Introduction

Adding a trip to Leon always meant assigning legs to the same aircraft, which at times was problematic. Sometimes, i.e. due to AOG, the aircraft had to be changed. Before this change, a particular leg (with a different aircraft) had to be split from the original trip and a new trip was created.

Right now **it is possible to split trips (move a particular flight to different aircraft), move flights to existing trips or existing quotations**.

Splitting/Merging Trips

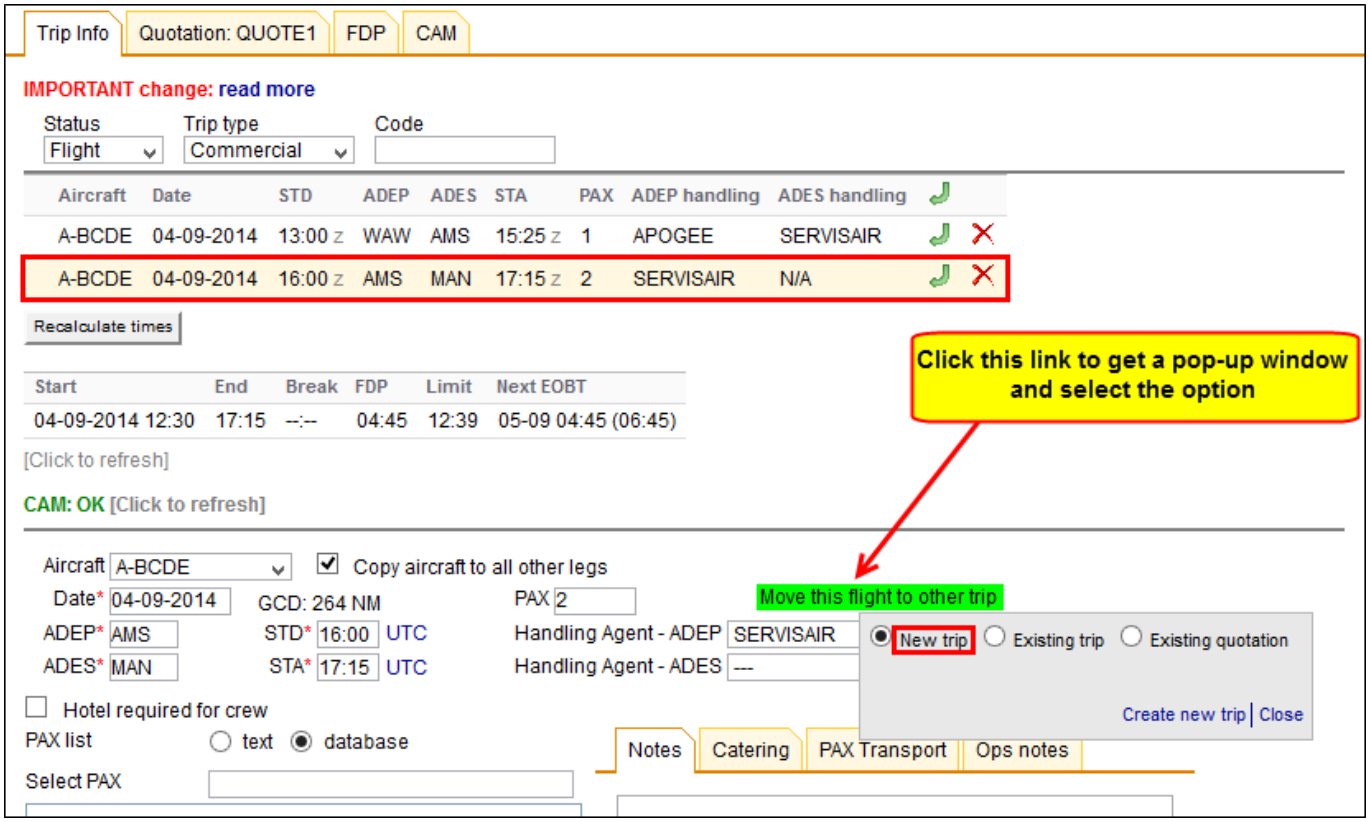
Planned Flights

On the example below you can see the sequence of splitting the 2-leg trip into two separate trips.

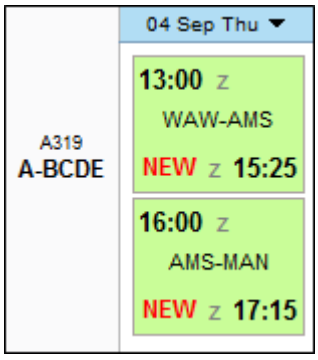
CREATING A NEW TRIP

If you wish to **split** a particular flight from the existing trip and **create a new trip**, click the link Move this flight to other trip and select the option '**New trip**'. The link **DOES NOT** show up when creating a brand new trip to Leon.

Make sure all changes have been saved before splitting the trip.

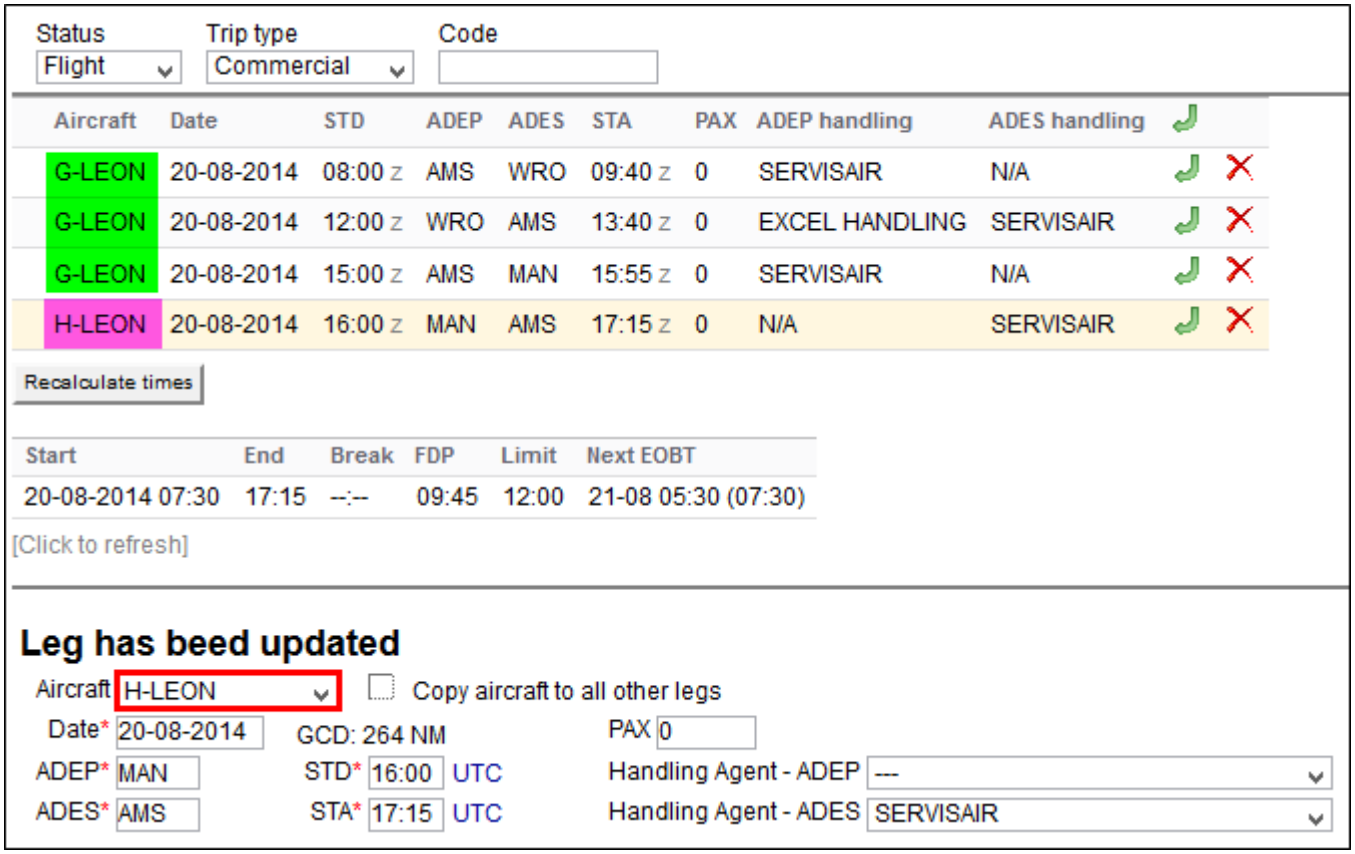


Leon will display the screen again where you can create a **new quotation number** (or Leon can add quotation number automatically), or save a new trip without it. Once it's saved a new trip will appear in `Planned Flights` screen.



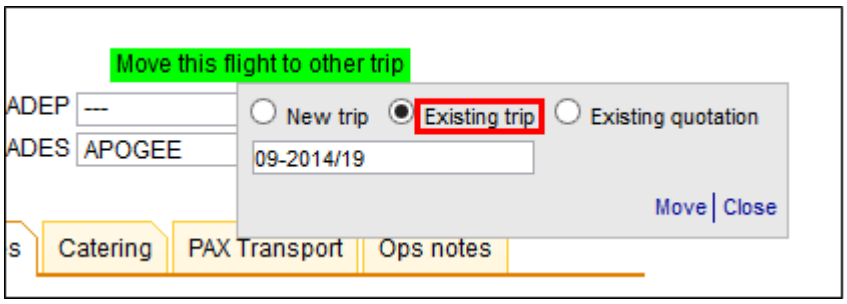
ASSIGNING DIFFERENT AIRCRAFT TO A PARTICULAR FLIGHT WITHIN THE SAME TRIP

It is also possible to assign different aircraft to flights within the same trip. You can also copy aircraft to all existing legs by marking the checkbox right next to the selecting aircraft field.



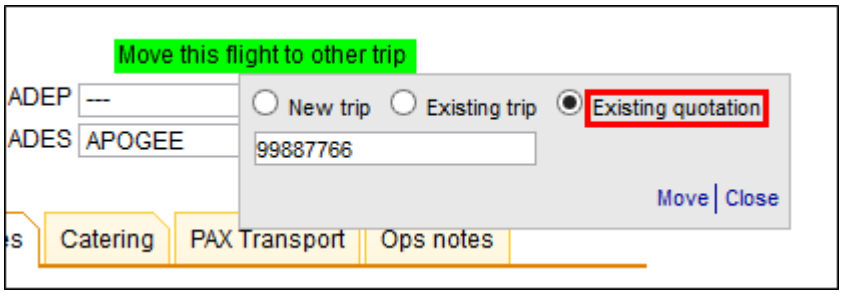
MOVING A FLIGHT TO THE EXISTING TRIP

To **move a particular flight to the existing trip** click on the link '**Move this flight to other trip**' and select '**Existing trip**'. You need to **paste the trip number** to which the flight should be moved.



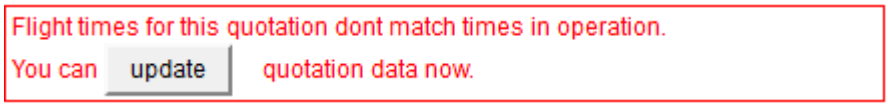
MOVING A FLIGHT TO THE EXISTING QUOTATION

A similar steps need to be taken to **move an existing flight to the existing quotation** - you need to select the option and **paste the quotation number** to which the flight should be moved.



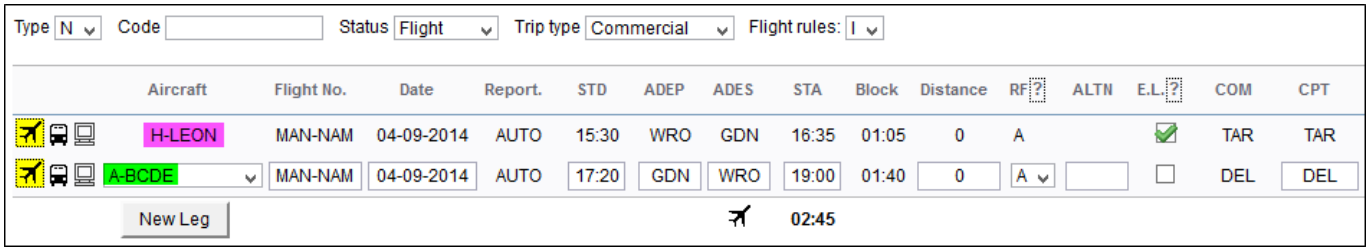
If you just have moved a new quotation to

the existing one you still need to update the price in the tab 'Quotation' by clicking 'update'.

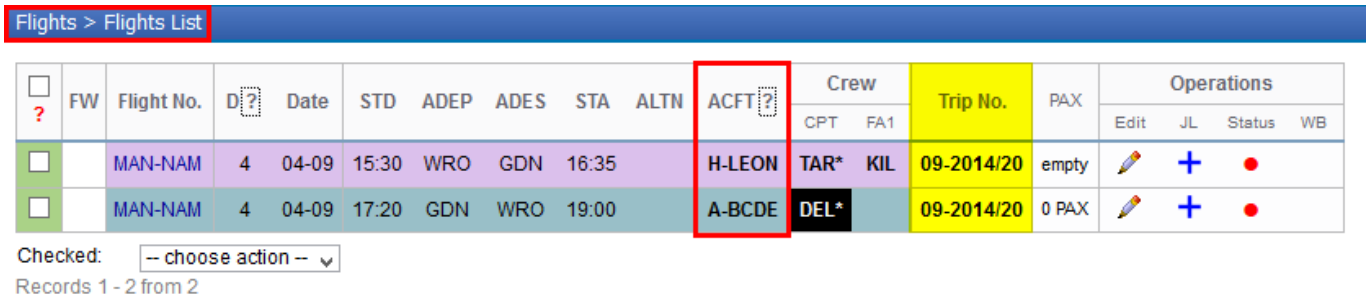


Flights List > Edit Flight

It is also possible to assign different aircraft to a particular flight within one trip in the section `Flights List > Edit Flights`.



A trip where there are **2 different aircraft assigned in the same trip** is displayed with one trip number in the `Flights List` section.



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https://wiki-draft.leonsoftware.com/updates/important-changes-in-adding-trips-to-leon-it-is-possible-to-manage-trips-move-flights-to-existing-trips-or-quotations

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