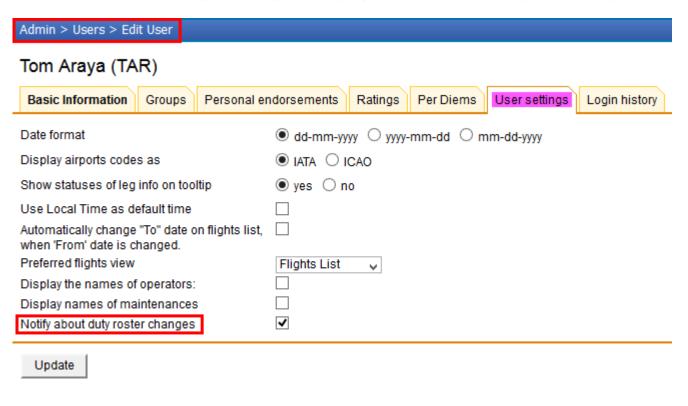
2021/06/13 08:24 1/4 Actual mode

This option can be **particularly helpful** when OPS department makes lots of changes in Crew Duties section and it is desired that crew members are **informed about any change in their roster** by email. When this function is activated Leon sends emails to persons concerned about all new and changed duties.

The option is **enabled** to all crew members by default. In the profile page of each Leon user you can find a checkbox automatically ticked. By unticking it you can **disable** sending roster changes emails.



Actual mode

1. New duty

A brand new duty/duties assigned to a crew member appears in bold as defined in CDR Definition, either with extra details, like: From, To, Airport (for 'Office', 'Training' or 'Contactable' type of duty), or without details (for duty-types defined as 'Other' or 'Off').

```
13 (Sun)
14 (Mon)
           Off
15 (Tue)
           Off
16 (Wed)
           Off
           PSN (10:00 STN 14:00)
17 (Thu)
           PSN (10:00 STN 14:00)
18 (Fri)
19 (Sat)
           Off
20 (Sun)
           Off
21 (Mon)
           Off
22 (Tue)
           Off
23 (Wed)
```

Type 'Contactable'

update: 2016/08/30 updates:we-have-introduced-an-option-of-notification-emails-sent-by-leon-after-any-duty-roster-change https://wiki-draft.leonsoftware.com/updates/we-have-introduced-an-option-of-notification-emails-sent-by-leon-after-any-duty-roster-change

```
12 (Sat)
13 (Sun)
14 (Mon)
15 (Tue)
16 (Wed)
17 (Thu)
18 (Fri)
19 (Sat)
20 (Sun)
21 (Mon)

T (08:00 VKO 16:00)
T (10:00 VKO 18:00)
T (08:00 VKO 16:00)
T (11:00 VKO 19:00)
```

Type 'Training'

```
05 (Sat)
06 (Sun)
07 (Mon)
08 (Tue)
09 (Wed)
10 (Thu)
11 (Fri)
12 (Sat)
13 (Sun)
```

Type 'Office'

```
09 (Wed) O
10 (Thu) V
11 (Fri) V
12 (Sat) D (M-NOEL)
13 (Sun) D (M-NOEL)
14 (Mon) D
15 (Tue) D
16 (Wed) T
```

Type 'Other' - acft registration

```
06 (Sun)
07 (Mon)
08 (Tue)
09 (Wed)
10 (Thu)
11 (Fri)
12 (Sat)
13 (Sun)
14 (Mon)
```

Type 'Other' - acft type

IMPORTANT INFORMATION!

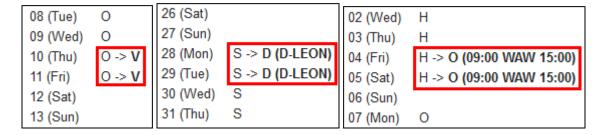
When you add a new duty on the aircraft (type 'Other'), Leon displays either the aircraft registration or aircraft type - depending on the settings in Admin > Operator Settings > General, section

2021/06/13 08:24 3/4 Actual mode

CDR Type - per Acft or per Acft Type'

1. Changing duty

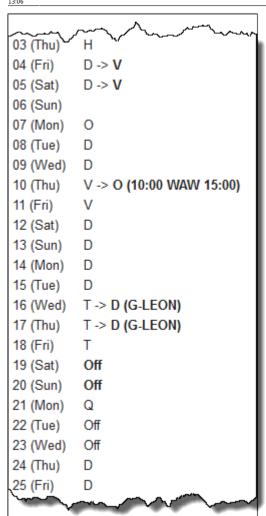
If you want to **replace an existing duty with a new one** in the actual mode, in the notification email that change is displayed as on the screenshots below: the previous duty with the arrow poiting at the new duty **in bold**. If the new duty is the one where you insert **details** like: From, To, Airport ('Office', 'Training' or 'Contactable' type of duty) - these details also appear in brackets.



Plan mode

Sending roster changes emails to recipients whilst making changes in the **plan mode** works in a slightly different way. **The notification email is being sent out once the plan is published**. In other words - you can make as many changes as you wish and when the publishing of the plan is finished, then Leon sends out emails with all changes included to particular crew members (see example below).

Last update: updates:we-have-introduced-an-option-of-notification-emails-sent-by-leon-after-any-duty-roster-change https://wiki-draft.leonsoftware.com/updates/we-have-introduced-an-option-of-notification-emails-sent-by-leon-after-any-duty-roster-change https://wiki-draft.leonsoftware.com/updates/we-have-introduced-an-option-of-notification-emails-sent-by-leon-after-any-duty-roster-change



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Last update: 2016/08/30 13:06

