

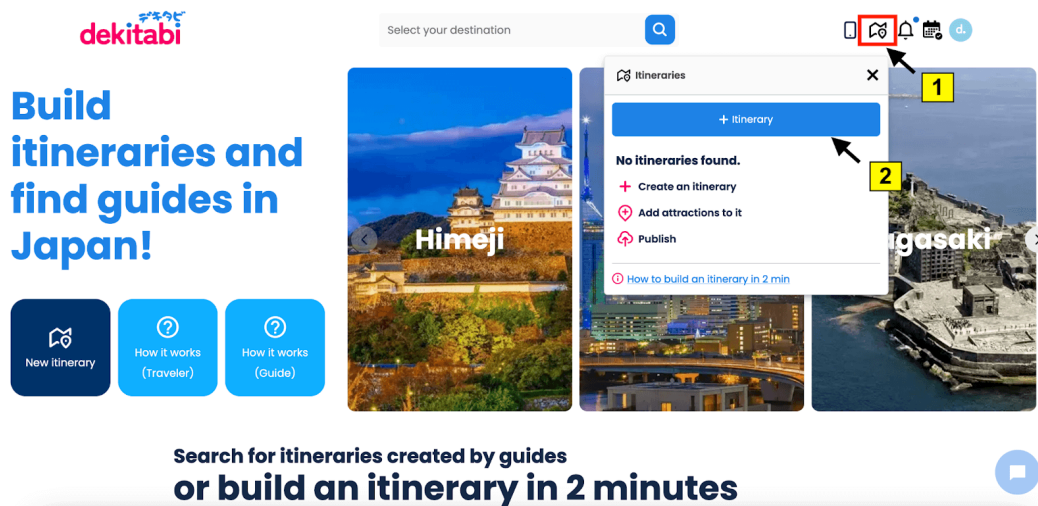
HOW TO CREATE AN ITINERARY

Note: The guide that creates the itinerary will always show first for travelers to book that itinerary.

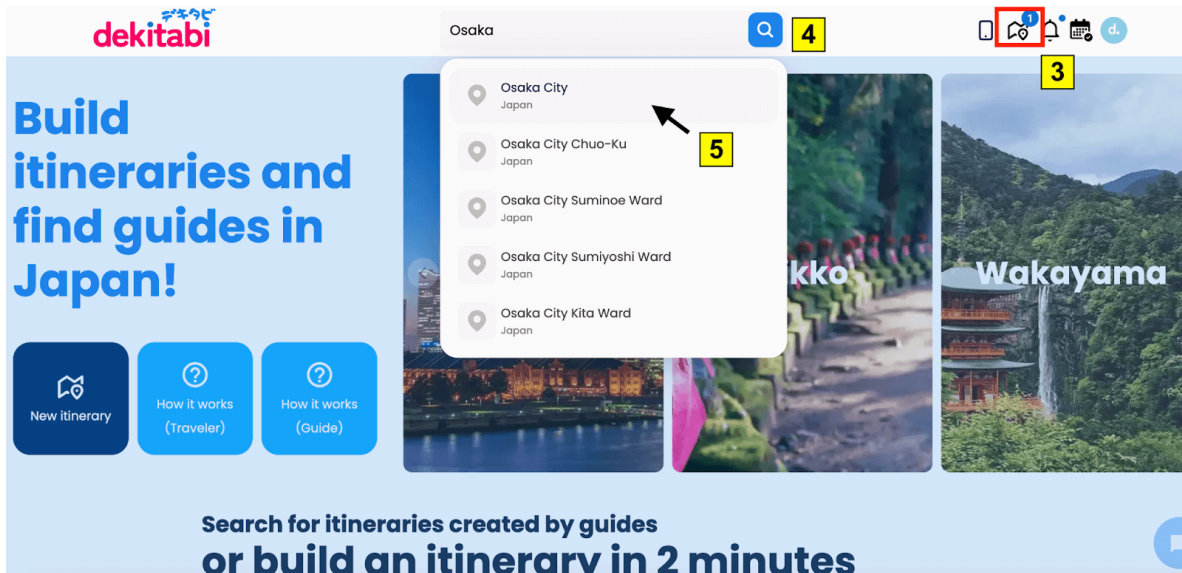
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Step 1: Home page

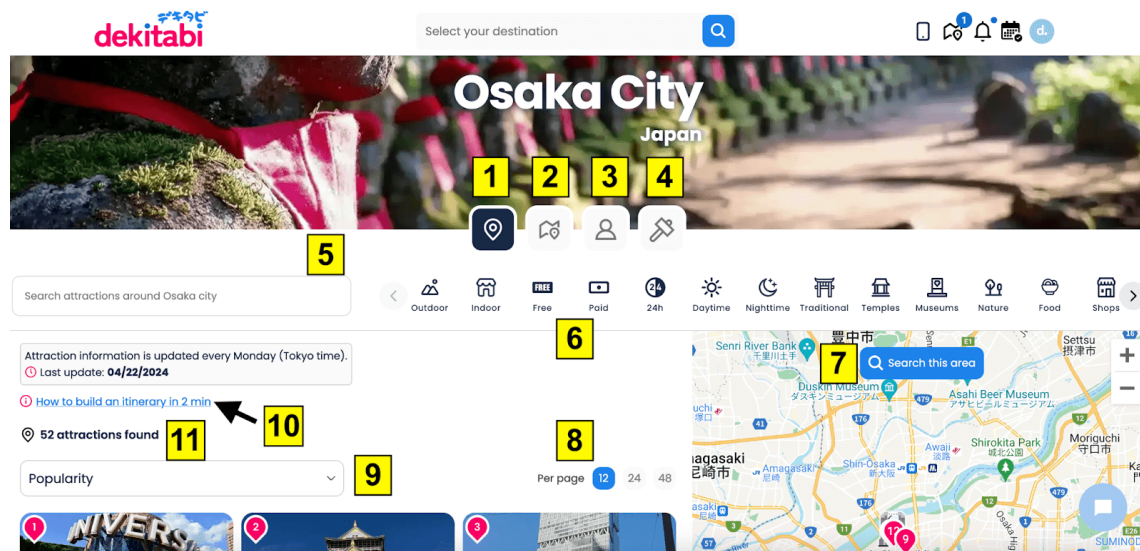


1. Click on the icon to create a new itinerary on the top right side of the screen.
2. Click on the “+ Itinerary” blue button.



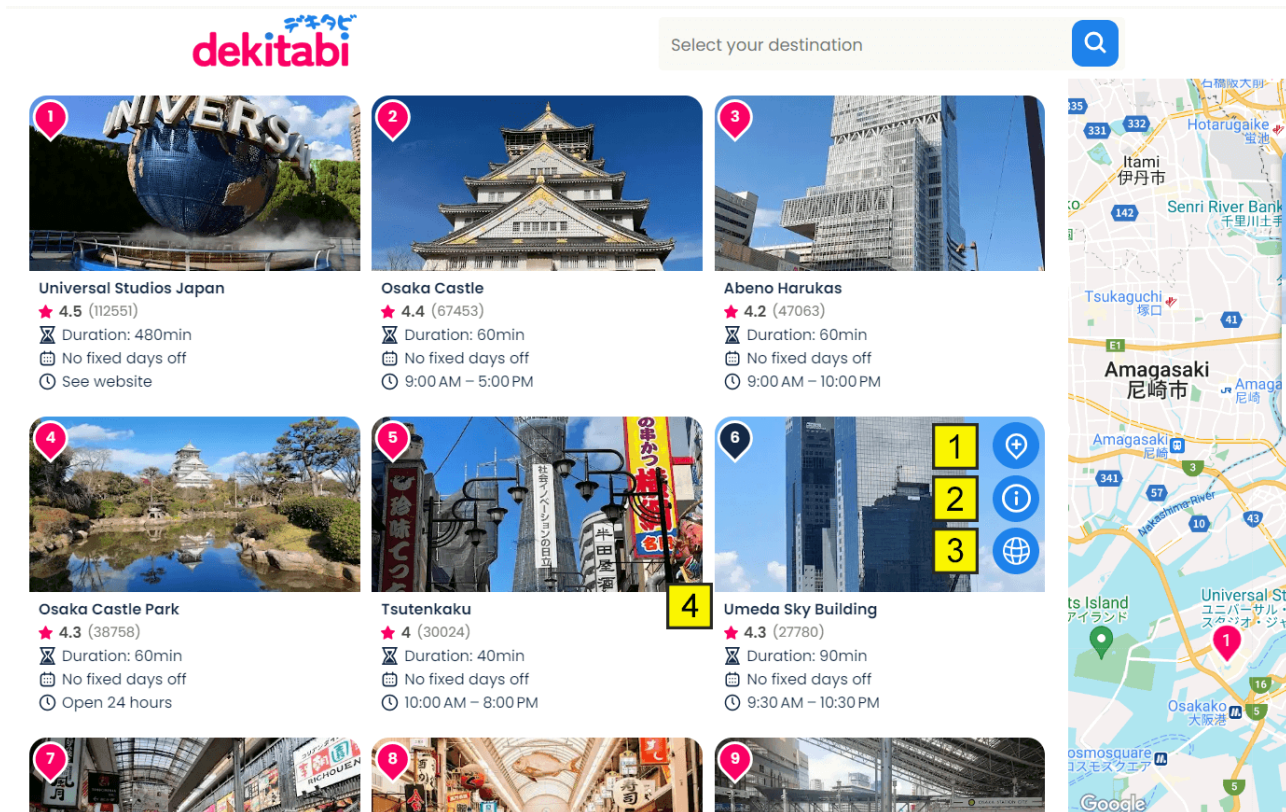
3. The number of itineraries you create will show on the itinerary icon on the top right side of the screen.
4. Click on the bar and type the name of the prefecture of the itinerary you want to create.
5. Select the name of the city or town from where you want to view the attractions.

Step 2: Attractions page



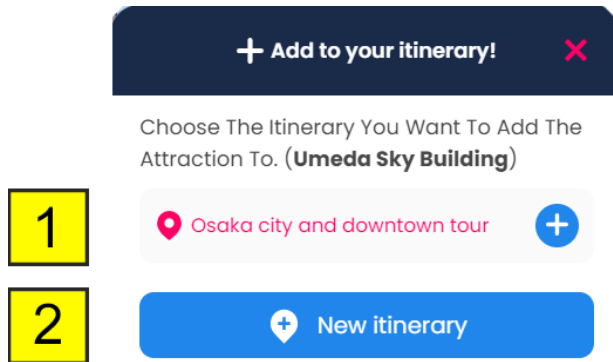
1. Attractions tab
2. Itineraries tab - click here to check itineraries created and published by you or other guides.
3. Guide list tab - click here to see guides in that area.
4. Build tab - click here to suggest attractions.
5. You can search an attraction by typing the name of the attraction.
6. Each attraction has different category tags, click on a tag to display all the attractions under that category.
7. You can search and zoom in or out the area to find more attractions.
8. You can change the number of attractions displayed per page.

9. You can filter the attractions by Popularity, Rating, Location and Duration.
10. You can click on the link “How to build an itinerary in 2 min” to watch a video about the instructions from this manual.
11. Displays the number of attractions found in the selected area.

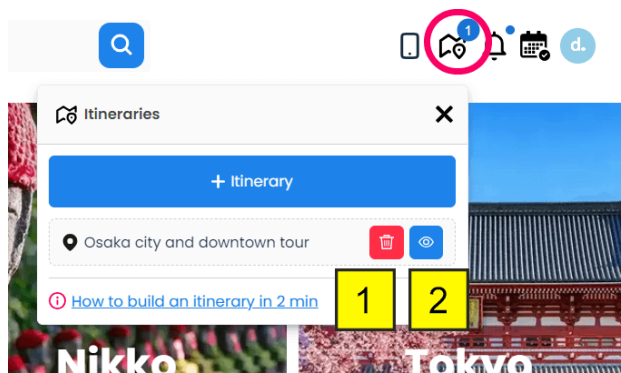


1. Click on the “plus” icon to add this attraction to your itinerary.
 2. Click on the “i” icon to learn more information about this attraction
- (See page 11 for more details).

3. Click on the “site” icon to visit this attraction’s website.
4. The information of this attraction will be displayed under the attraction’s photo.



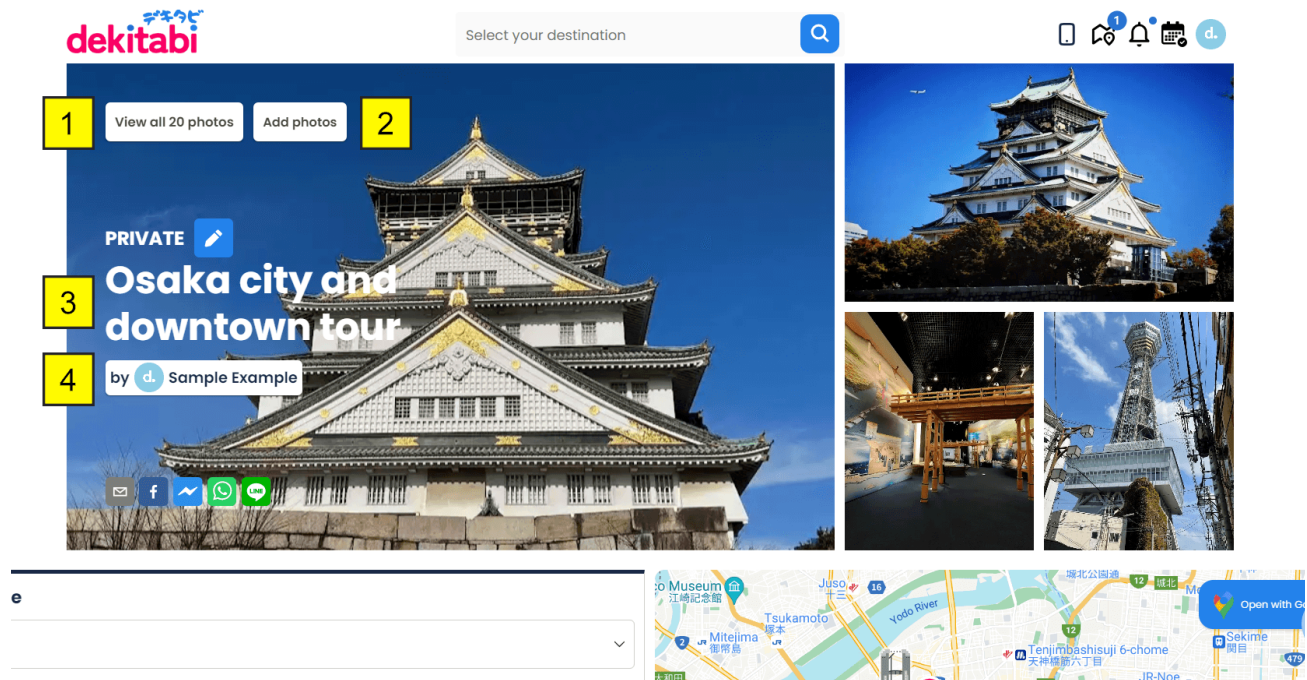
1. The name of your itinerary will be displayed in the menu bar.
2. Click on the “New itinerary” blue button to add a new itinerary.



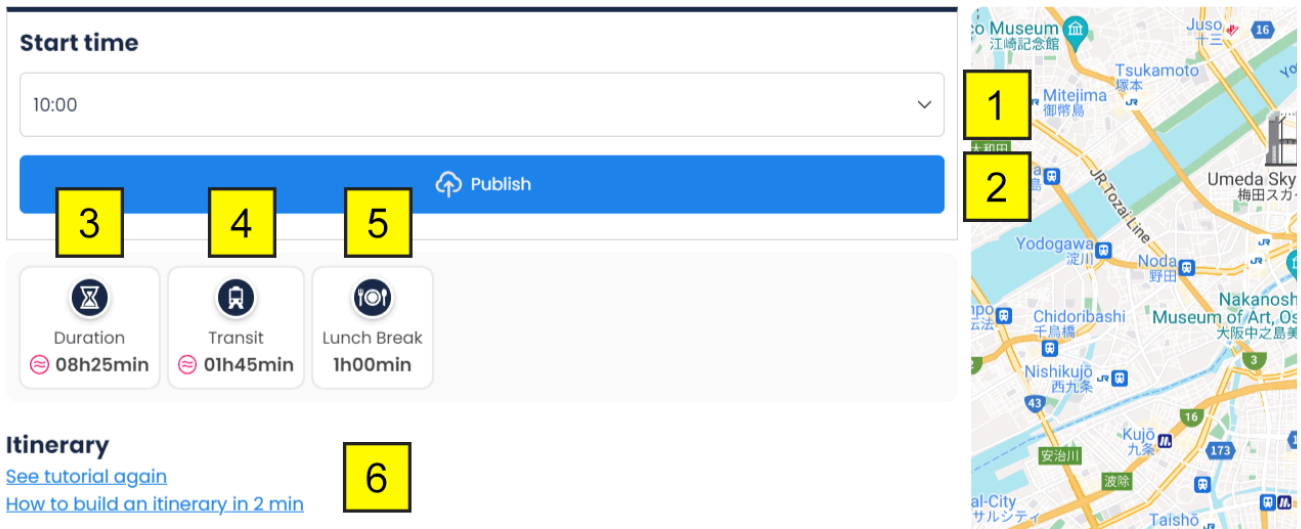
1. Click on the “bin” red button to delete the itinerary.
2. Click on the “eye” icon or click on the name of the itinerary to view

the itinerary.

Step 3: Itinerary page



1. Click on “View all _ photos” to see the photos for this itinerary.
2. Click on “Add photos” to add more photos to this itinerary.
3. Click on the “pencil” icon to change the name of the itinerary.
4. The name of the person that created the itinerary will be displayed here.

Start time

10:00

3 **4** **5** Publish

Duration 08h25min

Transit 01h45min

Lunch Break 1h00min

Itinerary

[See tutorial again](#)

[How to build an itinerary in 2 min](#)

6

1. Click on the arrow to change the start time.
2. Click on the “Publish” blue button to publish your itinerary when it’s ready.
3. Duration icon - shows the approximate total time it takes to complete the tour.
4. Transit icon - shows the approximate total time it will take to transit between attractions.
5. Lunch break icon - will always show 1 hour for lunch break.
6. Click on the links to see the tutorial or the video version on how to build an itinerary.



Add a meeting place (optional) **1**

1 Meeting place
 10:00 - 11:00
 Osaka Castle
 No fixed days off
 9:00 AM - 5:00 PM

00h10min

2 Meeting place
 11:10 - 12:10
 Osaka Castle Park
 No fixed days off
 See website

00h30min

3 Meeting place
 12:40 - 13:20
 Tsutenkaku
 No fixed days off
 10:00 AM - 8:00 PM

Add an ending place (optional) **3**




1. You can add a “meeting place” by typing the name of the hotel, station, etc. (This is optional, if you don’t type a meeting place, the first attraction will be automatically set to be the meeting place).
2. You can drag each attraction up and down your itinerary.
3. You can add an “ending place” by typing the name of the hotel, station, etc. (Optional)


dekitali

Select your destination


Nearby attractions 1




Umeda Sky Building@Osaka



Shinsaibashi-Suji Shopping Street@Osaka



Kuromon Ichiba Market@Osaka



OSAKA STATION C

About guided tours 2

Includes

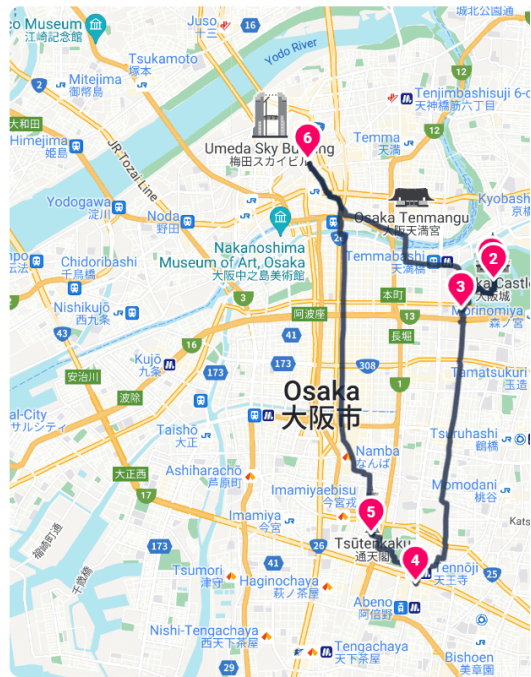
- ✔ Private local guide
- ✔ Personalized tour

Not included

- ✘ Private and Public transportation (unless specified on the guide's profile)
- ✘ Attraction entry tickets*
- ✘ Food and drinks
- ✘ Insurance (travelers are recommended to purchase their own insurance)
- ✘ Other expenses not mentioned

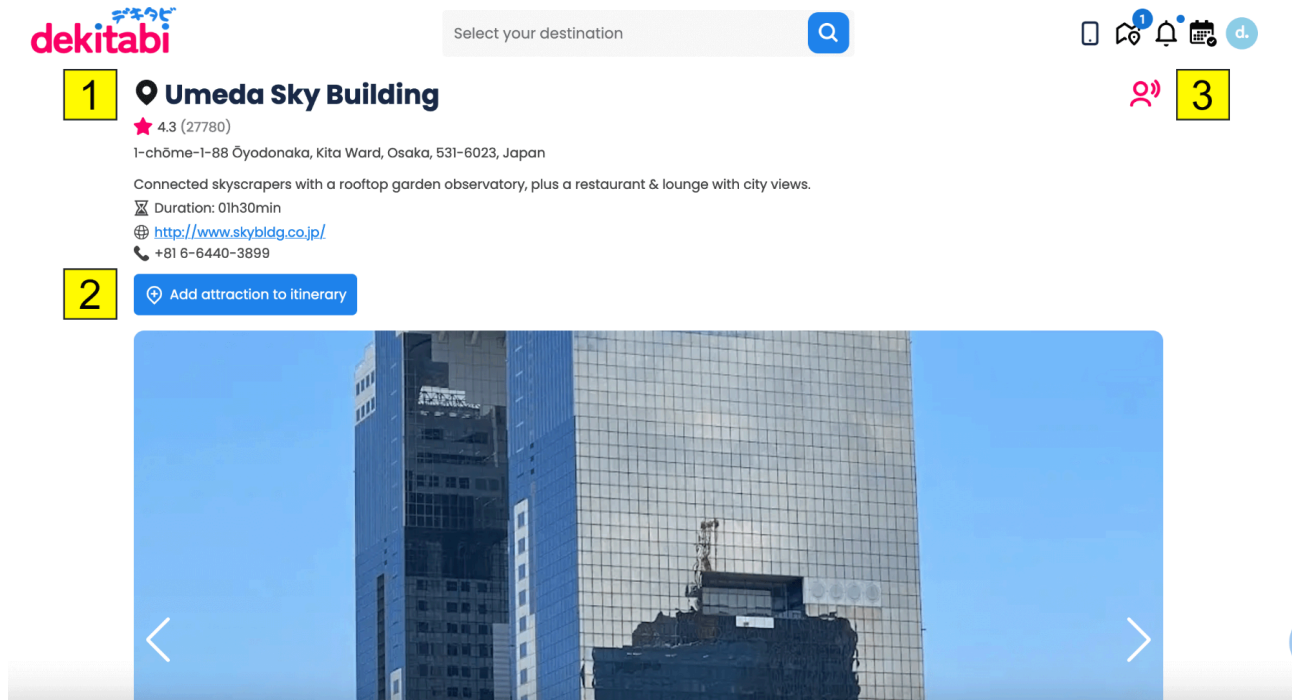
* Ask the guide about attraction tickets

Tours will only be charged after the guide accepts the itinerary



1. The bottom of the page will display “Nearby attractions” that are around the area of your itinerary. You can add these attractions by clicking on the picture.
2. Information about guided tours will always display at the bottom of the page for guides and travelers to read.

Attraction Page



1. When clicking on the “i” icon on an attraction, a new window will open with information about the attraction. The name, ratings, address, a brief description, the suggested duration, the website and telephone number will be displayed at the top of the page.
2. Click on the “Add attraction to itinerary” blue button to add this attraction to your current itinerary.
3. Click on the “report” pink button to notify us of any mistakes or changes regarding this attraction.



1

- Outdoor
- Indoor
- Paid
- Daytime
- Nighttime
- Food
- Cafes
- Shops
- Nature
- Museums

2

Opening hours

- Monday: 9:30 AM – 10:30 PM
- Tuesday: 9:30 AM – 10:30 PM
- Wednesday: 9:30 AM – 10:30 PM
- Thursday: 9:30 AM – 10:30 PM
- Friday: 9:30 AM – 10:30 PM
- Saturday: 9:30 AM – 10:30 PM
- Sunday: 9:30 AM – 10:30 PM

3



4

review(s)

4.3 27780 review(s)



Leroy in the last week

This was a very cool place to visit. Especially with it being included in the Osaka amazing e pass. It was walking distance from my hotel, so that made the trip so much more convenient. It is open during the rain, but please be aware that NO UMBRELLAS are allowed at the top. Pro tip: pack a poncho or a packable raincoat.



Bryan James Ilaga (Bryan James) in the last week

Umeda Sky Building both have an Observatory and museum, located on different towers (east and west). The roof top view looks really great! If

1. Each attraction will display all different category tags that describe it.
2. The opening hours and days are displayed in this section.
3. A map will show the location of the attraction. It can be zoomed in for more details.
4. The most recent reviews from users will be displayed.