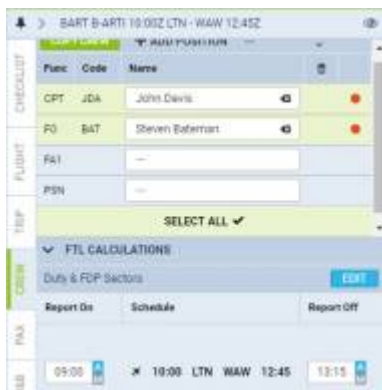# Changing reporting times to all crew

Changing reporting times to all crew in a tab CREW

To change reporting times (**Report On/Report Off**) to **all crew** from default values to the manual value, go to the right-hand filter, tab CREW and click a link **SELECT ALL**. Here open a section **FTL CALCULATIONS** and click a button EDIT, then add new reporting times, which will apply to all crew.

Once new reporting times have applied, if you add a new crew member to the trip, he will have those new reporting times assigned.

Using an option of manual split/merge defining by clicking the icon is not possible in a 'SELECT ALL' panel - it is possible ONLY when editing a single crew reporting times.

> **Leon will not allow to add new reporting times to all crew if default reporting times had already been changed manually to a single crew member, or, if within the same trip number of sectors crew have been assigned to differs**