

**RAMCO AVIATION SOLUTION
VERSION 5.8**

USER GUIDE

JOURNEY LOG HUB

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ABOUT THIS MANUAL

This manual briefly describes the basic processes and functions in Ramco Aviation Solution.

WHO SHOULD READ THIS MANUAL

This manual is intended for users who are managing the Aviation industry processes and are new to Ramco Aviation Solution. This manual assumes that the user is familiar with the Aviation Industry nomenclatures and systems based software.

HOW TO USE THIS MANUAL

Ramco Aviation Solution provides extensive Online Help that contains detailed instructions on how to use the application. Users are suggested to use this manual for specific references, along with the Online Help. This manual contains enough information to help the users perform the basic tasks and points toward the Online Help for more detailed information.

HOW THIS MANUAL IS ORGANIZED

The User Guide is divided into 4 chapters and index. Given below is a brief run-through of what each chapter consists of.

Chapter 1 provides an overview of **Journey Log Hub** business process. The sub processes are explained in the remaining chapters.

Chapter 2 focuses on the **Journey Log Hub** sub processes.

DOCUMENT CONVENTIONS

- The data entry has been explained taking into account the “Create” business activity. Specific references (if any) to any other business activity such as “Modify” and “View” are given as “Note” at the appropriate places.
- **Boldface** is used to denote commands and user interface labels.
Example: Enter **Company Code** and click the **Get Details** pushbutton.
- Italics used for references.
Example: *See Figure 1.1.*
- The  icon is used for Notes, to convey additional information.

REFERENCE DOCUMENTATION

This User Guide is part of the documentation set that comes with Ramco Aviation Solution.

The documentation is generally provided in two forms:

- The Documentation CD in Adobe® Systems’ Portable Document Format (PDF).
- Context-sensitive Online Help information accessible from the application screens.

WHOM TO CONTACT FOR QUERIES

Please locate the nearest office for your geographical area from www.ramco.com for assistance.

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1 INTRODUCTION

In the **Aviation** industry, managing flight schedules and journey logs are the most frequently carried out tasks. Hence, a shared central platform to execute end to end management of journey logs is required to speed up the **Journey Log** process. Identifying and retrieving journey logs with precise search filters is required to enable the mechanics and the Tech records personnel to access the journey logs from among the multitudes of logs. This would be the key to speeding up the Journey Log process. All essential journey log tasks including creation, update, revision, view, cancellation and closure by means of a single platform would prove to be extremely friendly to the users. It would also reduce navigation and the resultant time. Here are the salient features of **Journey Hub**:

- Enables selection of the fleet for which the journey logs must be retrieved
- Instant retrieval and display of key information on the selected fleet based on the journey log status
- Alternatively, enables retrieval of journey logs based on user-specific attributes for a specific period
- Enables generation, modification, revision, update and viewing of journey logs
- Enables recording of Aircraft Maintenance Execution details for aircraft associated with the journey log
- Enables generation of Aircraft Utilization Report for aircraft associated with the journey log
- Enables approval or cancellation of individual or multiple journey logs
- Retrieves / displays Leg Level details and Parameter details consequent to the flight

2 JOURNEY LOG HUB

The Journey Log Hub is a one-stop center for managing journey logs. You can swiftly accomplish all actions with regard to journey logs including create, modify, amend, view, approve and cancel in the activity. The hub provides precise means of working with journey logs by cutting navigation / traversal and providing all the required data and features in one place.

You can retrieve / view journey logs using two means. One, an auto-search facility based on journey log status enables retrieving / viewing journey logs instantly on selection of the fleet. Second, you can specify search criteria to retrieve journey logs those that they wish to view / work with. Additional facilities to perform activities with regard to aircraft associated with the journey logs are also available in the application. In a nutshell, you can accomplish the following in the Journey Log hub:

- Auto retrieval of journey logs available in OU on screen launch
- User-specific search and retrieval of journey logs
- Approve / Cancel individual or multiple journey logs
- Create / update / amend / view journey logs
- Generate Aircraft Utilization Report
- Record Aircraft Maintenance Execution details
- View Leg level details for flight
- Parameter details for aircraft

2.1 MANAGING JOURNEY LOGS

The Journey Log Hub facilitates the Aircraft mechanics and the Technical Records staff to accomplish all essential journey log tasks including creation, update, revision, view, cancellation and closure by means of a single platform –n Journey Log Hub can be accomplished in a swift, easy and user-friendly way.

2.1.1 How To Launch Journey Log Hub

1. Select **Flight Log** in the **Flight Operations** business process. *See Figure 2.1*

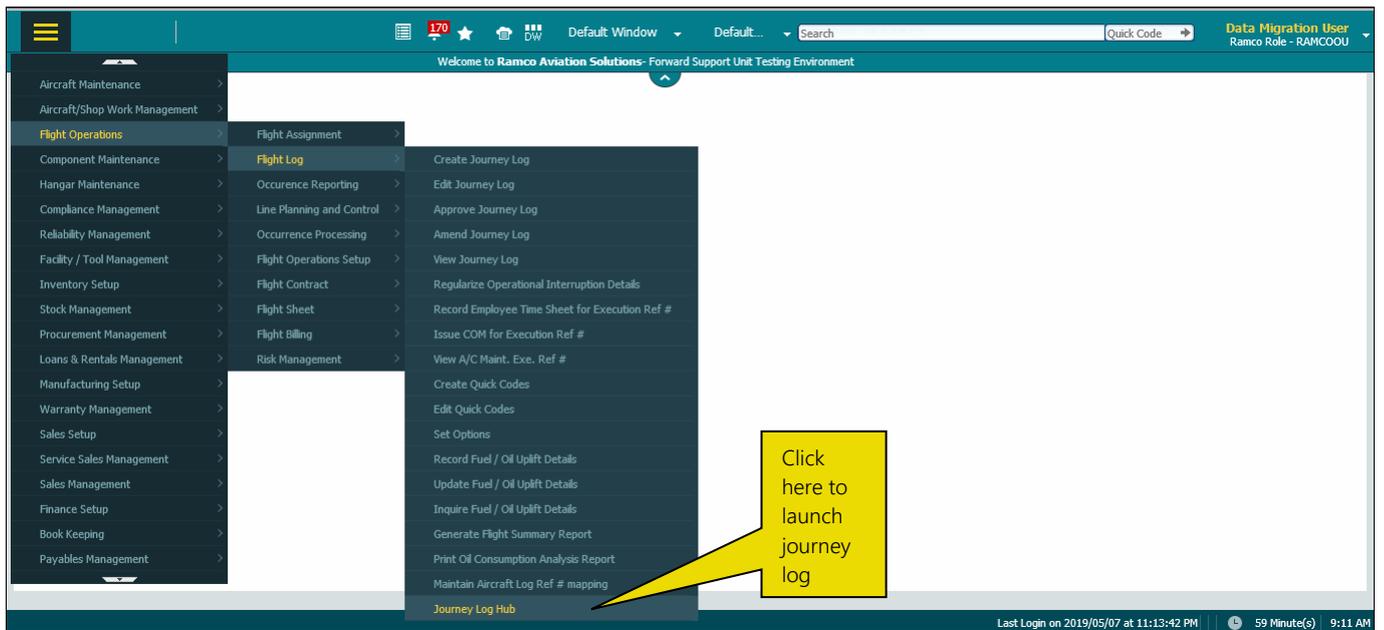


Figure 2.1 How to launch the Journey Log Hub

- Select **Journey Log Hub** from **Flight Log** in the **Flight Operations** business process. The **Journey Log Hub** page appears. See *Figure 2.2*.

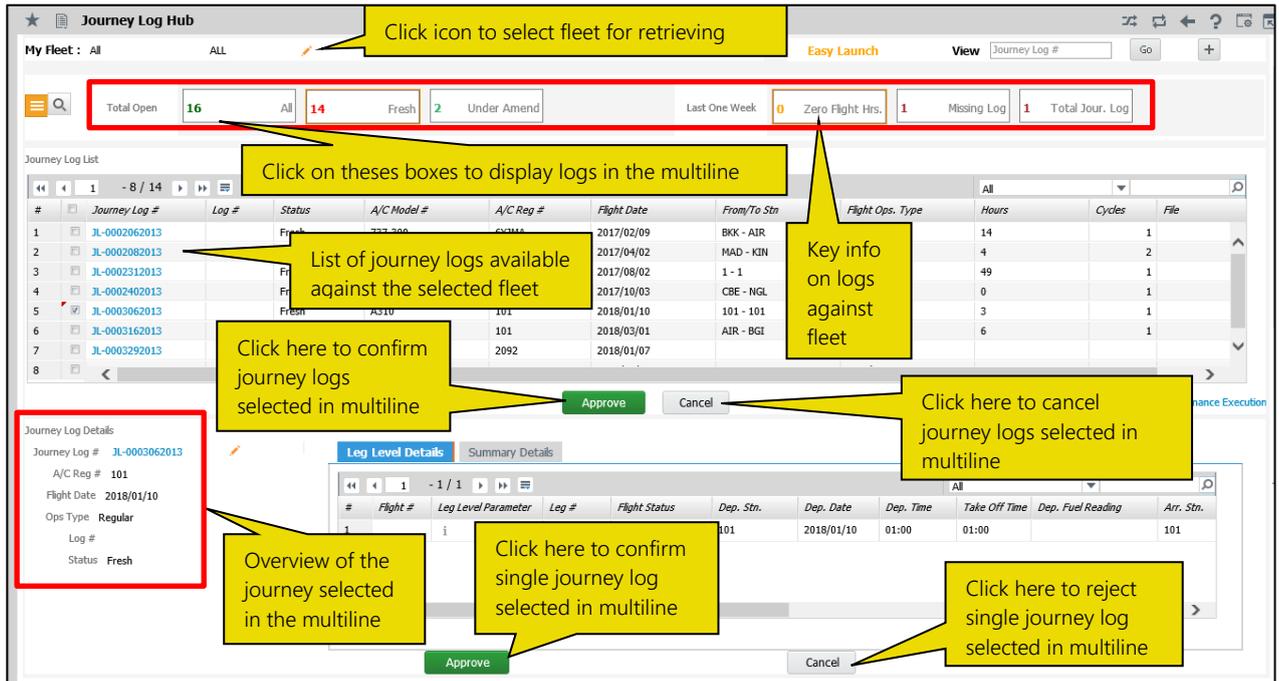


Figure 2.2 The Journey Log Hub page

- Click the icon to open the Select Fleet popup to select the fleet for which you want to retrieve details in the hub. See *Figure 2.3*.

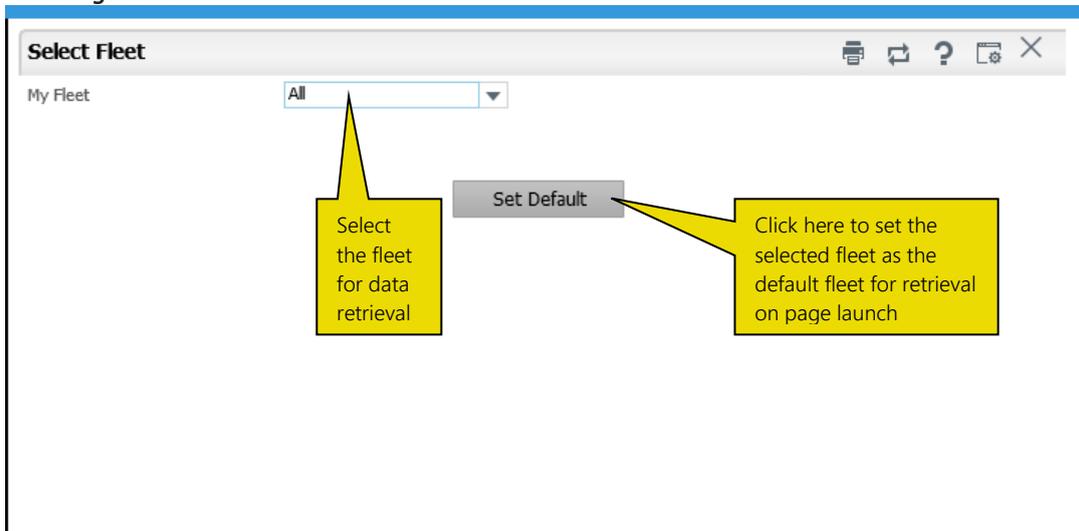


Figure 2.3: The Select Fleet popup

- Enter the journey log # in the **View** input box to open the **View Journey Log** page and view the details.
- Click the **Go** pushbutton to retrieve details of the specified journey Log.
- Click the icon to open the Create Journey Log page.

Note: Refer to Create Journey Log OLH on how to create a journey log for a flight.

2.1.2 Status-based retrieval of journey logs

1. Click in the  icon to view and work on journey logs based on status. The system retrieves / displays the following information on the selected fleet. See Figure 2.4.

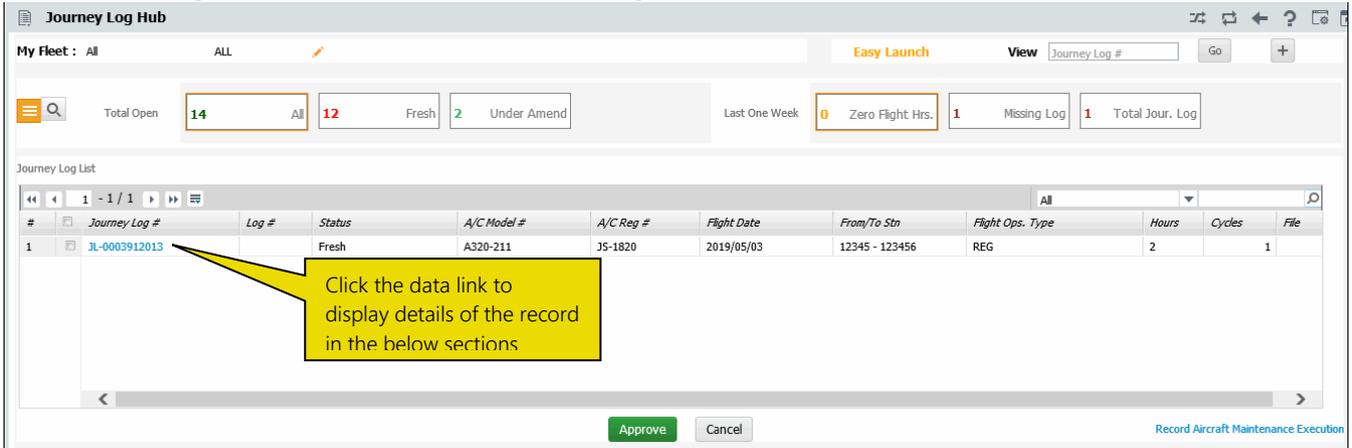


Figure 2.4: The Journey Log Status retrieval view

Label: Total Open: Displays the breakup of journey logs in the Open (Fresh and Under Amendment) statuses

All	The count of journey currently available in the Fresh and Under Amendment statuses.
Fresh	The count of journey logs in the Fresh status
Under Amend	The count of journey logs in the Under Amendment status

Label: Last One Week: Retrieves / displays the following information for the past week on the selected fleet.

Zero Flight Hrs.	The count of journey logs with no flight hours recorded against the flight journey.
Missing Log	The count of journey logs missing against flight logs.
Total Jour. Log	The total count of Zero flight hours and missing journey logs

2.1.3 User-specific search retrieval of journey logs

1. Click in the  icon to view and work on journey logs based on search criteria specified by the users. See Figure 2.5.

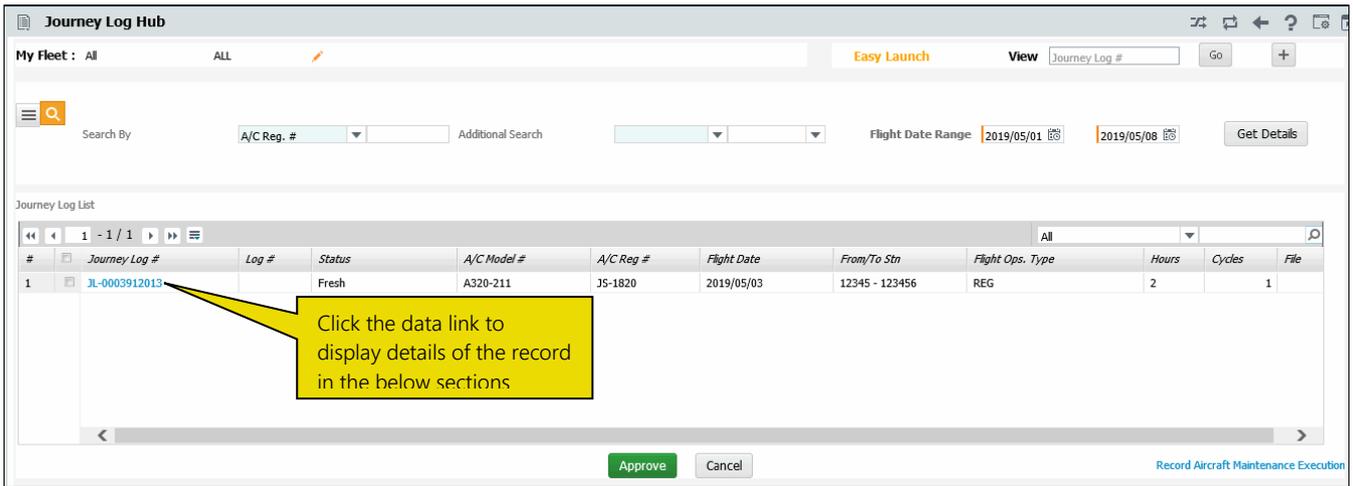


Figure 2.5: The Journey Log Search retrieval view

2. Enter search criteria to retrieve journey logs that you want to work with.
3. Click the **Get Details** button to retrieve journey logs in the **Journey Log List** multiline.

2.1.4 Working with multiple journey logs

1. Select the record (s) in the multiline to perform the following actions.
2. Select the **Approve** pushbutton to confirm the journey log (s).
3. Select the **Cancel** pushbutton to annul the journey log (s).
4. Select the **A/C Utilization Report** link to generate the report for the aircraft associated with the journey log.
5. Select the **Record Aircraft Maintenance Execution** link to record maintenance execution details for the aircraft associated with the journey log.

2.1.5 Journey Log overview section

1. Click the required journey log in the **Journey Log List** multiline to display its details in the Journey Log Overview section. See Figure 2.6.

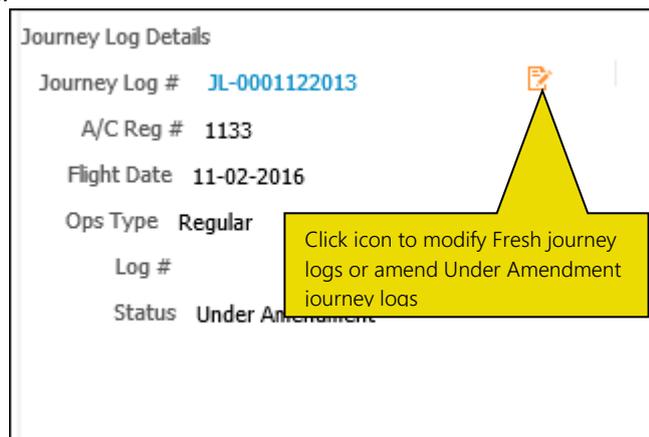


Figure 2.6: The Journey Log overview

2. Click the hyperlinked Journey Log # to open the **View Journey Log** page. See Figure
3. Click the icon to open the Edit Journey Log page or Amend Journey Log page.

Note: If the journey log selected in the multiline is in the Fresh status, the Edit Journey Log page appears. However, if the journey log is in the Under Amendment status, the Amend Journey Log page appears.

2.1.6 Leg Level Details tab

The **Leg Level Details** multiline displays the following details of the individual legs of the flight journey.

Flight #	The number identifying the flight for which the journey log was created.
Leg Level Parameter	The parameter for the leg of the flight.
Leg #	The number identifying the leg of the flight
Flight Status	The Flight Status of the aircraft could be any one of the following options: <ul style="list-style-type: none"> ▪ On Schedule ▪ Delayed ▪ Cancelled ▪ Diverted ▪ Air Turned Back ▪ Ground Turned Back ▪ Substituted
Dep. Stn.	The station from which the leg of the journey starts.
Dep. Date	The date on which the leg of the journey starts.
Dep. Time	The time at which the leg of the journey starts.
Take Off Time	The time at which the flight takes off from the departure station.
Dep. Fuel Reading	The amount of fuel in the aircraft fuel tanks at the time of flight departure
Arr. Stn.	The station at which the leg of the journey ends.
Arr. Date	The date on which the leg of the journey ends.
Landing Time	The time at which the flight lands in the departure station.
Arr. Time	The time at which the leg of the journey ends.
Arr. Fuel Reading	The amount of fuel in the aircraft fuel tanks at the time of flight arrival
Flight Hours	The total number of hours spent in leg of the journey.
Flight Cycles	The total number of take-offs for the flight during the journey.

1. Click the hyperlinked Journey Log # to display the following details in the **Leg Level Details** multiline. Alternately, click the Leg Level Details tab to view the **Leg Level Details** multiline. *See Figure 2.7.*

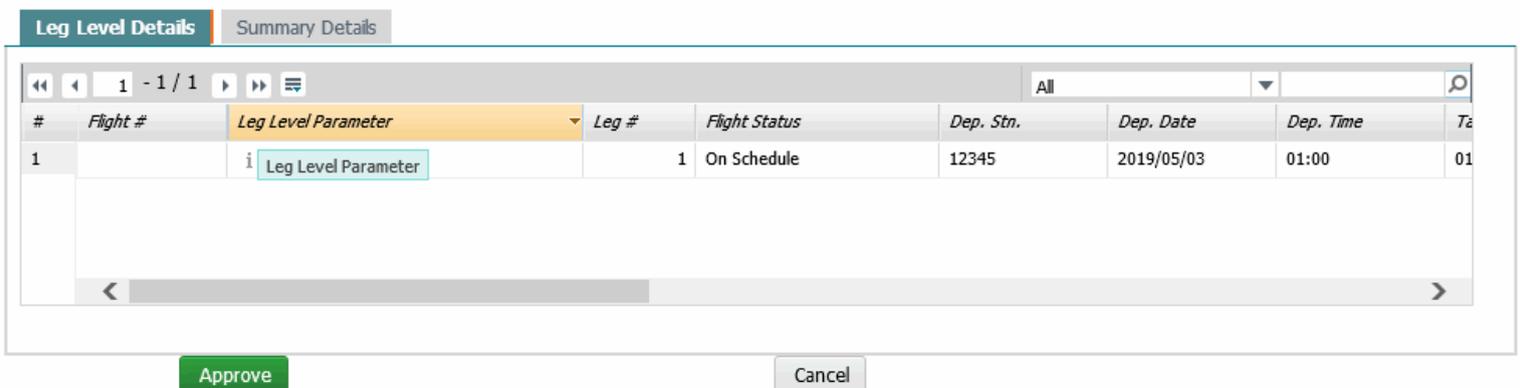


Figure 2.7: The Leg Level Details multiline

2.1.7 Summary Details tab

The **Summary Details** multiline displays the parameter details for the parts attached to the aircraft consequent to the flight.

Parameter	The identifier of the consumption or range parameter.
Value	The value of the parameter
Position #	The code identifying the position at which the part associated with the parameter is fitted in the aircraft.
Part #	The number identifying the part fitted in the position code.
UOM	The unit of measurement for the parameter.
Update Mode	The mode in which the parameter value is updated, such as Delta or New.
Current Value	The present value of the parameter.
Resultant Value	The final value of the parameter, which would increase or get replaced depending upon the update mode specified.

1. Click the **Summary Details** tab to view the **Summary Details** multiline. See *Figure 2.8*.

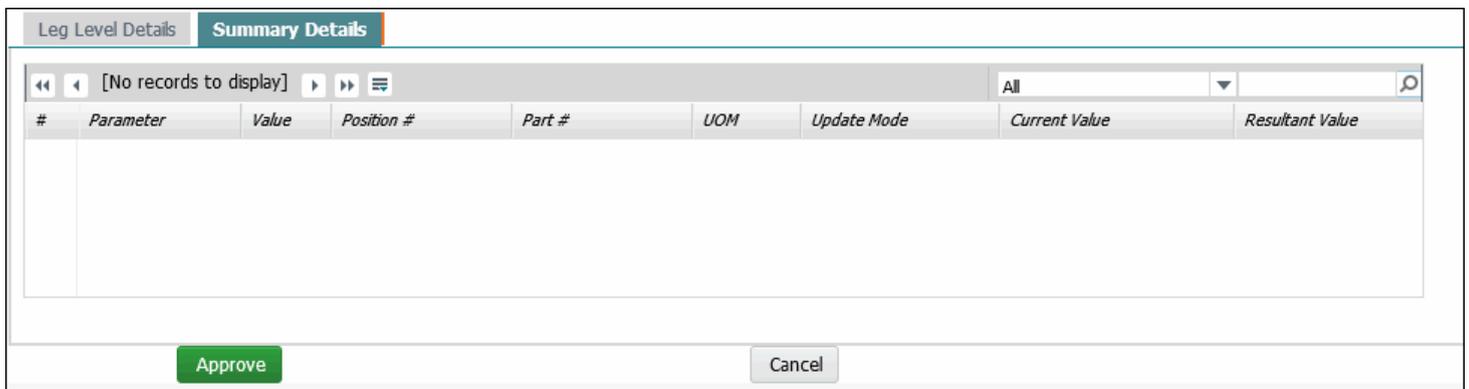


Figure 2.8: The Summary Details multiline

2.1.8 Approving / cancelling single journey log

1. Select the journey log you wish to approve or cancel from the **Journey Log List** multiline.
2. Review the **Leg level Details** and **Summary Details** tabs.
3. Select **Approve** to approve the journey log
4. Select **Cancel** to annul the journey log.

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