

Flight Entry

Help bits

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Overview

The flight entry window serves to enter new flights or to edit already existing flights. User privileges can be set to disable the edition of flights while allowing the insertion of new flights.

They can be also set to enable this window for aircraft owners to view, enter or modify only the flights related to their own aircrafts.

Operation

Selection

The flight entry window starts showing a number of flights. This number is set in the preferences window. Flights shown are the last X flights, sorted by date.

Flights can also show by date. Click the 'By date' button to do so, and select the appropriate dates in the dates frame.

Flights can also be filtered by aircraft and pilot, to view, for instance, someone's last 10 flights or some aircraft last 10 flights.

Press the 'Refresh' button for the changes in the selection to take effect.

Preferences

Preferences frame allows setting default values for some of the flight entry fields. When a default value is set, every time we add a new flight, the selected values will be pre-selected in the new flight.

Extended view This setting forces the extended view of each flight to be visible by default.



Origin airport = last destination Use this setting only when flights are entered sequentially to force the origin airport to be the last flight landing airport.

Fields

- Aircraft** This list contains all 'active' aircrafts.
The active condition is defined in the aircraft record.
Aircrafts must be defined before they can appear in the list.
- Flight type** Please take into account that only flights classified as 'School' will show in the school activity report.
- Departure date** It may contain any date.
Flights need not to be entered sequentially.
- Chock times** They represent the time before turning on the electric circuit and after turning it off.

Departure chock time is located above arrival chock time.
Departure chock time must be previous or equal to flight departure time, and arrival chock time must be posterior to arrival flight time.

It is not necessary to type the colon in between hours and minutes

If you rather not to consider flight times, there is a setting in preferences window to always set flight times equal to chock times.

Times must be Zulu or local depending on the setting in the preferences window. This setting is always displayed in the frame which groups the flights.

When entering a new flight, and if the selected aircraft is an IFR-certified one according to the check-box in its identification tab, the pilot time, calculated as the difference in between chock-times, is used to fill in the IFR time text-box.
- Airports** Origin airport is located above the destination airport.
Airports must be defined before they appear in the list.



Use the Miscellaneous window to maintain the airport list.

New airport If any of origin or destination airports is not yet in the list, clicking on this label will open a new window to add it to the list.

Crew In this list pilots show in three groups: A first group with instructors, then a second group with pilots and pupils, and the last group with the examiners. Each group is sorted by family name.

The primary pilot and its function in flight are set above the second pilot.

Second pilot can be left empty if necessary, but if a pilot is selected, its function must be set.

To remove a pilot selection, use the 'del' key.

'Side' pilot refers to someone which can be assigned to pay for the flight. A side pilot will never accumulate flight hours in his/her certificate.

'Sp' pilot means the second pilot is not on board. He/she is an instructor monitoring the flight from ground. If the second pilot's record has an amount set for instructor fee, his/her account will be incremented proportionally to the time in between chocks.

Landings Must contain a number larger than zero.

Hobbs meter This field is used to register the value of the Hobbs meter at the end of the flight. Its value can be calculated out of the value registered for the previous flight by pressing the calculator key (see below). Its value can be decimal (seconds range from 0 to 99) or sexagesimal (0 to 59) depending on the Hobbs meter type, depending on the Hobbs meter type set in the last aircraft inspection.

Rate Depending on the properties of the flight entry window, ATO Explorer assigns a default rate when entering a new flight.

This fee will not change if the flight is modified later.

If the check box 'Pilot rate' is checked, the rate shown on the identification tab of the pilot card will be applied by default.

If, on the other hand, when 'Aircraft' was selected in the 'rate' section of the property window of the flight ticket, the default rate is that of the aircraft. But if the flight is related to a course and the school tab of the pilot card has a default rate for that course, that rate will be applied.

Charge to Refers to the person who is going to pay for the flight, which is usually the main pilot. Payment can be split in between the two



pilots. This setting can be set in the event details window, in case the flight was originated by a flight event.

Time to charge	It is a field calculated out of the time elapsed in between departure and arrival chock times. It recalculates every time chock times change. If modified, the calculated flight time will be ignored.
Amount	It is a field calculated out of the selected rate and the 'time to charge' field. It is recalculated every time a change is detected in either the selected rate or the time to charge.
Day, night, IFR times	These fields are used to maintain the pilot records about flown time in day, night or IFR conditions. None of these times must be longer than flight time.
Lands night	A value equal or less than the one in 'Lands', to register a landing at night.
Fuel and oil	These values represent the remaining fuel and oil on arrival.
Tachometer(s)	The associated value for each engine tachometer. This value is calculated when clicking on the calculator key (see below), out of the previous flight value and current flight times. This field is hidden when the selected aircraft is a microlight, a balloon or a glider.
Notes	This field holds up to 64 characters.
Flight ID	This field is visible only when a flight ID is set in the preferences window. Can hold up to 4 characters.
Taxes	This field holds the amount paid for airport taxes. This amount will be charged to the pilot who pays for the flight.

Flights straddling two days

Chock	Flight
23:56	00:10
	(+1 day)
02:03	01:59

When the flight take-off time precedes the origin chock time, it is understood that take-off occurred one day ahead of chock time, and the label (+1 day) shows below the time shifted one day.

Same happens with flight landing and chock at destination times.



Flight deletion

This option is enabled only to the administrator user and if the flight is not related to a planning event. In this case, the label 'Flight delete' appears to the bottom right of each flight.

Clicking on this label, the flight will be deleted.

When a flight is related to a planning event, it can also be deleted by the administrator from the planning 'pro' window.

Buttons



Use this buttons to see or hide the extended bit to the right.



The warning sign indicates that the flight cannot be saved yet because some missing or wrong data.

Hover the cursor over the icon to see the cause.



Use this button to undo the changes and restore the flight to its initial status.



There are two information buttons:

Left one provides information about last registered flight for currently selected aircraft. Date and times must be set before using this button.

Right one provides information about the selected rate.



The save button only appears when the flight can be saved.

That's to say: only when the warning sign is not visible.

Press this button to save the flight to the database.



The calculator modifies several fields:

- It sets the time to charge to the difference in between destination and origin chock times. Day flight time is set to the same value.
- It sets the Hobbs meter value to the value in the previous flight plus the difference in between destination and origin chock times.



- It calculates the tachometer value for each engine, out of the last flight values and time difference in between destination and origin flight times.
- If there is a selection for rate, the flight amount is also calculated.

Planned flight entry

When the club is subscribed to 'Pro' rate, the selection frame shows a third button to list the N last planned flights not yet registered.

Flights shown correspond to confirmed events with no assigned flight.



Default rate calculation

The default rate is selected according to the algorithm described next:

- The rate selected in the Flight Entry Preferences window, which is one of:
 - a. None
 - b. Last flight
 - c. Particular rate
 - d. If the rate is still undetermined and, if 'Aircraft' is selected in the Flight Entry Preferences window:

The algorithm determines which pilot going to be charged for the flight: If the flight was originated by a flight event in the planning Pro window, this information may come from a setting in the event details window ('Charge to'), otherwise, the one selected in the Flight Entry Preferences window is used.

If the pilot to whom the flight amount is to be charged is enrolled in a course and a rate is selected in the school tab of the window for that pilot and course, the algorithm uses that rate: The simulator rate will be used if the aircraft is a simulator, otherwise, the standard rate will be used.

If the pilot to whom the flight amount is to be charged not related to a particular course but the event is, the rate to apply is the one selected in the syllabus for the course: The simulator rate will be used if the aircraft is a simulator, otherwise, the standard rate will be used.

If the rate is still undetermined and the pilot record contains a selected rate, the de 'Pilot rate' check-box is selected in the preferences window for the flight entry and the rate in the identification tab of the pilot record will be applied.

If the rate is still undetermined and the aircraft record contains a selected rate, that rate will be applied.



Reporting a flight from the planning window

On selecting a confirmed flight event in the planning window and right-clicking on it, the 'Flight entry' option in the context menu will lead us to the flight entry window showing a new flight with most of its data gathered from the planned event.

Flight legs

Often flights are planned as a single event, while they actually result in two or more flights.

In this case, simply click on the 'flight entry' context menu option in the planning Pro window, and the flight entry window will open with the 'Add flight' button to the bottom.

The button will be pressed as many times as 'legs' result from the event. Each time the button is pressed, a new flight will appear on screen, and we will usually amend the take-off and landing times for each flight.

As the flights are saved, the planning window will preserve the original event using take-off times of the first flight and last flight landing times.

Please remember double-checking the PIC/DUAL and airport data, as well as the take-off and landing times for each flight added this way.



Split flight exercises

When a flight exercise was planned as a split flight, on entering the flight entry window there will be two flights: The first one with pilot1 as PIC, and the planned origin and destination airports. The second flight instead, will swap pilot1 and pilot2, and also origin and destination airports.

In the planning window, two events will result: one per each flight.

Please remember double-checking the PIC/DUAL and airport data, as well as the take-off and landing times for each flight added this way.

Flight deletion

To delete a flight, just click on the 'Flight delete' label, located in the bottom right.

This label is visible only when the user has permission granted to delete flights and the flight is not associated to any planned event.

To delete a flight associated to a planned event, do it from the planning pro window.

Only the administrator is allowed to delete flights.

The screenshot shows the flight entry interface with the following data:

Aircraft	Departure date	Check	Flight	Airports	Crew	PIC	PICUS	Lands	Rate	Time to charge	Day	Lands night	Tachometer
ECRRV	24/04	06:50	07:05	LESU	MHK - He	DUAL	SPIC	1	Curso	01:10	01:10		1078,10
School		08:00	07:57	LESU				9477,00	PIC/DUAL	0,00			

Additional fields visible include: Hobbs meter (9477,00), Charge to (PIC/DUAL), Amount (0,00), Invoiceable (checkbox), Fuel (0), Oil (5,50), Flight Id (028S), and Taxes (0,00). A 'Flight delete' button is located in the bottom right corner.



Examples

Pupil and instructor flight

Pilot is entered as DUAL, and instructor as FI

Aircraft	Departure date	Chock	Flight	Airports	Crew	PIC	PICUS	SPIC	Lands	Rate	Time to charge		
ECPPL	02/11	09:58	09:58	LEGE	ACS - C	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1	especial	00:45		
Flight type				New airport		FI	FE	COP	Side	Sp	Hobbs meter	Charge to	Amount
School		10:43	10:43	LEGE	JMP - P	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	2081:67	PIC/DUAL	58.33
Notes	E:50464 F:30948		Flight Id	Taxes	0.00		Invoiceable						

Pupil solo flight, instructor on ground

Pilot is reported as PIC, while instructor is Sp:

Aircraft	Departure date	Chock	Flight	Airports	Crew	PIC	PICUS	SPIC	Lands	Rate	Time to charge		
ECGGG	22/06	10:00	10:00	LEIG	RBM - E	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	2	estándar	01:00		
Flight type				New airport		FI	FE	COP	Side	Sp	Hobbs meter	Charge to	Amount
School		11:00	11:00	LEIG	JTF - T	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	106:75	PIC/DUAL	120.00
Notes	F:47839		Flight Id	Taxes	0.00		Invoiceable		<input checked="" type="checkbox"/>				

Solo flight

Aircraft	Departure date	Chock	Flight	Airports	Crew	PIC	PICUS	SPIC	Lands	Rate	Time to charge		
ECPPL	17/09	10:00	10:00	LEAL	LUI - At	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1	especial	03:00		
Flight type				New airport		FI	FE	COP	Side	Sp	Hobbs meter	Charge to	Amount
School		13:00	13:00	LEGE		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	2080:92	PIC/DUAL	283.33
Notes	E:45532 F:29734		Flight Id	Taxes	0.00		Invoiceable						

