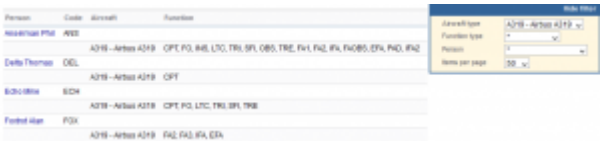
Ratings

Introduction

Adding ratings to crew means making them avaiable on the list to choose from when adding a new flight. If you give a rating **CPT** to a pilot, then when you click on CPT field in Edit Flight screen you will be able to select him for that position.

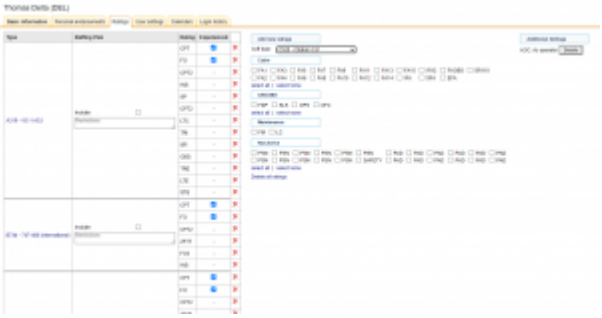

Crew ratings page

In **Crew Ratings** screen you can see all crew members with previously added ratings sorted alphabetically. In the filter you can select aircraft type, function type or a person (to see only his ratings).

In order to assign a crew member to a flight you need to specify what his position is on a particular aircraft type (CPT, FO, FA, etc.). It is very important, because when adding crew to the flight, a crew member without ratings assigned will not appear in the crew suggestion drop-down list in the edit flight screen.

Adding ratings

Video Tutorial


Adding ratings to crew

Select the name from the list of crew members or find the person in the filter and click their name (in blue). Select the aircraft type and tick ratings from the list, then click 'Update' in order to save changes.

If you want to add a function that is not on the list, go to Aircraft Crew positions and follow the steps described here.

Once ratings have been added, you can specify if a particular crew member is experienced in the assigned position or not by ticking the box **Experienced**. It is up to the Operator what criteria are applied to mark the crew member as experienced.

Type	Crew staffing	Rating	Experienced	
A319 - VC-1 ACJ	Include ☑ See ednorsements	CPT	☑	✕
		FO	☑	✕
		LTC	-	✕

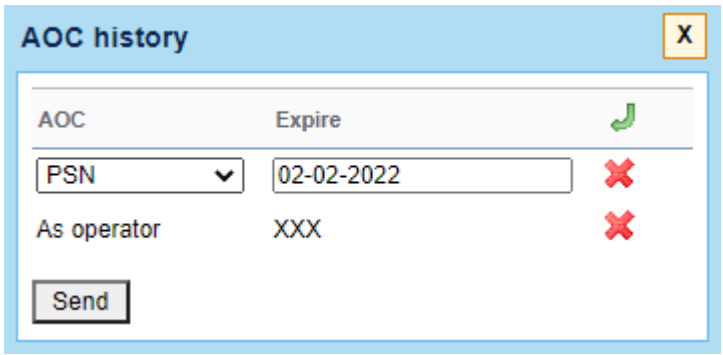
Additionally, if the 'Include' checkbox is ticked and the restrictions are inserted in the 'Crew staffing' column the crew will appear in the Crew Staffing Plan report.

Additionally, **restrictions** notes from the Staffing Plan will trigger a Crew warning in the OPS section, as long as the crew are assigned on the aircraft included in the staffing plan and the **Crew staffing plan restriction** option is ticked in the 'WARNINGS' in the 3-dot filter.

Leon will highlight the crew in red in the Flights List section if two inexperienced pilots are assigned on the same flight. When clicking on the highlighted crew you will find a warning:

Both CPT & FO are not experienced on G450. You can change their experience in Crew > Ratings page.

In the **Additional settings** the AOC can be selected (if more than one AOC rules apply to the Operator). Additionally, the User AOC history can be edited upon clicking on the **Details** button:



Notifications about Crew experience


Experience notifications

In this section you can setup conditions which must be met in order for a pilot to be considered as **experienced**.

Go to a section Settings > Ratings and click **Notifications about experience** link. A pop up window will open where minimum **landings** and **hours** flown need to be entered.

You can insert more than one e-mail address separated by a comma to which the notification will get sent. Once the specified minimum has been reached Leon will send the notification email but **will NOT** set the experienced flag automatically in Crew profile, tab Ratings.

Only real flights are taken into consideration for notifications about crew experience, so training flights or simulators are excluded.

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