

WEA CREW MANAGEMENT MAIN MENU

Menu Item	Function
Queries	
Sign-On Report	Produces crew sign-on sheets sorted by date and time
Crew Duty Report	Individual crew rosters for the selected period
Flight Schedules	List of planned flights for the active period and which crew are rostered, if any
Roster Query by Flight	Enter flight number and see rostered crew
Roster Query by Crew	Enter crew name and date and see what they have assigned
Roster Query by Duty	Enter duty code and date and see rostered crew
Query by Duty Type	Enter duty type (eg leave) and see all crew assigned to that duty type in the period
Crew Logbook	List all crew activity per crew member including planned and actuals
Crew History	Summary of crew assignments over the last year
Crew Locator	Shows where crew are based if away from main base
Positioning List	List of any required positioning flights and their status
Rostering	
Grid	21 day roster view - all crew functions can be accessed by clicking on a duty
Blocking	Import roster blocks (scheduled services only)
Create Duty	Create a new duty envelope (trip) - no flight details - only sign on and sign off
Assign Duty	Assign a trip or duty to a crew member
Drop Crew from Duty	Remove a crew member from a duty
Unassign Crew on Date	Unassign a crew member on a certain date
Crew Swap	Change the crew that is assigned to a duty/trip
Duty Swap	Change the duty that is assigned to a crew member
Build Days Off	Build a random days off pattern that gives crew 1 day off in 7 days and 2 in 14
Ops Manager	
Flight Grid	21 day flight leg view - all flight functions can be accessed by clicking on a leg
Create Flight Legs	Build a flight leg into a duty envelope
Modify Trip	Modify, add, or delete legs in a duty/trip
Actual Flight Times	Report showing actual departure and arrival times by flight leg
Insert Flight Times(Scheduled)	Insert times for flights in schedule
Insert Flight Times(Flexi)	Insert times for all other flight legs
Flights Missing Times	Report showing flight legs that are missing actual times
Rules	
Rules List	List of all rules in the system
Current Legality Checker	Display showing which crew are in and out of rules
Update Current FDP Values	Calculate current flight and duty values and record them in the database
Current Exceedances	Display showing the current rule exceedances
Roster Integrity Check	Admin routine to report on overall system condition
Rest Checker	Display showing legal rest violations
Base Checker	Display showing any discontinuities in crew rotations
Past Year Rule Check	Check all rules for the past 365 days (takes a long time - up to 3 minutes)
Settings	
Home	
Period	Modify the active viewing period
Table Editor	