



MGA software.com

UK tel: 07791 466201

MGA Alerts

(for information on enabling macros within Excel see MGA-install)

	Version	See page
1 the pilots module maintains Aircrew data	3.1	3
2 the fleet module maintains Aircraft data	2.0	8
3 the aga module maintains airports & countries database.	3.2	12

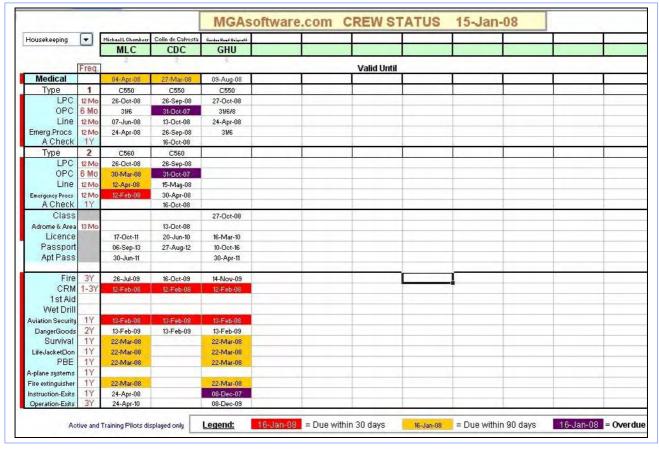
Both **pilots** and **fleet** incorporate a system of visual alerts to warn when renewals are becoming due (see 'Status' screens). These are preset to show orange at 90 days and red at 30 days. Overdue validities are painted indigo. Alerts are updated by selecting 'Refresh' from the drop-down menu on the Status screen.

Data from the <u>pilots</u> and <u>fleet</u> modules are interfaced with the optional <u>schedule</u> module so that validity alerts show up on schedule's date matrix along with tasking and aircraft availability data.

Status screen Pilots module

CREW STATUS is intended for printing and displaying in operations:

The <u>Status</u> screen shows when listed validities are becoming due by changing the cell colour for the affected validity (as below).



The Status screen of pilots displays a maximum of 36 Crew (note only 'Active' or 'Training' are listed). Clicking the Hide/Show option on the Housekeeping drop-down toggles the display to show Type Rating data for 2 or 3 Aircraft Types as required.

Latest revisions:

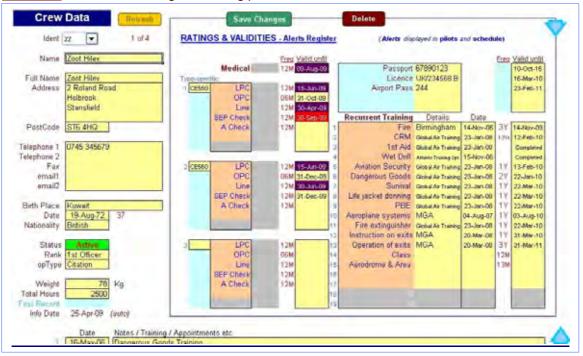
4 opTypes are selectable in addition to an 'ALL' option. (v2.8)

The upper limit for crew members is increased from 50 to 60. The Status screen scrolls sideways through 5 screens of data, each displaying 12 Active or Training crew.. Click the red arrow at screen top right to cycle through the pages. The current page number is displayed at at top left. (v3.0)

Edit Crew Data option on Housekeeping drop-down. Click to edit crew member in current cursor column. (v3.1)

CrewData screen Pilots module

Use the CrewData screen for creating and editing pilot data



The database holds records for up to 60 pilots (v3.0). All yellow areas are editable.

Not shown above are 25 lines of notes to record dates and plain language training details, appointments etc, at screen bottom. Click the blue 'down' arrow at screen top to view.

Ratings and Validities

All items in this box are dispayed as alerts on the Status screen and also in the schedule module.

The <u>Type-specific</u> section records validities for up to three aircraft type ratings in three tables. Each table includes Type identifier (eg. 'C500') and 6 lines for user defined validities (eg. 'LPC, OPC, Line' etc).

The <u>Recurrent Training</u> section records details of recurrent_courses (eg: Fire, CRM, First Aid, Wet Drill, Security etc). For each of these you can record the course place, date of course and validity.

Labels for Type-specific and Recurrent Training items are user defined on the SetUp screen

Tip: The CrewData screen can take more time to paint the screen with data when other MGA modules are open at the same time. If you notice pilots slowing up, close down any unnecessary modules.

Selecting from the drop-down (v2.9):

There is no need to click the action button after selecting an ident from the drop-down. (The button is still retained with the 'Refresh' legend). While loading data the counter on the Status Bar at screen bottom will report progress as 'x/150' and when complete, 'Editing XXX' (where 'XXX' is the crew ident).

The Refresh button becomes invisible while data is loading (v3.0).

Editing data:

If changes are made to any crew data, an 'Updated' flag will appear at top right. If you try to select another crew while this flag ______ is showing the logic will alert

you with:

Changes have been made to the data for XXX Do you want to disregard changes and load new data? Click OK to proceed or Cancel to exit

Navigation Arrows:

Arrows on the right assist in navigating between the upper and lower parts of the screen.

CrewData screen cont.

Pilots module

Entering pilot data on the Crew Data screen.

At the Ident drop-down, select 'New'. The logic will cycle to the ident input prompt.

Enter an appropriate ident (a unique 2 to 4 character alpha numeric code). Be aware that the ident selected becomes the tag for identifying the crew member within pilots, fdp-duty, roster, schedule and flightDocs modules. Exiting out of the process at any time will recall the last selected crew data to the display.



Then enter the pilot data (as much or as little as you wish) in the boxes provided. When finished, click 'Save Changes' to store the information.

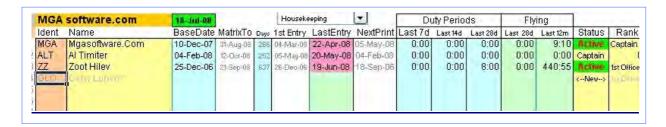
Data Parking on fdp-duty

At save time, any Crew member with a Status of 'Active' or 'Training' which is not currently in the fdp system may be copied across and 'parked' on the *FlightCrew* screen of **fdp-duty** by clicking Yes at the prompt:



FlightCrew screen (fdp-duty33+)

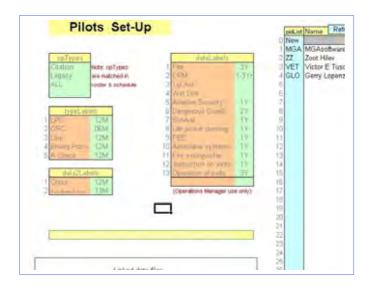
Parked data is presented 'grayed out' on the FlightCrew screen with the temporary Status of '←New→'



When a Refresh is commanded (in fdp-duty), the user will be reminded of any parked data which has not been resolved (See fdp manual):



Pilots module SetUp screen



Data Labels are defined on the SetUp screen in three sections:

dataLabels

- the 13 labels under the heading recurrent training typeLabels
- the 5 sub-categories applicable to each aircraft type dataLabels2
- 2 supplementary labels

Note that frequency flags (eg '12M') are also user-definable.

SetUp parameters (v2.8)

4 opTypes may be specified on the SetUp screen.

Display Headers. Setting 0 or 1 controls the headers on the Status screen.

Password protection (v2.9):

The SetUp screen is password protected to preclude the data labels etc. from being inadvertently changed. To reset the password, select 'Reset Password' from the management drop-down. Enter the current password and then you will be prompted to enter the new password twice.

Default Password: The pilots module is shipped with the default password 'mga' (case sensitive).

Management drop-down:

The Management drop-down provides access to:

Import Data (converts earlier database versions to v3.1 standard.) Data sheet view database (Saving module hides this sheet)

Edit Labels Input password and edit data labels on the SetUp screen

Reset password Reset password.

(Cancelling out of the reset dialog will re-protect this screen without making changes).

Linked files (v2.9):

The default helpFile is MGAalerts.doc

Note the operation of the pilots module can be greatly speeded up by closing down any unnecessary modules running at the same time.

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Status screen Fleet module

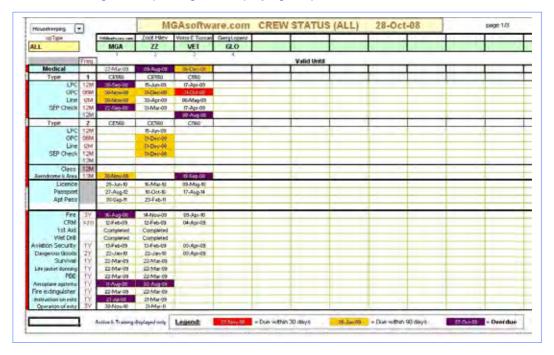
The fleet module works in a similar way to pilots, with a status screen incorporates a visual alerting facility when renewals are due, and a data screen for editing.

The **Fleet** module is interfaced with the **Schedule** module so that validity alerts are presented against the date matrix of **Schedule**.

The <u>Status</u> screen lists all validity dates and alerts when validities are becoming due by changing the cell colour for the affected validity (as below).

Due within 90 daysDue within 30 daysOverdue19-Jan-0719-Jan-0719-Jan-07

The Status screen is designed for printing and displaying in operations:

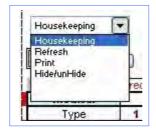


Up to 36 crew can be displayed in 3 pages of 12 (version 2.8).

Select operational type to display using the drop down:



Click 'refresh' from the Housekeeping drop-down to update display with the latest info.



To cycle between pages click the arrow at screen top right.



AircraftData screen

Fleet module

Use the AircraftData screen for creating and editing fleet data.

Note that the Data Labels (beneath the 'Delete' button) and related frequency tags on the right hand side of the screen are user-editable.

Clicking the 'Save Changes' button saves any changes made to data labels and frequency tags along with changes to data.

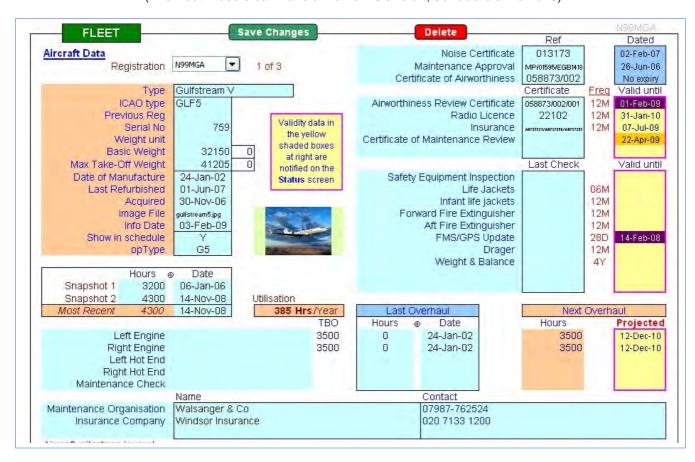
Be aware that data labels and frequency tags are <u>not aircraft specific</u>; the text defined at that position will be reflected across the fleet.

Data parameters which are repeated on the Status screen are presented in the yellow shaded boxes at screen right.

Aircraft alerts are picked up in the schedule module.

Aircraft Data screen: version 2.0 includes two extra data parameters: 'image Filename' The image selected is presented at screen centre. 'show in schedule'. Select Yes or No to use this aircraft within schedule.

(The **fleet** module can have a max of 10 aircraft, **schedule** a max of 6)

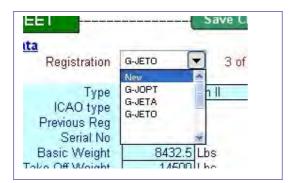


Not shown above are the 25 lines of notes to record Aircraft milestones with Date, plain language details and Total Time hours etc, at screen bottom.

Behind the scenes, the database of **fleet** version 2.0 has been revised to provide more robust system. A conversion program converts the earlier database to the new standard when Import Data is used.

AircraftData screen

Fleet module



Left: Select aircraft from drop down menu.

The database holds records for up to 10 aircraft.

SetUp screen

SetUp screen:

The 'show in schedule' parameter is added to the abbreviated 'acList' list on the SetUp screen and the information displayed is available to schedule version 3.7 to facilitate integration between these modules. (Within schedule, only those aircraft with a positive 'show' flag will be listed on the SetUp screen).

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aga module

The aga module started life as an airports directory, hence the abbreviation 'aga' borrowed from UK Air Pilot. It has grown to include databases for countries, nation/province variations (Zones), Daylight Saving Time (DST), currency Exchange Rates plus a hidden onboard variation database, These databases are employed for various tasks – for example when an airport is manually edited or added to the database, the country, zone and variation data is consulted to provide the necessary information. Other modules access **aga** for information eg:-**flightDocs** to get the Local time for a place and date or a list of Handling Agents for an airport **schedule** to generate a list of airport/ICAO./IATA codes for use when selecting airports on the Day Plan dialog.

Aga has 4 user screens		See page	
aga	The main airports database (see below)	12	
countries	The countries database.	13	
Agents	User Handling Agents Directory		
SetUp	User parameters. Airfield Categorisation management.	14	

Additionally there are 3 screens which are not normally accessible

zones Provincial variations qualifying country data.

agaData temporary input page for web airport update information.

(The above may be viewed by clicking the chequered button on the SetUp screen. They are

automatically hidden whenever the module is saved).

variation Not user accessible.

aga: The main editing/viewing screen



aga30 features various improvements to the database. For each airport on the aga screen, columns X,Y and Z now contain respectively 'Time' (UTC Time Offset), 'DST' (Daylight Saving Time scheme) and 'Zone' (Province or State within Nation). Previously time offsets were recorded by country code (the icao prefix), but for many entries the time offset is specific to a zone within the national entity.

DST (Daylight Saving Time) schemes.

Each airport has a 2 digit code itemising the DST scheme in operation. The codes are prefixed 'N' or 'S' dependant on hemisphere. Northern schemes are coded N1 to N9 and then NA, NB etc. (ie. 'hex' format). Southern schemes are coded with the prefix S. The End date for Southerly DST schemes is in the year following the start date.

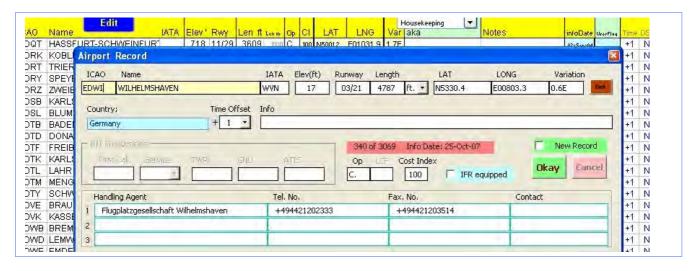
(Note the great majority of DST schemes are set by the country but variations can exist within regions). DST schemes are itemized on the SetUp screen of aga30.

Zones

Aga30 has a hidden 'zones' sheet which contains data for provinces and states within nations.

Aga module

The edit dialog (click the blue 'Edit' button)



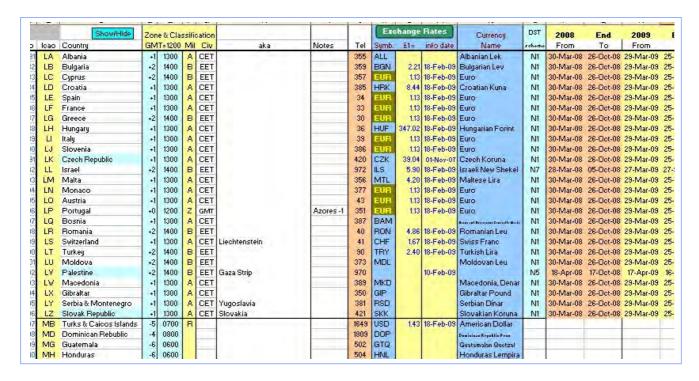
Summary of data inputs

Col	Label	Details
В	ICAO	4 character ICAO designator (Master airport identifier)
С	Name	Plain Language Name
D	lata	3 character IATA code.
E	Elev	Elevation in feet
F	Rwy	Longest Runway orientation.
G	Len Ft	Longest Runway Length in feet
Н	Len m	Automatic conversion to metres
1	Ор	Op Code (this is a redundant historic parameter)
J	Ci	Cost Index (default = 100)
K	Lat	Latitude is (eg) N5511.5 degrees and decimal minutes
L	Lng	Longitude as (eg) W00130.3 degrees and decimal minutes
M	Var	Magnetic Variation as (eg) 0.6E decimal degrees.
		On board variation database to process (click 'var' button in edit dialog)
N	aka	Also-Known-As: Alternative name
0	notes	Plain language notes
Р	infoDate	Applied by MGA to records with all fields validated at the given date.
Q	userFlag	The text 'user' indicates a user updated record which will not be automatically overwritten
		during updates.
R-W	acType1-6	Label=ICAO Aircraft Type. Airport Categorisation Codes. These columns are hidden and
	- .	are updated from the SetUp screen in conjunction with ops manual data.
X	Time	UTC Time offset
Y	DST	Daylight Saving Time scheme. (Blank= No DST)
Z	Zone	Province within a country (used to qualify UTC offsets and DST)

Be aware that minimal validations are performed on the data inputs to this page. For instance, the logic may not correctly interpret Latitude or Longitude inputs unless the syntax is as above.

aga module

countries screen



The **countries** screen contains a register of country information for use throughout the AOC system. The data is grouped according to ICAU prefix and includes: Basic TimeZone data ('101' if variations exist within ICAO area), the military and civil classification conventions in use, 'aka' (also-known-as) country name, International telephone Dial code, Exchange rate data (updated via web), Daylight Saving Time (DST) scheme in operation, plus a breakdown of the next 3 fiscal DST periods.

Click the 'Exchange Rates' button to obtain the latest values viz. £ sterling. (Base Rate to be selectable in future release).

No other editing is provided for. The **countries** screen data is for information only.

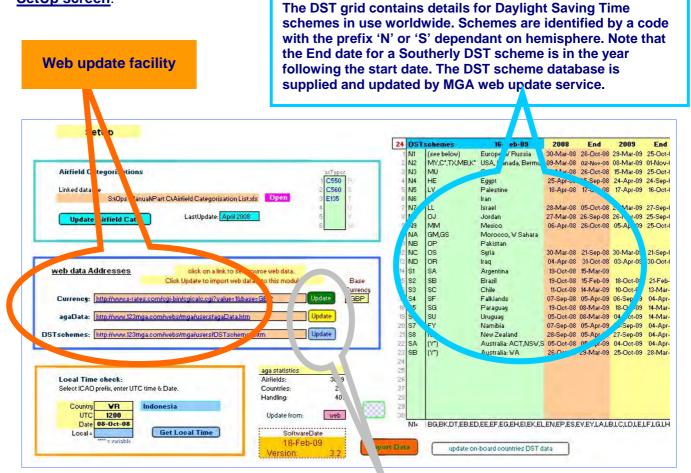
Agents screen

ICAO	Name Housekeeping	₩ Handling agent 1	Tel. No.	Fax. No.	Handling agent 2	Tel. No.	Fax. No.
8 BIAR	Akuregri	Air Iceland	+354 460 7000	+354 460 7010			
193 BIKF	Keflavík	Southair Iceland	+3544250520	+3544250521			
315 BIRK	Regjavik	birk Flight Services	+3545521611	+3545529221			
25 EBAW	Antwerp	Aviapartner Executive	+32 3 285 6690	+32 3 218 6825	Flying group	+32 3 285 3476	+32 3 218 6825
77 EBBR	Brussels	Abelag Handling	+32 2 720 5880	+32 2 721 2288	0.04.00		
97 EBCI	Charleroi	Signature Flight Support	+3271251934	+3271251129			
208 EBKT	Kortrijk	Abelag Handling	+3256431066	+3256404208			
288 EBLG	Liege	Signature LGG	+3242358864	+3242358874	AviaPartner LGG	+3242348535	+3242348436
288 EBOS	Ostend	Aviapartner Executive	+3259563711	+325970012			
IS EDAC	Altenburg	Flugplatz Altenburg-Nobits	+49 3447 590 150	+49 3447 590 151			
75 EDAH	Heringsdorf	Flughafen Heringsdorf	+49383762500	+493837625033			
46 EDDB	Berlin (schonefeld)	Feras SXF	+49 30 6091 4604	+49 30 8875 4602			
125 EDDC	Dresden	AHS Aviation Handling Services	+49 351 881 41 81	+49 351 881 41 86	Lufthansa Airport services	+49 351 881 4010	+49 351 881 40
137 EDDE	Erfurt	Erfurt Airport	+49 361 6560	+49 361 656 2201			
148 EDDF	Frankfurt-Main	FAS Frankfurt Aviation Service	+49 69 690 20399	+49 69 690 58043			
69 EDDG	Munster	FMO Airport Services	+492571943010	+492571943019			
169 EDDH	Hamburg	Air Hamburg HAM	+4940707088917		Acciona HAM	+494050753570	+49405075372
48 EDDI	Berlin (Tempelhof)	Private Wings Aircraft Services	+49 700 0328 0328	+49 30 6091 8201	VP Aviation	+49 30 6951 3880	+49 30 6951 38
102 EDDK	Colgne/Bonn	Air Evex	+49 2203 95514 0	+49 2203 95514 28	CAS Cologne Aviation	•49 2203 955 1520	+49 2203 955 1
130 EDDL	Dusseldorf	Air Evex	+49 211 421 6660	+49 211 454 1902	DAS DUS	+49 211 5160 4050	+49 211 5160 40

The 'Agents' screen contains user data for airport Handling Agents. This may be written from the edit dialogue on the aga screen or else directly into the Agents screen.

aga module

SetUp screen:



Providing the host computer is connected to the web, you can obtain remote updates of: Currency Exchange Rates Airports Data DST schemes

Exchange Rate data is acquired from a proprietary source. Airports and Daylight Saving Time data is supplied by MGA. (the distribution of update files will be promulgated by stopPress bulletins). At the head of each MGA web update (htm) file is a note of what changes have been made in the current update cycle. Click in the link box above ('http:' etc) to see the source data and read the revision notes. Click the <u>Update</u> button alongside the link box to import the data from the web into this module.

<u>Update Currency data</u> will prompt you to first change to the countries screen. To update click the 'Exchange Rates' button

<u>Update Airports data</u> Click OK at the prompt to import the latest data from the web and cycle to the hidden **agaData** sheet. (Click Cancel for the option to view the current contents of **agaData** without importing data. From the **agaData** sheet, Click 'Update aga database' to transfer the contents to the **aga** database.

<u>Update DST data</u> Click OK at the prompt to refresh the DST schemes data grid in this screen. Then click the button labeled 'update on-board countries DST data' to transfer the data and make it available for use on the countries screen.

Local Time check

aga30 now reports Local Time correctly when half-hour time differences are involved (eg India).

Import Data

Click Import Data, Enter the filename of the target aga file and then choose between importing Airport data OR Handling agents data.

(Note the **schedule**, **flightDocs** and **fdp-calc** modules all require the aga module to fully work).

Notes

Versions & upgrades

MGAsoftware.com will alert you whenever a substantive revision of your software is available for release

To implement an upgrade:

- 1. Make a safety back up of your existing file using Windows Explorer.
- 2 Copy your downloaded or emailed software into your MGA folder
- 3 Run the updated software and:
- 4 Go to the **SetUp** screen and click the **Import Data** button.
- 5 At the prompt: 'Import data from filename:' enter the name of your previous version of the software and click **Okay**.

The Import routine will copy your previously existing data into your updated module.

All modules have 'cross-folder support' which allows linked filenames to be specified using a relative or absolute folder spec. (absolute being those beginning eg: 'C:\'). Note that in a network system, relative folder protocols do not always work reliably.

Modules give the Application's plain language description of any file errors which occur when the program attempts to open linked files

MGA Software has a version number appended to the module name in the form of a two digit number (eg: '21' = version 2.1). Your current software version number can be checked on the SetUp screen of the module you use.

Any linked files (ie. those used by the module) are accessible from the SetUp screen under the legend 'Linked data files.' Be aware when an updated module is installed, any module linking to it must have its 'Linked Files' entry edited in order to communicate correctly.

Depending on the version of Excel, MGA software may cause error flags to display in certain cells. These can be safely disregarded. To switch them off go to Tools > Options, select the Error Checking Tab and uncheck 'Evaluates to Error Value'. MGA programs work under any version of Microsoft Excel from Excel 97 upwards.

<u>Disclaimer</u>: Some MGA demonstration modules may be distributed with time-related validities (details will be published on the SetUp page). If the validity of your software is time related, MGA Software is not responsible for any consequences arising from the use of its software after expiry date.

If your organisation has any requirement for specialised software we will be pleased to investigate the feasibility of providing a bespoke solution to your specifics. If it's possible for a job to be automated then we can do it!

For all technical queries contact MGA
Tel: +44 (0) 7791 466201 or email desk@MGAsoftware.com