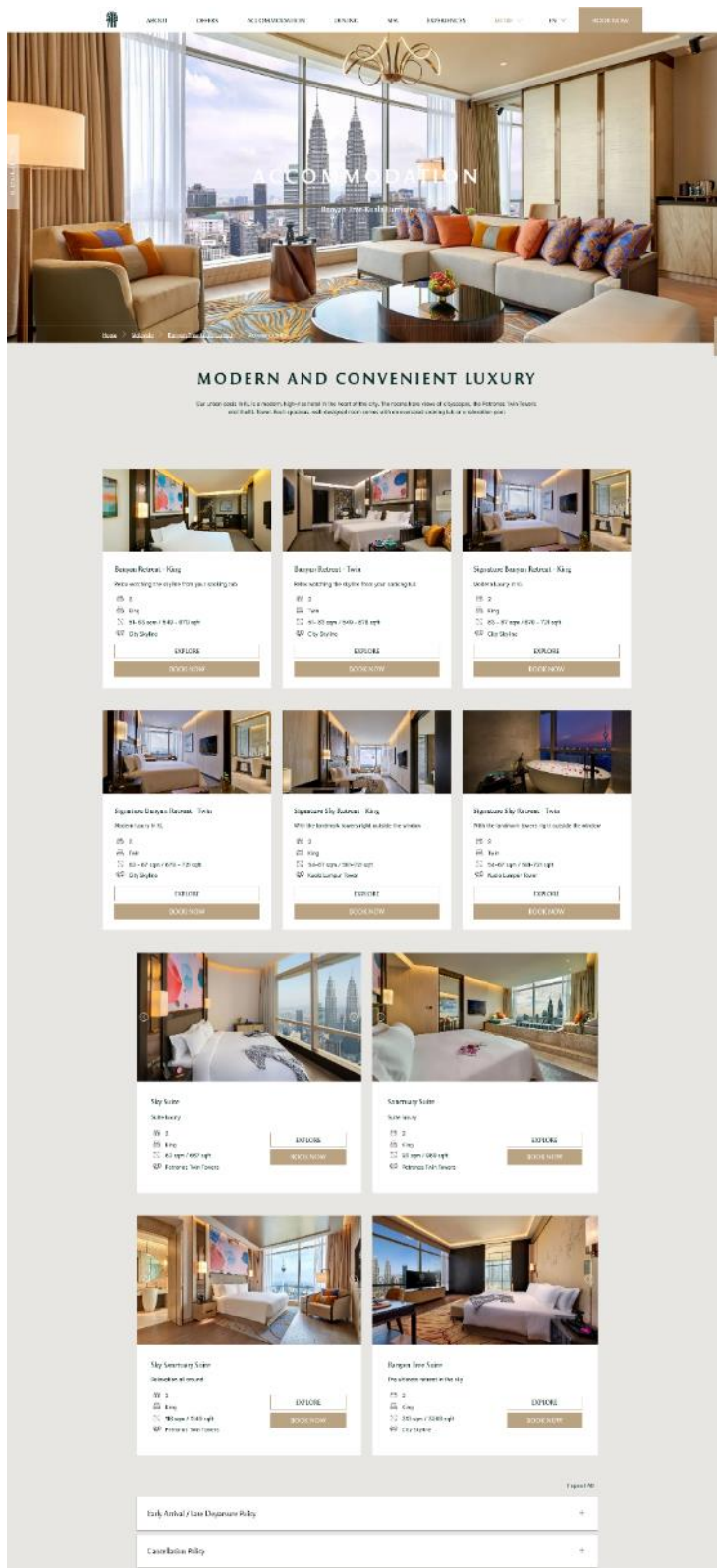






### 3.3.5 Accommodation List

This is where all your property's rooms, suites and villas are listed. If your property also has Residences, you can create another page like this that lists your residences instead.



Hero banner

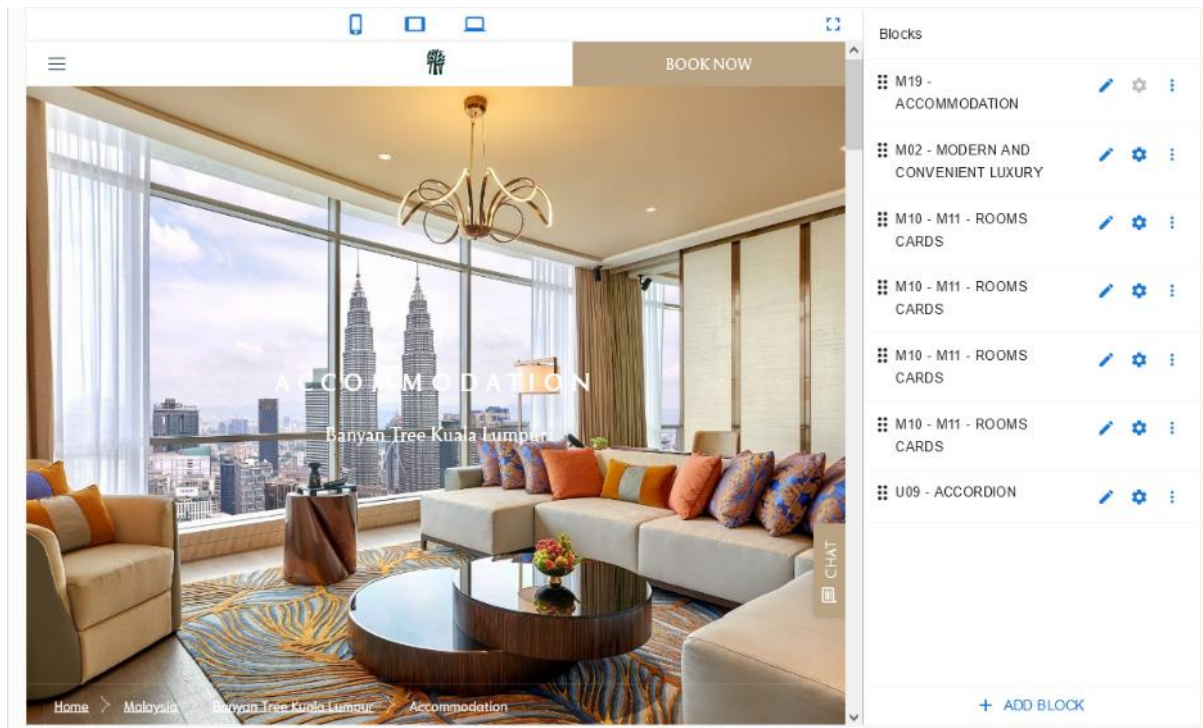
Introduction to your property's accommodations (3.3.6.2)

A list of all the available accommodation types. Each row can hold 2-4 items. More items = smaller cards. (3.3.6.3)

Early Arrival / Late Departure and Cancellation policies, as well as any other general info related to accommodation. (3.3.6.4)



### 3.3.6 Accommodation List: Page Builder



#### Components:

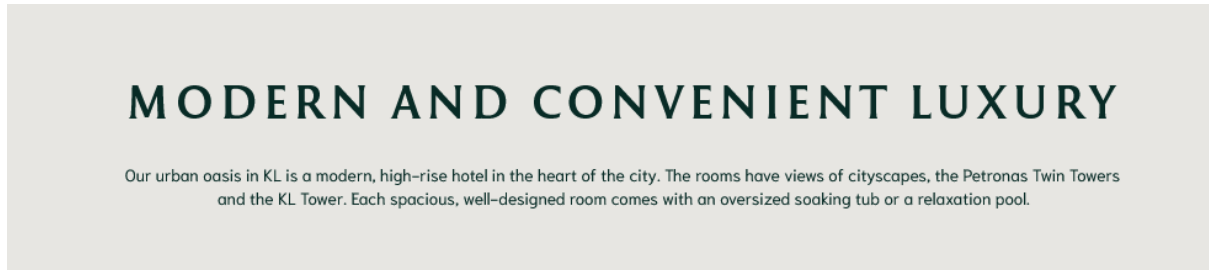
- **M19:** Hero banner with masthead image
- **M02:** Introduction
- **M10-11:** Rooms cards – each set can show 2-4; add as many as needed. Card size will adjust based on how many are in a row, so if you want to highlight some rooms, you can put those in sets of 2 or 3 instead of 4.
- **U09 (Optional):** Accordion (for Early Arrival/Late Departure policies, Cancellation Policies, additional beds, charges for young children and other important info)



### 3.3.6.1 Hero Banner (M19) – Required

- **Title:** Accommodation
- **Subtitle:** Your property name

### 3.3.6.2 Introduction (M02) – Optional



Text-only banner introducing your property’s accommodations. Same as **3.1.7.4** but leaving the image and button sections blank.

Title

Modern and convenient luxury

Description

Our urban oasis in KL is a modern, high-rise hotel in the heart of the city. The rooms have views of cityscapes, the Petronas Twin Towers and the KL Tower. Each spacious, well-designed room comes with an oversized soaking tub or a relaxation pool.

### 3.3.6.3 Room list (M10-M11)

Each component displays 2-4 rooms in one row. Use as many as needed to display all the rooms in your property.

- **Rows with only 1 room will not show up. Each row needs at least 2 rooms.**
- If you have 9 rooms, you can use a 3x3 grid; if you have 8 rooms, you can use a 4x2 grid, or go with 3x2+1x2 for more variety
- Rows of 2 allow image slideshows in the room cards and are good for featuring more expensive rooms.

Refer to **3.1.7.5** on how to add rooms.



### 3.3.6.4 Information and Policies (U09)

[Expand All](#)

Early Arrival / Late Departure Policy—

- Check-in is from 3:00 pm and check-out is until 12:00 pm.
- Early check-in and late check-out are subject to availability.
- Late check-out from 12:00 pm to 6:00 pm will be charged 50% of the Best Available Rate of the day.
- Late check-out after 6:00 pm will be charged 100% of the Best Available Rate of the day.

Cancellation Policy+

Add any important information for guests. E.g. early arrival / late departure policies, cancellation policies, smoking/alcohol policies, charges for additional beds.

☰ U09 - ACCORDION



Title

[EDIT ACCORDION ITEMS](#)

BACK

Accordion items

☰ EARLY ARRIVAL / LATE DEPARTURE POLICY



Name \*

Early Arrival / Late Departure Policy

Description

- Check-in is from 3:00 pm and check-out is until 12:00 pm.  
- Early check-in and late check-out are subject to availability.  
- Late check-out from 12:00 pm to 6:00 pm will be charged 50% of the Best Available Rate of the day.  
- Late check-out after 6:00 pm will be charged 100% of the Best Available Rate of the day.

[EDIT ITEMS](#)

☰ CANCELLATION POLICY



[+ ADD BLOCK](#)

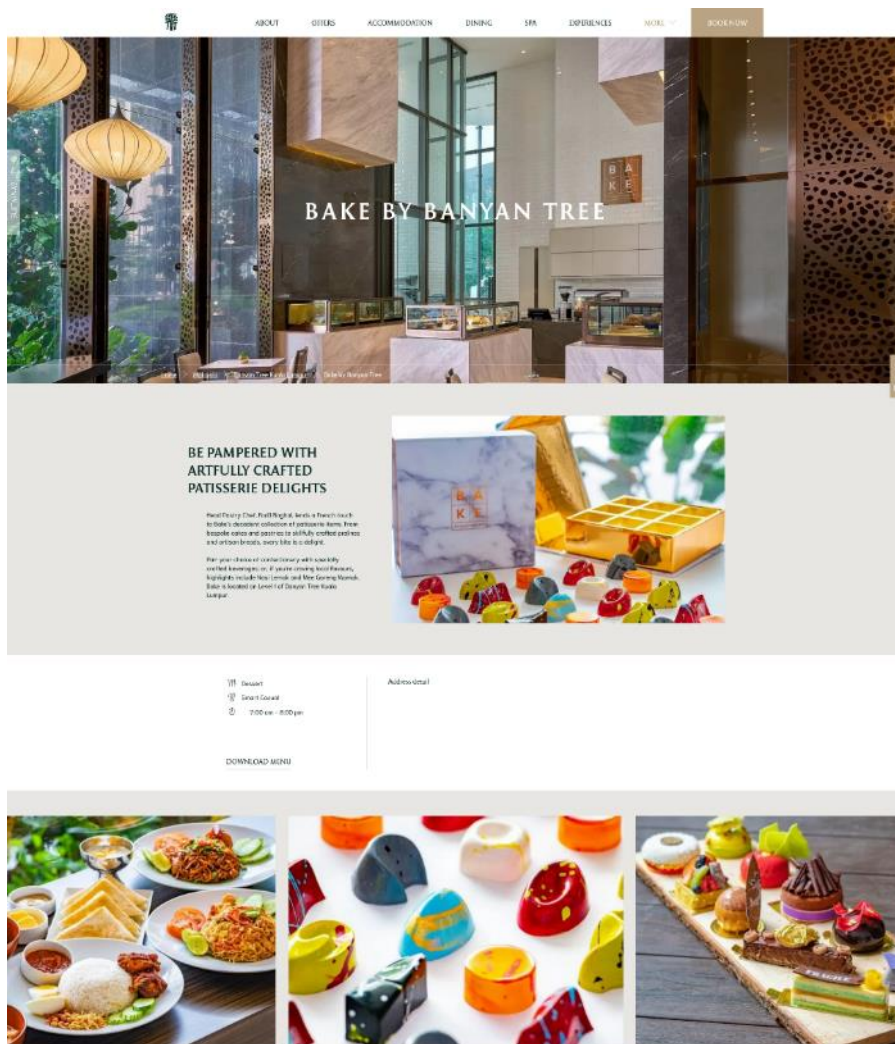


### 3.4 DINING

In this guide and on the CMS, 'Restaurants' includes restaurants, bars and any dining experiences (e.g. In-Villa Dining, Destination Dining).

**Note:** Individual outlets need to be created before they can be added to the Dining list page.

#### 3.4.1 Individual Restaurants



Hero banner

Introduction with 1-2 images

Dining outlet details (auto generated from 3.4.2)

Optional photo carousel

### 3.4.2 Adding and Editing Restaurants

To add: **Your content > Add content > Restaurant**. To edit an existing outlet, click on the **Edit** button next to the item.

- **Title:** Restaurant/outlet name
- **Hotel:** Your property
- **Reservation URL:** Optional link where guests can make reservations
- **Cuisines:** Select one or more from the dropdown menu. Contact HQ if you need more.
- **Dress code:** Select from dropdown menu

**Title \***

**Hotel \***

**Common**

**Card \***

**Page**

**Reservation URL**

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<nofollow>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

**Cuisines**

**Dress code**



### 3.4.2.1 Mealtimes

Add mealtimes and operating hours as needed

**MEALTIMES**

✚ Paragraph with icon Collapse ▾

**ICON**

No media items are selected.

**Add media**

One media item remaining.

**Title**

Breakfast

**Body\***

7:00 am – 11:00 am

- **Icon:** Ignore
- **Title:** Mealtimes (Breakfast, Lunch, Dinner, etc.), occasions or days (Mon-Thur, Weekends, Public Holidays, etc.)
- **Body:** Opening times. Use the same time format as the example (12 hours, am or pm)

If the outlet is temporarily closed, you can leave the Title field blank and put 'Temporarily Closed' in the Body field.

### 3.4.2.2 Menu

Upload your menu in PDF format only. If you have multiple menus, you can combine them into a single PDF file for upload.

**MENU**

No media items are selected.

**Add media**

One media item remaining.





### 3.4.2.3 Contact Details (Optional)

**Address**

[Show row weights](#)

**PHONE**



**Fax**

**Email**

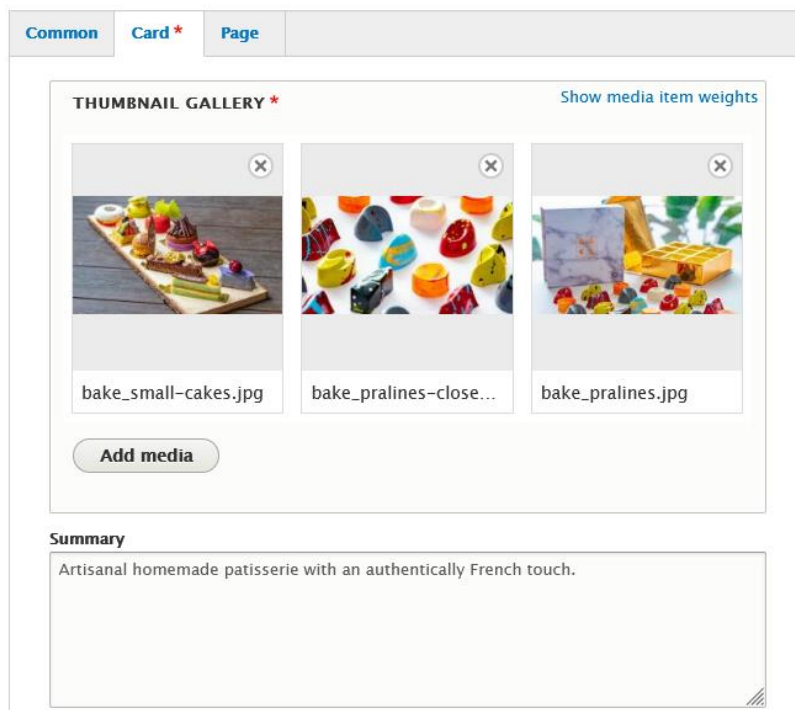


### 3.4.3 Restaurant Card

This is how each dining outlet will appear on the main Dining page (3.4.5).



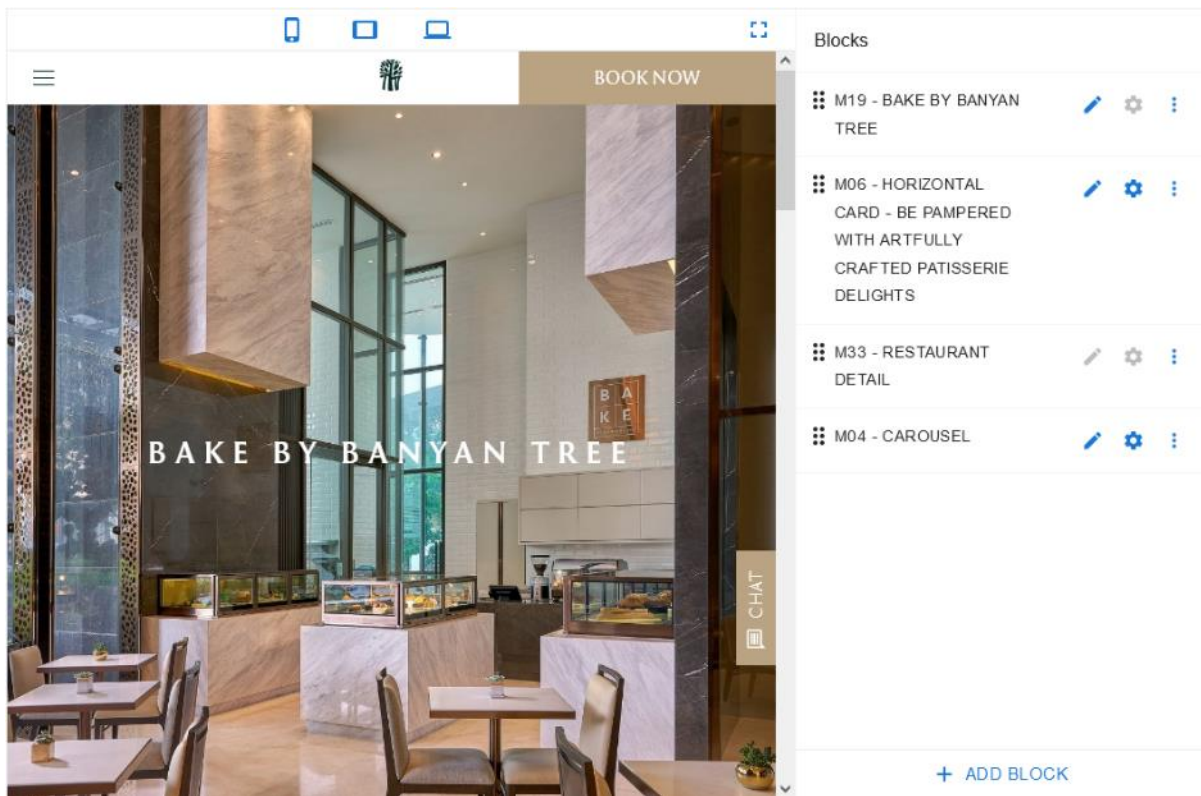
The content in this card is pulled from 3.4.2 as well as the Card tab:



- **Thumbnail Gallery:** 1-3 card image(s). If you add more than one, users can swipe through.
- **Summary:** Card description for the outlet that will appear on the Dining page

### 3.4.4 Restaurants: Page Builder





## Components

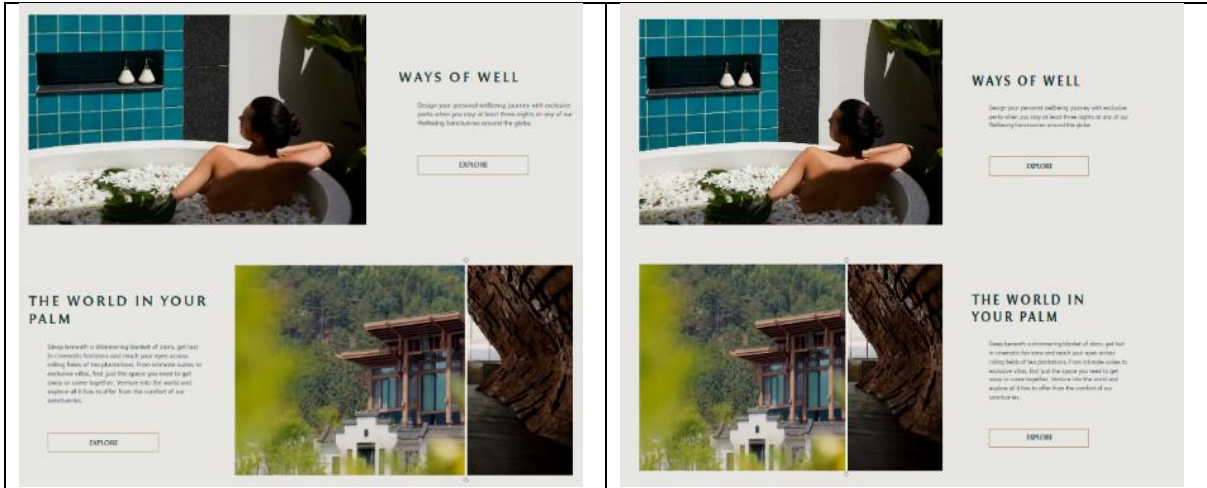
- **M19:** Hero banner, optional 1920x1080 image
- **M06:** Description with 1-2 images OR **M02:** Description, no image (optional for pre-opening hotels).

## Note:

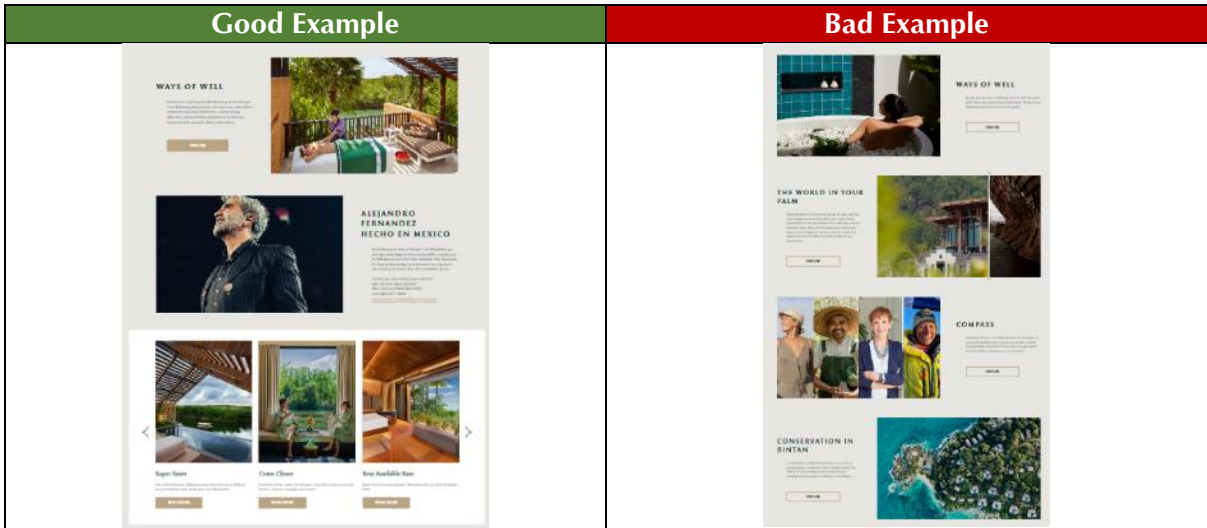
DO's	DON'Ts
<ul style="list-style-type: none"> <li>• When there are more than one M06 - Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>• For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>• For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example
--------------	-------------





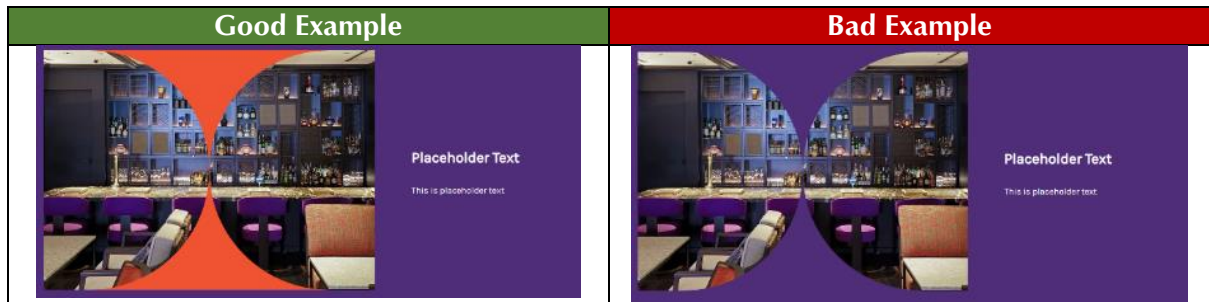
When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'**



Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.



*For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.*

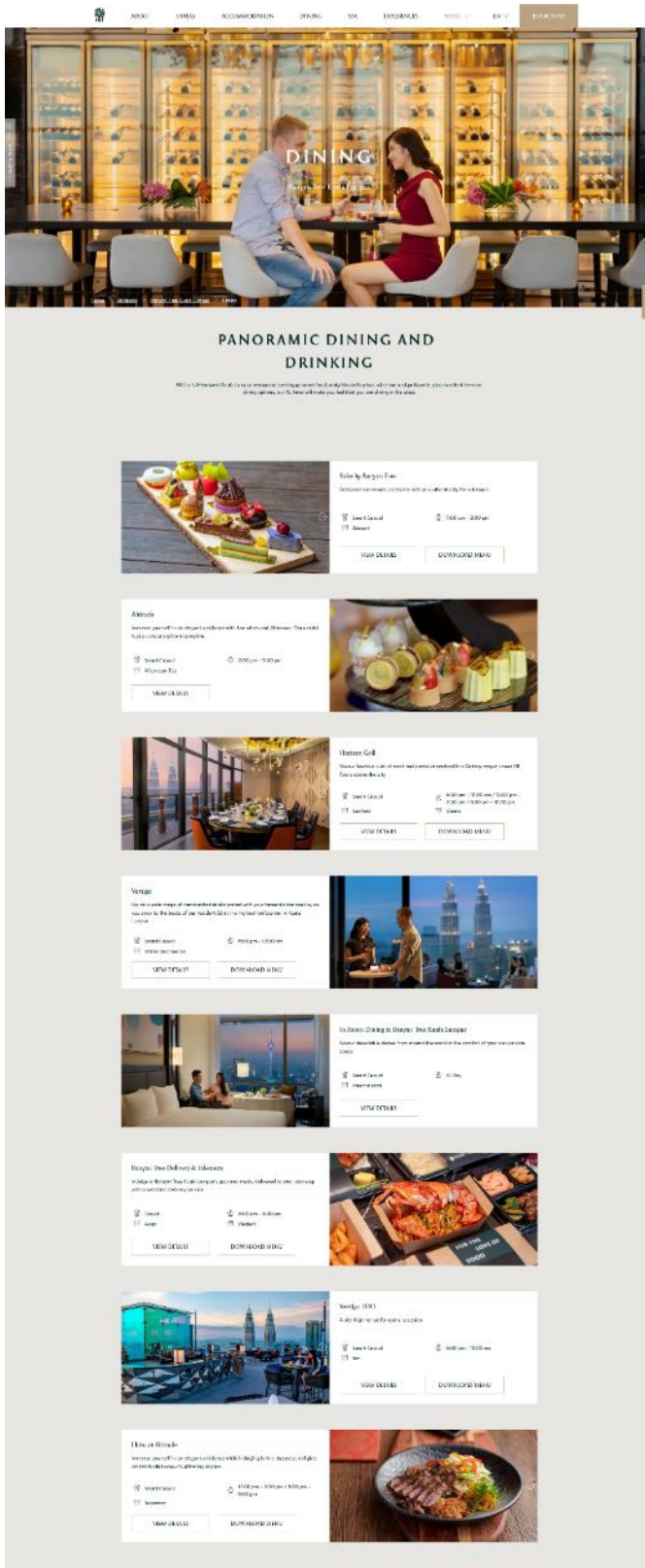


*For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.*

- 
- **M33:** Restaurant details (auto-generated from the details you added in the Common tab)
- **M04 (Optional):** Carousel (Photo gallery: put any additional images here)

### 3.4.5 Restaurant List



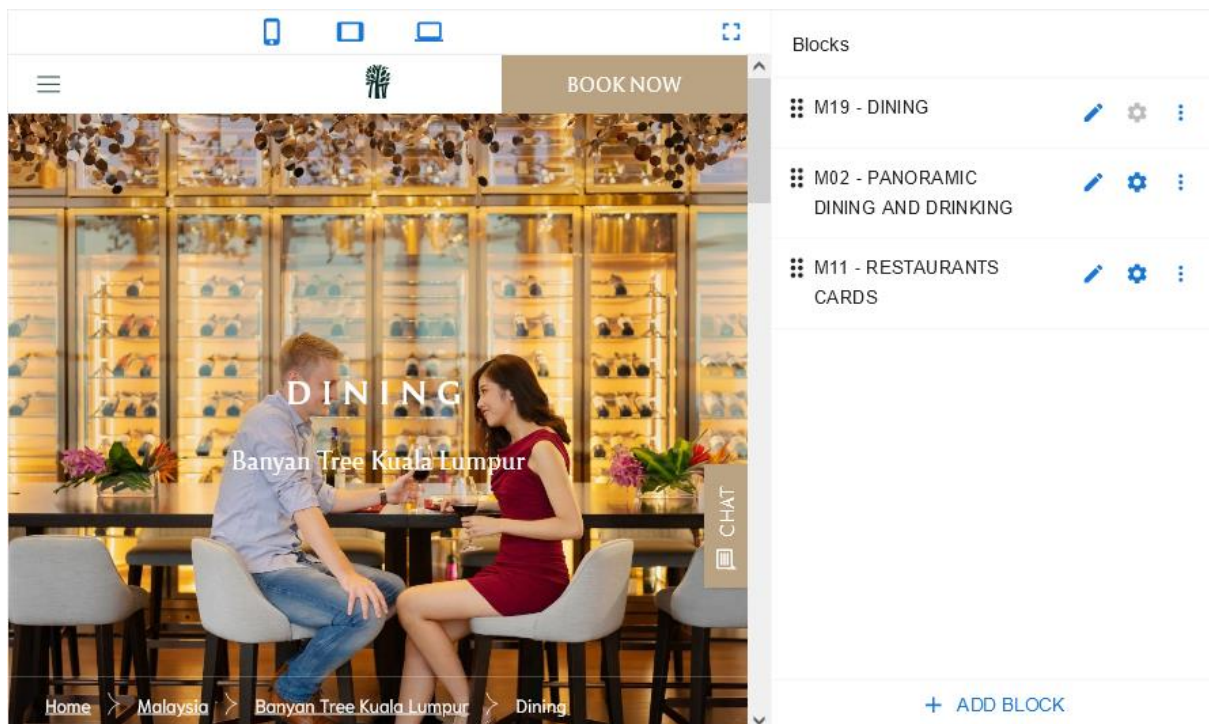


Optional introduction to your property's dining outlets and experiences

Each card in this list pulls data from the restaurants previously created in 3.4.2.

### 3.4.6 Restaurant List: Page Builder





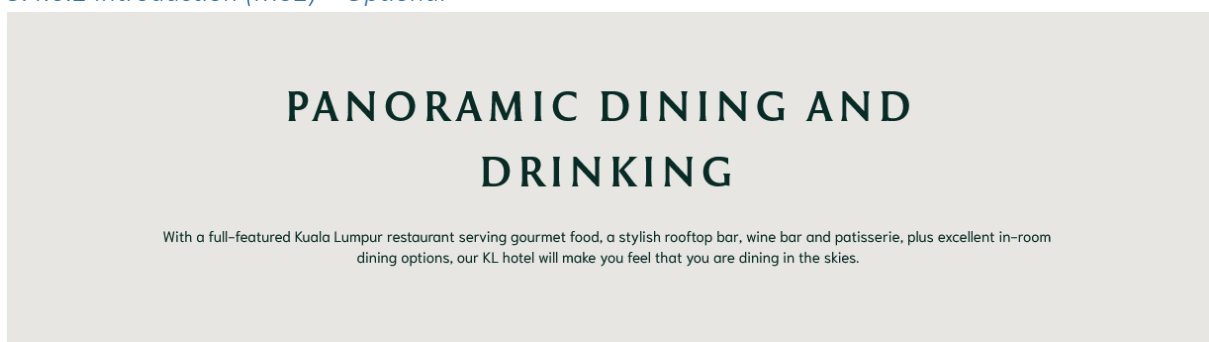
## Components

- **M19:** Hero banner, optional 1920x1080 image
- **M02:** Description, no image (optional for pre-opening hotels).
- **M11:** List of restaurants

### 3.4.6.1 Hero Banner (M19) – Required

- **Title:** Dining
- **Subtitle:** Your property name

### 3.4.6.2 Introduction (M02) – Optional



Text-only banner introducing your property's dining outlets and experiences. Same as **3.3.6.2**.

### 3.4.6.3 Restaurant list (M11) – Required

Unlike the Rooms cards, this component will contain **all** the restaurants for your property. Click or type to select your restaurants in the order you want them to show up.



Title

Restaurants

Bake by Banyan Tree (1061) ×

Altitude (1062) ×

Horizon Grill (1063) ×

Vertigo (1064) ×

In-Room Dining at Banyan Tree Kuala Lumpur (

Banyan Tree Delivery & Takeaway (1066) ×

Vertigo TOO (1067) ×

Ebisu at Altitude (1068) ×

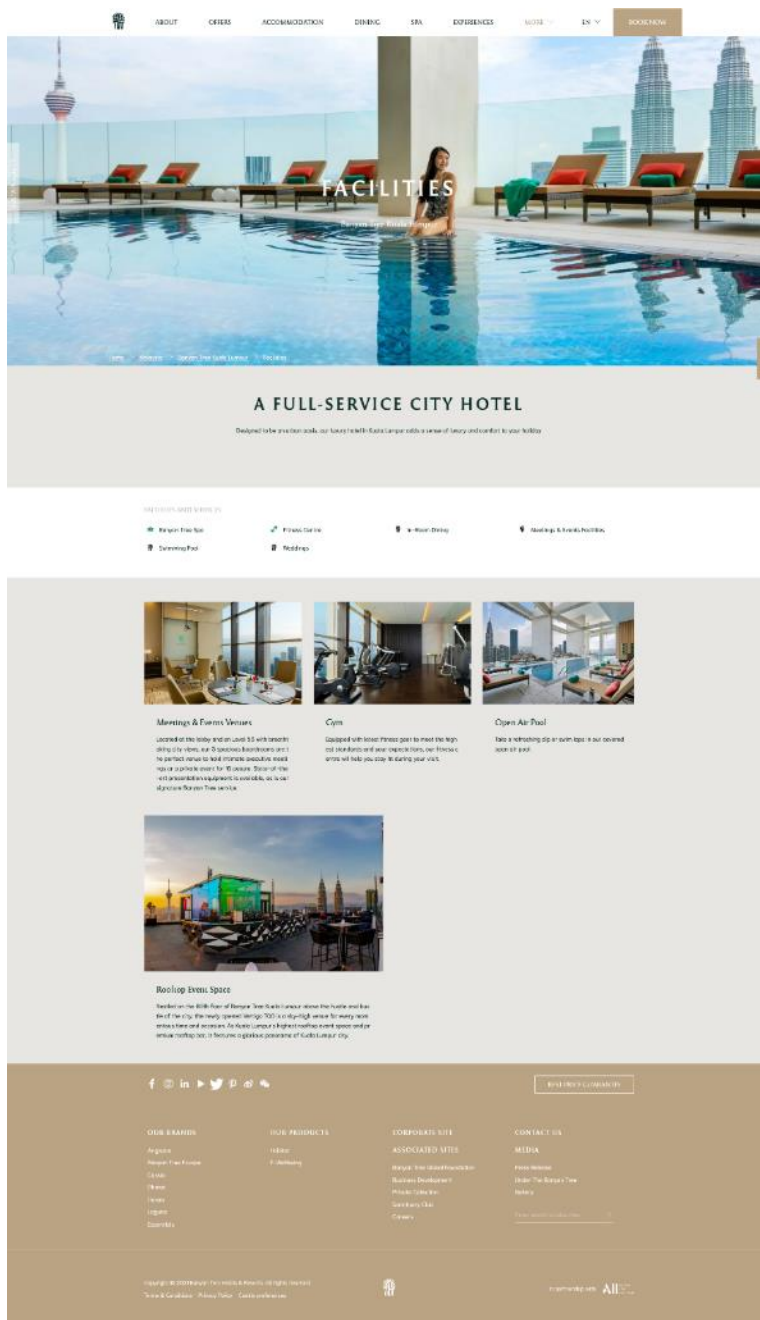
Search

92 items remaining.





## 3.6 FACILITIES



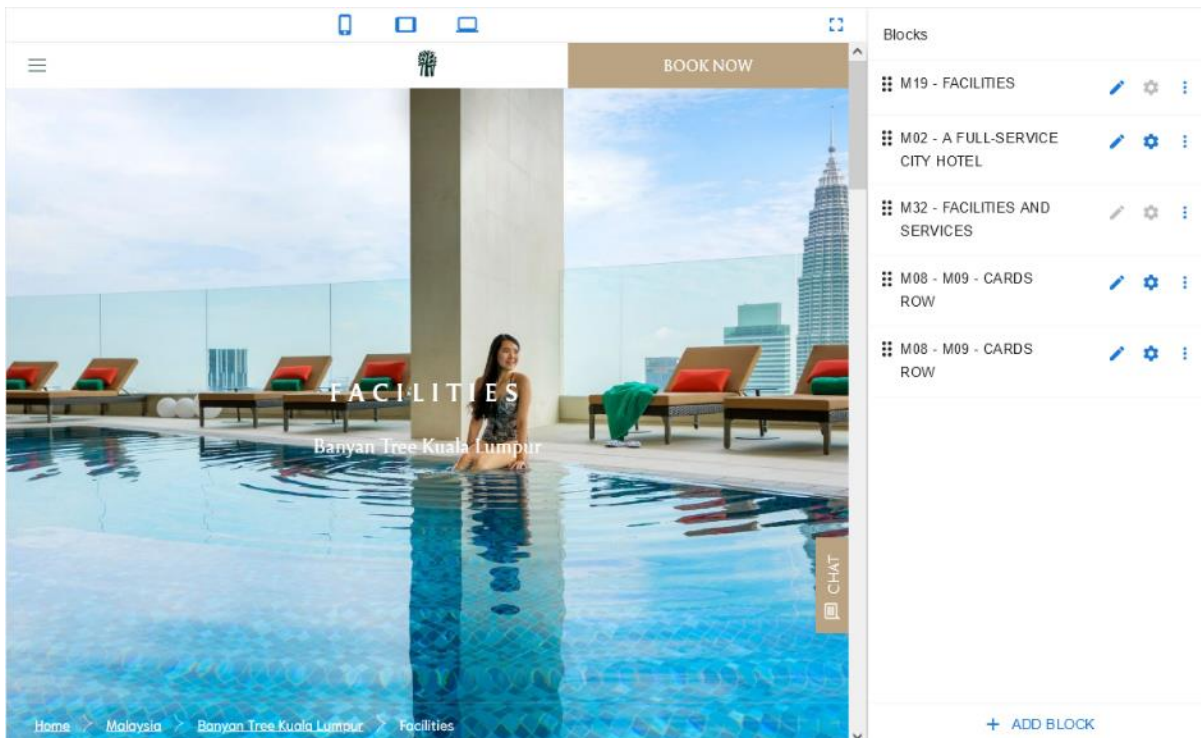
Introduction to your property's facilities

List of facilities & services pulled from property details page (3.1.4)

A list of your property's facilities (3.6.1)

### 3.6.1 Facilities: Page Builder





### Components:

- **M19:** Hero banner, optional 1920x1080 image
- **M02 (Optional):** Description, no image (optional for pre-opening hotels).
- **M32:** Facilities names (auto-generated from Details tab of your property landing page at 3.1.4.1)
- **M08-M09:** List of facilities in card format with images (1-3 per row)
- **M07:** Alternate text-only card format for facilities that have no image (1- 2 per row)

**Note:** If you add an item in the M08 block without an image, it will not show. Check this block if you have any missing facilities.

#### 3.6.1.1 Hero Banner (M19) – Required

- **Title:** Facilities
- **Subtitle:** Your property name

#### 3.6.1.2 Introduction (M02) – Optional

Text-only banner introducing your property’s facilities. Same as **3.3.6.2**.

#### 3.6.1.3 Facilities names and icons (M32) – Required

Auto-generated from data in the Details tab (3.1.4.1)



### 3.6.1.4 List of facilities (M07) – For those with no images

Fitness & Wellness Centre	Others
Views of the ocean create an inspiring setting for the yoga pavilion, as well as for workouts in the fitness pavilion, while top-of-the-line cardio and weightlifting equipment ensure that guests achieve the best results.	<ul style="list-style-type: none"> <li>– Marine Conservation Centre</li> <li>– Beach Club</li> <li>– Hydrotherapy Pool</li> </ul>

BACK
Paragraphs

---

⋮ FITNESS & WELLNESS CENTRE
— ⚙️ ⋮

Title \*

Fitness & Wellness Centre

Content \*

Views of the ocean create an inspiring setting for the yoga pavilion, as well as for workouts in the fitness pavilion, while top-of-the-line cardio and weightlifting equipment ensure that guests achieve the best results.



⋮ OTHERS
✎ ⚙️ ⋮

Facility name

Facility description

### 3.6.1.5 List of facilities (M08-M09)

#### Banyan Tree/ Angsana example

 <p><b>Gym</b></p> <p>Equipped with latest fitness gear to meet the highest standards and your expectations, our fitness centre will help you stay fit during your visit.</p>	 <p><b>Open Air Pool</b></p> <p>Take a refreshing dip or swim laps in our covered open air pool.</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

#### Cassia example



[placeholder]

## Dhawa example

Note:

- Do not use the same colour for the shape and content background
- Do not use the same colours for shapes and content background in consecutive cards.

When there is 1 card in the row	When there are 2 cards in the row	
 <p>Card 1 Shape is turned off. Content Background Color is default Purple.</p>	 <p>Card 1 Shape is Hourglass. Shape color is Lavender. Content Background Color is Tangerine.</p> <p>Card 2 Shape is Triangle. Shape color is Peach. Content Background Color is Purple.</p>	
<ul style="list-style-type: none"> <li>• Do not turn on any shapes.</li> <li>• Content background colour should be default purple.</li> </ul>	<ul style="list-style-type: none"> <li>• Only use Hourglass shape/ Triangle shape.</li> <li>• Alternate the shape colours and content background colours.</li> </ul>	
When there are 3 cards in the row		
 <p>Card 1 Shape is Hourglass. Shape color is Peach. Content Background Color is Lavendar.</p>	 <p>Card 2 Shape is triangle. Shape color is Burgundy. Content Background Color is Tangerine.</p>	 <p>Card 3 Shape is Circle. Shape color is Lavendar. Content Background Color is Purple.</p>
<ul style="list-style-type: none"> <li>• Use all 3 shapes – Hourglass, Triangle, Circle (no specific sequence)</li> <li>• Alternate the shape colours and content background colours.</li> </ul>		



BACK

Cards row

MEETINGS & EVENTS  
VENUES



GYM



OPEN AIR POOL

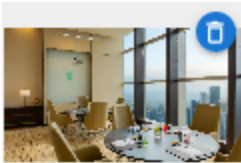


MEETINGS & EVENTS  
VENUES



An image is required for the card to show up. (If there is no image for this facility, use a M7 Paragraphs block instead.)

Image\*



boardroom-o...

SELECT MEDIA

The maximum number of media items have been selected.

In the M08-M09 block, click on the pencil icon to edit individual facilities

Facility name

Facility description

Title \*

Meetings & Events Venues

Content

Located at the lobby and on Level 53 with breathtaking city views, our 3 spacious boardrooms are the perfect

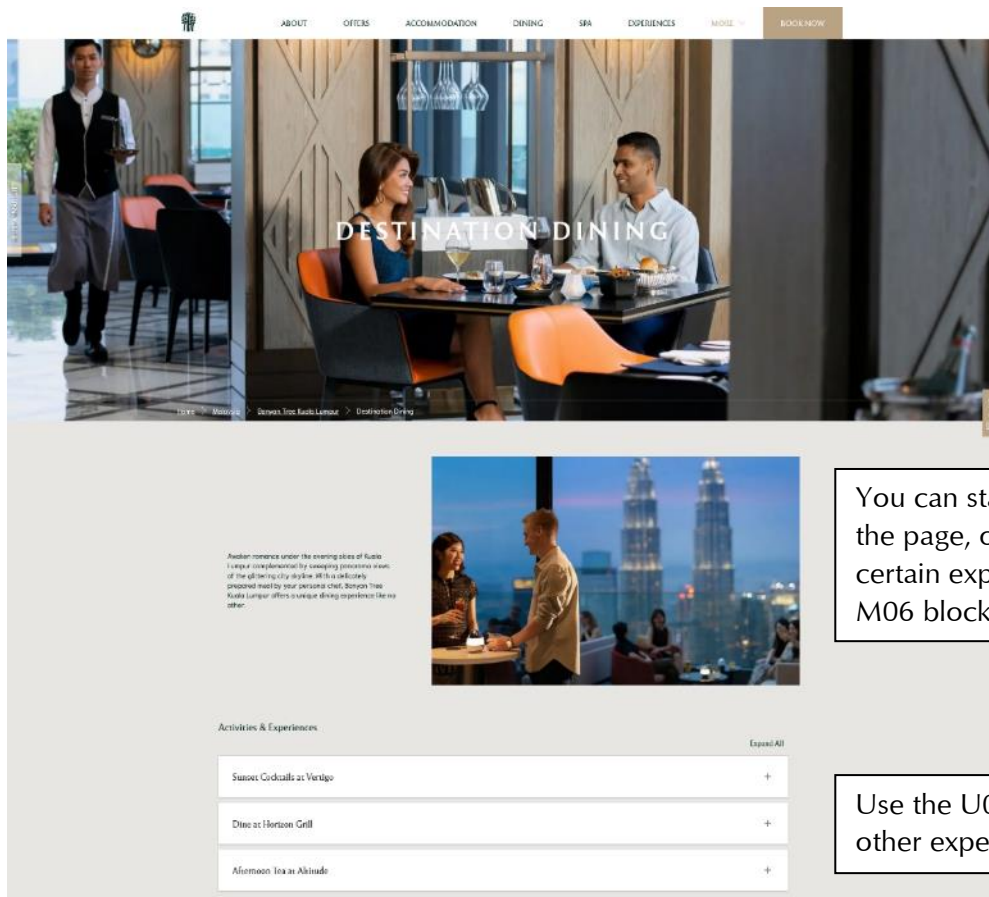


### 3.7 EXPERIENCES

Each Experience page is a category page including multiple items. E.g. 'Destination Dining' might list the different destination dining experiences you provide, like in the example below.

**Note:** Individual Experiences need to be created before they can be added to the main Experience list page.

#### 3.7.1 Individual Experience Page



### 3.7.2 Adding and Editing Experience Pages

To add: **Your content > Add content > Experience**. To edit an existing experience, click on the **Edit** button next to the item.

- **Title:** Name for the Experience page
- **Hotel:** Your property

**Title \***

  
**Hotel**

Banyan Tree Kuala Lumpur ▼

**Common** **Card \*** **Page**

**Themes**

Flavours of the Earth ✕

Under **Themes**, select one from the list that fits the page best. You can start by compiling experiences that your property provides, and grouping them based on similar themes, e.g. food, attractions, cultural experiences.

If more than one theme might apply to the group, choose the one that's closest or most specific. E.g. If it is a collection of cultural activities, choose 'Cultural Immersions' instead of the generic 'Activities'. The 'Activities' and 'Attractions' themes are for those that don't fit anywhere else.

#### List of Banyan Tree Themes:

- **Activities:** General category for things you can do, e.g. rides, dances, classes
- **Attractions:** General category for things you can see and visit, e.g. popular beaches, museums, landmarks
- **Cultural Immersions:** Cultural activities and experiences related to the destination
- **Curated Itineraries:** Suggested travel schedules and travel guides
- **Experiences at Banyan Tree:** Things to do and experience at your property
- **Family Retreats:** Experiences for families, especially those with children
- **Festivals:** Local cultural/religious/social celebrations and important events
- **Flavours of the Earth:** Dining and other culinary experiences
- **Into the Blue:** Water sports, cruises, diving, marine activities
- **Romantic Getaways:** Romantic experiences for couples
- **Treasures of Nature:** Natural attractions and sights
- **Treks and Tours:** Exploration, group tours, hikes

#### Angsana Themes:

- **Activities at Angsana:** Things to do and experience at your property



- **Cultural Infusions:** Cultural activities and experiences related to the destination
- **Explorations:** Explorations, hiking, natural trails, city tours etc.
- **Family Escapades:** Experiences for families, especially those with children
- **Festivals:** Local cultural/religious/social celebrations and important events
- **Itineraries:** Suggested travel schedules and travel guides
- **Local Activities:** General category for things you can do, e.g. rides, dances, classes
- **Local Attractions:** General category for things you can see and visit, e.g. popular beaches, museums, landmarks
- **Water Activities:** Water sports, cruises, diving, marine activities
- **Wellbeing:** Experiences aimed at fostering mental and physical wellbeing

**Note:** These categories were created based on what each brand's properties currently offer. If you want to create a new Experience page that doesn't fit any of these themes, you can contact HQ for assistance.

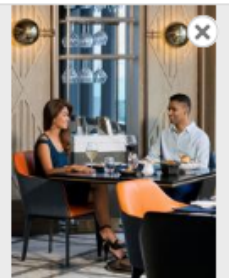
### 3.7.3 Experience Card

These will appear on the Experiences list page (3.7.5).

- **Thumbnail Gallery:** Upload 1-3 3x4 card image(s) (recommended: 600x800px)
- **Summary:** Short caption describing this page

Common
Card \*
Page

**THUMBNAIL GALLERY \***



card-destination-...

Add media

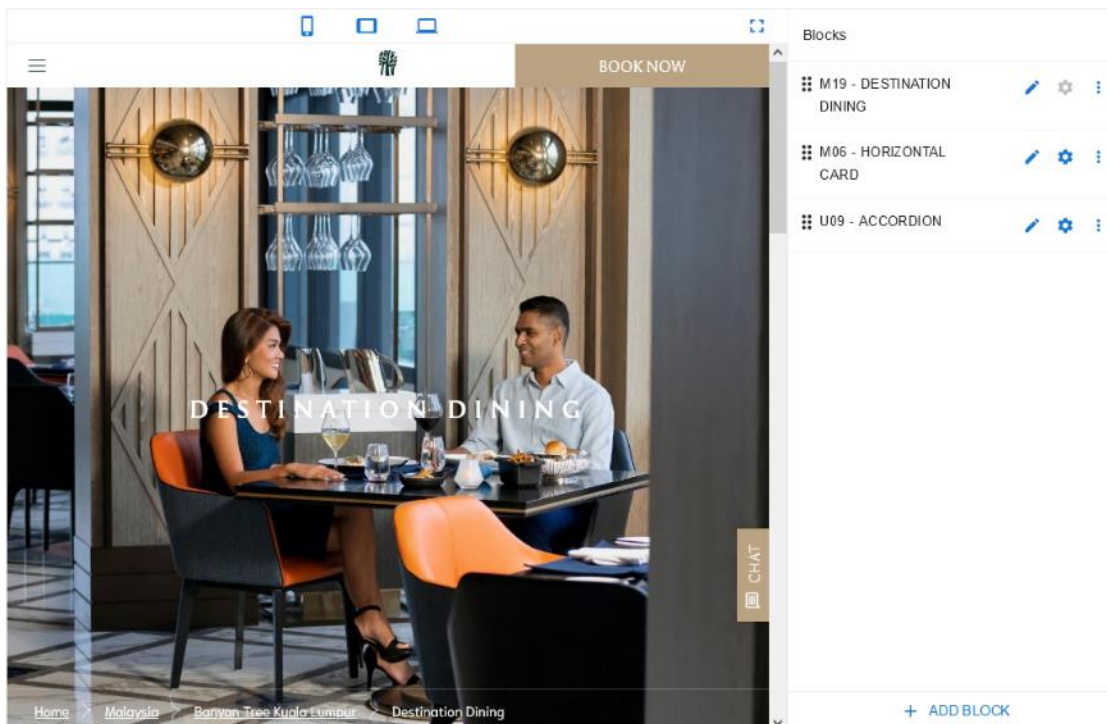
**Summary \***

Awaken romance under the evening skies of Kuala Lumpur complemented by sweeping panorama views of the glittering city skyline. With a delicately prepared meal by your personal chef, Banyan Tree Kuala Lumpur offers a unique dining experience like no other.





### 3.7.4 Experiences: Page Builder



#### Components

- **M19:** Hero banner, optional 1920x1080 image
- **M06 (Optional):** Page description/intro with 1-2 images OR **M02 (Optional):** Description, no image
- **M06 (Optional):** Experience(s) highlight with 1-2 images (as many as you want)
- **U09:** Experiences list and details

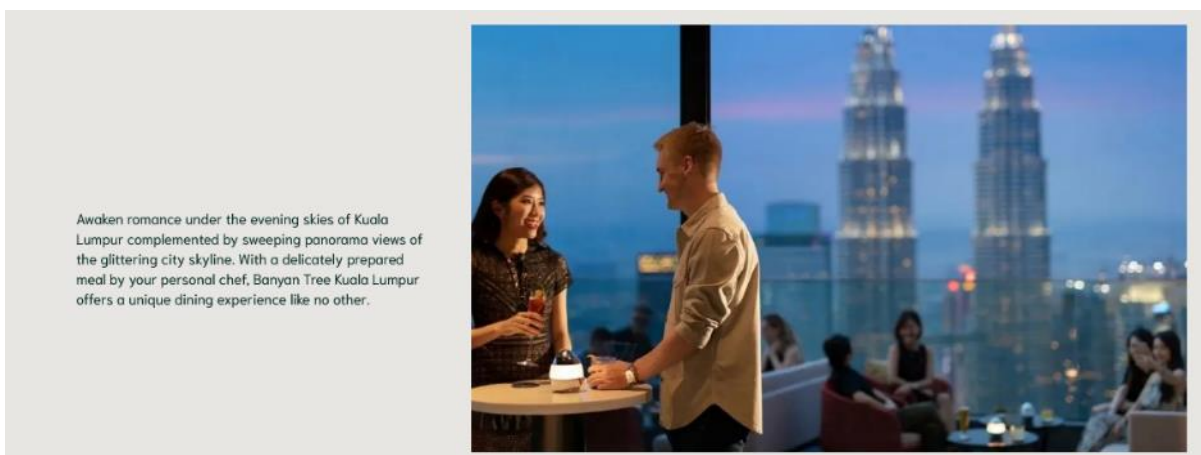
#### 3.7.4.1 Hero Banner (M19) – Required

**Image:** Optional

**Title:** Name of the Experience category

#### 3.7.4.2 Introduction (M06 or M02) – Optional

You can add an introduction to the experience



#### 3.7.4.3 Highlights (M06) – Optional

You can feature certain experiences in one or more M06 blocks.



**Note:**

DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example

*When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'***

Good Example	Bad Example

*Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.*



Good Example	Bad Example
<p><i>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</i></p>	

Good Example	Bad Example
<p><i>For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.</i></p>	

### 3.7.4.4 Experiences List and Details (U09) – Optional

More Treks & Tours Collapse All

**Old Town Walking Tour** —

Follow our professional tour guide and explore the old towns of Shuhe and Baisha, which are located next to the resort. Listen to the ancient stories and learn about the minority culture during the walking tour.

PRICE	TIMING
Free	9:00 am - 6:00 pm daily

**Jade Dragon Snow Mountain Tour** —

Resembling a sleeping dragon in repose, the Jade Dragon Snow Mountain slumbers majestically at 5,486 metres above sea level. Its main peak, Shanzidou, ranks among the tallest glaciers in the world. Enjoy the romantic bliss of spring amidst the vivid bursts of camellias and rhododendrons.

TIMING

Daily

Here you can list multiple items without images but with additional details.

To edit each item, click on the pencil edit icon next to the U09 – Accordion component.

Click 'ADD BLOCK' to add a new accordion item, or click the pencil icon to edit an existing item. Here you can give it a name and description.

**BACK** Accordion items

**OLD TOWN WALKING TOUR** — ⚙️ ⋮

Name \*  
Old Town Walking Tour

Description  
Follow our professional tour guide and explore the old towns of Shuhe and Baisha, which are located next to the resort. Listen to the ancient stories and learn about the minority culture during the walking tour.

[EDIT ITEMS](#)

**BACK** Accordion items

**PRICE** — ⚙️ ⋮

Label \*  
Price

Content  
Free

**TIMING** — ⚙️ ⋮

Label \*  
Timing

Content  
9:00 am - 6:00 pm daily



You can click 'Edit Items' to add details for each of these items: for example, the price, timing/duration, or website link.

For formatting reasons, try not to add more than 3 items.



### 3.7.5 Experiences Category List

**EXPERIENCES**  
Discover the Kuala Lumpur

## WELCOME TO KUALA LUMPUR

Malaysia's vibrant capital is a feast for the senses, with its historic landmarks, gleaming skyscrapers, scenic parks, illustrious shopping malls and building nightspots. Marvel at the beauty of the vibrant city as you uncover its unique sights, sounds and flavours.

I'm looking for: [Attractions](#) [Activities](#) [Romantic Getaways](#) [Moments of the Week](#) [Festivals](#) [RESET FILTERS](#)

**Local Attractions**

From popular tourist spots to sights out off the beaten track, explore a modern metropolis defined by its diverse architecture, culture, cuisine and people.

[READ MORE](#)

**Shopping Getaway**

Join locals in their favourite pastime: shopping. Spend your day browsing impressive air-conditioned malls such as Pavilion KL and Seroi KLCC in search of designer fashion and bargains, or explore Central Market for locally crafted souvenirs.

[READ MORE](#)

**Couples Retreat**

Experience romance amidst futuristic towers and dazzling lights, right here in Kuala Lumpur. Enjoy a myriad of romantic activities with your loved ones, from sipping cocktails at the highest rooftop bar in town to crafting pastries at a specially curated baking class for two.

[READ MORE](#)

**Destination Dining**

Awaken romance under the evening skies of Kuala Lumpur complemented by sipping panoramic views of the glittering city skyline. With an intricately prepared menu by your personal chef, Banyan Tree Kuala Lumpur offers a unique dining experience like no other.

[READ MORE](#)

**Local Festivals**

Immerse yourself in the many cultural and religious activities, that are embraced by the community and celebrated nationwide.

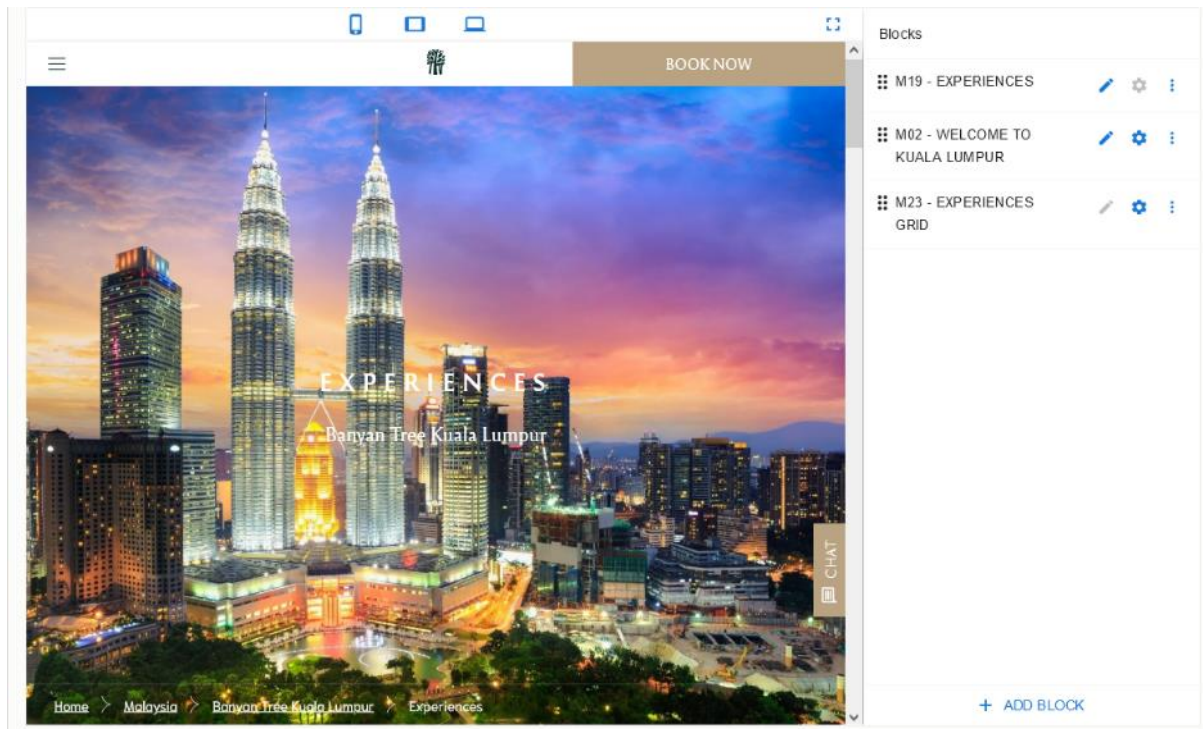
[READ MORE](#)

Introduction (3.7.6.2)

List of experiences you offer (3.7.6.3)

### 3.7.6 Experiences Category List: Page Builder





## Components

- **M19:** Hero banner, optional 1920x1080 image
- **M02 (Optional):** Introduction
- **M23:** List of Experience types you offer

### 3.7.6.1 Hero Banner (M19) – Required

**Image:** Optional

**Title:** Experiences

**Subtitle:** Your property name

### 3.7.6.2 Introduction (M02) – Optional

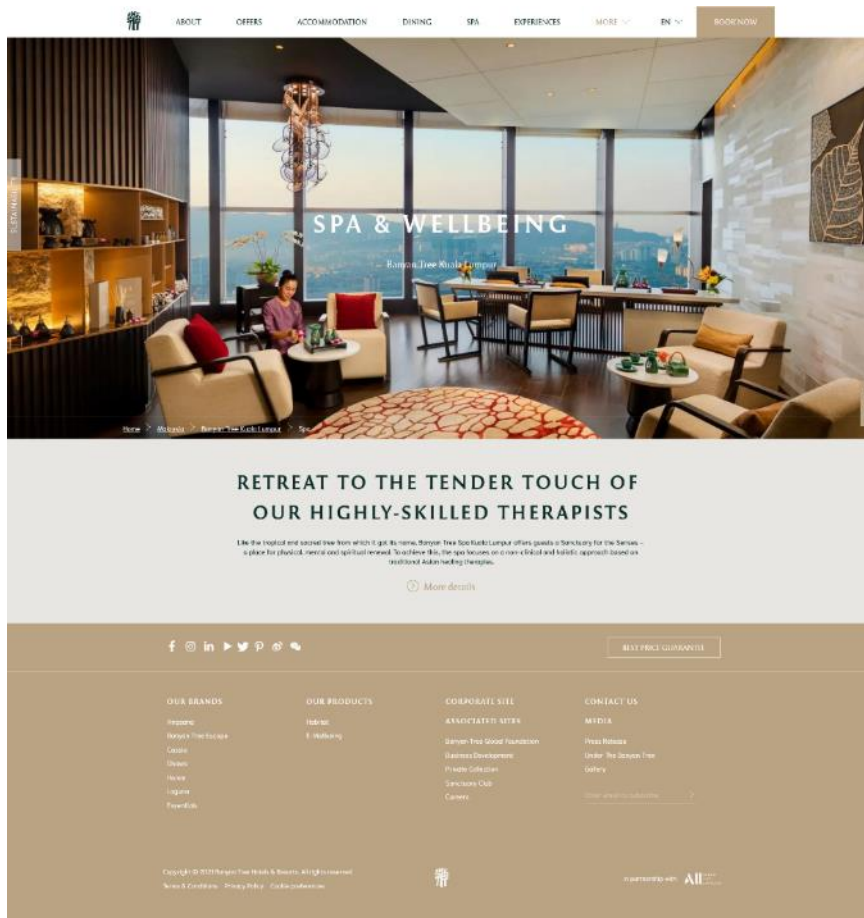
Text-only banner introducing your property's experiences. Same as **3.3.6.2**.

### 3.7.6.3 Experiences list (M23) – Required

This component cannot be directly edited, but whenever you create or edit a new Experience page in **3.7.1**, it will be automatically updated here.



### 3.8 SPA



Hero banner

Introduction with link to Spa Outlet page

As most of the spa-related content will be in the Spa section of the website, the Spa & Wellbeing landing page on most property sites is a simple page with a hero image, short intro and a link to the Spa Outlet page.

For properties that provide non-spa wellbeing experiences and activities and would like to feature them here, you can contact HQ to ask about a customized page to meet your needs.





### 3.8.1 Editing Your Property Spa Page

- **Title:** Spa
- **Hotel:** Your property

#### Edit Basic page Spa ☆

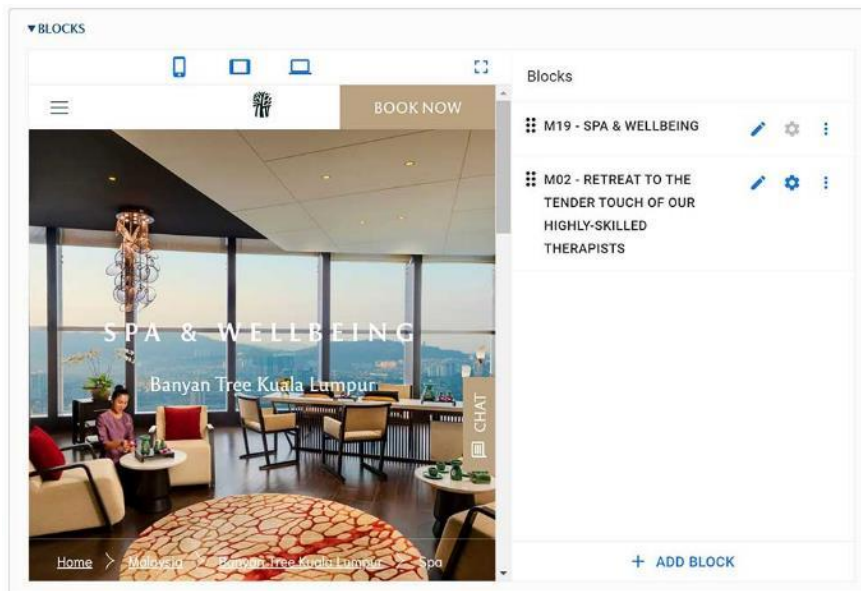
View Edit Delete Revisions Devel Translate

Home » » Spa

Title \*

Hotel

### 3.8.2 Page Builder



#### Components:

- **M19:** Hero banner with a masthead image, page title and property name
- **M02:** Introduction to the spa, with a CTA link to the spa outlet page.

#### 3.8.2.1 Hero Banner (M19) – Required

- **Image:** 1920x1080px
- **Title:** Spa & Wellbeing
- **Subtitle:** Your property name

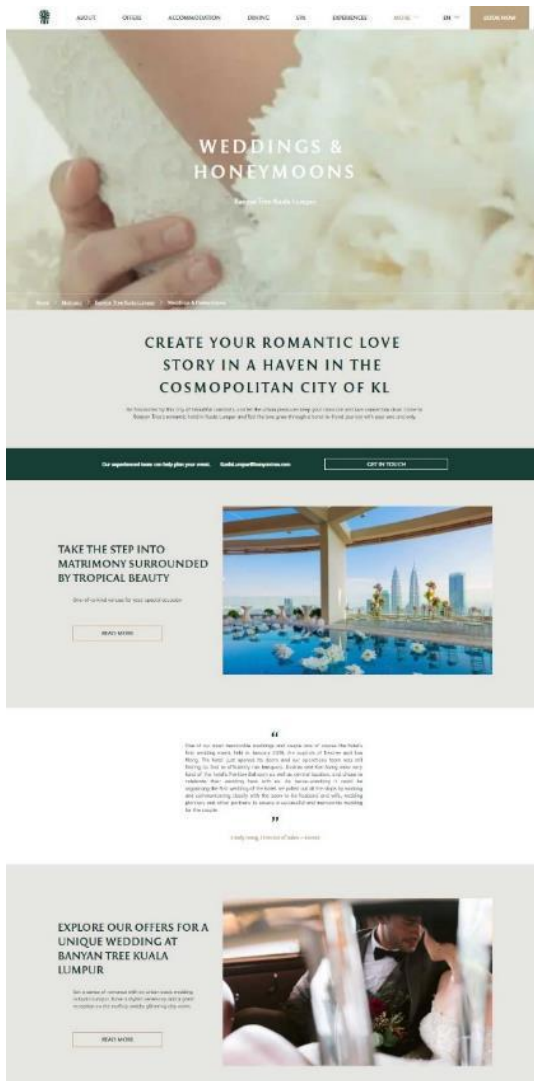
#### 3.8.2.2 Introduction (M02) – Required

Text-only banner with link to your Spa Outlet page. Refer to **3.1.7.4**.

Don't forget to click "**Save (this translation)**" once all the changes have been made.



### 3.9 WEDDINGS & HONEYMOONS



Hero banner

Introduction

CTA Contact Us bar

Intro and link to Wedding Venues

Optional quote from a wedding couple, etc.

Intro and link to Wedding Packages

#### 3.9.1 Editing Weddings & Honeymoons page

- **Title:** Weddings & Honeymoons
- **Hotel:** Property name

Home » » Weddings & Honeymoons

Title \*

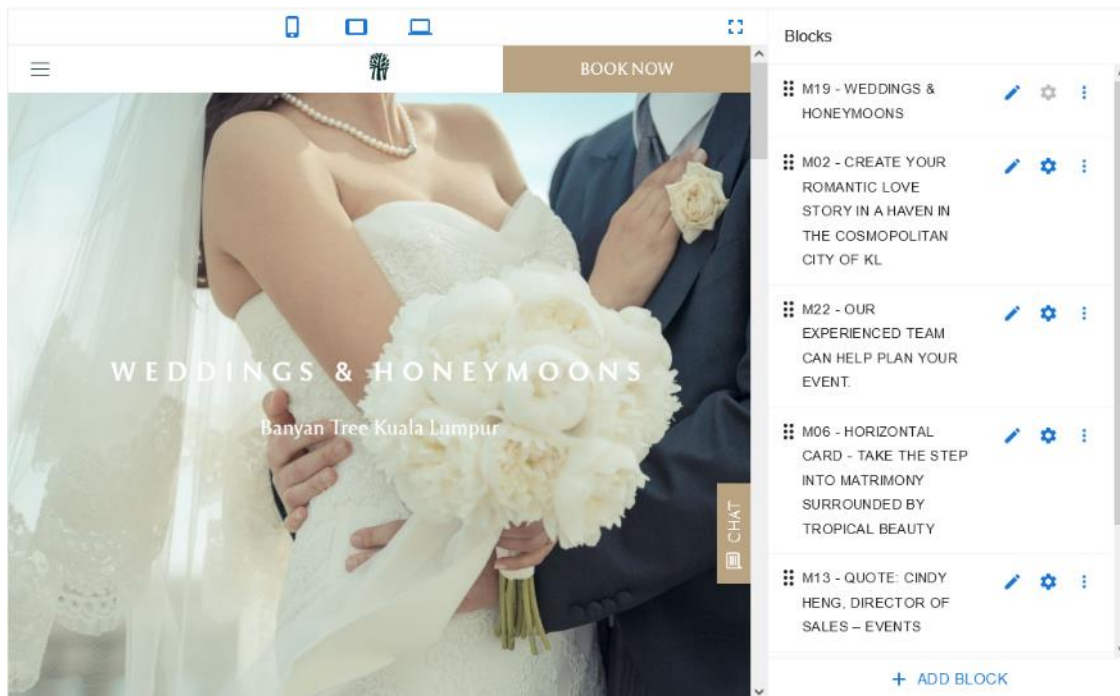
Weddings & Honeymoons

Hotel

Banyan Tree Lijiang

#### 3.9.2 Page Builder





## Components

- **M19:** Hero banner with masthead image, page title and property name
- **M02:** Introduction, no image
- **M22:** CTA Bar (request for proposal) – optional for pre-opening
- **M06 (1-2 images) or M02 (no image) (Optional):** Description and link to Wedding Venues page
- **M13 (Optional):** Quotation, text
- **M06 (1-2 images) or M02 (no image) (Optional):** Description and link to Wedding Packages
- **M06 (1-2 images) or M02 (no image) (Optional):** Description and link to Honeymoons

### 3.9.2.1 Hero banner (M19) – Required

- **Image:** 1920x1080px
- **Title:** Weddings & Honeymoons
- **Subtitle:** Your property name

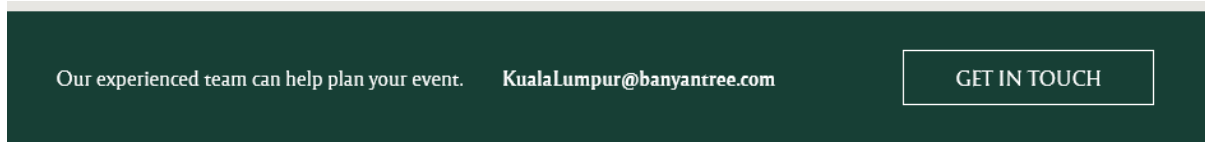
### 3.9.2.2 Introduction (M02) – Optional



Text-only banner introducing your property's weddings. Same as **3.3.6.2**.



### 3.9.2.3 CTA bar (M22) – Required



M22 - OUR EXPERIENCED TEAM CAN HELP PLAN YOUR EVENT.

Text 1 \*  
Our experienced team can help plan your event.

Text 2 \*  
[KualaLumpur@banyantree.com](mailto:KualaLumpur@banyantree.com)

▼ Button

URL \*  
</weddings-request-proposal>

Label \*  
[Get in Touch](#)

Target  
Open in same tab ▼

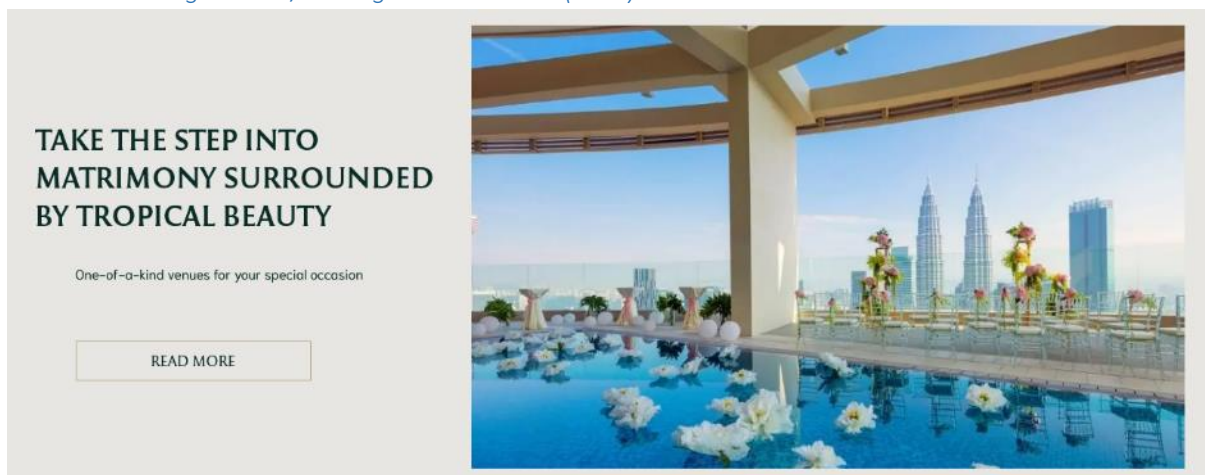
Variant: Outlined ▼ Color: White ▼


Your property Weddings contact (email or phone)

This link is to our general Weddings RFP form; do not change

Label: Get in Touch (do not change)

### 3.9.2.4 Wedding Venues/Packages lead-in card (M06)





bt-pool-weddi...

**SELECT MEDIA**

One media item remaining.

1-2 images. To update card image, click on "Select Media"

Title

Take the step into matrimony surrounded by tropical beauty

Description

One-of-a-kind venues for your special occasion

Button type

Default

▼ Button 1

URL \*

/malaysia/kuala-lumpur/wedding-venues

Link to Wedding Venues page

Label \*

Read More

Target

Open in same tab

Label: Read More



### 3.9.2.5 Quotation (M13) - Required

You can add a relevant quote from staff or a wedding couple.

☰ M13 - QUOTE: CINDY HENG, DIRECTOR OF SALES – EVENTS ⋮

Quote

One of our most memorable weddings and couple was of course the hotel's first wedding event, held in January 2019, the nuptials of Desiree and Kan Meng. The hotel just opened its doors and our operations team was still finding its feet to efficiently run banquets. Desiree and Kan Meng were very fond of the hotel's Pavilion Ballroom as well as central location, and chose to celebrate their wedding here with us. As nerve-racking it could be organising the first wedding of the hotel, we pulled out all the stops by working and communicating closely with the soon-to-be husband and wife, wedding planners and other partners to ensure a successful and memorable wedding for the couple.

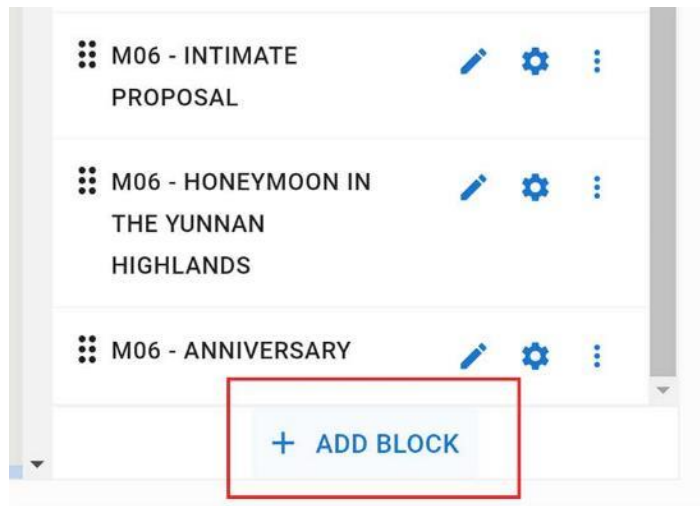
Author

Cindy Heng, Director of Sales – Events

**To create additional cards for Wedding Packages and Honeymoon pages:**

Click on the “Add Block” button at the bottom of the existing block





Select **M06 – HorizontalCard** from the list of the available blocks

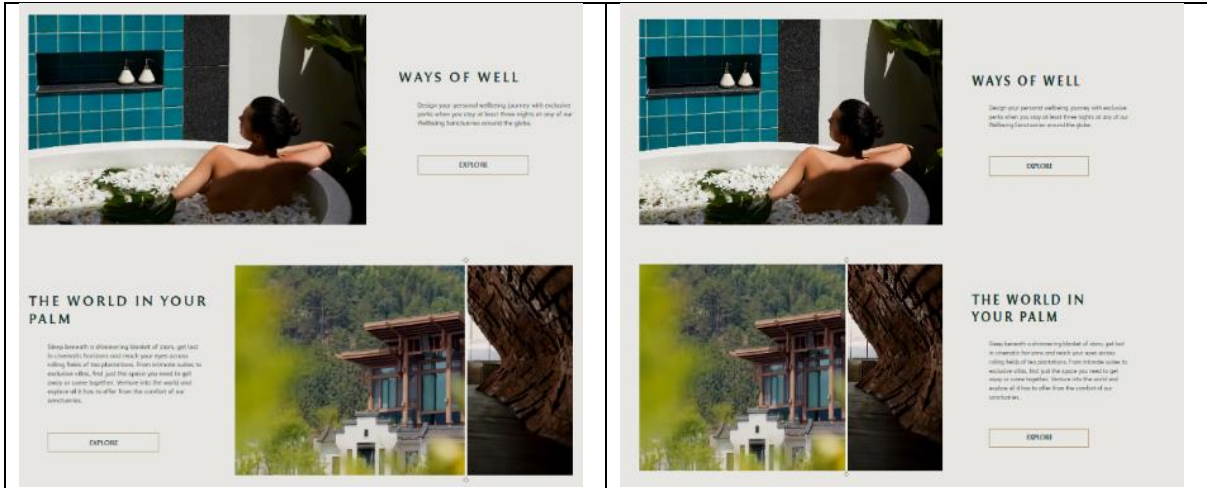
- M01 - Brand hero section
- M02 - Banner
- M03 - Large Video
- M04 - Carousel
- M06 - HorizontalCard
- M07 - Paragraphs row
- M08 - M09 - Cards row
- M10 - M11 - Rooms Cards
- M11 - Restaurants Cards
- M12 - Spa treatments carousel
- M12a - Carousel flat
- M12b - Carousel expanded
- M13 - Quote
- M14 - Webform

**Note:**

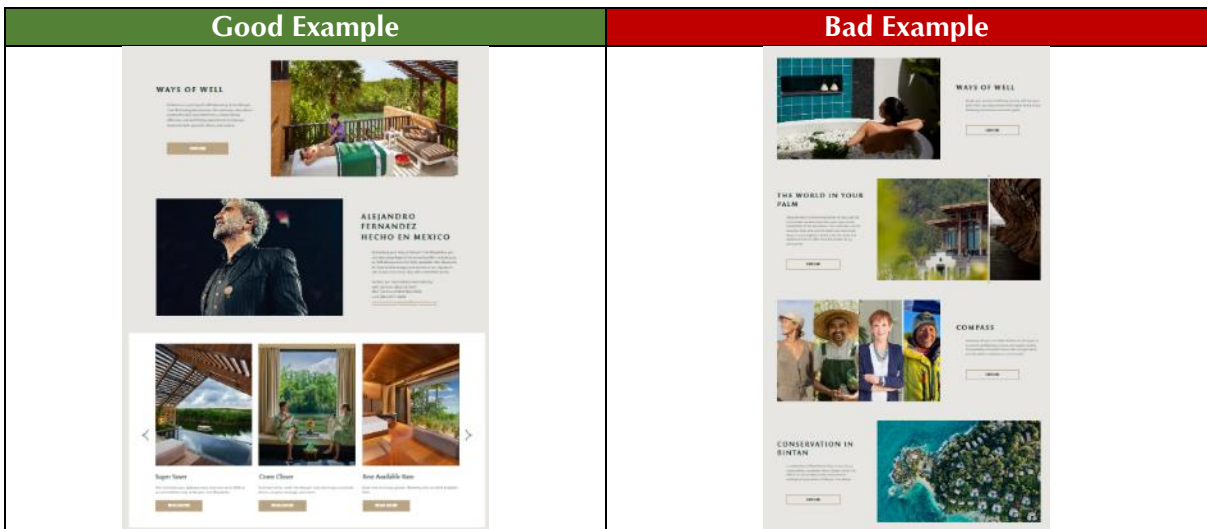
DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

<b>Good Example</b>	<b>Bad Example</b>
---------------------	--------------------





When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'**

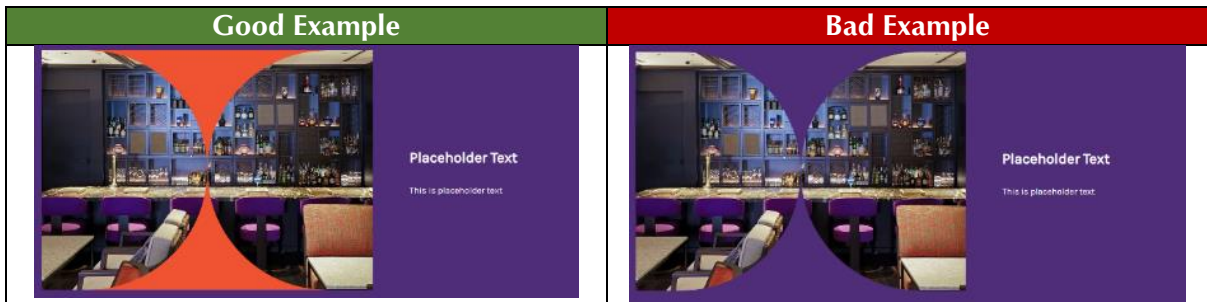


Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.





*For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.*



*For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.*

Don't forget to click on **“Save (this translation)”** once all the changes have been made



### 3.10 WEDDING VENUES

**Note:** Individual venues need to be created before they can be added to the main Wedding Venues list page.

#### 3.10.1 Individual Wedding Venues

**Summary of venue data**

MAX OCCUPANCY	SIZE	HEIGHT
300	596.00 sqm (240143 sqft)	450 m (14840 ft)

**Introduction**

**A SPACIOUS BALLROOM IDEAL FOR SPECIAL OCCASIONS.**

Our beautiful and stylish ballroom is perfect for a western wedding setup, with colorful lights, round tables, back to projector and all the amenities you will need. Celebrate in our style with up to 300 guests.

**Occupancy by Configuration**

Round Table	300 guests
Classroom	150 guests
Theatre	240 guests
U-Shape	52 guests
Boardroom	58 guests
Free Standing	280 guests

**Venue configurations**

**Venue equipment and services**

**Equipment & Services**

Built-in projector and screen  
 Additional Audio Visual equipment available for hire  
 Internet Access  
 Group Event Coordination Team  
 Business Centre

#### 3.10.2 Editing Wedding Venue

- **Title:** Name of wedding venue
- **Hotel:** Your property

View Edit Delete Revisions Devel Translate

Home » » Moonlight Pagoda

**Title \***

**Hotel \***



### 3.10.2.1 Venue details

Common \*   Card \*   Page \*

**Types \***  
Wedding ✕

**Styles**  
Choose some optio

**Size m2 \***  
660.00

**Size sqft \***  
7104.00

**Dimensions m**  
Dimensions in meters

**Dimensions ft**  
Dimensions in feet

**Height m**

**Height ft**

**Max occupancy**  
260

**Types:** 'Wedding' for wedding venues and 'Meeting' for meeting venues. If a venue is used for both weddings and meetings and has the same description, images, details and configuration for each, add both.

### 3.10.2.2 Floor Plan

MAX OCCUPANCY	SIZE	DIMENSIONS	HEIGHT	FLOOR PLAN	
910	801 m2 (8,622 sq. ft.)	43.3 x 18.5 m (142.1 x 60.7 ft.)	6.5 m (21 ft.)	6.5 m (21 ft.)	<a href="#">VIEW FLOOR PLAN</a>

Click "Add Media" to select or upload a floorplan

**FLOOR PLAN**

No media items are selected.

[Add media](#)

One media item remaining.



### 3.10.2.3: Venue Configurations

These are the various sitting arrangements in a venue.

- Click on “**Add Venue configuration**” to add a new sitting arrangement
- Click on “**Edit**” to update the capacity for the existing configuration

[SHOW ROW WEIGHTS](#)

CONFIGURATIONS

+ Venue configuration Collapse ▾

Configuration \*  
Round Table ▾

Occupancy \*  
200

---

+ Venue configuration Classroom Edit ▾

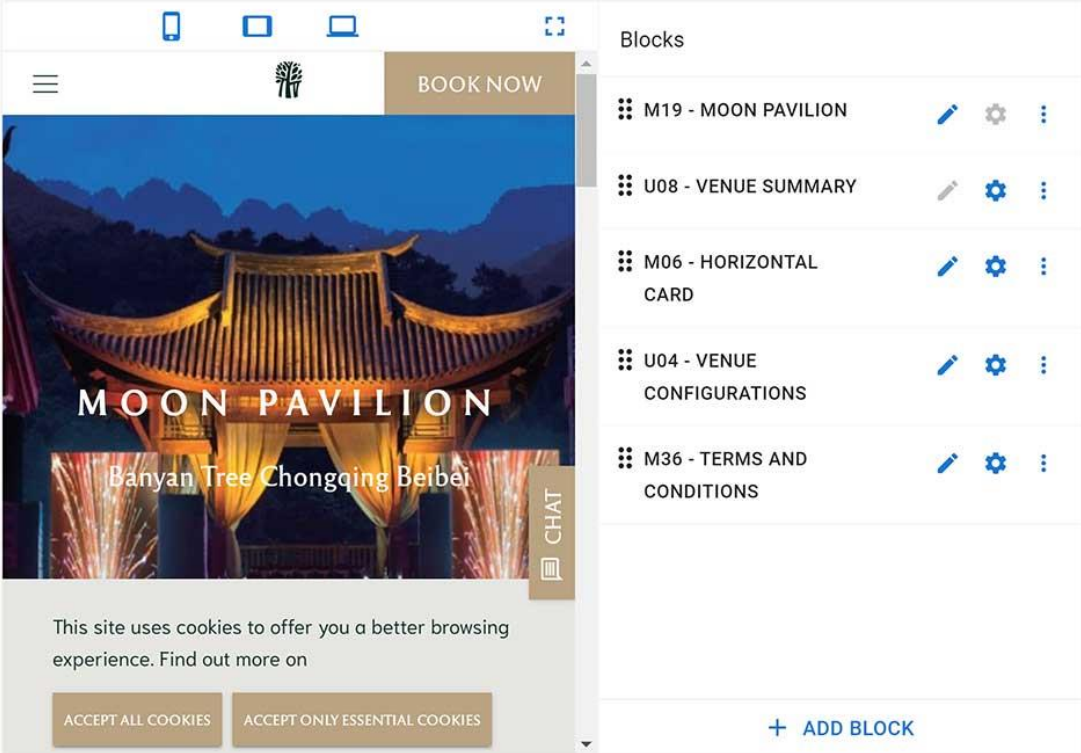
+ Venue configuration Theatre Edit ▾

+ Venue configuration Free Standing Edit ▾

Add Venue configuration

### 3.10.3 Wedding Venue: Page Builder

▼ BLOCKS \*



The screenshot displays a page builder interface. On the left, a mobile device preview shows a website layout with a navigation menu, a logo, a 'BOOK NOW' button, a large hero image of a pavilion at night with the text 'MOON PAVILION' and 'Banyan Tree Chongqing Beibei', and a chat icon. Below the hero image is a cookie consent banner with 'ACCEPT ALL COOKIES' and 'ACCEPT ONLY ESSENTIAL COOKIES' buttons. On the right, a 'BLOCKS' sidebar lists several content blocks: 'M19 - MOON PAVILION', 'U08 - VENUE SUMMARY', 'M06 - HORIZONTAL CARD', 'U04 - VENUE CONFIGURATIONS', and 'M36 - TERMS AND CONDITIONS'. Each block has edit and settings icons. At the bottom of the sidebar is an '+ ADD BLOCK' button.

## Components



- **M19:** Hero banner
- **U08:** Venue Summary (data auto-generated from **3.10.2.1**)
- **M06:** Description with 1-2 images
- **M02:** Description, no image (wedding venue, wedding package etc.)
- **U04:** Venue Configuration (data auto-generated from **3.10.2.1**)
- **M36:** Equipment & services
- **M04 (Optional):** Photo carousel

### 3.10.3.1: Hero Banner (M19) – Required

- **Image:** Optional
- **Title:** Venue name
- **Subtitle:** Your property name

### 3.10.3.2: Venue Summary (U08) – Required

MAX OCCUPANCY	SIZE	HEIGHT
260	316.00 sqm (3401.40 sqft)	4.50 m (48.40 ft)

Information is extracted from the data input in the venue’s Common tab (**3.10.2.1**)

### 3.10.3.3: Introduction (M06 with images, M02 if no images) – Optional



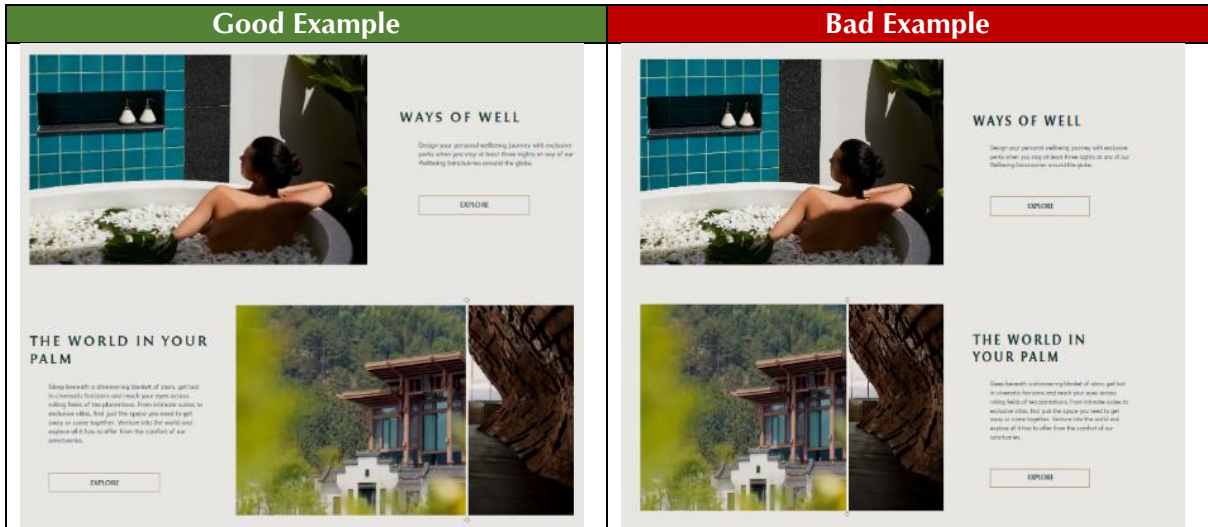
#### Note:

DO's	DON'Ts
<ul style="list-style-type: none"> <li>• When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>• For Cassia and Dhawa, use different combinations of colours to express</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>• For Dhawa, when choosing the shape colours and background colours, DO</li> </ul>

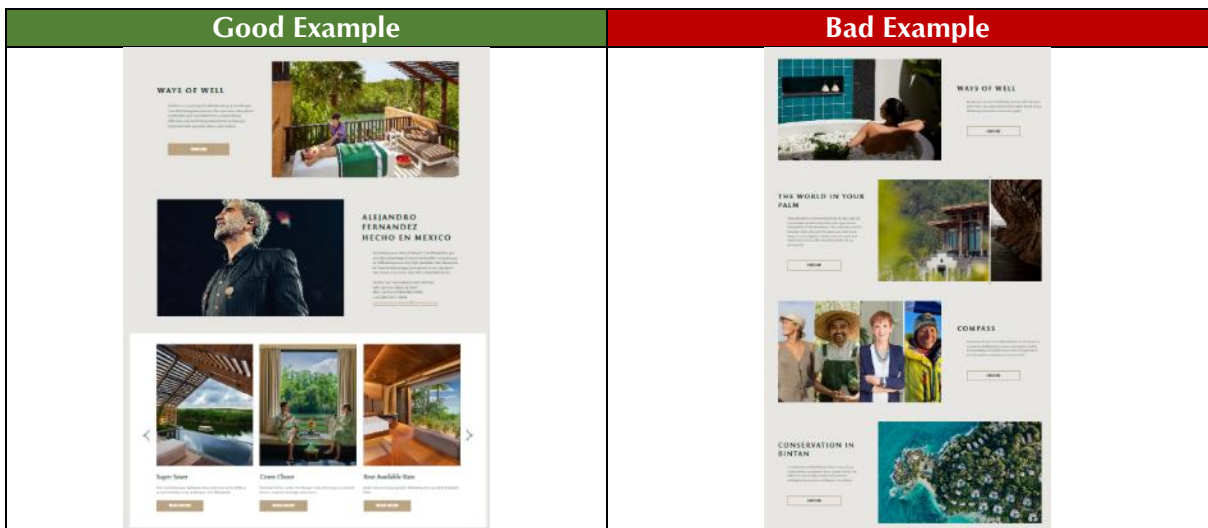


the brand uniqueness where appropriate.

NOT use the same colour for both. Or else, it will be hard to see the image.



When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between ‘Row’ and ‘Row Reverse’

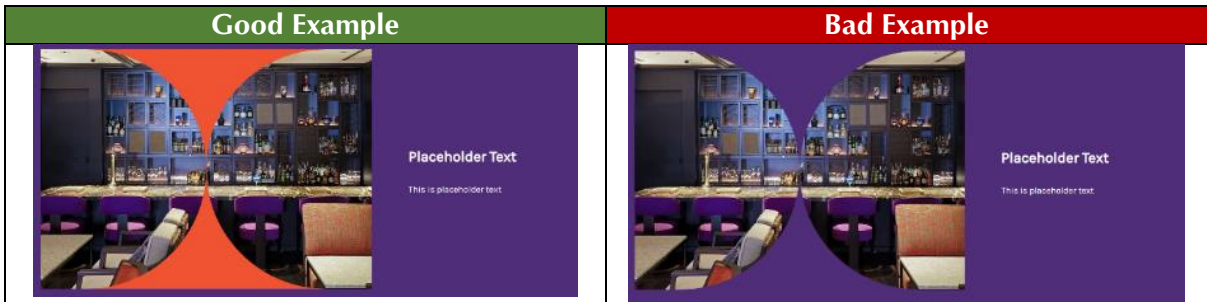


Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.





*For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.*



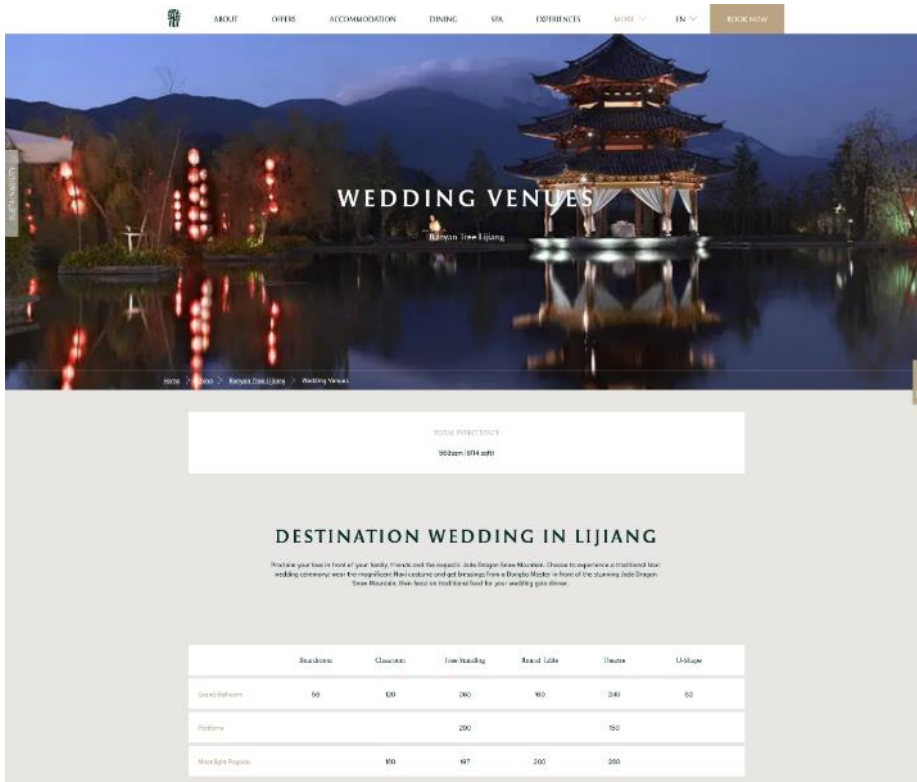
*For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.*

Refer to **3.1.7.2** for M06 and **3.1.7.4** for M02.

*3.10.3.4: Venue Configuration (U04) – Required*

3.10.2 Wedding Venues List





Summary of venue data

Introduction

List of wedding venues

- **Title:** Wedding Venues
- **Hotel:** Your property

Home » » [Wedding Venues](#)

**Title \***

Wedding Venues

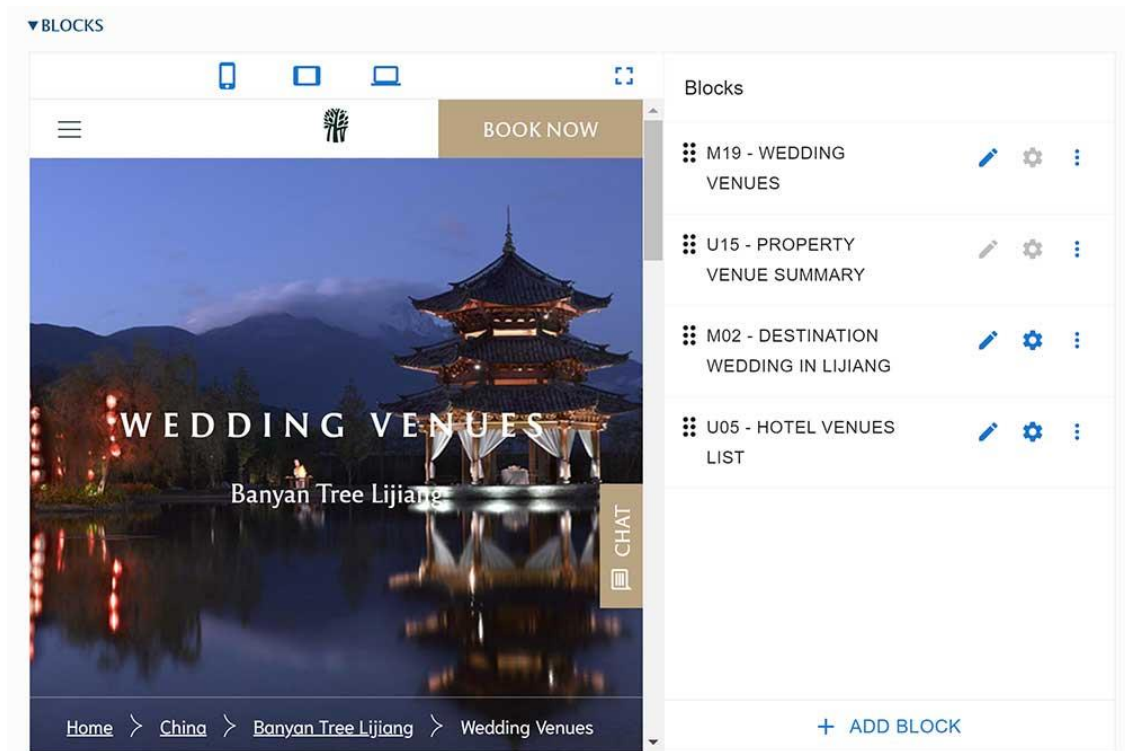
**Hotel**

Banyan Tree Chongqing Beibei





### 3.10.3 Wedding Venues List: Page Builder



#### Components

- **M19:** Hero banner
- **U15:** Property Venue Summary
- **M02:** Description, no image (wedding venue, wedding package etc.)
- **U05:** Hotel Venue list

##### 3.10.3.1 Hero Banner (M19) – Required

- **Image:** Optional
- **Title:** Wedding Venues
- **Subtitle:** Your property name

##### 3.10.3.2 Property Venue Summary (U15) – Required

TOTAL ACCOMMODATIONS

55

TOTAL EVENT SPACE

409sqm (4401 sqft)

MEET AND FEED

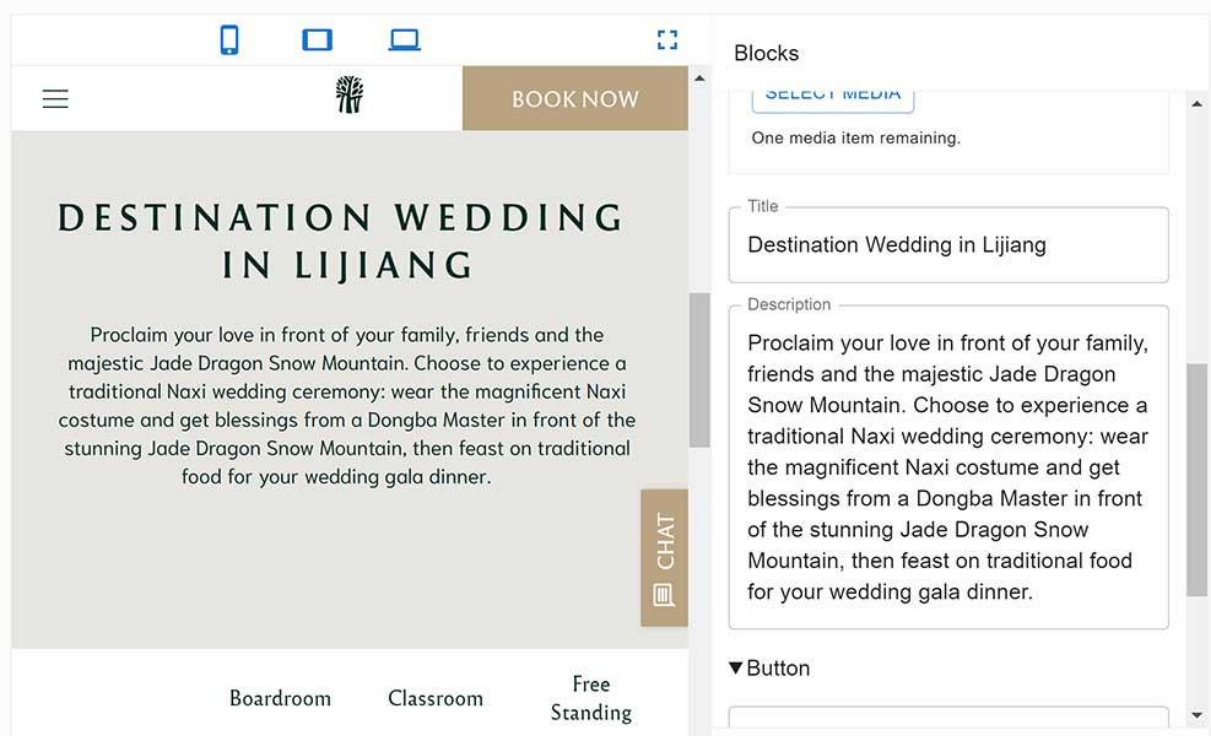
40

Information is extracted from the data input in the property homepage's Venue tab (3.1.6)

##### 3.10.3.3 Introduction (M02) – Optional

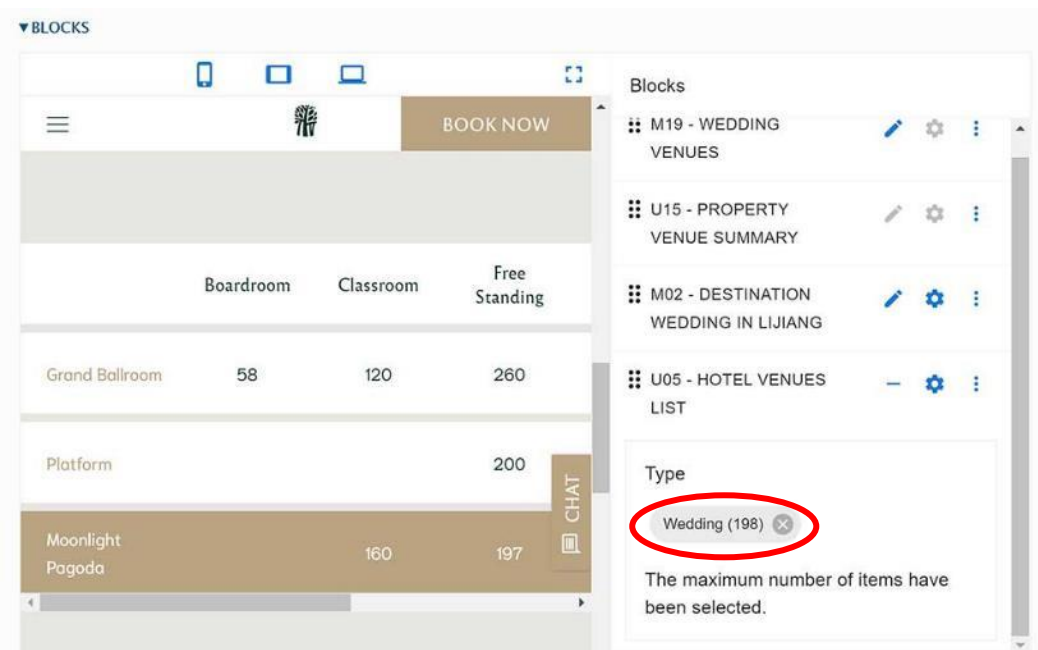
Text-only banner introducing your property's wedding venues. Same as 3.3.6.2.





### 3.10.3.4 Hotel Venue List (U05) – Required

Select 'Wedding' to show all wedding venues at this property (created in 3.10.2)



Don't forget to click "Save (this translation)" once all the changes have been made.



### 3.11 WEDDING PACKAGES



- **Title:** Wedding Packages
- **Hotel:** Your property name

Home » » Wedding Packages

Title \*

Hotel



### 3.11.1 Page Builder

The screenshot displays a page builder interface for a wedding ceremony page. The main content area features a hero banner with a couple, a title "WEDDING CEREMONY", and a list of amenities. A right-hand sidebar contains a "Blocks" menu with options like "M19 - WEDDING PACKAGES", "M06 - HORIZONTAL CARD - WEDDING CEREMONY", and "M06 - HORIZONTAL CARD - PRE-WEDDING PHOTOSHOOT VACATION". A "CHAT" button is visible on the right side of the main content area.

#### Components

- **M19:** Hero banner
- **M02:** Introduction, no image
- **M06:** Wedding package (add as needed) with image and details

##### 3.11.1.1 Hero Banner (M19) – Required

- **Image:** Optional
- **Title:** Wedding Packages
- **Subtitle:** Your property name

##### 3.11.1.2 Introduction (M02) – Optional

Text-only banner introducing your property's wedding packages.




3.11.1.3 Wedding Package Details (M06) – Required

### WEDDING CEREMONY

- Specially tailored menu focusing on Western/Asian cuisines
- Free flow of Bespoke Mocktail
- Complimentary bottle of Champagne
- Complimentary 30-litre barrel of beer
- Corkage waiver for first 20 bottles of wine / hard liquor / champagne brought in
- 165" TV for Presentation
- Ceremonial Wedding Cake (Dummy – for Wedding Celebration)
- Bespoke favours/gifts for all guests
- Floral arrangements at reception table, entrance and centre piece on guests tables
- Complimentary one-night stay in Sky Suite of Banyan Tree Kuala Lumpur

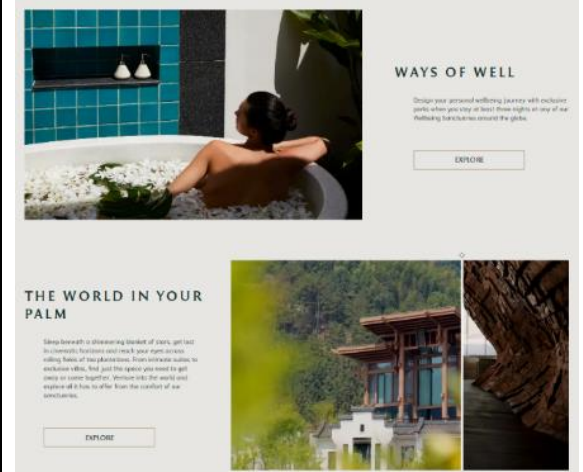
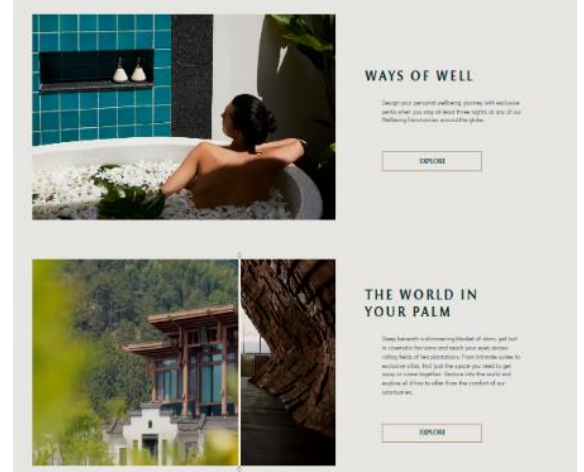
Package is valid until 31 December 2022, for events with a minimum of 30 persons and maximum 60 persons. Black-out dates may apply



Refer to 3.1.7.2 for how to edit M06 components.

**Note:**

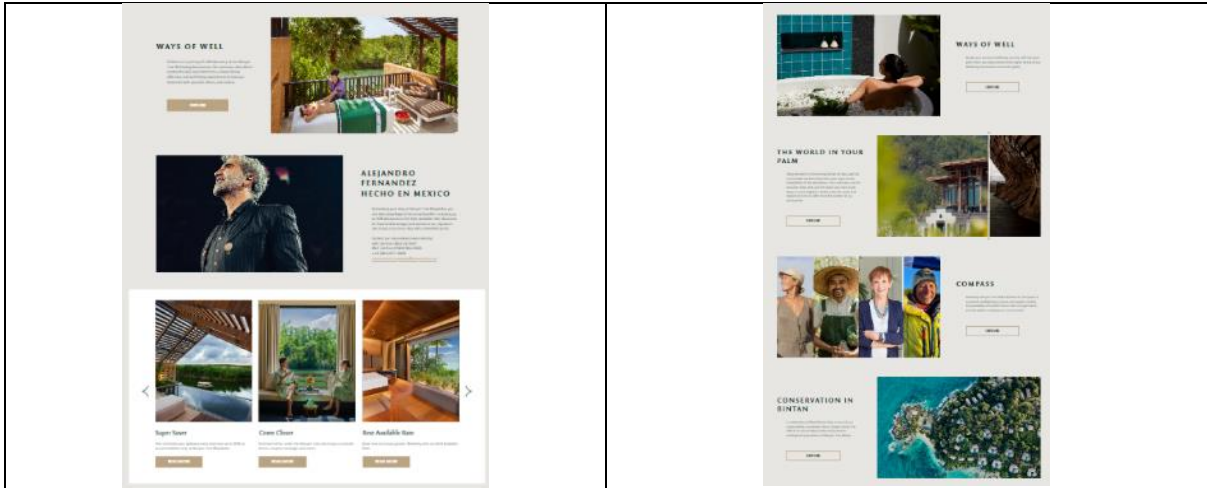
DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example
	

*When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'***

Good Example	Bad Example
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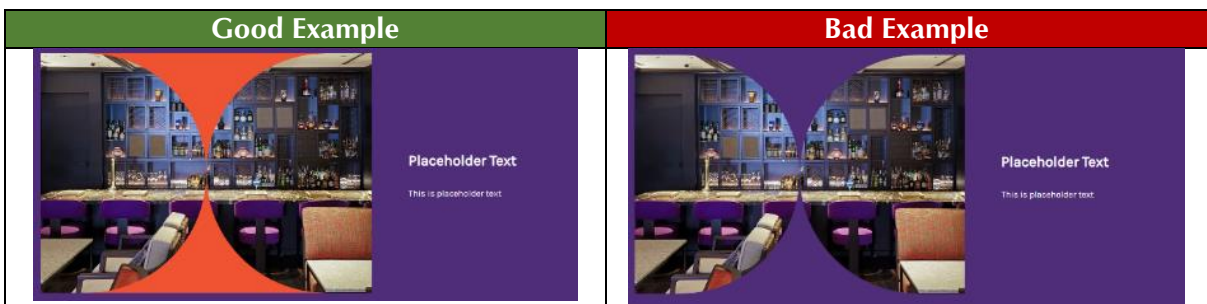




Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.



For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.

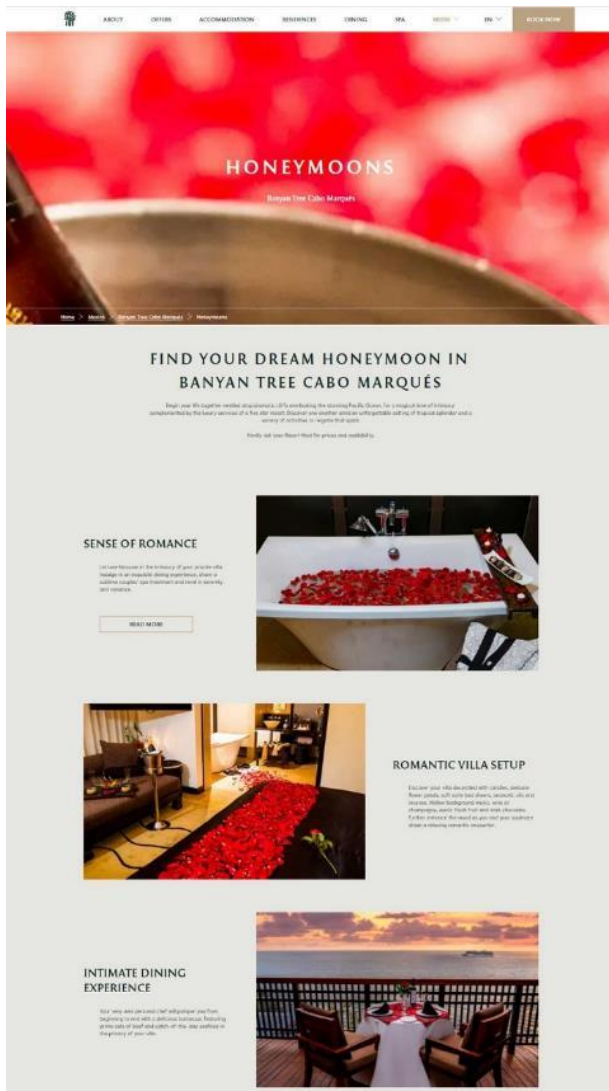


For Dhawa, when choosing the shape colours and background colours, **DO NOT** use the same colour for both. Or else, it will be hard to see the image.

Don't forget to click on **“Save (this translation)”** once all the changes have been made.



### 3.12 HONEYMOONS



Introduction

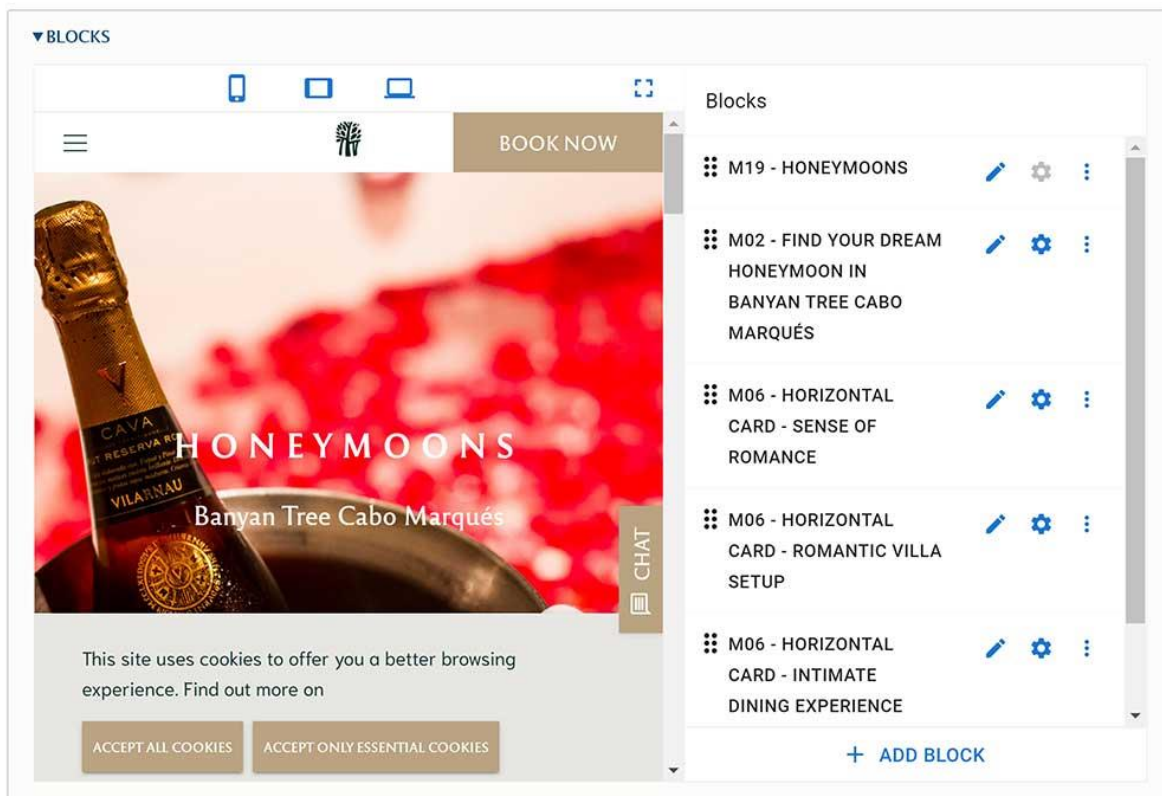
Various cards

- **Title:** Honeymoons
- **Hotel:** Your property name



#### 3.12.1 Page Builder





## Components

- **M19:** Hero banner
- **M02:** Description, no image
- **M06:** Description with 1-2 images

### 3.12.1.1 Hero Banner (M19) – Required

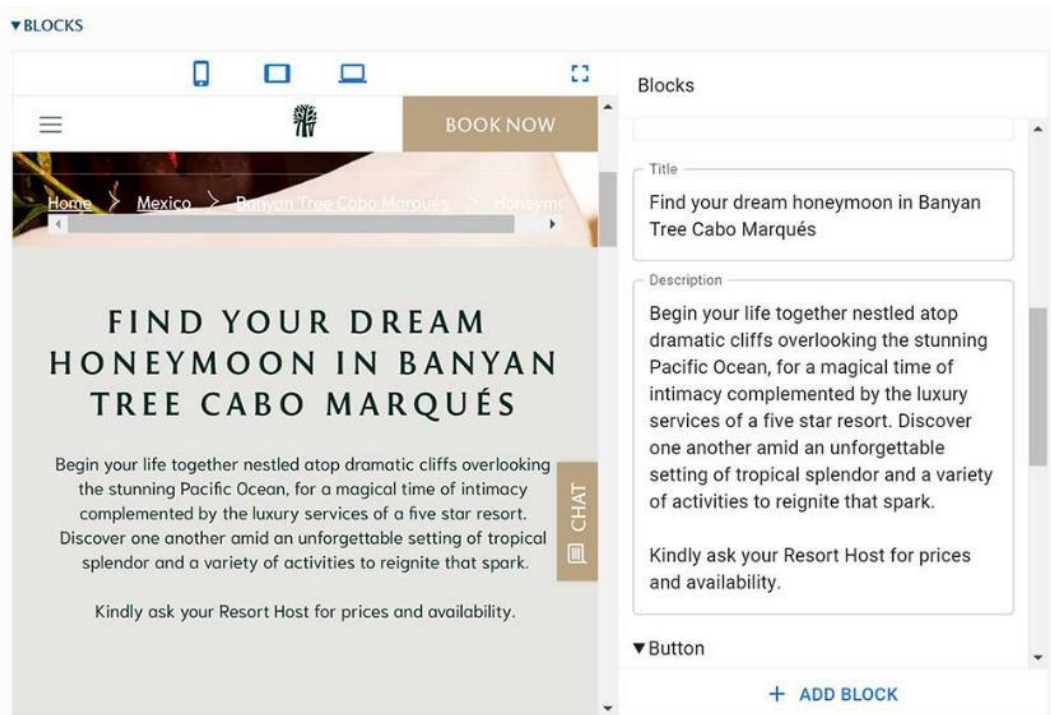
- **Image:** Optional
- **Title:** Honeymoons
- **Subtitle:** Your property name





### 3.12.1.2 Introduction (M02) – Optional

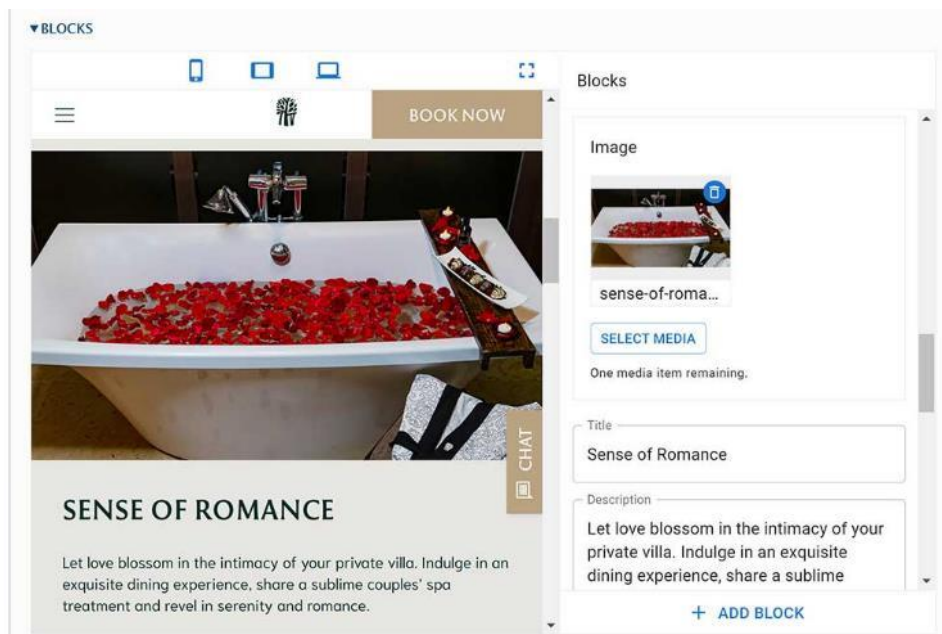
Text-only banner introducing your property’s wedding venues.



### 3.12.1.3 Cards (M06) – Optional

Text and image cards talking more about your property’s honeymoons.

You can also add links to honeymoon offers and other related packages.



Refer to 3.1.7.2 for how to edit M06 components.

**Note:**



DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example

*When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'***

Good Example	Bad Example

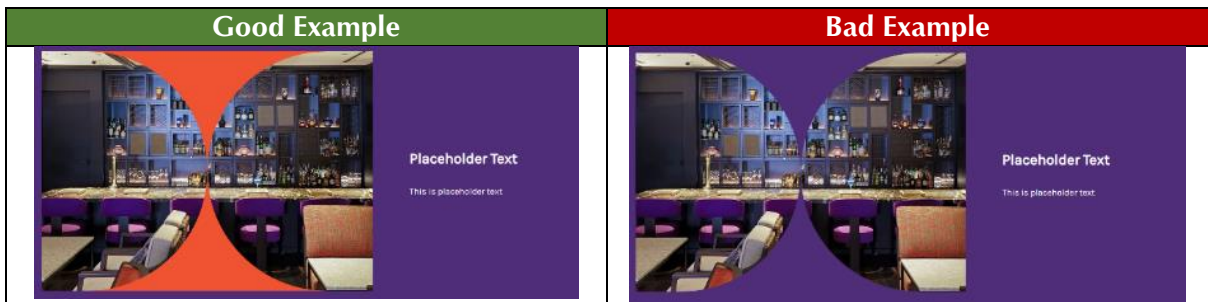
*Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.*

Good Example	Bad Example
--------------	-------------





*For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.*



*For Dhawa, when choosing the shape colours and background colours, **DO NOT** use the same colour for both. Or else, it will be hard to see the image.*

Don't forget to click on **“Save (this translation)”** once all the changes have been made.



### 3.13 MEETINGS & EVENTS

**Note:** Individual venues need to be created before they can be added to the main Meetings & Events page.

#### 3.13.1 Individual Meeting Venues

The screenshot shows a website page for a meeting venue. At the top is a navigation menu with links: ABOUT, OFFERS, ACCOMMODATION, RESIDENCES, DINING, SPA, MORE, and BOOK NOW. Below the menu is a hero banner image of a room with a large mirror and the word 'LIBRARY' overlaid. Underneath the banner is a venue summary box with 'SIZE: 77.00 sqm (831.00 sqft)' and 'HEIGHT: 2.60 m (8.53 ft)'. This is followed by a 'Venue introduction' section with the heading 'SLEEK AND INTIMATE MEETING SPACE' and a description: 'Located in a comfortable space, the Library is the perfect location for small meetings, presentations, and more! This room enjoys an abundance of daylight, with windows overlooking nature.' An image of the meeting room is shown. Below this is an 'Occupancy by Configuration' table:

Configuration	Guests
Round Table	20 guests
Classroom	30 guests
Theatre	40 guests
Theatre	20 guests
Boardroom	10 guests
Free Standing	15 guests

At the bottom is an 'Equipment' section listing: 'TV screen and projector', 'High-speed Wi-Fi', and 'Audio-visual aids, video/telephone conference calls on request'.

Hero banner

Venue summary

Venue introduction

Venue configurations

Venue equipment and services



### 3.13.2 Editing Meeting Venues

This is the same as for Wedding Venues (refer to **3.10.2**).

The only difference is that instead of selecting Wedding under venue types, you select Meeting.

The screenshot shows a form for editing a venue. At the top, there are three tabs: 'Common \*', 'Card \*', and 'Page \*'. Below the tabs, there is a 'Types \*' dropdown menu with 'Meeting x' selected and circled in red. Underneath, there is a 'Styles' section with a button that says 'Choose some optio'. Below that, there are two input fields: 'Size m2 \*' with the value '316.00' and 'Size sqft \*' with the value '3381.00'.

### 3.13.3 Meeting Venue: Page Builder

This is the same as for Wedding Venues (refer to **3.10.3**).

The screenshot shows a page builder interface for a meeting venue page. The main content area displays the venue name 'JADE DRAGON GRAND BALLROOM' and 'Banyan Tree Lijiang'. Below this, there are two sections: 'SIZE' with '316.00 sqm (3381.00 sqft)' and 'HEIGHT' with '4.50 m (48.40 ft)'. A 'VIEW FLOOR PLAN' button is visible. On the right side, there is a 'Blocks' panel with a list of components: 'M19 - JADE DRAGON GRAND BALLROOM', 'U08 - VENUE SUMMARY', 'M06 - HORIZONTAL CARD - A GRAND SPACE FOR A GRAND EVENT', 'M04 - CAROUSEL', 'U04 - VENUE CONFIGURATIONS', and 'M36 - TERMS AND CONDITIONS'. Each component has edit, settings, and delete icons. At the bottom right of the blocks panel, there is a '+ ADD BLOCK' button.

Components:



- **M19:** Hero banner
- **U08:** Venue Summary
- **M06 or M02 (Optional):** Venue description
- **M04 (Optional):** Photo carousel
- **U04:** Venue configuration
- **M36 (Optional):** Equipment and services

### 3.13.3.1 Hero Banner (M19) – Required

- **Image:** Optional
- **Title:** Venue name

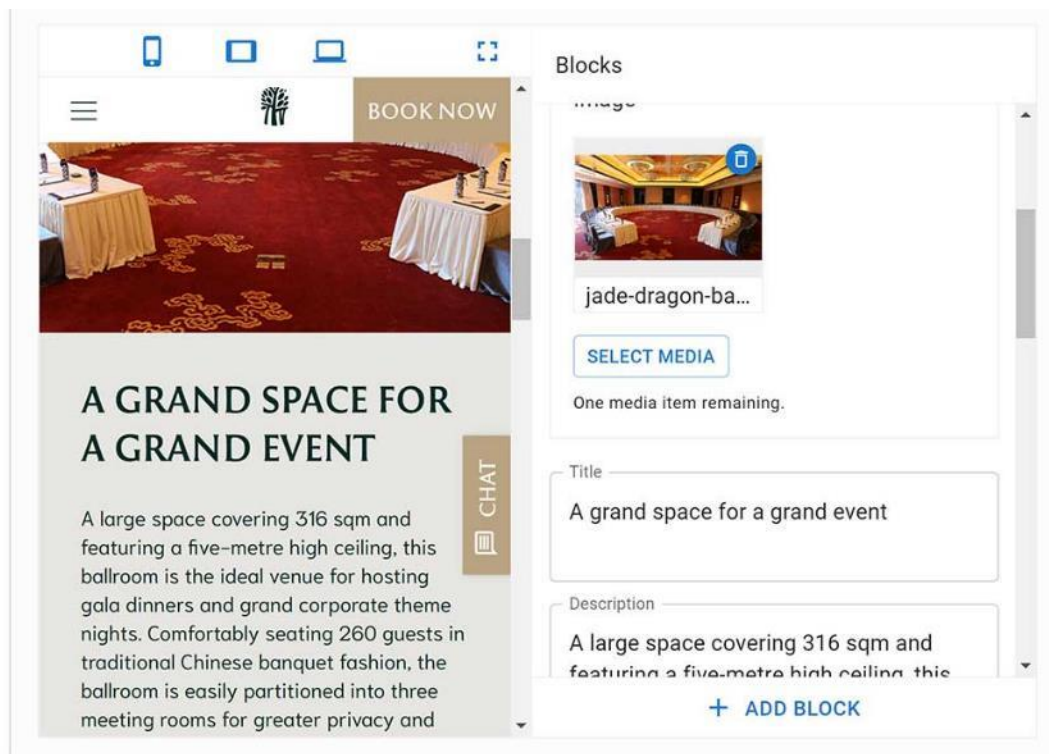
### 3.13.3.2 Venue Summary (U08) – Required

Information is extracted from the data input in the venue’s Common tab in **3.13.1**. It cannot be edited in the page builder.



### 3.13.3.3 Introduction (M06 with image or M02 if no image) – Optional

Venue description.

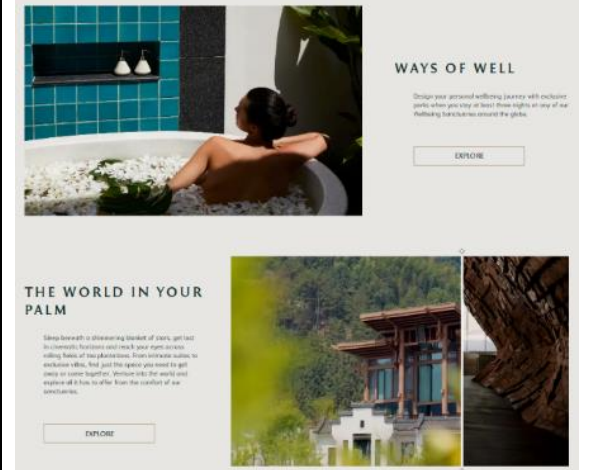
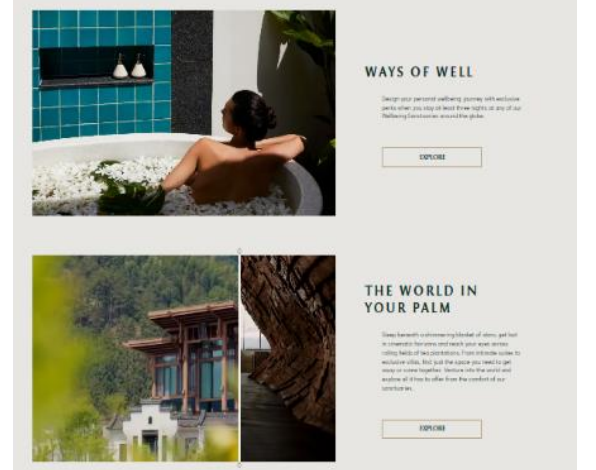


**Note:**

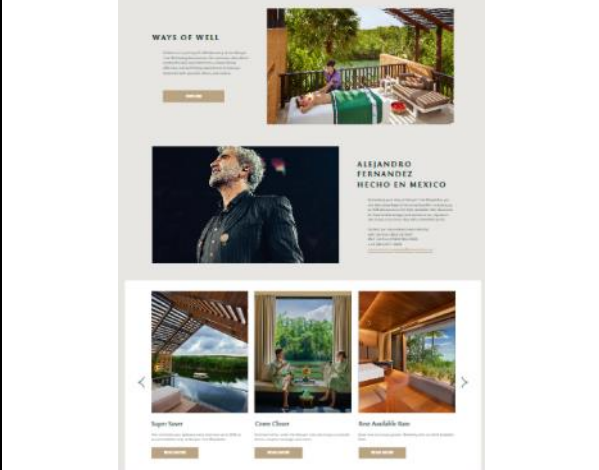
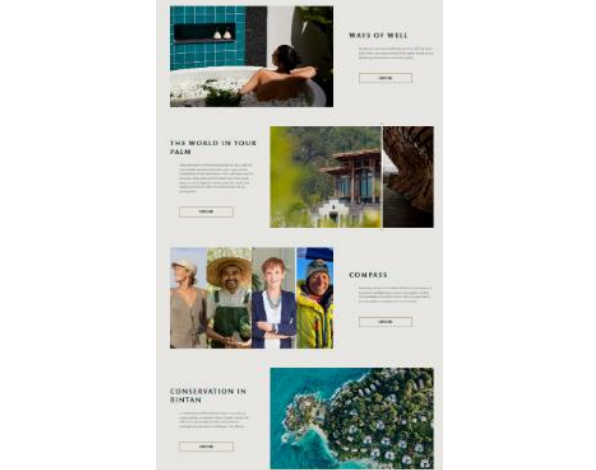
DO's	DON'Ts
<ul style="list-style-type: none"> <li>• When there are more than one M06 – Horizontal Card stacking on top of</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than</li> </ul>



<p>each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</p> <ul style="list-style-type: none"> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<p>three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</p> <ul style="list-style-type: none"> <li>For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.</li> </ul>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Good Example	Bad Example
	

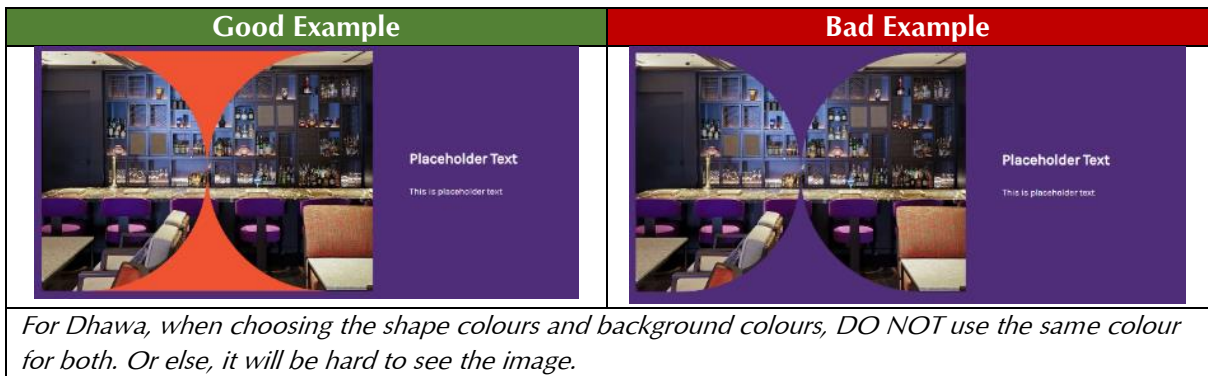
When there are more than one M06 - Horizontal Card stacking on top of each other, always alternate between **'Row'** and **'Row Reverse'**

Good Example	Bad Example
	

Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.

Good Example	Bad Example
--------------	-------------





### 3.13.3.4 Venue Configuration (U04) – Required

Information is extracted from the data input in the venue’s Common tab in **3.13.1**.

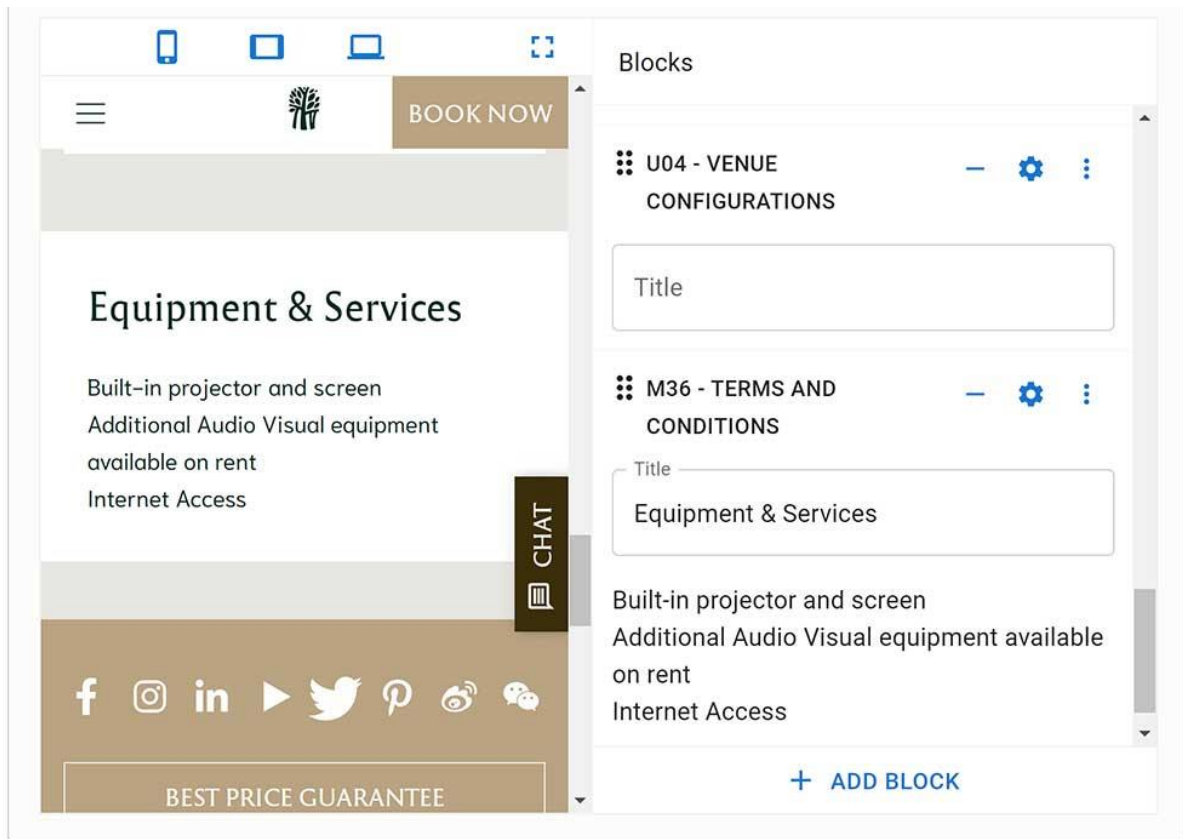
Occupancy by Configuration	
Round Table	160 guests
Classroom	120 guests

### 3.13.3.5 Equipment & Services (M36) – Optional

Here you can list any equipment, services, facilities and other information about the venue.







#### 3.13.3.6 Photo Carousel (M04) – Optional

Refer to 3.3.4.4 on how to edit a photo carousel.

#### 3.13.3 Meetings & Events landing page & Venue List



[ABOUT](#)
[OFFERS](#)
[ACCOMMODATIONS](#)
[REVENUES](#)
[DINING](#)
[SPA](#)
[MORE](#)
[EN](#)
[BOOK NOW](#)

# MEETINGS & EVENTS

Ramona Tree Club Meetings

TOTAL ACCOMMODATIONS  
45

## TAILOR-MADE MEETINGS IN EXTRAORDINARY SETTINGS

Compared with unique surroundings and extraordinary facilities, Ramona Tree Club Marquillo offers the perfect venue for all types and sizes of business gatherings and social occasions. A dedicated Events Manager will work with you to create unforgettable business meetings, social gatherings, and wedding celebrations.


Our experienced team can help plan your event. [groupsales@ramonacuba.com](mailto:groupsales@ramonacuba.com) [GET IN TOUCH](#)

### MEET FOR GOOD

As a socially responsible business, Ramona Tree Club is focused with the core value of driving sustainable development, one that is better for the planet, our communities, and our guests.

As the first hotel group to achieve accreditation by the Check & Responsible Meetings & Events Standard, Ramona Tree Club has set the benchmark in 2015 to support sustainable MICE services and practices across its events. We do this in order, Ramona Tree Club Marquillo is meeting events with social commitment to offer meeting planners a selection of corporate social responsibility opportunities that can be incorporated into meeting agendas, with the aim of providing participants with a meaningful involvement.


For enquiries, request a proposal from our Group Sales Manager.



### MINDFUL MEETINGS

We offer inspiring meeting venues, serene outdoor spaces, and wellness activities. This combination of elements is designed to increase productivity and reduce stress to have happier and more engaged participants.

Should you wish to include a wellness element to your meeting, please contact our Events Manager and ask about our Mindful Meetings.




### FULL-DAY MEAL PLAN PACKAGE

Our meal plans are carefully designed by our team of experts to bring you the maximum value from every aspect of your meeting. Complete your meeting with the benefits of our packages including breakfast, lunch, and dinner.

Please contact our Group Sales Manager for more information.

	Boardroom	Classroom	Free Seating	Round Table	Theme	U Shape
Library	10	30	15	20	20	
Beque Room	50	80	60	70	80	40
LaFleur Terrace			200	300	300	
LaFleur Terrace			200	300		
LaFleur Terrace			60	60		



Hero banner

Venue summary

Introduction to your property's meetings and events

CTA bar

More information on your meetings & events

List of your meeting venues with venue configuration. Unlike Weddings, which has a separate Wedding Venues page, meeting venues are all listed on the Meetings landing page.

- **Title:** Meetings and Events



- **Hotel:** Your property

## Edit Basic page Meetings and Events ☆

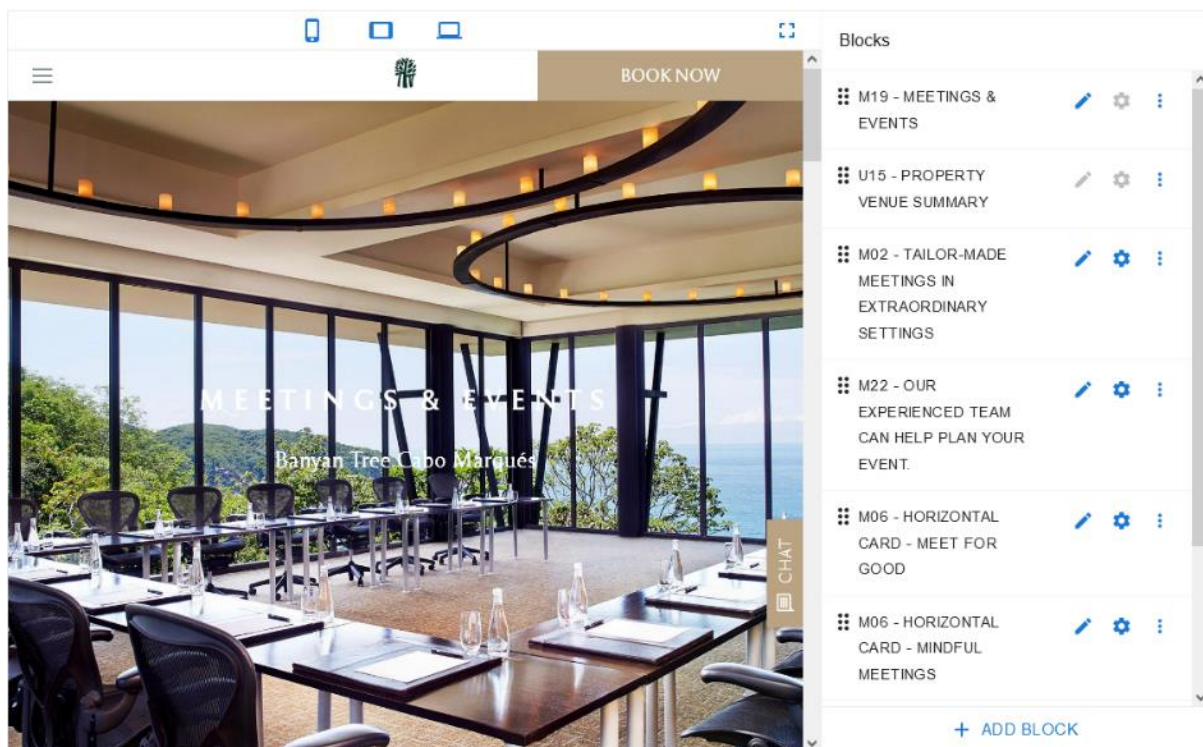
View
Edit
Delete
Revisions
Devel
Translate

Home » » Meetings and Events

Title \*

Hotel

### 3.13.4 Meetings & Events: Page Builder



#### Components

- **M19:** Hero banner
- **U15:** Property Venue Summary
- **M02 (Optional):** Introduction, no image
- **M22:** CTA Bar (request for proposal)
- **M06 (Optional – add as many as needed):** Additional details with 1-2 images
- **U05:** Meeting venues list

#### 3.13.4.1 Hero Banner (M19) – Required

- **Image:** 1920x1080px



- **Title:** Meetings & Events
- **Subtitle:** Your property name

### 3.13.4.2 Property Venue Summary (U15) – Required

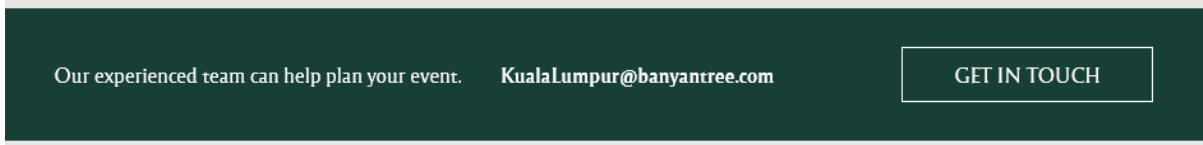
Information is extracted from the data input in the property homepage’s Venues tab (3.1.6)

TOTAL ACCOMMODATIONS	TOTAL EVENT SPACE	MEET AND FEED
10	720sqm (7750 sqft)	390

### 3.13.3.3 Introduction (M02) – Optional

Text-only banner introducing your property’s meetings and events.

### 3.13.3.4 CTA Bar (M22) – Required



⋮ M22 - OUR
— ⚙ ⋮

EXPERIENCED TEAM  
CAN HELP PLAN YOUR  
EVENT.

Text 1 \*

Our experienced team can help plan your event.

Text 2 \*

KualaLumpur@banyantree.com

Your property Meetings & Events contact (email or phone)

▼ Button

URL \*

/meetings-request-proposal

Label \*

Get in Touch

Target

Open in same tab ▼

Label: Get in Touch (do not change)

Variant

Outlined ▼

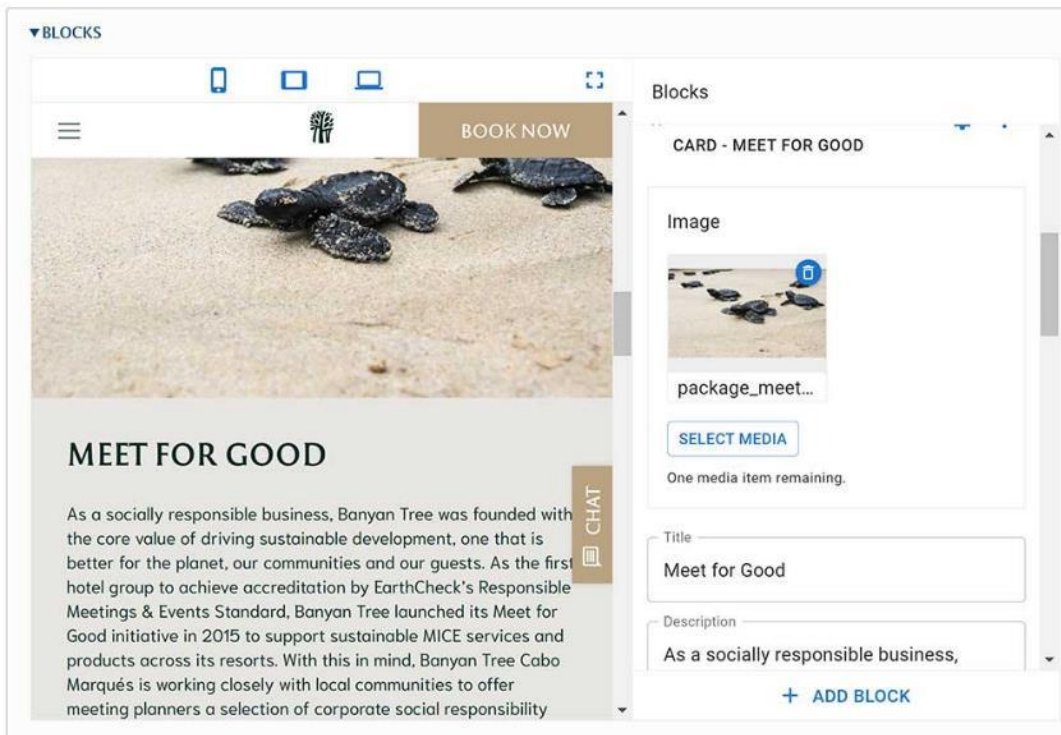
Color

White ▼

### 3.13.3.5 Additional Details (M06) – Optional

You can add additional M06 blocks to talk more about your meetings and events. E.g. talk about your venues, meeting packages, special offers and so on.





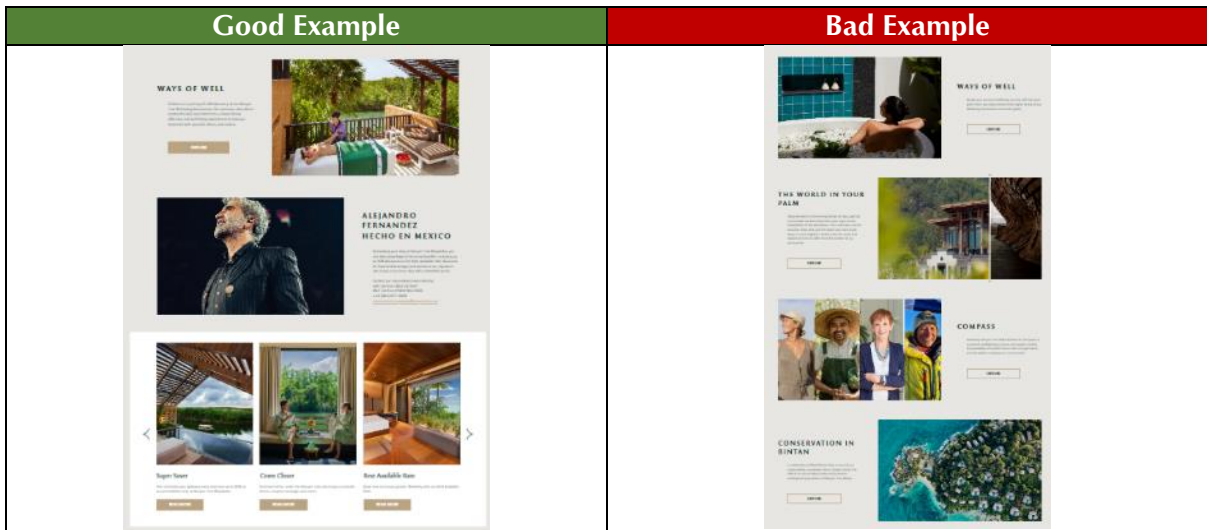
**Note:**

DO's	DON'Ts
<ul style="list-style-type: none"> <li>When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between <b>'Row'</b> and <b>'Row Reverse'</b>. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> <li>For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> <li>For Dhawa, when choosing the shape colours and background colours, <b>DO NOT</b> use the same colour for both. Or else, it will be hard to see the image.</li> </ul>

Good Example	Bad Example



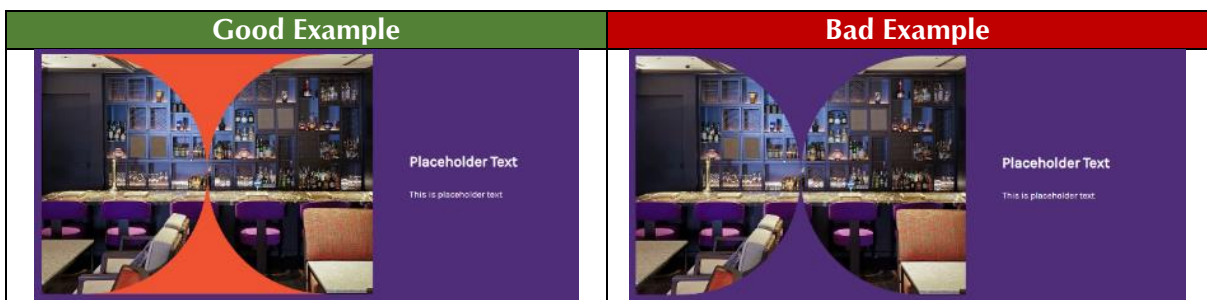
When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between 'Row' and 'Row Reverse'



Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.



For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.



For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.



### 3.13.3.5 Meeting Venues List (U05) – Required

Select 'Meeting' to show all meeting venues at this property (created in 3.13.1)

The screenshot displays a hotel management system interface. On the left, a table lists meeting venues with columns for venue names and capacities under three categories: Boardroom, Classroom, and Free Standing. The 'Banyan Room' row is highlighted in brown. On the right, a sidebar contains a list of venue types, with 'Meeting (199)' selected and circled in red. Below the list, a message states: 'The maximum number of items have been selected.' At the bottom of the sidebar is a '+ ADD BLOCK' button.

	Boardroom	Classroom	Free Standing
Library	10	30	15
Banyan Room	30	60	60
Saffron Garden			200
La Nao Terrace			220

Meeting (199)

The maximum number of items have been selected.

+ ADD BLOCK

Don't forget to click "Save (this translation)" once all the changes have been made



### 3.14 LOCATION

The screenshot displays a website layout for a property in Kuala Lumpur. At the top, a navigation menu includes 'ABOUT', 'OTHERS', 'ACCOMMODATION', 'DINING', 'SPA', 'EXPERIENCES', 'MORE', and 'EN'. A 'BOOK NOW' button is positioned on the right. The main content area is divided into three sections:

- Hero banner (3.7.1.1):** A vibrant photograph of a modern train on an elevated track in a bustling city street, with tall buildings and billboards in the background.
- Map showing the location of your property (3.7.1.2):** A Google Maps interface showing the location of the property in Kuala Lumpur, Malaysia, with a red pin and a search bar.
- TREASURES:** A list of local attractions and services:
  - Kuala Lumpur International Airport (KLIA):** The airport is located approximately 65 km away and is about an hour's drive from the airport. We recommend that you book the hotel in advance at least one day prior to your arrival. Alternatively, it takes approximately 20 minutes to travel by the KLIA Express from KL Sentral, the city's transit hub. From KL Sentral, you can take the train to the hotel (about 20 minutes).
  - Kuala Lumpur Sentral Station:** Kuala Lumpur Sentral, Malaysia's largest transit hub, is an integrated rail transportation centre, offering global connectivity and seamlessly linking to urban and suburban residential, commercial and industrial areas. It is also a direct link to the Kuala Lumpur International Airport. Putrajaya, Cyberjaya and key areas within the Multimedia Super Corridor.
- POINTS OF INTEREST:**
  - Putrajaya Twin Towers / FREEC (Kuala Lumpur Convention Centre):** Kuala Lumpur's landmark towers and convention centre are located 2.8 kilometers from the hotel. Walk for about 20 minutes via the KLCC - DSR Skybridge pedestrian bridge or take a short, 40-minute drive there.
  - Johnnie Walker:** Johnnie Walker is a vibrant street located in the heart of Kuala Lumpur. Known for its many shops, coffee shops and restaurants selling a variety of mostly Chinese hawker food.
  - Putrajaya Kuala Lumpur (Shopping Mall):** The award-winning shopping mall is conveniently just an elevator ride from the hotel. Shop for your favourite premium brands all in one place.
  - Dataran Merdeka (Merdeka Square):** Merdeka Square is one of Kuala Lumpur's most iconic landmarks. Set in front of the former Sultans' Palace (Istana Sultan Abdul Samad building), the large green square is where Malaysia declared its independence in 1957. Join a free guided walk through its historical buildings and sites located within the vicinity of Dataran Merdeka.
  - Royal Museum:** The Royal Museum or Muzium Diraja is the former residence of His Majesty the Yang di-Pertuan Agong and Her Majesty Raja Permaisuri Agong. The architecture reflects traditional Malay architecture and grandeur. Inside, you'll get to explore 22 spaces comprising the Raffles Suite to learn where the king sleeps, his subject(s), the sleeping chamber, the royal office, the dining hall and meeting lounge.
  - Batu Caves:** The Batu Caves comprise of three major caves and a number of minor ones. Guided by a stone of the Hindu deity Lord Shiva, these limestone caves house Hindu temples, some over a hundred years old, and feature idols and altitudes erected inside the main caves and around it.
  - Thian Hou Temple:** One of the largest and oldest Chinese temples in Southeast Asia.
  - Royal Selangor Visitor Centre:** The factory of the famous Malaysian peanut butter brand.
- WEATHER:** A 5-day weather forecast table:
 

WEATHER	Today	Thursday	Friday	Saturday	Sunday	Monday
Temperature	32° / 18°	32° / 20°	31° / 18°	32° / 21°	32° / 21°	32° / 21°

Hero banner (3.7.1.1)

Map showing the location of your property (3.7.1.2)

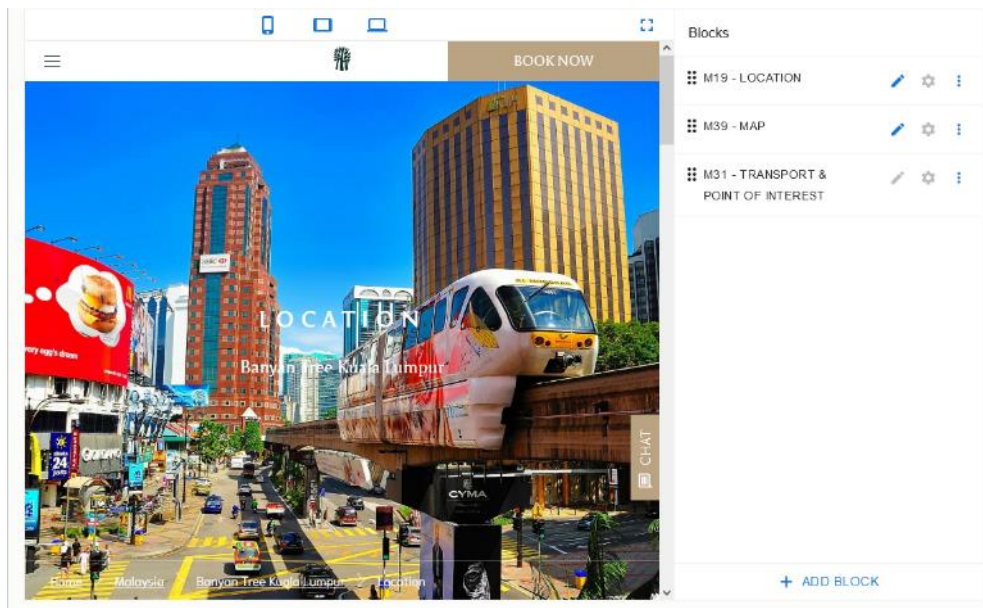
Transportation and points of interest (auto-generated from 3.1.4.4-5)

5-day weather forecast (hardcoded; inform HQ if wrong)





### 3.14.1 Location: Page Builder



#### Components:

- **M19:** Hero banner
- **M39:** Map
- **M31:** Transportation and points of interest (auto-generated)

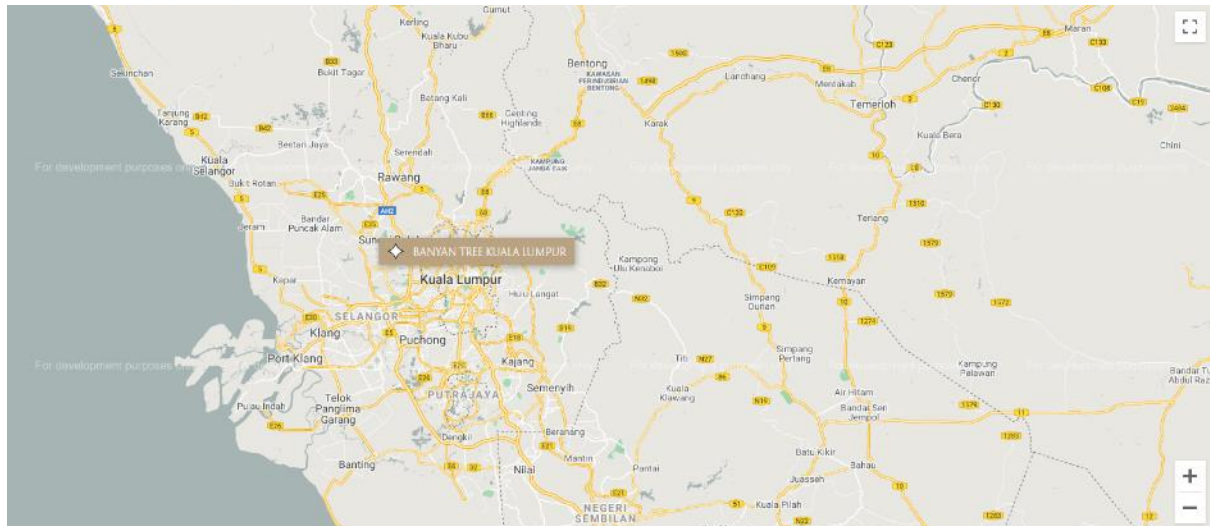
#### 3.14.1.1 Hero Banner (M19) – Required

**Image:** Show an image of the area around your property

**Title:** Location

**Subtitle:** Your property name

#### 3.14.1.2 Map (M39)

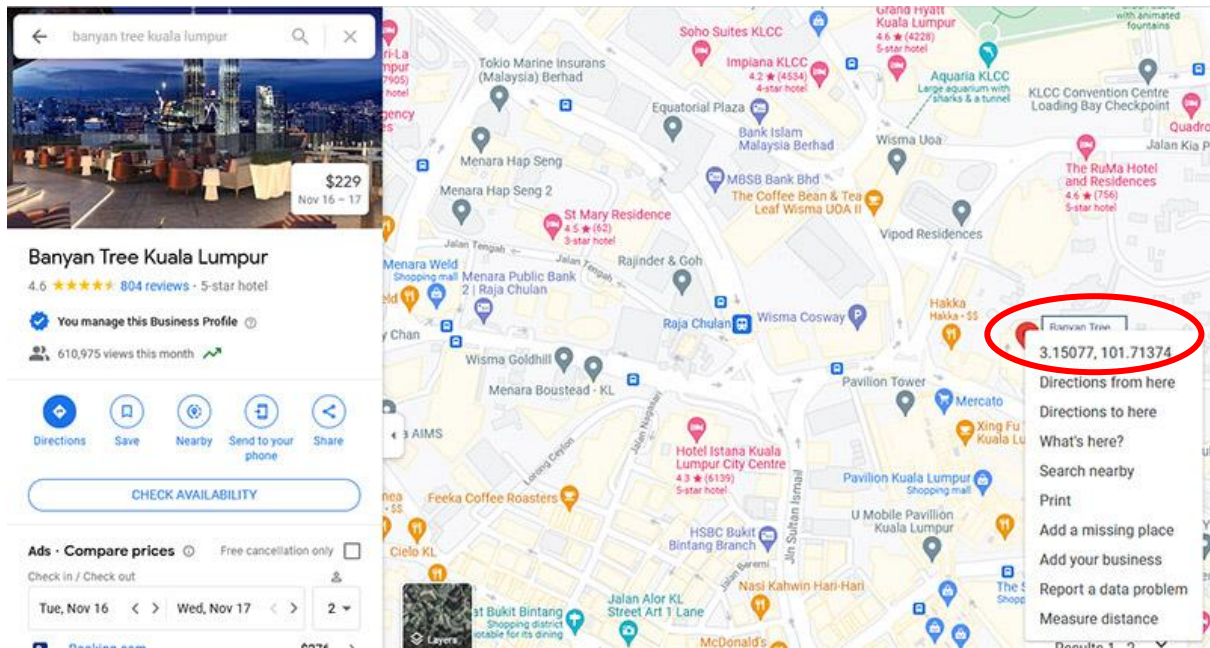


The map is configured to display Tencent Maps in China and Google Maps for the rest of the world. (Note that the form fields currently include Baidu, but we're removing that.)

**To find your Google Map coordinates**



Search for your property in Google Maps. Right click on the red location pin and left click on the coordinates to copy them.



If you are in China and unable to access Google Maps, the coordinates from Tencent Maps are the same.

BACK Locations

LOCATION - BANYAN TREE KUALA LUMPUR

Latitude \*  
3.150241891181034

Longitude \*  
101.71461301184097

Baidu Latitude  
11322822.745

Baidu Longitude  
348522.7000000002

Name \*  
Banyan Tree Kuala Lumpur

SAVE

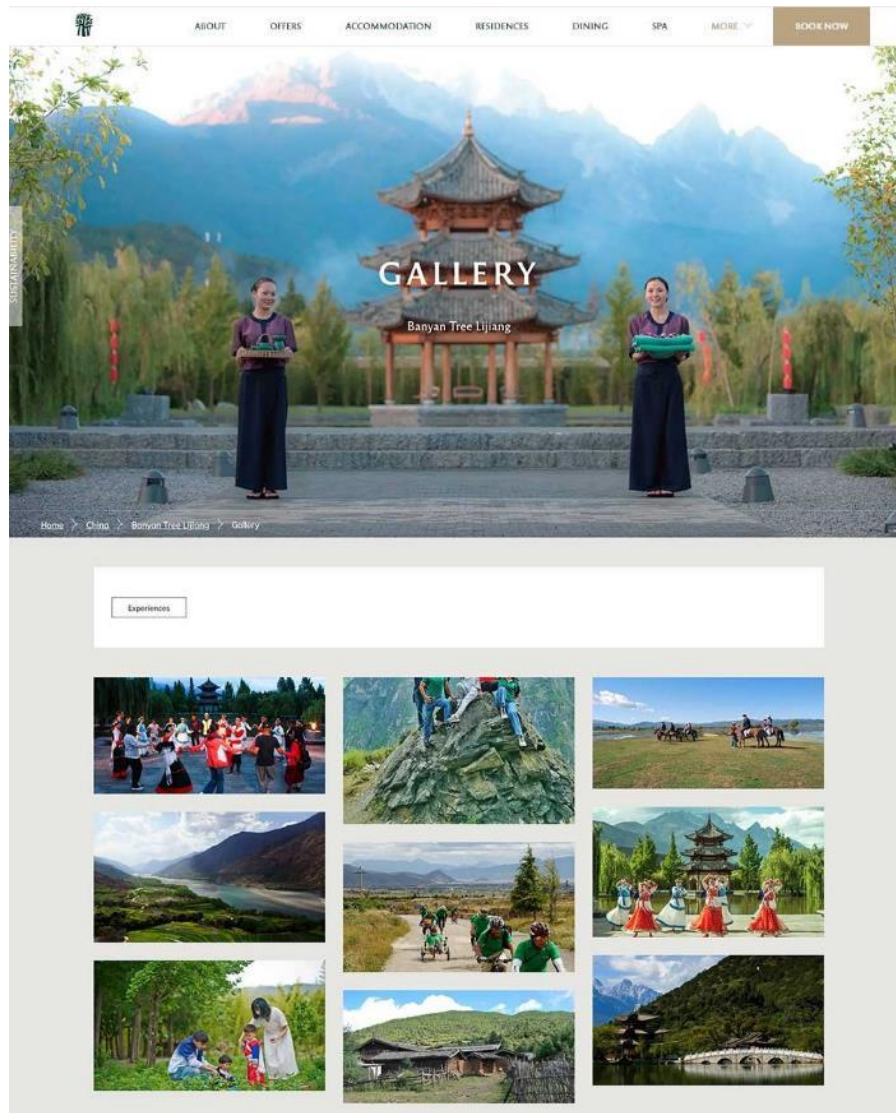
Paste in the latitude and longitude here. In the example above, the latitude is 3.15077 and the longitude is 101.71374.

Ignore this - we are no longer using Baidu maps.

Your property name



### 3.15 PHOTO GALLERY



**Edit Basic page Gallery** ☆

[View](#) [Edit](#) [Delete](#) [Revisions](#) [Devel](#) [Translate](#)

[Home](#) » » [Gallery](#)

**Title \***

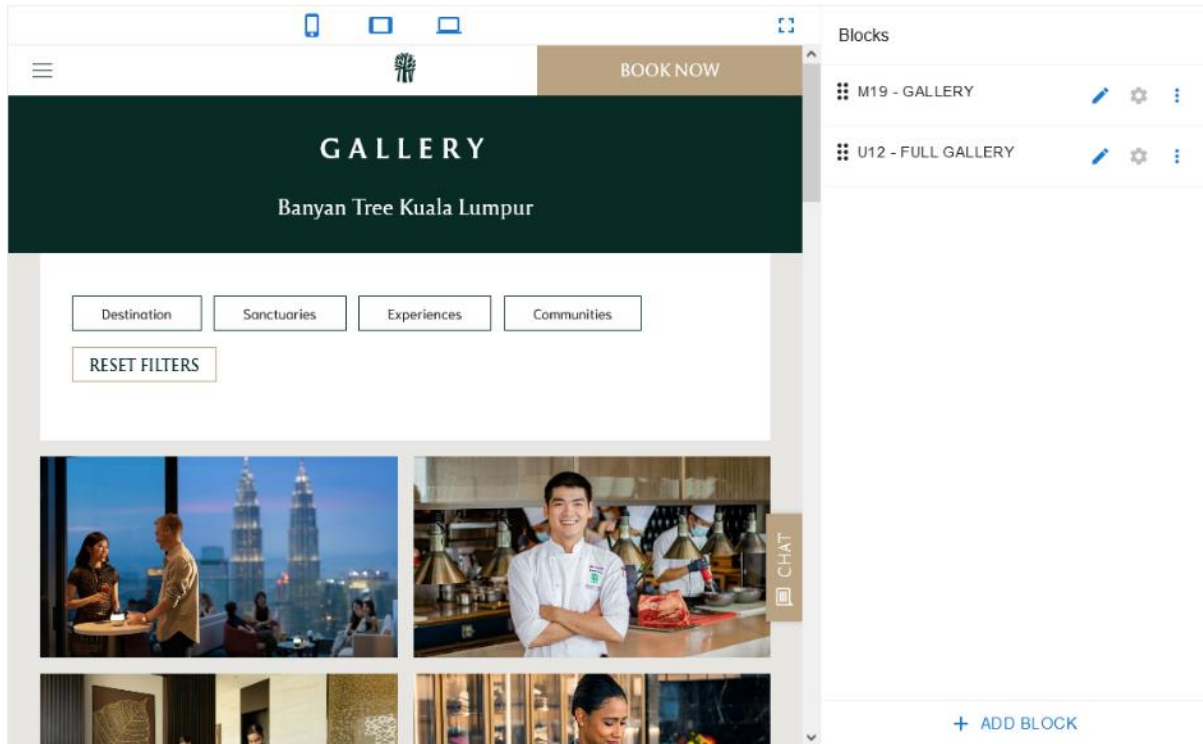
**Hotel**

- **Title:** Gallery
- **Hotel:** Your property



### 3.15.1 Gallery: Page Builder

Use this page to showcase other images of people, places and experiences on your property and in the region.



#### Components:

- **M19:** Hero banner
- **U12:** Full Gallery

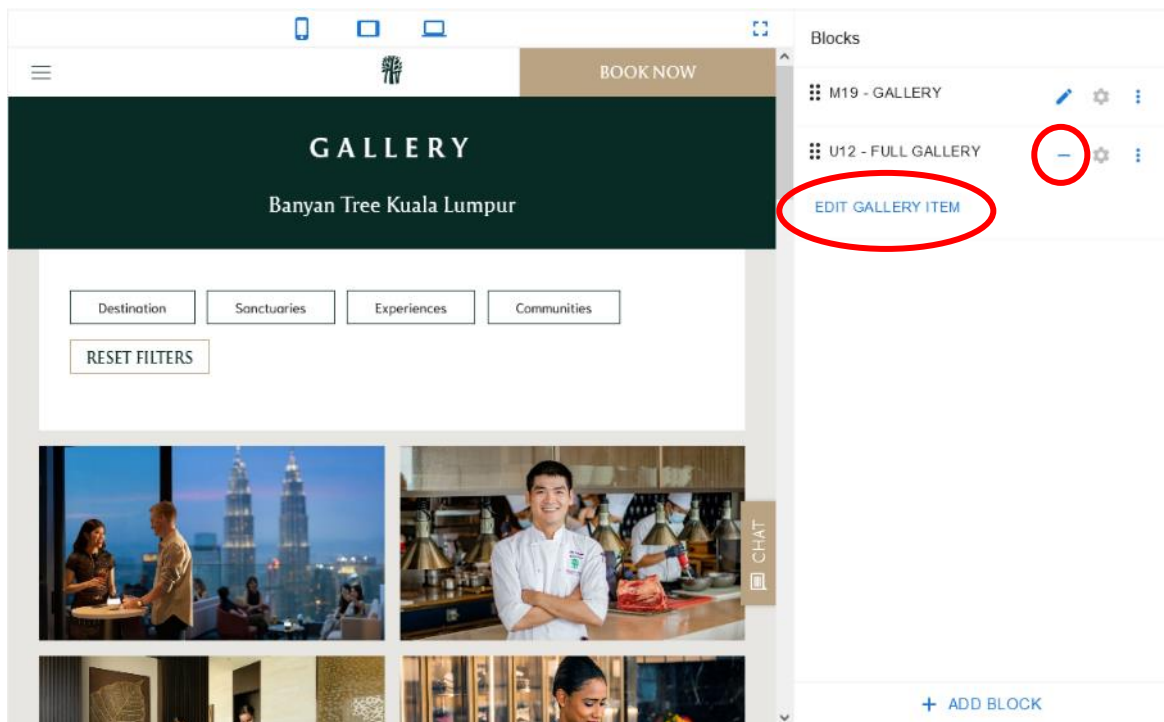
#### 3.15.1.1 Hero Banner (M19) – Required

- **Image:** Optional
- **Title:** Gallery
- **Subtitle:** Your property name

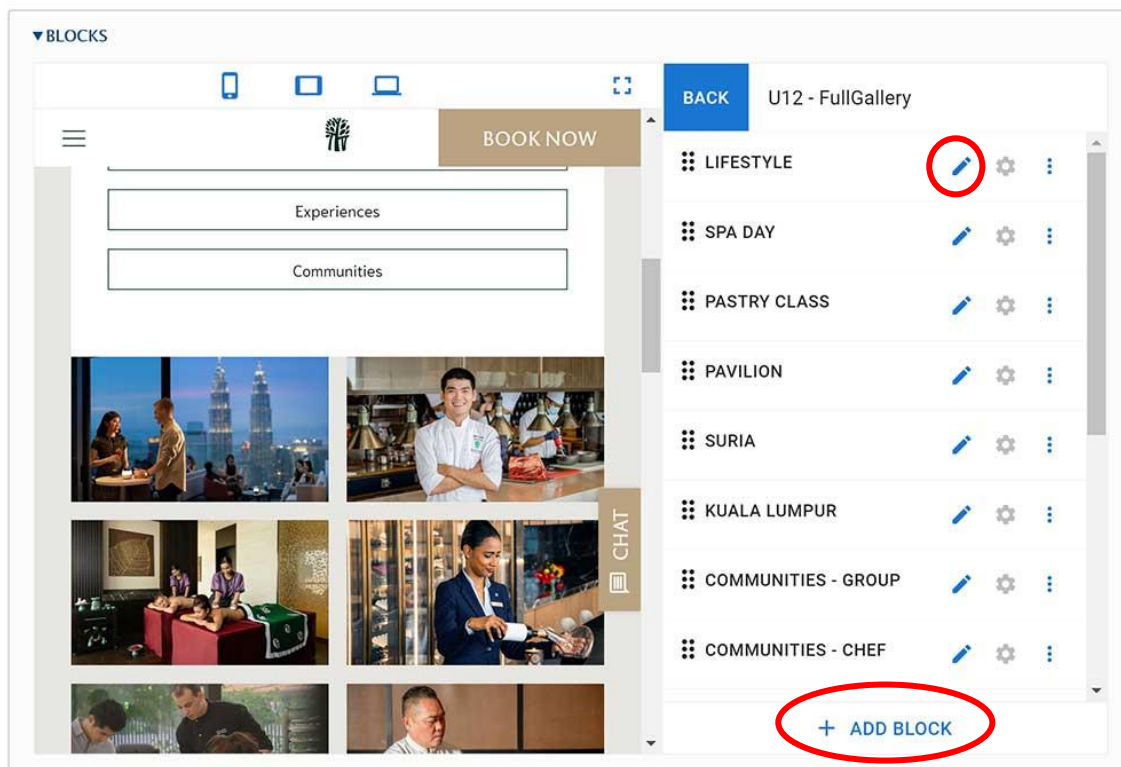


### 3.15.1.12 Full Gallery (U12) – Required

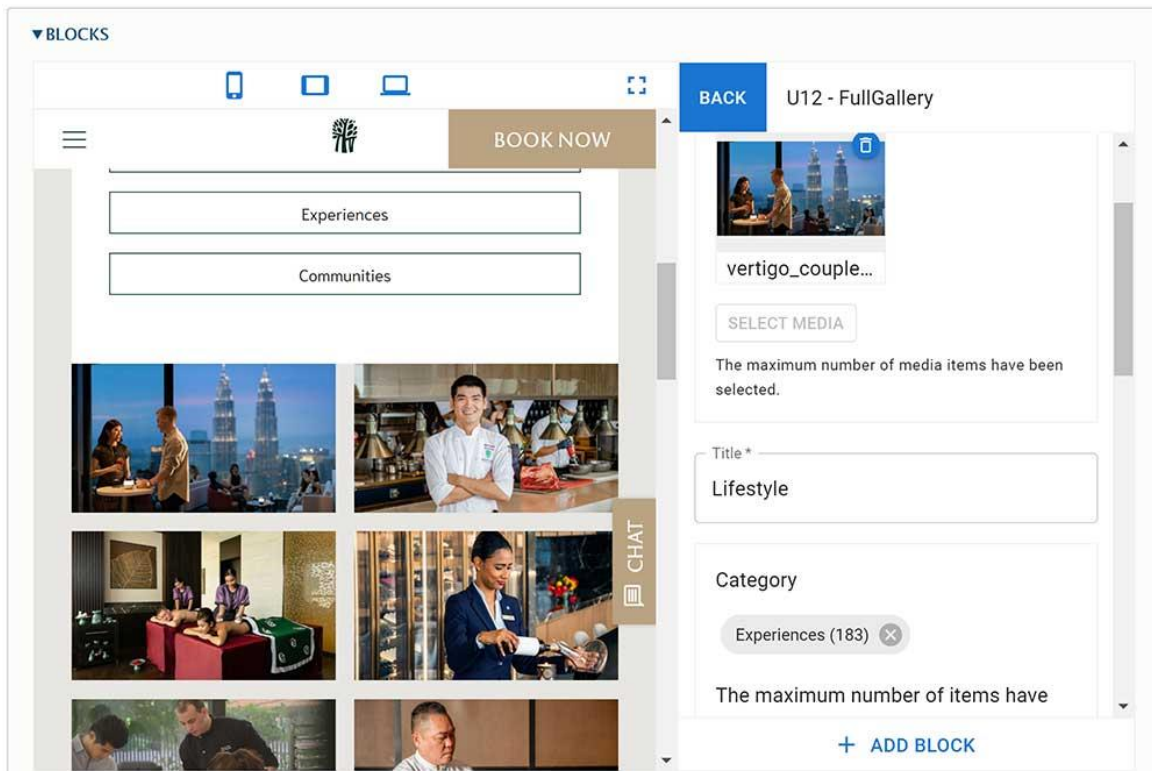
To edit your photo gallery, click on the pencil icon on the U12 component and then click Edit Gallery Item.



This will list out all the different images. You can click "Add Block" to add more, or click on the pencil icon to edit an image.



This is what you see when you add or edit an item.



- **Image:** To add a new photo, please click on “Select Media”
  - If there is an existing photo, please delete the existing image before you replace the existing photo with the new one
  - You can then either select an image from the media library or upload a new image.
- **Title:** Optional image caption
- **Category:** Select one image category from the list that best fits the image. We have five categories:
  - **Destination:** Images of the region
  - **Sanctuaries:** Images of your property
  - **Experiences:** Images of experiences at your property
  - **Communities:** Images of people (can be staff, local communities, guests, etc. **Please get their permission before posting their photos on the site.**)
  - **Other:** For images that don't fit any of the above.

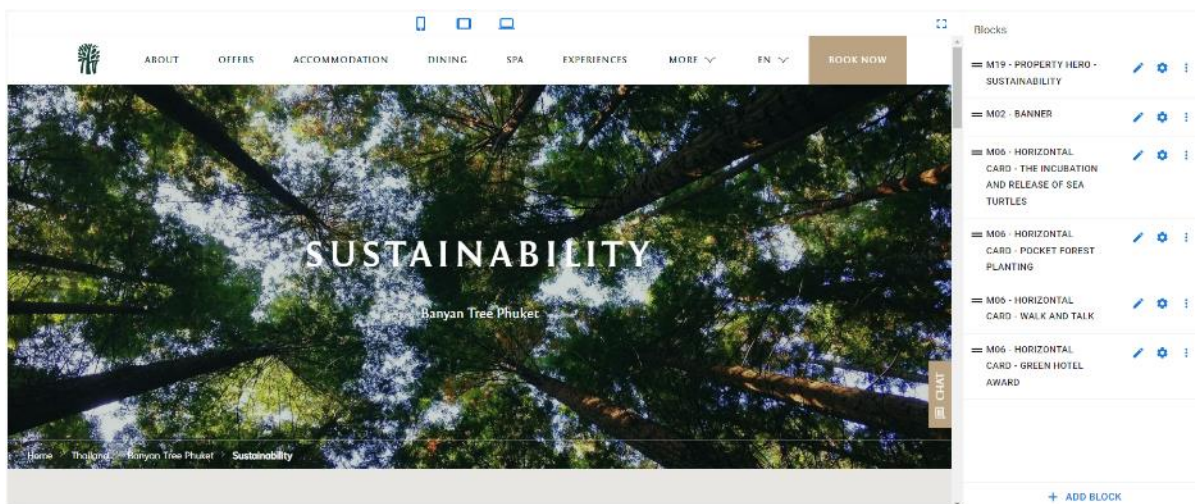
Don't forget to click on “**Save (this translation)**” once all changes have been made

## 3.16 Sustainability

### 3.16.1 Sustainability: Page Builder

Use this page to showcase the sustainability policies and efforts your property has implemented to resonate with the company vision and mission.





## Components:

- **M19:** Hero banner
- **M02:** Introduction
- **M06** (1-3 blocks): Sustainability topic description with image (or M02 if no images are available)
- **M04:** Photo carousel (optional)

### 3.16.1.1 Hero Banner (M19)

- **Image:** Optional
- **Title:** Sustainability
- **Subtitle:** Your property name

### 3.16.1.2 Introduction (M02)

Text-only banner introducing your property's sustainability initiatives.

### 3.16.1.3 Additional Details (M06)

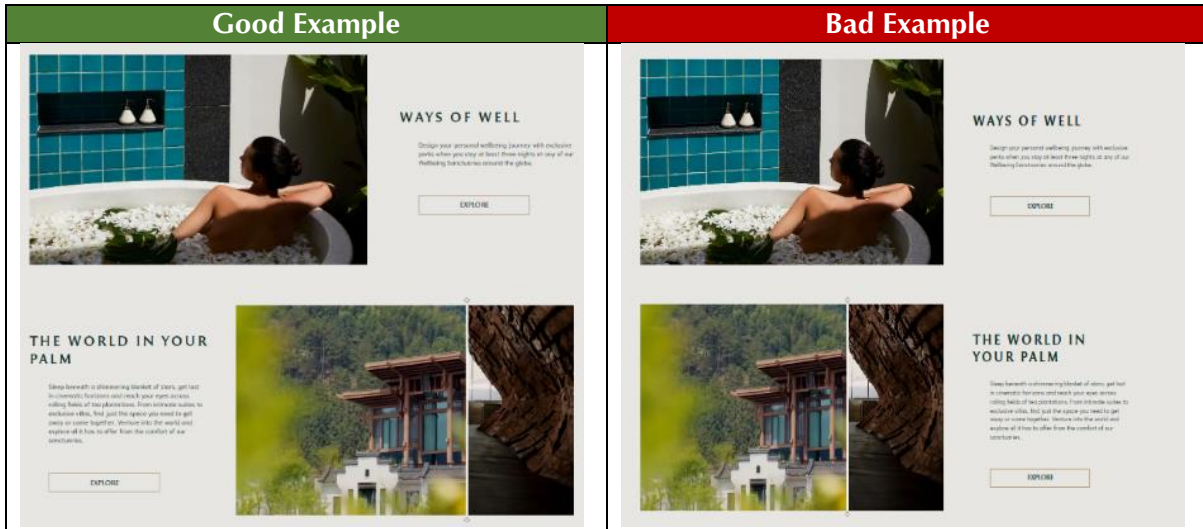
You can add additional M06 blocks to talk more about your sustainability initiatives. E.g. talk about no-plastic policy, "Embracing the environment, empowering the people", Green Imperative Fund, and so on.

## Note:

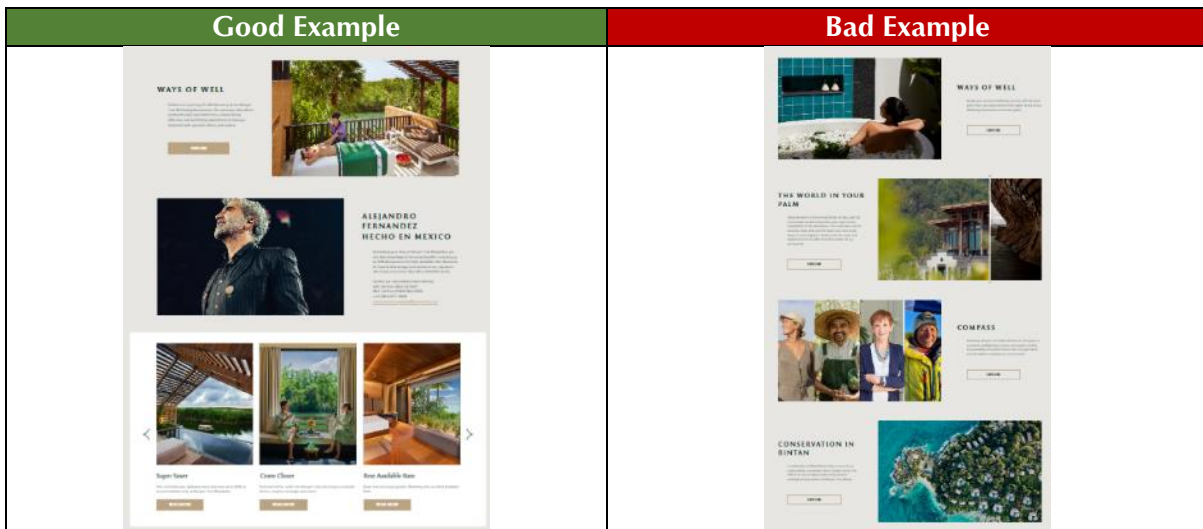
DO's	DON'Ts
<ul style="list-style-type: none"> <li>• When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between '<b>Row</b>' and '<b>Row Reverse</b>'. This can be changed in the 'settings' by clicking on the 'gear' icon.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not use more than <b>three</b> M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.</li> </ul>

- For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.

- For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.



When there are more than one M06 – Horizontal Card stacking on top of each other, always alternate between ‘Row’ and ‘Row Reverse’



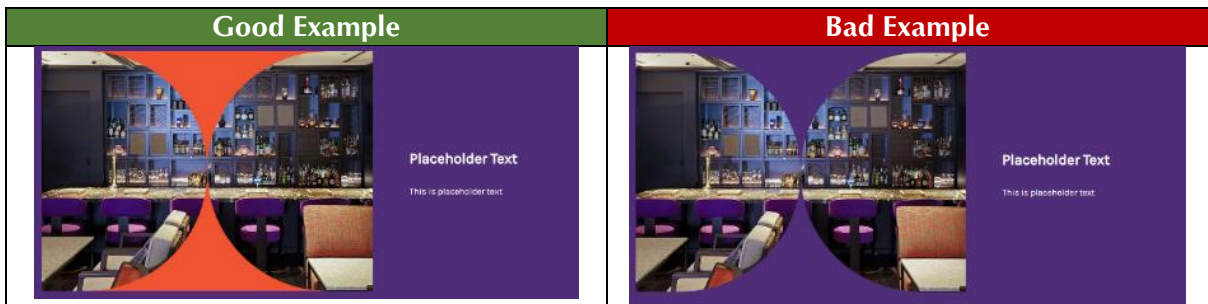
Do not use more than **three** M06 Horizontal Card in a page. If more than three M06 Horizontal Card is required, you are recommended to use M08-09 Cards Row component or any other appropriate components.



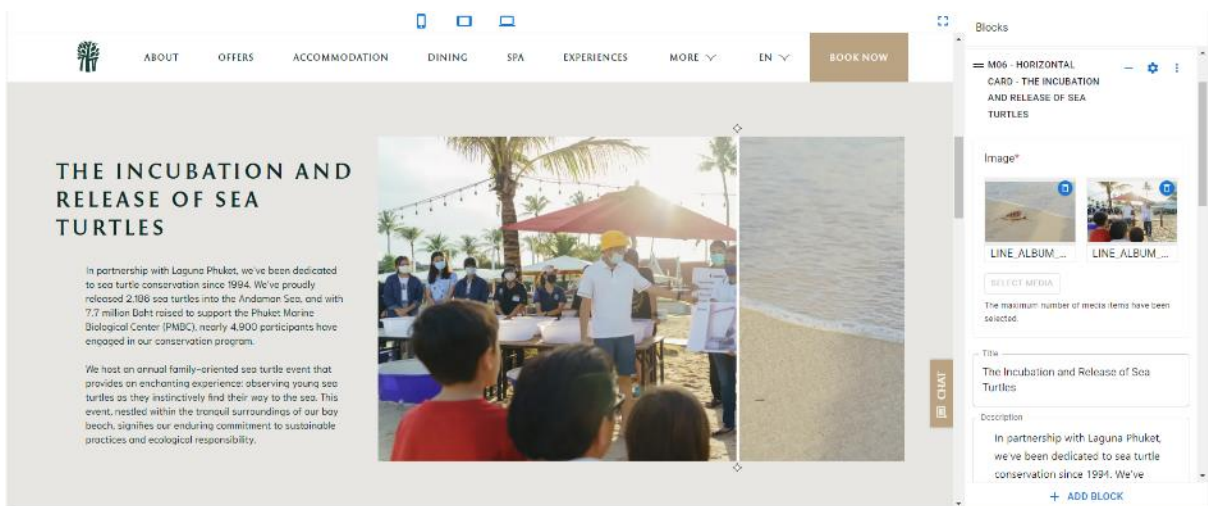




*For Cassia and Dhawa, use different combinations of colours to express the brand uniqueness where appropriate.*



*For Dhawa, when choosing the shape colours and background colours, DO NOT use the same colour for both. Or else, it will be hard to see the image.*



### 3.16.1.4 Photo Carousel (M04)

If you have more photos to showcase the efforts done by the property on Sustainability, use M04 Carousel to show the photos.

Refer to **3.3.4.4** on how to edit a photo carousel.





### 3.17 PROMOTION POPUPS

To add a popup to a page, click Add Block and select 'M45 Promotion Popup'.

M45 - PROMOTION POPUP

Visible after

Title \*

Banner image

[SELECT MEDIA](#)

One media item remaining.

▼ Button

Target

**Visible after:** Number of seconds before the popup appears

**Title:** Header text

**Banner image:** Optional image (as this is a small image, we recommend no larger than 920x518)

**Button:** Optional CTA button with URL and label (the text that appears on the button)

**Description:** Additional text under the header

You can click on the gear icon to open up additional settings:

**Always show:** (Not recommended) This causes the popup to appear every time the visitor goes to the page. If the box is left unticked, it will only show once until the cookie is cleared or expires.

**Position:** Position of the popup on the screen. There are only two options: either in the centre of the screen or the bottom right corner

**Image side:** Position of the image on the right or left of the text

M45 - PROMOTION POPUP

Always show

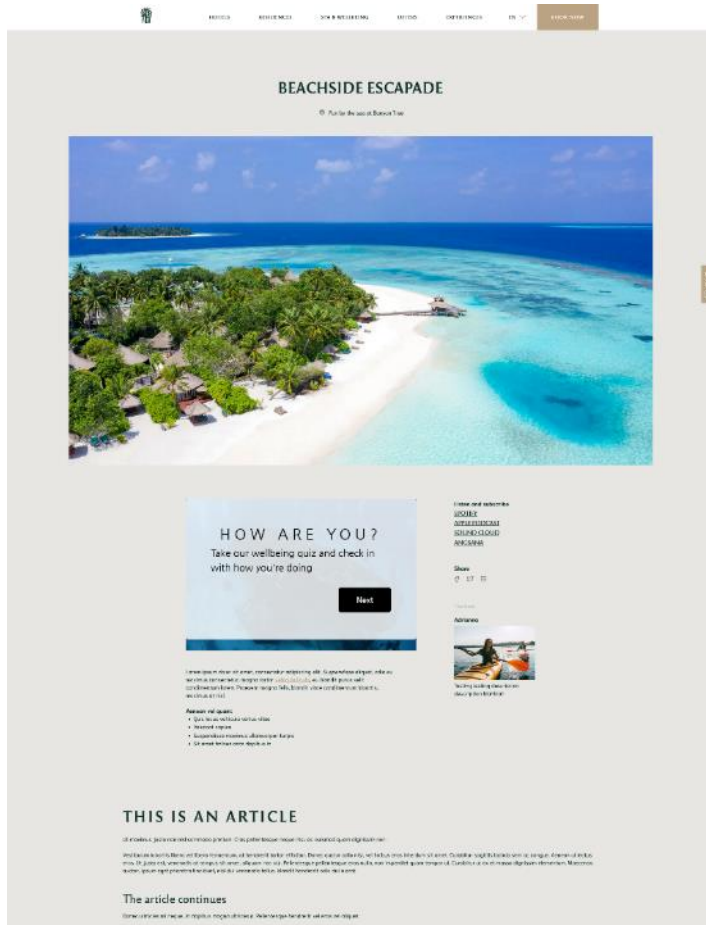
Position

Image side



### 3.18 BLOG ARTICLES

You can use the Article content type to create a property blog, or standalone pages with long-form text content or that requires formatted text.



Blog header with optional image

Embeddable content and/or formatted rich text content, with optional second column for social media sharing and other links.

Additional text content if needed (plaintext)



### 3.18.1 Adding and Editing Blog Articles

To add an article: **Your content > Add content > Article**. To edit an existing offer, click on the **Edit** button next to the item.

**Title \***

**Hotel**

**Blog categories**

**Card \*** **Page \***

**THUMBNAIL GALLERY**

No media items are selected.

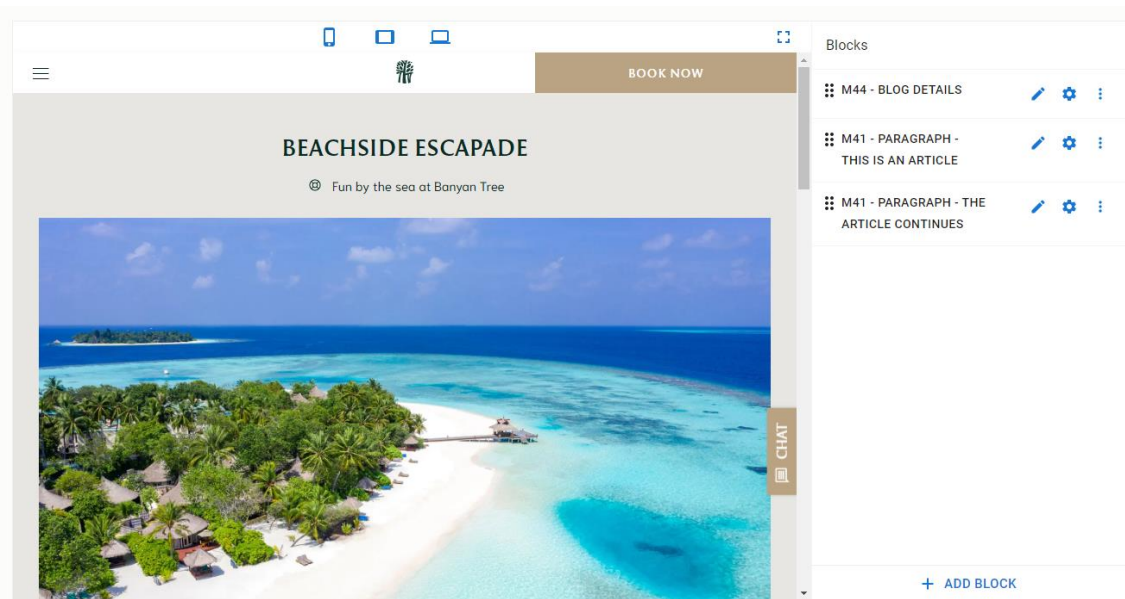
[Add media](#)

**Summary \***  
Card description goes here

- **Title:** Name of article
- **Hotel:** Your property
- **Blog categories:** TBA (Sustainability, Announcement, etc.)
- **Card thumbnail and summary** (these are how the article will be listed on a main blog listing page.)



### 3.18.2 Blog Articles: Page Builder



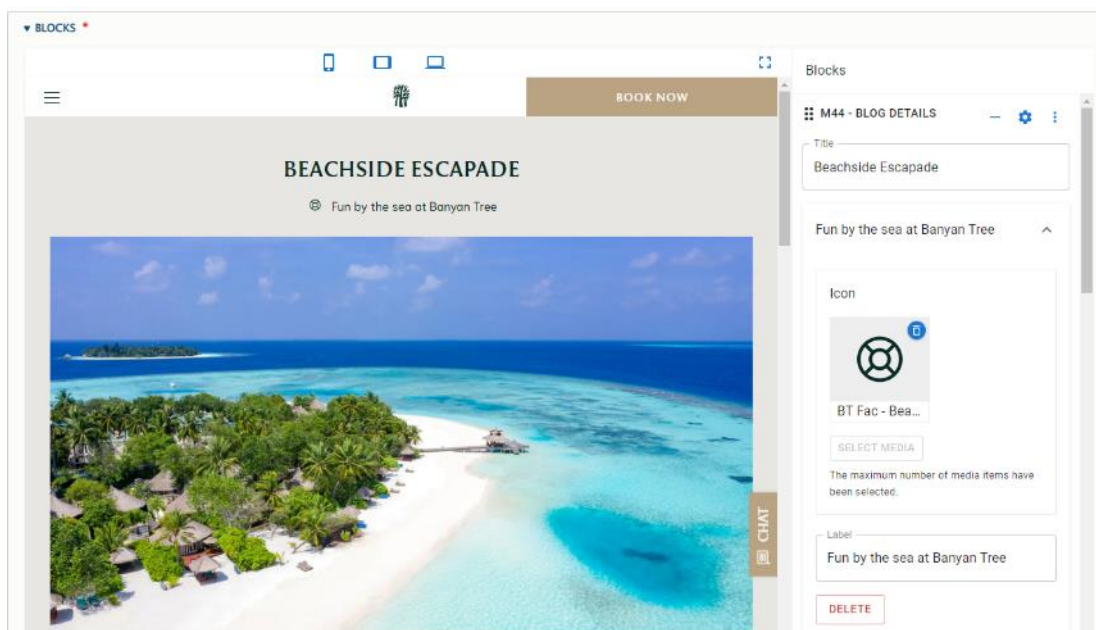
#### Components:

- **M44:** Blog Details
- **M41:** Paragraph (Optional)

Some of the standard page components such as the image carousel are also available for blog articles, and you can add them in to break up the text.

#### 3.18.2.1 Blog Details (M44) – Required

- **Title:** The article title
- **Subtitle:** You can insert multiple subtitles under the title, with icons if you wish.
- **Banner:** Optional large image
- **Caption:** Optional image caption



M44 - BLOG DETAILS


Title  
Beachside Escapade

Fun by the sea at Banyan Tree

ADD SUBTITLE

Banner

Image



btmvmv-beach.jpg

SELECT MEDIA

The maximum number of media items have been selected.

Caption

+ ADD BLOCK


- **iframe:** Optional embedded content. Note: Please avoid embedding videos from third-party streaming sites such as YouTube, as they may be blocked in some countries.
- **WYSIWYG text area:** The main article body goes here and can be fully formatted.
- **Host:** Ignore this for property blogs – it is meant for Wellbeing hosts.

BOOK NOW

Share

The host

Adrianna



Testing testing description description blablah

Blocks

Iframe

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Suspendisse aliquet, odio eu maximus consectetur, magna tortor vehicula ligula, eu blandit purus velit condimentum lorem. Praesent magna felis, blandit vitae condimentum lobortis, maximus at nisl.

**Aenean vel quam:**

- Quis lacus vehicula varius vitae
- Volutpat sapien
- Suspendisse maximus ullamcorper turpis
- Sit amet finibus ante dapibus in

Host

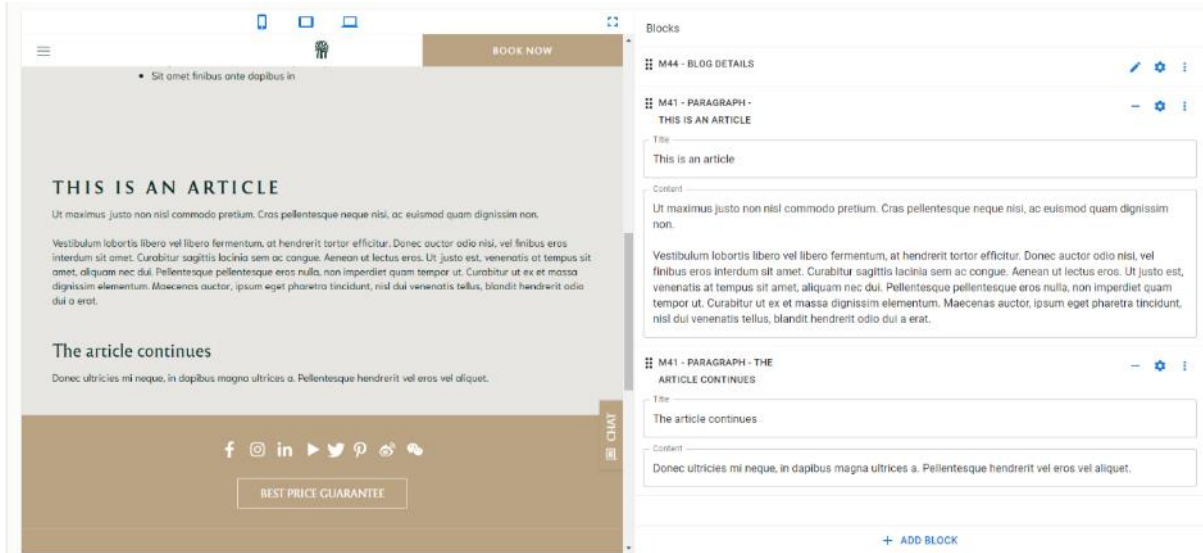
Adrianna (1895)



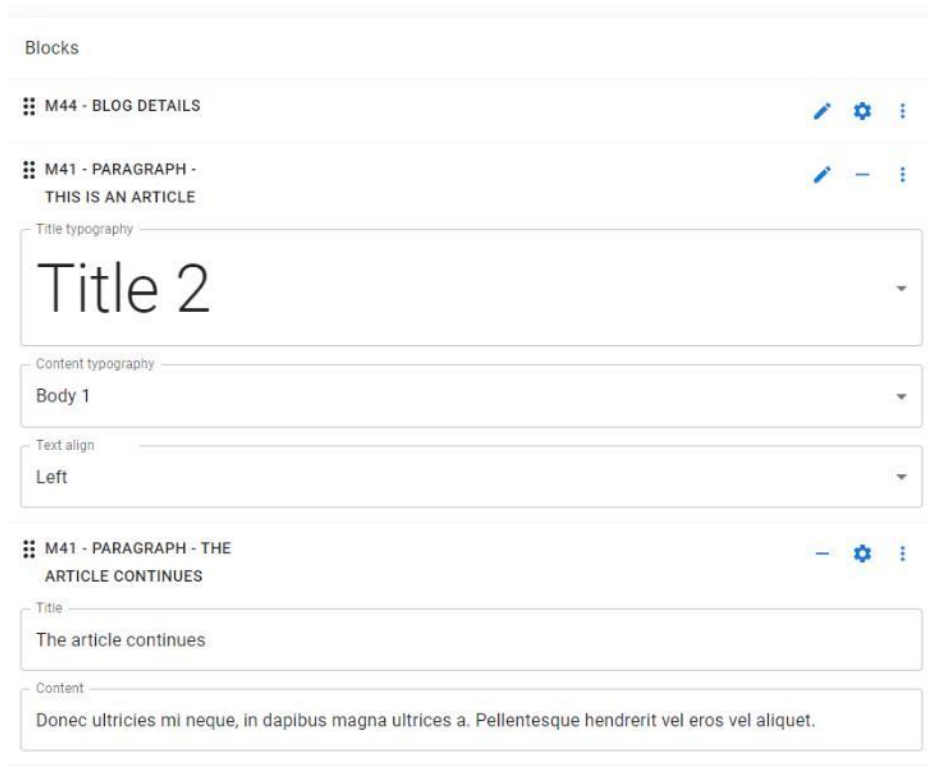
Clicking on the gear icon on the M44 component lets you choose between one and two columns. The one column version will not have the right hand column with the social media sharing links.

### 3.18.2.2 Paragraph (M41) – Optional

- **Title:** The section title
- **Content:** Plaintext content



Clicking on the gear icon for the component lets you customise the font by choosing from different header types for the title and body. You can also change the text alignment.





## 4. OTHER LANGUAGES

Language	Primary	Mandatory	Supplementary
		Website page cannot exist without this language. This is the basis of the page creation.	Any changes or updates to the site must be translated into this language
English	<input checked="" type="checkbox"/> Banyan Tree <input checked="" type="checkbox"/> Angsana <input checked="" type="checkbox"/> Cassia <input checked="" type="checkbox"/> Dhawa		
Simplified Chinese		<input checked="" type="checkbox"/> Banyan Tree <input checked="" type="checkbox"/> Angsana <input type="checkbox"/> Cassia (Q4'23) <input type="checkbox"/> Dhawa (Q4'23)	
Korean		<input checked="" type="checkbox"/> Banyan Tree <input checked="" type="checkbox"/> Angsana	
Others*			<ul style="list-style-type: none"> <li>• Russian</li> <li>• Spanish</li> <li>• French</li> <li>• Japanese</li> <li>• Arabic</li> <li>• German</li> <li>• Vietnamese</li> </ul>

\*Notify HQ and we can help set this up for you.

### 4.1 Adding and editing other languages

- Click on the “Content” link on the top bar
- Now, click on the down arrow on the Edit button of the item you want to translate
- Select “Translate” from the dropdown menu

The screenshot shows the CMS interface with the following details:

- Top Navigation:** Back to site, Manage, Shortcuts, janet.org, Devel.
- Content Management:** Content (highlighted), Your content, Structure, Appearance, Extend, Configuration, People, Reports.
- Table Columns:** TITLE, TRANSLATION LANGUAGE, CONTENT TYPE, HOTEL, AUTHOR, STATUS, UPDATED, OPERATIONS.
- Table Rows:**
  - Experiences: English, Basic page, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:41
  - Local Attractions: English, Experience, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:40
  - Mini Discovery: English, Experience, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:39
  - Unique 3-Day Chongqing Itinerary: English, Experience, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:39
  - Gallery: English, Basic page, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:36
  - Meetings and Events: English, Basic page, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:35
  - Weddings & Honeymoons: English, Basic page, Banyan Tree Chongqing Beibei, admin, Published, 10/19/2021 - 00:33
- Operations:** The 'Edit' button for the 'Experiences' item is highlighted with a red box, showing a dropdown menu with options: Edit, Translate, Delete, Devel.



- Choose the language you want to translate to from the dropdown menu under the Operations column and click Edit or Add. If you need a language that is not yet listed here, please inform HQ and we will set it up for you.

Translations of *Experiences* ☆

View Edit Delete Revisions Devel Translate

Home » » Experiences

LANGUAGE	TRANSLATION	STATUS	OPERATIONS
English (Original language)	Experiences	Published	Edit
Chinese, Simplified	体验	Published	Edit ▾
Korean	n/a	Not translated	Add
Russian	n/a	Not translated	Add
Spanish	n/a	Not translated	Add

- Clicking Add will create a duplicate of the English page. You can then replace the English text with the translated versions.
  - Note that some fields will not be editable as they are shared across translations, e.g. card images and operating hours of restaurants.
- You can proceed to update the page as required
- Note that any internal CTA links need to be edited to go to that language version of the page. E.g. instead of /link, the Chinese page equivalent would be /cn/link

Create *Korean* translation of *Experiences* ☆


Home » » Experiences » Translations » Add » Add

⚠ Fields that apply to all languages are hidden to avoid conflicting changes. Edit them on the original language form.

▶ SOURCE LANGUAGE: ENGLISH

Title \*  
Experiences

▼ BLOCKS



Blocks

- M19 - EXPERIENCES
- M02 - BANNER
- M23 - EXPERIENCES GRID

Published

Last saved: 10/19/2021 - 00:41

Author: janet.ong

Create new revision  
Revisions are required.

Revision log message

Briefly describe the changes you have made.

▶ MENU SETTINGS (Not in menu)

▶ METATAGS

▶ TRANSLATION (Do not flag other translations as outdated)

▼ URL ALIAS (Automatic alias)

Generate automatic URL alias

Click on “Save (this translation)” once done.

Current state: Published

Change to: Publish... ▾

Schedule a status change

Save (this translation)

Get preview link



If you are adding a new language for the whole site, remember to add it in the language selector on your property details page. This will apply to the whole website.

Pages will default to English if there is no version in that language.

**Edit Hotel / Property Banyan Tree Kuala Lumpur** ☆

[View](#) [Edit](#) [Delete](#) [Revisions](#) [Entityqueue](#) [Translate](#)

[Home](#) » » [Banyan Tree Kuala Lumpur](#)

**Name \***

Banyan Tree Kuala Lumpur

**Languages \***

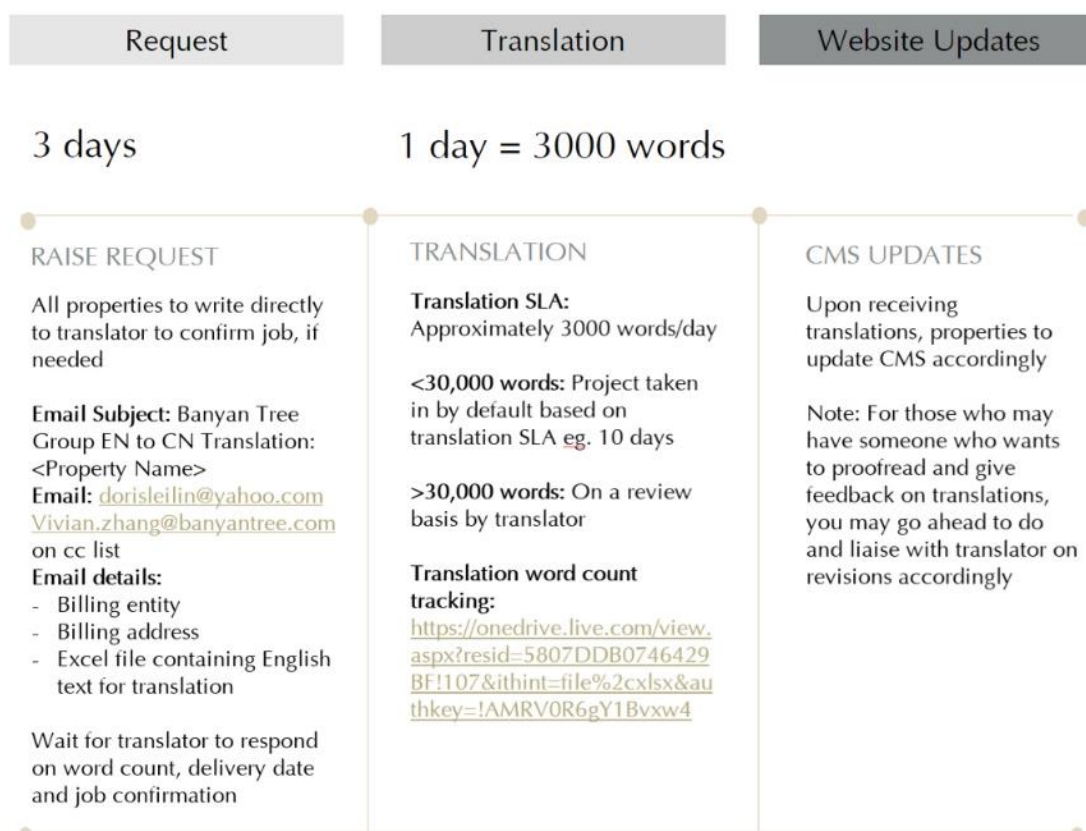
English ×  
Chinese, Simplified ×

List of allowed languages for this hotel.



## 4.2 Chinese Translation SOP

### 4.2.1 How to request



### 4.2.2 Vendor and contract details

- **Vendor:** Shanghai MooYoo Translation Services  
This vendor is globally-appointed vendor with comprehensive glossary and brand knowledge for proper translations that suits our business needs as a group.
- **Master Contract is signed by HQ** since 15 Oct 2021.  
There is no need for individual properties to sign additional contract.
- **Commercials:**
  - **Rate:** CNY\$540 for every 1000 words (individual negotiations available starting from 100,000 words)
  - **Repetition rate:** 33% of usual rate
  - **SLA:** 3000 words/day (inclusive of revisions)
- **Billing details:**
  - Billed to property directly. Global HQ **does NOT** pay on property's behalf.
  - Billing cycle: monthly, every 15<sup>th</sup>
  - Billing currency: CNY (for C1 properties); USD (for ROW)
  - Payment terms: 30 days

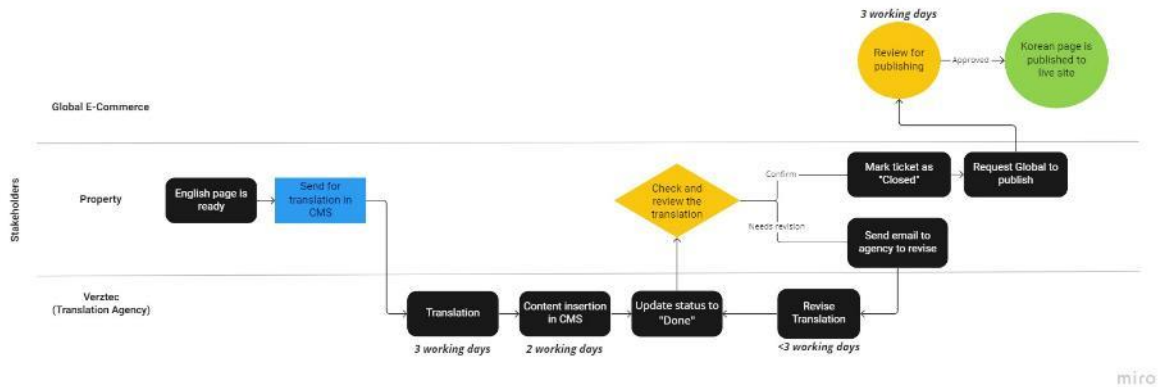
Please ensure you follow the recommended budgeting guideline issued by Global E-Commerce team such that this fees is catered for in your budgeting exercise.



### 4.3 Korean Translation SOP (Banyan Tree & Angsana only)

As of April 2023, all Banyan Tree and Angsana properties are required to have all pages translated to Korean. This service will be provided by the global-appointed agency at a cost.

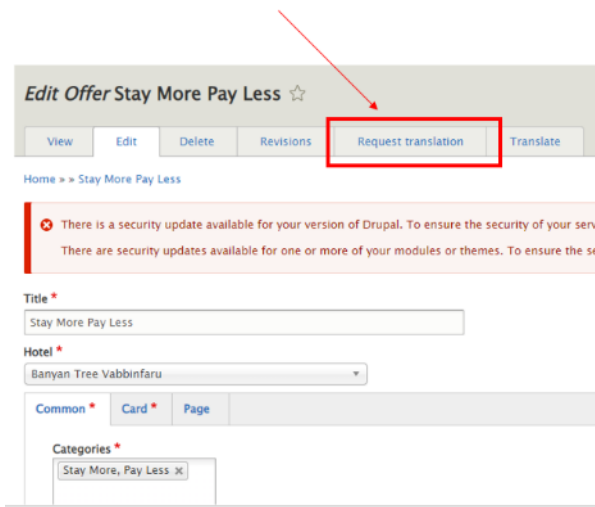
#### 4.2.1 Workflow and Lead-time



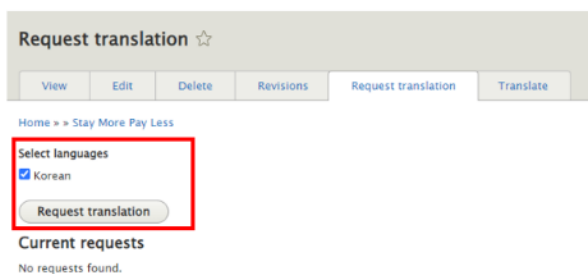
\*If the request exceeds 3000 words, please separately reach out to Vendor for the lead-time.

#### 4.2.2 How To Request for Translation in CMS

1. After you have created the EN page, go to "Request translation" tab.

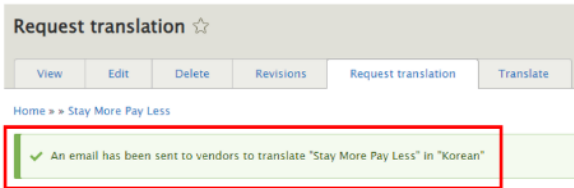


2. Select "Korean" and click on "Request translation" button.

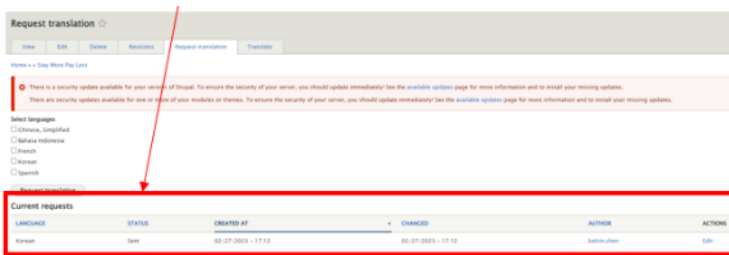


3. After a successful submission, you should see the notification below:





4. You can check the status of the translation under "Current requests" at the bottom of the tab. The status should be "Sent" after a successful submission.



5. When the vendor has completed the translation, the status will be updated to "Done". You may now review the translated page.



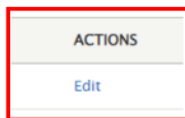
6. If you find any issue with the translated page, please reach out to the vendor (Verztec):

[banyantree@verztec.com](mailto:banyantree@verztec.com)



7. If no further issue, you may now close the request. First, click "Edit".





8. Under Status, select "Closed" and click on the "Save" button.

**Label \***  
Request translation to "Korean" for "Stay More Pay Less"

**Language \***  
Korean

Target language

**Node \***  
Stay More Pay Less (421)

The node to be translated.

**Author \***  
kelvin.chen (141)

**Created at \***  
02/27/2023 05:12:03 PM

The time that the translation request was created.

**Status \***  
Clos...

**Save**

9. The request status should be updated to "Closed" now.

### Current requests

LANGUAGE	STATUS
Korean	Closed

10. To live the translated page, send an email request to global to publish.



[ecommerce@banyantree.com](mailto:ecommerce@banyantree.com)

To:   
Cc:   
Subject: Property name: Publish changes on Brand.com

Send

Dear Angel,


Can you kindly approve the changes made on the following please:

Page	Updates Made	Languages	Comments
Offers page	New language	KR	

Thank you!

Sincerely,

**Kelvin Chen** | E-Commerce Operations Manager | Brand HQ | Banyan Tree Group  
211 Upper Bukit Timah Road | Singapore 588182  
M: +65 9001 2919 | Email: [kelvin.chen@banyantree.com](mailto:kelvin.chen@banyantree.com) | Website: [banyantree.com](http://banyantree.com)

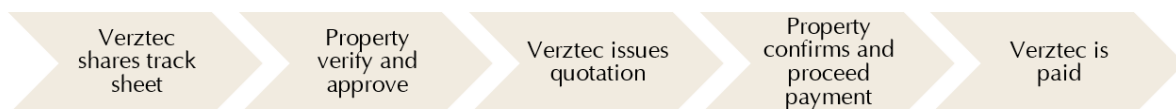


## 4.2.3 Cost and Billing

### 4.2.3.1 Cost Details and Payment Terms

<b>Min. charge/ request</b>	SG\$50 (~US\$38), 200 words
<b>Billing entity</b>	By Property
<b>Billing cycle</b>	21 <sup>st</sup> of every month
<b>Billing currency</b>	USD
<b>Payment term</b>	30 days from invoice date
<b>Overdue penalty</b>	5% interest per overdue month

### 4.2.3.2 Payment Flow





## 5. MEDIA LIBRARY MANAGEMENT

Some guidelines for keeping our CMS media library well organised, and to make it easier for you and any future colleagues to find the images you need.

### 5.1 Image Guidelines

These dimensions are rough guides, as different screen sizes often display slightly different dimensions.

However, image sizes should be close to the recommendations to avoid images that are too big (slowing down website loading time) or too small (will be blurry on screen).

Likewise, file sizes are recommendations rather than hard limits – a banner image that is 1.2 MB would still be ok, but one that is 30MB will need to be significantly reduced.

#### **Banner Images (M19 and M02 only):**

- File type: .jpg
- Recommended dimensions: 1920px x 1080px
- Choose images that will work well with white text over them: e.g. darker, low contrast, less busy backgrounds
- File size under 1MB

#### **Non-banner Horizontal Photos**

- File type: .jpg
- Recommended dimensions: Between 920px to 1,200px wide
- File size under 500KB

#### **Vertical Card Photos**

For property cards and Experience cards

- File type: .jpg
- Recommended dimensions: 600px x 800px to 840 x 1120
- File size under 500KB

#### **Gallery Photos (For Gallery component on Gallery page)**

- File type: .jpg
- Any dimensions, but should be no wider or longer than 2,500px
- File size under 1.5MB

#### **Logos and icons (e.g. awards, SHA+ certification)**

- File type: .png or .gif
- **Check if the image already exists in the database. If not, contact HQ to upload**
- Recommended dimensions: 180px x 180px
- File size under 100KB



## 5.2 Image Naming Guidelines

As the Drupal CMS media library does not enable file folders, image names are the only way to organise images and identify which one belongs to your property.

There is no need to rename the existing images, but going forward, this will be the image naming format:

**{brand-property}-{page\_section}-{image-name}**

### Examples:

- **bt-shanghai-dining-ming-yuan**.jpg
- **btkl-rooms-sanctuary-suite**.jpg
- **an-bintan-dining-hero**.jpg

It is especially important to tag images with your property since some hotels have the same room or restaurant names and may end up using the wrong photos.

So for example if BT Phuket wants to see all their villa photos, they can just type “bt-phuket-villas” into the media library search and see all the villa photos from BT Phuket.

File names should be in English, lower case and have no spaces or symbols, including brackets. Separate words with hyphens.

For SEO purposes, property names should ideally be spelt out but need not be the full name. e.g. “bt-shanghai” and “bt-nanjing” are ok, instead of “bt-shanghai-on-the-bund” or “bt-nanjing-garden-expo”.

### Examples of what **not** to use:

- banyantree-phuket-deluxe-room.jpg
- DSC9102.jpg
- Saffron restaurant copy(2).jpg



## 5.3 General Media Guidelines

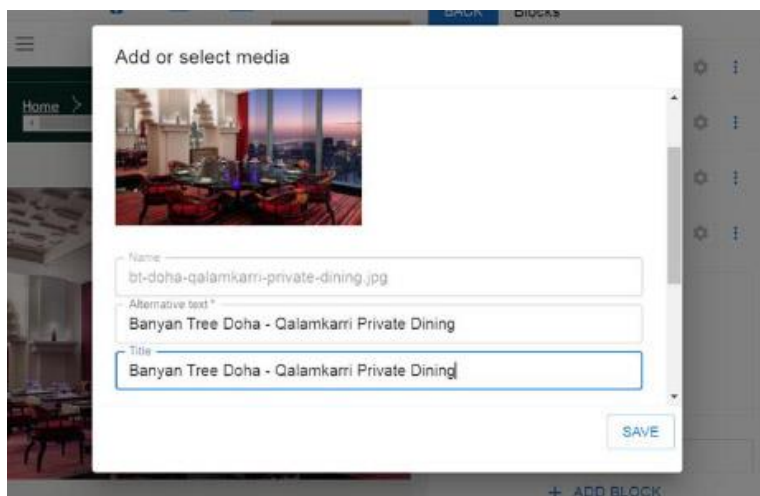
### For Banyan Tree and Angsana

When inserting a new image, do a search to see if it is already in the media library so as to avoid having a lot of duplicate files.

When uploading a new image, add an **image title** and **alt text**.

If you want, you can create more SEO-friendly alt text and titles, where the alt text describes what is in the image (e.g. luxury restaurant in doha at sunset).

If not, you can just use the page name by default.



### For Dhawa and Cassia

WIP



## 6. WORKFLOW

### 6.1 Website Updates: Standard Operating Procedure

- After making updates to any page, be sure to click “Save (this translation)” to save the updated page as a draft
- Note that these changes will not be live until HQ publishes the page to the server.



The screenshot shows a control panel for a website page. At the top, it says 'Current state: Published'. Below that is a 'Change to:' dropdown menu currently set to 'Draft'. There is a blue link that says 'Schedule a status change'. At the bottom, there are two buttons: a blue button labeled 'Save (this translation)' which is circled in red, and a grey button labeled 'Get preview link'.

- Send an email to HQ <ecommerce@banyantree.com> with the following details:
  - Property name
  - Name of updated page, and which languages
  - Changes made
- We will aim to approve the changes within **5 working days** and inform you when completed.
- Please plan ahead as necessary to ensure that changes will be live by the time they are needed.

If changes are urgent and need to be done ASAP, please put ‘Urgent’ in the email subject title. This should only be for changes that directly impact bookings and revenue.

### 6.2 CDN Caching

Our website uses the Akamai CDN to enable faster delivery of pages that visitors have previously visited. This means that changes to the live site can take **up to 24 hours** to be visible after they have been made.

In cases where changes must be made urgently, we can purge the server cache. However, this increases the server load and thus our hosting fees, and should only be done if absolutely necessary, or if the changes are still not showing up after 24 hours.



## 7. NEW HOTELS

### 7.1 For new hotel openings:

#### 7 months before opening:

- Inform HQ website and reservations teams of the new hotel opening
- We will send you the latest content tracker sheet
- Fill in your property details, focusing on:
  - Property homepage
  - Accommodation
  - Dining
  - Facilities
  - Location
- If you do not have all the information, you can leave those pages blank. The only necessary page is the homepage.

#### 6 months before opening

- Submit the file to us with images uploaded to a SharePoint folder (or as a zip folder, if you do not have access to SharePoint.)
  - Images should meet the criteria listed in **5.1**.
  - Note that the site cannot go live until we have images.
- We will review the file and contact you if there is anything unclear or that needs to be corrected

#### 5.5 months before opening

- If everything is ok, we'll let you know to send the file for translation to Chinese and other languages as needed. (Let us know if you do not have any Chinese translators.)

#### 5 months before opening

- All website content files (images, text and translations) to be submitted to HQ

#### 4.5 months before opening

- Website goes live. We'll inform you and you can review and inform us of any changes that need to be made.



## 7.2 For hotel conversions

### 4 months before opening:

- Inform HQ website and reservations teams of the new hotel opening
- We will send you the latest content tracker sheet to fill in.

### 3 months before opening

- Submit the file to us with images uploaded to a SharePoint folder (or as a zip folder, if you do not have access to SharePoint.)
  - Images should meet the criteria listed in **5.1**.
  - Note that the site cannot go live until we have images.
- We will review the file and contact you if there is anything unclear or that needs to be corrected

### 2.5 months before opening

- If everything is ok, we'll let you know to send the file for translation to Chinese and other languages as needed. (Let us know if you do not have any Chinese translators.)

### 2 months before opening

- All website content files (images, text and translations) to be submitted to HQ

### 1 month before opening

- Website goes live. We'll inform you and you can review and inform us of any changes that need to be made.



## 8. HOTEL CLOSURE

If your property is temporarily or permanently closing:

- Inform HQ website, reservations, digital marketing and social media teams of the new hotel closure (all contacts are listed on the next page).

### 8.1 Temporary Closure

- Update the property title in the CMS to indicate that the hotel is temporarily closed. E.g. **Banyan Tree [Hotel name] (Closed until Q2 2023)**
- You might want to update the landing page introduction to also mention the closure, and/or when you might be reopening
- Social media team will work with you on making the necessary social media announcements and shutting down your channels if needed.

### 8.2 Permanent Closure

- We will unpublish the entire property website and remove it from the various listing pages.
- Website will be unpublished within **2 weeks**.
- Reservations team will deactivate and remove your hotel from SynXis booking engine and related channels
- Digital marketing team will make the necessary changes to our Google-related products such as Google My Business
- Social media team will work with you on making the necessary social media announcements and shutting down your channels if needed.



## 9. HQ CONTACT DETAILS

### **Website Content – Updates and related matters**

Kelvin Chen, E-commerce Operations Manager (BTG, BT, BTE, BTV & DH)  
[kelvin.chen@banyantree.com](mailto:kelvin.chen@banyantree.com)

Angel Vong, E-commerce Operations Manager (AN, CA, FO, GR & HO)  
[angel.vong@banyantree.com](mailto:angel.vong@banyantree.com)

E-commerce Team (All)  
[ecommerce@banyantree.com](mailto:ecommerce@banyantree.com)

### **Accor, OpenVPN and E-Commerce IT-related matters**

Rowel Bughao, E-commerce IT Manager  
[rowel.bughao@banyantree.com](mailto:rowel.bughao@banyantree.com)

### **Digital Marketing – Google-related matters, global campaigns, digital media, SEO and other digital channels (e.g. TripTease/ Sojern/ TripAdvisor)**

Farah Sinjeri, Digital Marketing Manager  
[farah.sinjeri@banyantree.com](mailto:farah.sinjeri@banyantree.com)

### **Reservations – SynXis booking engine updates and related matters**

Adeline Teoh, AVP Head of Commercial Support Services  
[adeline.teoh@banyantree.com](mailto:adeline.teoh@banyantree.com)

Keline Lim, Commercial Service Support Manager  
[keline.lim@banyantree.com](mailto:keline.lim@banyantree.com)

### **Media and Content – Social media, videos and brand communication matters**

Adhiyanto Goen, Head of Brand Communications  
[adhiyanto.goen@banyantree.com](mailto:adhiyanto.goen@banyantree.com)

Rachel Loi, Brand Content Manager  
[rachel.loi@banyantree.com](mailto:rachel.loi@banyantree.com)

Alae Khaldi, Brand Communications Manager  
[alae.khaldi@banyantree.com](mailto:alae.khaldi@banyantree.com)

Eline Lee, Assistant Manager, Brand Communications  
[eline.lee@banyantree.com](mailto:eline.lee@banyantree.com)

### **Consumer Insights – Email marketing, Cendyn etc.**





Titin Rohayati – Email marketing matters

Joy Teo – Cendyn

