

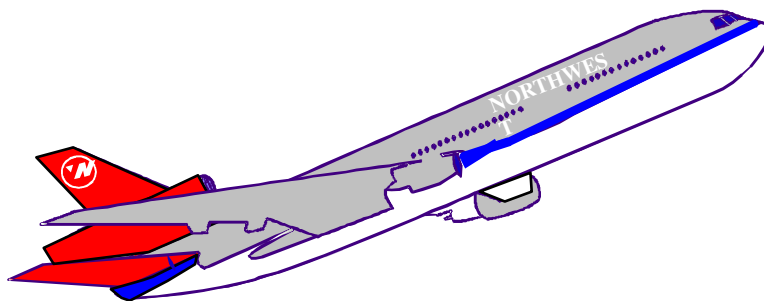


NORTHWEST
AIRLINES

GATE

MANAGEMENT

USER GUIDE



GATE MANAGEMENT USER GUIDE

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WINDOWS AND MOUSE OVERVIEW

The following is a brief overview of the window system and will cover some of the basics of operation.

The gray background on your screen is called the 'Desktop' and when you open a new application or window, it will appear here. Whenever you move the cursor on to the desktop with your mouse, it will turn into an 'X' shape to access the different pop-up menus. These menus will be covered later in "System Utilities"

The window you are currently working in is known as the 'Active Window' and is designated by the colored title bar at the top. Only one window at a time is active. The rest of the windows you may have open are inactive and will have gray title bars.

The Mouse

(pic)While you can work in a windows environment solely with keyboard commands and function keys, it is much easier to point and click with the mouse. The mouse at your workstation has three buttons, however when the instructions refer to 'click the mouse', it will always mean the **left** mouse button unless otherwise designated.

Working with Windows

Here is a brief description of the options available in the drop down menu. **Figure 1** shows the main functions you will find on each window.

Menu Options

<i>Restore</i>	Restores a window to its original size before it was reduced to an icon.
<i>Move</i>	Allows you to move the entire active window around the Desktop. Click on the mouse when you are ready to release the active window once you have repositioned it.
<i>Size</i>	Allows the re-sizing the active window in any direction.
<i>Minimize</i>	Reduces the active window to an icon.
<i>Maximize</i>	Makes the active window fill the entire screen.
<i>Lower</i>	Places the active window under all the other windows on the screen.
<i>Close</i>	Kills the process and closes the window.

Sample Window

>>INSERT GRAPHIC<<

Figure 1

NOTE: This should NEVER be done on the “Resource Assignment and Management Planner” window. If you accidentally close it, you will need to restart Gate Management from the middle mouse button on the Desktop.

Figures 2 and 3 show how the windows can moved and re-sized smaller and larger by using the mouse.

Note: The terminal emulator windows for IBM, Worldflight and PARS should NOT be re-sized. They are created at the correct size to show all data that the main frame applications return.

Moving the entire active window

>>INSERT GRAPHIC<<

Figure 2

Re-sizing the active window

>>INSERT GRAPHIC<<

Figure 3

SYSTEM INFORMATION

System Utilities

The utilities on your workstation provide a number of services which are helpful in your day-to-day work. To access these utilities, do the following:

- Move the pointer to the Desktop where it will turn into an “X”.
- Press and hold the **correct mouse button** as you drag the mouse down the menu list to the desired item.
- **Release** the mouse button to activate your selection.
- When you are done, click on the small box on the upper left corner to **Close** the window or **Minimize** it to an icon.

Several utilities, such as the clock or performance meter, let you change their properties (the way it looks) to your preference by clicking the **right mouse button** on the window.

You will also notice that the x-terminals will automatically ‘black out’ after 10 minutes of inactivity and display a “SUN” logo. Simply move the **mouse** or hit the **space bar** to restore the display.

The following is a brief description of the primary utilities as shown in the diagram, “MOUSE OPTIONS ON DESKTOP” on **page ????**.

Left Mouse Button

- Clock* Starts a running clock to leave open on your desktop
- Performance Meter* Displays the machine activity as a moving graph in a window.
- Refresh* Updates all the windows open on your machine and may clear up any display problems.
- Restart* Completely restarts the Window Manager.

NOTE: Beware that any active applications will be terminated by restarting the Manager.

- Lock Screens* You can only find this option on the two servers and is a password protected screen saver. The password to unlock the screen is the same as the password mentioned throughout this document for your workstation.

Middle Mouse Button

- IBM-Sessions* Starts an IBM session such as Office Vision or CMS in a window (See “Terminal Emulators” for instructions on using the IBM sessions).

NOTE: Do not start more than 3 sessions at a time.

<i>PARS</i>	Starts up a PARS session. If a session is already running, a warning window will pop-up. Check the icons and other windows on your workstation to find the one that is already open.
<i>FLT</i>	Brings up a Worldflight session. If that session is already running, a warning window will pop-up as it does for PARS.
<i>MS Office</i>	Opens up the Program Manager on the workstations where you can access MS Word, Excel and Power Point.
<i>Reports</i>	Prints out a Delay Report or the Board sheets.
<i>Gate Planning</i>	Used to create future schedules. Even though it looks like the Gateboard, it is not connected to the Gateways and will not effect existing schedules.
<i>Gateboard/De-ice</i>	Opens this application or restarts one that is currently running.
<i>Conx Matrix</i>	Starts up the Connection Matrix or restart one that is currently running.

Right Mouse Button

<i>Console</i>	Brings up the unix console and is for RAMP Coverage use only.
<i>Start Admin Tool</i>	Accesses the Adminmenu Support Tool.
<i>Start Main RAMP</i>	Starts or restarts Main Ramp and should only be used by RAMP trained Admin personnel only.
<i>Quit</i>	This option is for RAMP trained Admin personnel only as it quits the Window Manager and takes the workstation down to the login prompt.

>>INSERT CURRENT MOUSEx.FIG HERE FOR “MOUSE OPTIONS” DIAGRAM<<

System Logons

One logon will work on all machines at a Hub. If you are logging on from one of the main file servers, you may see a blank white screen showing “XXXXXX Console Login” where “XXXXXX” is the machine name. Make sure the **[Caps Lock]** key is not on (the light on the key should be off) and log on to the system as follows:

- Type the ID in at the prompt, **>xxxgm** (must be lower case, where “x” represents the Hub ID) and press **[↵]**.
- Next enter **the password** (it will not print on the screen as you are typing) and press **[↵]**.

*

The window system will start and you will soon see the gray Desktop.

When logging on from an X-terminal there will be a window in the center of the Desktop which reads “Welcome to Gate Management System”. The procedure is the same and again, make sure the **[Caps Lock]** key is not on. After the logon box disappears, you can start any application.

System Backups

Tape backups of all of your systems are performed each morning at approximately 3:00 a.m. local time. A window will pop-up on server 2 to notify you if the backups were completed or failed. If they are completed, the window will also display which tape to put in next (labeled Sunday through Saturday). If the backups failed, call the Help Desk and they will notify Systems Support to have it fixed. They will call them during normal business hours so do not expect a reply.

TERMINAL EMULATORS

These applications are named 'Terminal Emulators' because they emulate what your mainframe terminal can do. Your workstation has both an IBM emulator (Office Vision (OV), TSO, SCEPTRE, CMS, and ACCESS) and a Unisys Emulator (Worldflight, PARS, CFT, MAPPER, etc.) which Northwest utilizes and should, with proper security, allow you to use any main frame application.

IBM Sessions

You can start up to three IBM session windows by pressing the middle mouse button on the Desktop. You will then be able to logon to any of the options listed if you have a user ID on that system.

NOTE: There is currently only one font size available for the IBM session windows so when they are started, try not to resize the window as the print will not get larger. You can reduce the window to an icon when not in use.

Function Keys

The function keys along the top of the keyboard work as PF keys as described in the IBM applications such as OV. There are only a few keys which are necessary for these sessions and are located in the small keypad to your left.

[Again]	Clears screen
[Props]	Unlocks keyboard

Using CMS

To access the Crew Management System(CMS), logon on at prompt, "XXXXXX Is Available For Logon", as follows:

- Type in at the prompt, **>CP1 CESN** and press [↵]
- Enter your **user ID and password**, the *NW Main* Menu appears.
- Press the **[Again]** key to clear the screen.
- Type in **>FCCR** and press [↵] to bring up the mask.

When you are done, type **>LOGOFF** and press [↵] to exit CMS.

Worldflight and PARS (Unisys Emulator)

The following describes some of the basic and most commonly used options for the Unisys terminal emulator.

Menu Items

Exit Exits the current FLT or PARS session and kills the window.

NOTE: It's a good practice to SOF (sign off) or logoff before exiting.

Connection Shows the options to *Connect* or *Reset* the session in a pop up window.

Quick Pad *Load* will load the quick pad for this session. The Quick Pad has buttons you can click on for various input. For example in FLT, you can *RU* (roll up) and *RD* (roll down). There is also a *Clear Screen* button. *Unloaded* will remove the Quick Pad.

FLT Keys

[Esc]	ClearPageCursorHome
[F1]	SetStartOfEntry
[F2]	ClearToEndOfLine
[F3]	ClearToEndOfPage
[F5]	ClearPageCursorHome>otzero
[F4]	ClearPageCursorHome
[F6]	ClearPageCursorHome>ret
[F7]	ClearPageCursorHome>staful
[F9]	ClearPageCursorHome>son/
[F8]	MessageWait
[Page Up]	RU
[Page Down]	RD

PARS Keys

[Esc]	ClearPageCursorHome
[F1]	SetStartOfEntry
[F2]	ClearToEndOfLine
[F3]	ClearToEndOfPage
[F4]	ClearPageCursorHome
[F8]	MessageWait
[Page Up]	MU
[Page Down]	MD

CFT (Unisys Emulator)

Some of the functions you normally perform when signed in to Worldflight are actually CFT (Corporate Flight Times) functions. Worldflight sends the request to CFT and returns the response, even though it is a CFT function. If you receive a response of "SI" to a function such as FDS:923, the session is trying to say that you are not signed in to CFT. Do the following procedure to insure you are signed on:

- Type at the prompt, **>SI:CFT** and press [↵].
- Enter a valid **CFT sign in** and the **password**.
- Log back into Worldflight at the prompt, **>SI:FLT** and "**FDS:923**" will return a proper response.

Normally, you will remain signed in to CFT and not have to repeat this process.

GATE MANAGEMENT AND MAIN RAMP APPLICATIONS

Overview

Gate management refers to the daily operation of flights through an airport utilizing the Sun applications below. Refer to the diagram, "RAMP PROCESSES" on **page ????** to see how the different applications and their processes run on the servers and X-terminals at each hub.

Sun Applications

Application	Process	Description
Main RAMP	Ramp	This is the program that runs in the background and communicates with WF and all the remote RAMP displays (Gateboard, De-ice). It should be running on all servers.
Gateboard/De-ice	Remote	This program displays the Gateboard and De-ice applications. The process will have several copies running on a server, but will only have one per X-terminal logged on it.
Connection Matrix	Conx	This program displays the connection information and gets its data directly from the database server and should have several copies running on it, but will only have one per X-terminal.
Gate Planning	Plan	This program will have only one copy running at anyone time.

Main RAMP (Resource Assignment and Management Planner) is an interactive application with two way communication between the mainframe system, which tracks all flight movement (Worldflight), and each hub. The diagram, "RAMP SYSTEM ARCHITECTURE", on **page ????** Each session represents one airport and receives only data pertaining to flights passing through there.

>>NEED DISCUSSION ON DIAGRAMS<<

>>INSERT CURRENT RAMP PROCESSES DIAGRAM HERE<<

>>INSERT CURRENT RAMP ARCHITECTURE DIAGRAM HERE<<

>>INSERT HUB LAYOUTS HERE<<

GATEBOARD

Overview

>>NEED OVERVIEW<<

Starting the Gateboard

Most of your gate management work takes place on the Gateboard. The procedure for starting the Gateboard application is as follows:

- Move the pointer to the Desktop where it will turn into an “X”.
- Press and hold the **middle mouse button** as you drag the mouse down the menu list.
- Release the mouse button **on Gateboard/De-ice** to activate it.

You should see the “Notification Window” as shown on the following page. In a few more moments, the Gateboard will appear and the flights will begin loading from the database. Be patient, this may take a minute or two. When the Gateboard is done loading flights, you will see the clock in the upper left hand corner start and the command prompt will appear in the small type-in window at the bottom of the Board. Information on the Gateboard follows this section.

Operations Available in the Notification Window

The Notification windows consists of the menu bar at the top, the *Notification Pane*, a freeform command pane, the *Comm Status* pane, the *Ramp Mode* pane, and the *Activity* pane.

The Menu Bar

A. File Menu

Clear Command Pane Clears the freeform Command pane directly under the Notification Window.

To clear a partially typed command or abort the command, you would hold down the **[Control]** key and press **[Z]**.

Clear Notification Pane Clears the Notification Window. All items in there will be written to a file and can be printed (see Print Current Notification Info below).

Refresh Activity Pane Cleans up the display when the message number gets written over by several numbers and becomes difficult to read.

Print Current Notification Info Sends all the notifications for the day to the printer.

Create Gateboard Creates another gateboard on the left, center or right monitor by sliding the mouse to the right while holding down this option.

If you only have one monitor, the choice does not matter. Once the new gateboard has been created, you can configure it to your liking.

>>INSERT CURRENT NOTIFICATION WINDOW SCREEN HERE<<

Save Options Saves and loads your configuration each time the Gateboard application is started on your workstation (i.e. any gateboards you have created, removed gates which are not in use, set the number of hours to display, etc.).

Exit Ramp Completely ends the Gateboard application.

B. Mode Menu

Start Communications Sends a request to the RAMP Gateway to begin sending flight messages to the RAMP Gateboard.

Stop Communications Sends a request to the RAMP Gateway to pause the messages being sent to the RAMP Gateboard.

Get Current Message Number Queries the RAMP Gateway for the last message number received from the Worldflight system.

The latest message number will print in the Notification window. You would then compare the last four digits of the Current Message Number to the *WF IN* number Activity Pane to see whether your Gateboard application has received all of the messages from the Gateway.

C. Worldflight Menu

Daily Plan This transaction can only be done once for each day of operation very early in the morning for the following day.

A menu will appear so a day can be chosen. It will prompt you with a confirmation window to cancel if this is not the operation you desire.

Full Day Recovery Recovers an entire day of flights from Worldflight.

This option can take a good deal of time to process and will also effect your FIDS by locking the screens up until all the new flight records are processed. You will be prompted to choose which of the three current operational days you want to recover and ask for confirmation that this is really the transaction you want.

Partial Day Recovery Recovers a portion of a day of the flights from Worldflight based on the time frame entered.

You would choose the day you want and then enter the start and end times for the recovery. This process can also take a long time based time frame given and will effect FIDS.

NOTE: Use these recovery transactions with caution.

Full Day Conx Data Requests the baggage and passenger connection data of an entire day from Worldflight.

<i>Partial Day Conx Data</i>	Recovers the connection data for all flights within that time frame.
<i>Reset Operational Flight to Standard Gate</i>	Sends a gate change and puts a flight for the chosen day into its standard gate according to the effective schedule.
<i>Assign Flights to Standard Gates for Day</i>	Checks the day's flights against the planned schedule and sends gate changes for any flights not in their standard gates (for use after the Daily Plan is set).
<i>Send Planned Gates to WFLT</i>	Updates Worldflight with the planned gates for a gate plotted schedule (normally used approximately three days before a new schedule effective date).

NOTE: You MUST have a finalized gateplot in the database for the effective date in this transaction.

D. Flight Menu

Find Available Gates Pulls up a menu of available gates for a particular flight.

Here you would enter a flight number and choose a date. You would then click on a gate to perform a gate change or click outside the menu to cancel it.

Find Standard Gate for Day Displays the flight information for the flight and the standard gate from the finalized schedule in the database.

You would enter a flight number and choose a date. You must have a finalized schedule in the database for this time period and flight.

Add Company Equipment You enter the company equipment type in the menu and choose the equipment model that it belongs to.

Company Equipment is the three character alpha/numeric code as shown on marketing schedules.

Edit Plane Model Brings up an edit window where "Minimum Ground Time", "Time Between Flights" and "Power Back Indicators" can be edited.

You would choose a plane model as show in **Figure 7.1** using DC9-30 as an example. Clicking on *OK* when you are done will save these changes to the database.

(pic)
Figure 7.1

Add New Carrier Allows the addition of a carrier to the database.

Carrier ID's are used to identify the flights of other airlines and are a two character field. In the example for **Figure 7.2**, the Carrier ID for KLM is simply KL. You fill in the name of the Airline. Carrier numbers are optional, but can be cross referenced in PARS by typing in **KAC/carrier name**. You will be prompted to cancel if the carrier already exists.

(pic)
Figure 7.2

Get Yesterday's Flights Loads yesterday's flights to the gateboard.

When the operational RAMP application is first started, yesterday's flight bars are not loaded to the gateboard as they are seldom referenced. This selection will quickly add them if they are needed.

Display Flight Group Displays all the flights that meet the criteria you choose from a menu and a pop up window as shown in **Figure 7.3**

(pic)
Figure 7.3

Notice how many of the fields have scroll bars on the right side to show there are more selections than can be shown in the window. The type-in fields, such as "Start Time", are operated by clicking on the field, backspacing over the current entry and entering in the time desired.

E. Gate Menu

Display Gate Info Displays information about a specific gate.

You would, choose a gate from the list and an item about the gate on the menu as shown in **Figure 7.4**. Choose a day also, if you are viewing flights and then click on *OK* to view the data.

(pic)
Figure 7.4

Add Gate For adding an entirely new gate to the airport (don't forget to also add it to Worldflight with a STAGAT transaction).

(pic)
Figure 7.5

In the example of Figure 7.5 above, a new gate is being added to the International terminal on the International concourse. "Push Back" is required for this gate whereas "Ground Power" is not available, and "Customs" is available.

Edit Gate Changes the properties of all the information about a particular gate.

Choose a gate to edit from the pop up menu of gates. The following menu will appear (**Figure 7.6**). Pay special attention to the “Customs Avail.” field. If this field is not highlighted, as in the example below, international flights will not be placed in this gate and will not be included as a choice in *Find Available Gates* menu option.

(pic)

Figure 7.6

*Edit Equipment
Allowed In Gate*

Shows you a menu of all the aircraft types allowed in the gate.

The following menu will appear where you can click on any item in the list to select or deselect it (**Figure 7.#**).

(pic)

>>>Figure 7.8 #s are off<<<

The selections made will be saved in the database and changed on all operational gateboards. These changes will also be in effect for the Gate Planning module the next time it is used.

Add Gate Contentions

Defines the side-by-side constraints when two aircraft are parked in adjacent gates.

After you choose a gate from the pop up list, the following menu will appear (**Figure 7.9**)

(pic)

Figure 7.9

The current contentions are listed on the right of the menu. The example above demonstrates adding a contention to Gate 2:

- Click on an **equipment type** in the left hand list (Equipment on Gate 2)
- Click on the equipment type(s) **which will be blocked** in the adjacent gate.
- Choose the **adjacent gate** from the “On Gate” list.

Clicking on *OK* saves the contention and passes it to all the active gateboards in both Gate Operations and Gate Planning as they use the same database.. The contention will be added to both Gate 2 and the adjacent gate that is chosen; there is no need to add it to the adjacent gate as well.

If the equipment chosen in the “Blocks Eq.” list is not on the Allowed in Gate list of the “On Gate” field chosen, a contention will not be created for that equipment.

Delete Gate Contention

Removes a gate contention from the RAMP environment.

To delete a contention, you would click on a gate in the pop up menu that appears as shown in **Figure 7.10**.

(pic)
Figure 7.10

Clicking on *OK* permanently removes the highlighted contentions from the database for both gates involved.

Create Cyclical Gate Closing

Creates a cyclical gate closing for specified amount of time.

You would choose a gate from the pop up menu under this menu item. See the following example in **Figure 7.11**.

(pic)
Figure 7.11

Using the above example, Gate 1 will be closed from July 24, 1996 to August 31, 1996, every day of the week from 1 minute past midnight to 6:00 a.m. "Construction" will appear on the gate closing on the gateboard as the closing reason.

A daily gate closing will be created for each day that is on the daily gateboard (yesterday, today, tomorrow) if it falls between these dates.

Edit Cyclical Gate Closing

Changes the properties of an existing gate.

Choose a gate from the pop up menu and if there are cyclical gate closings on this gate, it will bring up a menu to select from. Choose the gate closing you wish to edit and the menu below will appear (**Figure 7.12**). This example shows how to adjust the cyclical gate closing to end on July 28th and has adjusted the re-open time for the gate to 5:00 a.m.

(pic)
Figure 7.12

Delete Cyclical Gate Closing

Removes a Cyclical Gate Closing from the RAMP environment.

Choose a gate from the pop up menu and the gate closings to choose from will appear. Choose the gate closing to be deleted or click outside the menu box to abort the update.

Add Gate Closing Reason

Brings up a window to enter a twenty character reason which will appear on the gateboard.

When adding or editing a gate closing, there is a field called "Close Reason". The close reasons are in a menu to remain uniform on the gateboard. To add a new gate closing reason, you would click on *Add Gate Closing Reason* under the Gate Menu. Only twenty characters

will be saved in the database. Remember, this reason will show on the gateboard if chosen as the reason for a gate closing.

F. Airport Menu

Add an Airport Allows the addition of a new airport to the RAMP environment.

(pic)
Figure 7.13

The “Airport Number”, “Hours from GMT” and “Ground Service HUB No.” are not required fields. Pay special attention to the “Customs Required In” field. If it is highlighted, as in the above example, arrival flights will be placed at an International arrival gate.

Edit Airport Brings up an editing screen to change the properties of the given fields.

Choose an airport code from the pop up menu that appears and edit the fields. The edit screen will look exactly like the one in **Figure 7.13** above.

The Notification Pane

>>NEED MATERIAL HERE<<

Freeform Command Pane

There are a number of transactions which can be performed from the *Command* prompt near the bottom of the Notification Window and the bottom of the Gateboard as well as.

- At the prompt, **Command:**□, enter the commands as listed below.
- Press the **space bar** after each entry, you will be prompted for the next value needed.

Remember to always use local military time for your station.

Command	Definition
ga	Gate Arrival - change gate for arrival segment only
gd	Gate Departure - change gate for departure segment
gg	Gate Change - change gate for a thru flight
at	Arrival Time - change the estimated arrival time on a flight
ir	In Range - report an in range status and eta
on	On the Ground - report an 'on' event with time
in	In the Blocks - report an 'in' event with time
dt	Departure Time - change the estimated departure time
ot	Out of the Blocks - report an 'out' event with time
of	Off the Ground - report an 'off' event with time
rc	Recovery - request a recovery of a single flight
cx	Connection Recovery - request connection data for a single flight
fi	Flight Information - Pops up an information window for a single flight

sf	Show Flight - prints information for a single flight in the Notification window
ft	Find Turn - Finds the turn of a flight and executes a gate change if the found turn is accepted
aft	Automatic Find Turn - finds all turns for a day, one at a time, and executes a gate change for each if accepted.
sag	Standard Arrival Gate - finds the standard arrival gate for the current schedule
sdg	Standard Departure Gate - finds the standard departure gate for the current schedule

The Comm Status Pane

>>NEED MATERIAL HERE<<

The RAMP Mode Pane

>>NEED MATERIAL HERE<<

The Activity Pane

>>NEED MATERIAL HERE<<

Operations Available From the Gateboard

The active Gateboard, pictured in can represent up to three days of operational data. You may have more than one of these windows up at a time on your screen and each may display different groups of gates.

Consists of the menu bar, mouse operations on gates and freeform command pane. The flight bars will be discussed in their own section.

>>INSERT GATEBOARD SCREEN WINDOW HERE<<

The Menu Bar

A. File Menu

Print Gateboard Provides a variety of options for printing.

A menu of selections for printing is presented as shown in **Figure 7.14**. You can choose the day(s), time range, and the concourses to print. There are also options for choosing the type of paper (narrow = 8.5" x 11", wide=11" x 17"), the orientation (portrait on narrow paper = 11" tall, 8.5" wide, landscape on wide paper would be 11" tall, 17" wide).

(pic)
Figure 7.14

Exit Gateboard Removes a gateboard without exiting RAMP (if you have more than one gateboard up and you want to close one).

B. Display Menu

Set to Current Time Quickly jumps to the current time.

Select Display Units Selects the units (concourses) to be displayed currently on your gateboard.

(pic)
Figure 7.15

For example, the 'units' selected in **Figure 7.15** will show up on this gateboard after you click on *OK*.

Order Gates in Display Units Rearranges the gates on your gateboard.

After you choose a display unit (i.e.: concourse) to work with, the following menu pops up.

(pic)
Figure 7.16

First you would click on the gate to move and then click on the gate it should appear after. The gates will rearrange their order. Don't forget to *Save Options* on the Notification Window to retain the new order of the gates.

Select Hours to Display Selects the number of hours to show on your gateboard window.

- Hold down the mouse on **this menu item** and slide it to the right side of the item.
- Drag down to the **number of hours** you want.
- **Release** the mouse.

<i>Zoom In Gates</i>	Makes each gate 25% larger and creates a scroll bar on the right to view the remaining gates below the bottom of the window.
<i>Zoom Out Gates</i>	Makes each gate 25% smaller so that more gates can be seen at once.
<i>Zoom In Time</i>	Removes 25% of the number of hours displayed along the top of the gateboard.
<i>Zoom Out Time</i>	Adds 25% more hours to those currently displayed along the top of the gateboard.
<i>Default Display</i>	Quickly returns to the last display you saved, or your default configuration.

C. Flight Menu

Create Flight Fill in the menu below (**Figure 7.17**) to create a flight bar on the gateboard.

(pic)
Figure 7.17

Edit Flight Changes the properties of an existing flight.

Enter a flight number and you can choose the appropriate airline, flight segment type and date (**Figure 7.18**).

(pic)
Figure 7.18

The following menu will appear containing the current flight information.

(pic)
Figure 7.19

Here, you would edit the desired items in the menu shown in **Figure 7.19** and then click on *OK* to save your changes. make the changes.

Delete Flight Deletes a flight from the gateboard.

You enter the flight number to be deleted and then choose the correct airline, flight segment type and day.

(pic)
Figure 7.20

A warning prompt will appear as follows in **Figure 7.21** to confirm this option. Clicking on *OK* will complete the deletion or click on *CANCEL* not delete the flight.

(pic)
Figure 7.21

Find Flight Locates the flight bar after enter a carrier, flight number, type of flight and day (if the flight exists, the screen will scroll to it and the cursor will flash over the flight bar).

Find All Turns For Day Brings up each departure-only flight with the arrival it should be 'paired' to.

This function is helpful for arranging the coming day. Choose a day to find turns for and a window as shown in **Figure 7.22** pops up. You would then click on *OK* to make the gate change or *Cancel* not to change the arrival to the departure gate. Each turn will pop up in sequence until they are all done.

(pic)
Figure 7.22

Local Updates For updating RAMP only in a freeform command window.

(pic)
Figure 7.23

A window as shown in **Figure 7.23** above will pop up. Use to type in freeform commands that will not go to Worldflight.

D. Options Menu

Conflict Appearance Conflicts can be shown on the screen in a number of ways or not at all (none = turn off all conflicts).

You would slide the mouse to the triangle at the right of *Conflict Appearance* and then choose an item from the menu that appears.

Toggle Gateboard Background Color Changes the background color of the gateboard from black to white or vice versa.

E. Gate Menu

Display Gate Info Displays all the information necessary about a gate.

By sliding the mouse to the triangle at the right you can get such information as the equipment allowed or not, arrivals, departures, and all the flights.

Close Gate Closes a gate for a specified period of time.

Enter the Date, closing time and reopening time (**Figure 7.24**) and then do the following:

- Click on **Close Reason** and choose from the list.
- If the reason is “Leased”, **choose the carrier** in the next field.
- Enter any **comments** you think are necessary.
- Click on **OK** to accept the entry.

(pic)
Figure 7.24

Remember the gate closing is effective only for the time period given.

Edit Gate Closing Changes the properties of any or all gate closings.

Choose one of the gate closings by clicking on it where you will see the following edit menu:

(pic)
Figure 7.25

Edit the fields as desired and save the changes by clicking on *OK*.

Delete Gate Closing Deletes a gate from the list of closings presented.

Add Gate Adds an existing gate to the display.

The gates displayed in the window will only be for the Display Units selected on your gateboard.

Remove Gate Removes a gate temporarily from the display (this action does not delete the gates).

Toggle Ground Power Indicator Toggles the Ground Power (GP) indicator on the gateboard.

Mouse Operations on Gates

>>**DO WE WANT ANOTHER MOUSE OPTIONS DIAGRAM HERE?**<<

A. Left Mouse Button

When a flight bar has been selected, clicking the left mouse button on a gate icon will move the selected flight to that gate.

B. Middle Mouse

Currently not used for Gates.

C. Right Mouse Button

Remove Gate From the Gateboard Excludes a gate from the gateboard display.

Remember to save your option (*Save Options* under the *File* Menu on the Notification Window) if you do not want this gate displayed when a gateboard is created on your workstation.

Create Gate Closing on Gate Creates a gate closing as described before.

Edit Gate Closing on Gate Changes the properties of a gate closing.

Delete Gate Closing on Gate Deletes the gate closings from a pop up list.

Edit an Arrival on Gate Changes the properties of the arrival flights for a particular gate.

Edit a Departure on Gate Changes the properties of the departure flights for a particular gate.

Edit a Flight on Gate Changes the properties of all the flights on a particular gate.

Toggle Ground Power Indicator - Gate: XClick on this selection to toggle the ground power indicator for the gate on/off.

Equipment Allowed on Gate: XClick on this selection to receive a pop up window of the equipment types allowed on this gate.

Equipment Not Allowed on Gate: XClick on this selection to receive a pop up window of the equipment types NOT allowed on this gate.

Flight Bar Operations

The bars on the Gateboard with an arrow-head at each end represent a flight on the ground in the station you are displaying. They are called **flight bars** in the remainder of this document.

>>Figure 7<<

Figure 7 is a detailed version of a flight bar appearing on the Gateboard.

LEFT Mouse Button on a flight bar:

Clicking the left mouse button on a flight bar puts the flight bar into 'gate change mode'. The flight bar turns orange, to indicate it is selected. Click on a gate icon (the gate squares on the left side of the gateboard) to place the flight in the gate chosen. If you have two or more gateboards displayed, this operation will work between two gateboards.

Click on a flight on gateboard 1 and a gate on gateboard 2 and the flight will move to the selected gate. The gate will not move until a 'confirming' gate change is received from Worldflight.

Clicking the left mouse button a second time on a selected flight bar (before clicking on a gate) will deselect the flight bar.

MIDDLE Mouse Button on a flight bar:

Clicking the middle mouse button on a flight bar will pop up a list of all gates. Choose a gate from the list to gate change the flight.

RIGHT Mouse Button on a flight bar:

Clicking the right mouse button on a flight bar will pop up a sub-menu of choices: (XXX represents a flight number)

Change Gate for Flight: XXX

Choosing this selection pops up a list of all gates. Click on one to gate change the flight.

Find Available Gates for Flight: XXX

Choosing this selection pops up a list of available gates for this flight. Click on one to gate change the flight.

Edit Flight: XXX

This selection pops up an edit menu with all criteria for the flight. Changes will be stored to the database.

See Figures 7.18 and 7.19 above. This Edit Flight selection is another method of reaching the same menus explained in those Figures.

Delete Flight: XXX

This selection will delete a flight record from the gateboard for this day.

Split Flight: XXX

This selection will split a thru or turn flight into two segments (arrival only/departure only)

Join Flight: XXX with Another

This selection will find another flight on the same gate with the same equipment and present it for confirmation before joining.

Toggle Conflicts for Flight: XXX

This selection will turn off/on the conflicts for a flight bar.

Display Conflicts for Flight: XXX

This selection pops up a window to display the conflict(s) for a flight.

Bring Flight to Front:

This will present a list of flights displayed on top of each other. Click on the one you wish to be 'on top'. This will allow that 'top' flight to be edited, etc.

DE-ICE

Overview

The deicing operation can be tracked and managed through the use of the Deice Operations Control application (DOC). In a spreadsheet-like format, the application displays flights, statuses, trucks, parking areas (concourses, gates, remote sites, etc.) and allows quick assignment of trucks to flights, flights to deicing areas.

>>INSERT DE-ICE SCREEN WINDOW HERE<<

Starting De-ice

A Deicing view of the Gate Management data is pictured above in Figure 12. When started, there will also be a Notification Window (see Figure 6 in Gate Management). The Deicing application is a different view of the Gateboard with different functionality.

De-ice Operations

Consists of menu bar, trucks pane, airport locations pane, airport layout area, and a freeform command pane.

The Menu Bar

At the top of the Deice Control Window there are several menus with added functionality:

A. File Menu

Print Reports

Future home of reports

Exit Hub View

This selection will completely exit and remove the Deice Control window from your workstation.

(Note: The Notification window showing currently updates will still exist. It also has an “exit” choice under File on the Notification Window.)

B. Display Menu

Select Display Groups

This item will pop up the menu in Figure 16 below and allow configuration of the main part (Airport Layout Area) of the window. In the example menu, all but 3 of the areas are chosen and will display in the ‘spreadsheet’ portion of the screen.

(pic)
Figure 16

The groups highlighted will be drawn on the screen when “OK” is chosen.

Select Deice Locations

The menu below will pop up and allow choosing the locations to be displayed in the upper left hand corner of the window, locations.

(pic)
Figure 17

Choose the icons desired by clicking on them. The highlighted items will be displayed in the Deice Location portion of the screen.

Default Display

Used to return to the original screen configuration.

C. Options Menu

Select Truck Sort Type

Slide the mouse to the arrow at the right of this menu choice and choose one of the following:

Truck ID to sort the truck buttons in truck number order

Truck Location to sort the truck buttons by their currently assigned location.

Toggle Hub View Background Color

If the screen background is white, click on this choice to turn the background black.

Trucks Pane

In the upper right hand corner of the window are icons or buttons representing trucks.

(pic) The Truck Identification Number

..... Current Location of this Truck

..... Length of time in minutes that truck has been at this location

Figure 13

The Truck Button above describes the data that is displayed for a truck.

To assign a truck to a location:

- click on each truck to be assigned to a single location
 - truck button depresses
- click on a location in the upper left corner of the window

What happens?

- Current location of this truck is indicated on the Truck Button.
- Minutes start to accumulate indicating the length of time that this truck has been assigned to this location.

To unassign a truck:

- click on truck, then click on new location

To assign a truck to a flight:

- click on each truck to be assigned to a single flight
- click on the flight text line under the appropriate area
 - Truck number(s) will be added to the Flight Information line

To view the flight(s) assigned to a truck:

- Click the middle mouse button on a Truck Button to view the flight(s) this truck may be assigned to.

Airport Locations Pane

In the upper left hand corner of the Deice Control window is a view of the airport and available 'parking' areas.

(pic)

Figure 14

Each of the 'icons' on this area of the window is 'mouse sensitive'.

To assign a truck to a location:

- click on each truck to be assigned to a single location
 - truck button depresses
- click on a location in the upper left corner of the window (Figure 14)

To unassign a truck:

- click on truck, then click on new location

To view information about a location:

- Click the *MIDDLE* mouse button on any of the location icons to see the trucks and/or flights assigned to this location

To bring up menu of options:

- Click *RIGHT* mouse button on the location icon to bring up a menu of options.

Airport Layout Area

The remainder of the Deicing Control Window is called the Airport Layout Area. Each area in the Layout can show flights that are currently in that area. The Concourse areas list the flights in the gates:

(pic)

Flt	=	Flight Number
Etd	=	Estimated time of departure
Acft	=	Aircraft number
Gate	=	Currently assigned gate
Stat	=	Current status of flight
Des	=	Destination Station
Trks	=	Trucks currently assigned
Min	=	Minutes at the current status

Figure 15

The 'header' areas on each Airport Layout location have several fields that can be used to sort the flights listed below that area.

- click on "Flt" (see figure 15 above) to sort by flight number
- click on "Etd" to sort by departure time (the default)
- click on "Acft" to sort by aircraft number
- click on "Gate" to sort by gate code

To assign flights to a location:

- click on flight(s) to be assigned
 - Flight information text turns red
- click on a location in the Airport Locations area of the window
 - Flight destination changes to new location and color of new location text matches Airport Location color.

To unassign flights:

- click on the flight text line

- click on concourse
 - Destination will revert to downline station

To set the Deice Status:

- click *MIDDLE* mouse button on flight text line
 - click on status desired in the menu that pops up:
 - Pilot Called places a red "PC" in the Status field
 - Deice Start places a yellow "DC" in the Status field
 - Deice End places a green "DE" in the Status field
- (NOTE: the time is recorded for each of the above status changes. As you select the next status, the time the previous status was selected will show in the pop up menu.)

CONNECTION MATRIX

Overview

>>NEED MATERIAL HERE<<

Starting the Matrix

1. Pressing the middle mouse button on the gray screen desktop background, slide to 'Conx Matrix' and release the mouse button.
2. When the Connection Matrix Screen appears, it may take a few moments to fill with flight information. The Matrix is accessing the database to select the flights to view. Figure 4 below shows a typical Connection Matrix.

>>INSERT CONNECTION MATRIX SCREEN WINDOW<<

Operations Available With the Matrix

Consists of the menu bar, matrix headers, arrival pane, departure pane, and matrix data area.

>>>

The Menu Bar

A. FILE MENU

Open the FILE menu by pressing the left mouse button on 'FILE' in the upper left-hand corner of the screen and sliding it to the item on the menu desired, then releasing the mouse button.

1. Print Connection Matrix

The Printer is currently unavailable to the SUN workstations. When we have them working, the following instructions will apply:

Slide the mouse to 'Print Connection Matrix' and release to receive a menu of options for printing a hard copy of the matrix. (number of flights, size of paper, etc.)

2. Save Options

Clicking left on 'Save Options' will save any screen display choices you have made. This will enable the Matrix to be stopped and restarted and retain the user's preferences. Items that will be saved:

- Transfer Unit choices

- Refresh frequency (in minutes)

- Real Time setting

- Time settings in minutes for the display choices

- Number of arrivals and number of departures to be displayed

3. Exit Connection Matrix

This will COMPLETELY stop the connection application - you can only reenter the connection matrix by restarting it from the middle mouse button (see #1 under 'starting the matrix').

B. DISPLAY MENU

Open the DISPLAY menu by pressing the left mouse button on 'DISPLAY' in the upper left-hand corner of the screen and drag the mouse to the item desired. Release the mouse to choose the item.

1. Refresh Conx Data

Manual way to make a request for new data from the database (rather than waiting for the set time-interval to occur)

2. Zoom In Departures

Redisplays departures with 25% fewer flights, therefore leaving more room between each departure record.

3. Zoom Out Departures

Redisplays departures with 25% more flights on the screen.

4. Zoom In Arrivals

Redisplays arrivals with 25% fewer flights, therefore leaving more room between each arrival record and making the print larger in the connection cells.

5. Zoom Out Arrivals

Redisplays arrivals with 25% more flights on the screen

6. Default Display

Puts the screen back to the original configuration - the way it looked when the matrix was started if the window size has not been changed.

6. Edit Report Criteria

- **Refresh Interval** - Change by pressing the mouse on the slider bar and releasing at a new interval. The numbers above the slider bar indicate number of minutes between refreshes of the connection data. We recommend that it be refreshed about every 5 minutes. Anything less (1-4) makes the screen refresh very often and causes a great deal of overhead for the work station as well as confusion for the operator..

- **Connection Matrix Intervals**

- The matrix can be displayed on the basis of:
 1. Minutes before and after current clock time
 2. A specific start and end time entry. (hhmm and date)

- To change an entry:
Click on the box containing the value to be changed

Erase the current value by backspacing over it, if you are to the right of the old value -OR- Deleting if you are to the left of the old value.

Type in a new value

Click on the next box to change or on 'OK' at the bottom when done.

NOTE: DO NOT HIT 'RETURN' when you are done filling in a value in a menu. Contrary to the operation of the Explorer, the return is not necessary.

- **Connection Highlighting Criteria**

- Critical Conx Time - Indicates the minutes between connecting flights. If the connection time falls below this number, connection data will be highlighted in red. If connection time is less than 2 times this number, the connection data will be highlighted in yellow. For Example: Set at 15, connections with less than 15 minutes will be red and with less than 30 minutes will be yellow.

Change the Critical Conx Time by pressing the left mouse button on the slider bar and releasing when it reaches the new number of minutes desired.

- Critical Psgr Count and Critical Bag Count - each set of passenger/baggage connection numbers will be checked. If either of the numbers exceed the number set for that item (passengers OR bags), that connection data will be highlighted in gray.

Example: Critical Psgr Count set at 7
Critical Bag Count set at 9

Any connection cell with at least 7 passengers -OR- at least 9 bags will be highlighted in gray. A connection cell with 5 passengers and 10 bags would highlight the connection cell.

Change the Critical Psgr Count and Critical Bag Count by pressing the left mouse button on the slider bar, dragging it to a new number and releasing when it reaches the new number desired.

7. Edit Transfer Units

Selecting concourses and/or gates to be assigned to a 'Transfer Unit', will highlight the column of arrival data for any flights on those gates. This allows a group of gates (a Transfer Unit) to stand out on the display.

First, a menu appears with the names of the currently defined transfer units.

You can chose one of the exiting units or chose 'new transfer unit' to create a new one.

Next, a menu will appear to be filled in or changed as follows:

Name: Enter a name for the transfer unit, spaces are allowed. An example: 'South Zone'

Color: click on this field and chose a color for this transfer unit.

Concourses & Gates: In order to chose a concourse or some of its gates, click on the concourse name to highlight it. That selects the entire concourse (all of its gates). If you wish to eliminate part of the gates, click again on those individual gates to de-select them.

When you have selected all of the gates desired for this transfer unit, click on 'OK' to activate them or on 'CANCEL' to abort the operation.

If you are happy with the results, go to the FILE menu and **'SAVE OPTIONS'**.

D. OPTIONS MENU

Default Number of Arrival Flights:

click on the above menu item and a slider will pop up. Slide the bar to the desired number of arrivals to show on the screen.

Default Number of Departure Flights:

click on the above menu item and a slider will pop up. Slide the bar to the desired number of departures to show on the screen.

Matrix Headers

>>NEED MATERIAL<<

Arrival Pane

CLEAR AND ROLL indicator:

Click left on the **arrival data** along the top of the screen and the current time will be displayed below the PSGR/BAG count. Click again to remove the time.

ALL ARRIVING PSGR/BAGS TRANSFERRED:

Clicking the MIDDLE mouse button on the **arrival data** along the top of the screen will place a 'slash' through all connection cells under that arrival, indicating that the bags have been transferred. You can click left on an individual cell and remove the slash from just that transfer cell.

Departure Pane

DEPARTURE HOLDING indicator:

Click left on **the departure data** on the left side of the display. The departure text box area will be turned red to indicate the departure is on hold. Click again to remove the red box.

Matrix Data Area

BAGS TRANSFERRED INDICATOR:

Clicking left on an **individual transfer cell** in the matrix will place a 'slash' through that cell, indicating that the bags have been transferred. Clicking left again on the cell removes the slash.

GATE PLANNING

Overview

The Gate Planning module of the RAMP applications is used to plan the gating for future marketing schedules. The Gate Planning module will usually be used by one person and used only when needed to plan the gates for an upcoming schedule change.

This module has an interface with Northwest's TSO System, to enable downloading of future schedules. The downloaded schedules will be written to the database and each gate change, as the plan is developed, will be written to the database. It is not necessary to save the gate plot.

The manipulation of the windows, screens, gates and many of the menu items are the same as the Gate Management (Operations) module and will not be repeated in this section. If you have a question regarding manipulating the screen, displaying only certain gates, etc., please refer to the section titled Gate Management.

Starting the Gate Planning Module

Place the mouse cursor on the gray desktop background of the workstation and press down the middle mouse button. Slide the mouse to "Gatepln" and release the mouse button to start the Gate Planning module. When the application is ready for interaction, the screen shown in figure 8 below will appear.

When the pop up window appears in the middle of the notification window, click on "OK" to remove it. Then, under the menu item "Gateplot", choose to either download a new schedule from TSO or to Load A File already in the RAMP DB (database).

Go to Step 2 **OR** Step 3

- Step 2. Download a new schedule from TSO will allow you to select a new marketing schedule and load it into the RAMP database.
- Step 3. Loading a file from the db will allow you to load a previously created gateplot to the gateboard.

(pic)
Figure 8

Download New Schedule From TSO

TSO refers to the IBM mainframe system where future marketing schedules are stored. Currently marketing schedules are created by the support group for RAMP. In the near future we will designate several people at each airport to perform this task, giving you better and quicker service.

When a new marketing schedule is desired or finalized by the schedules group, there is a program to execute on TSO that applies the routing of aircraft for that schedule to the actual flight schedule. When this program has completed, that schedule is ready for RAMP Gate Planning to use.

To download a new, ungated schedule, click the left mouse button on "Gateplot" in the choices at the top of the GATEPLOT Notification Window. In the menu that appears, click on "Download Schedule From TSO". A menu will pop up with the available schedules listed. Choose a schedule to download by clicking on it.

A message will appear in the Notification window, "Beginning load of Marketing Schedule". This operation takes some time as each flight is being written to the

database. The “activity” window at the lower right of the Notification window will update periodically with progress of the download process.

After the schedule has been completely loaded to the database, the following menu will appear (Figure 9).

(pic)
Figure 9

Platting to a Previously Plotted Template

(See Figure 9 above) Click on a schedule to use as a template (already plotted previous schedule) in the “Sked to Plot Against” list. Choose the day(s) to match to the template plot. In the above example, Thursday is the only day we will match to the template. Click on other days if you wish them to be plotted.

Click on “OK” to continue.

If you do not choose a “Sked to Plot Against”, the schedule will remain in the database and the day(s) chosen will be loaded into the hold gate.

An example of the name of the schedule saved would be: MSP0702 as of 062096. This would indicate a MSP schedule with an effective date of July 2nd and the date the schedule was downloaded is June 20, 1996. The notification window (Activity area) will show the progress of the day being loaded. When complete, a gateboard will appear.

If you choose to plot to a template file, the Notification window will begin showing the activity currently processing. Gates, Aircraft, etc. will be loaded from the database in order to create a gateboard. When complete, a gateboard will appear with the flights in the gates that were matched from the template file chosen.

Scroll through the day(s) plotted and once arranged to your liking, you can plot the remaining days to match one of these days.

Remember, all of your changes are being saved as you do them. There is no need to save periodically.

Matching Unplotted Days to a Plotted Day

Under the “Gateplot” menu at the top of the Notification Window, choose “Load Additional Day(s) from DB”.

(pic)

Figure 10

In Figure 10 above, choose one of the following:

- Load day(s) without plotting (flights go to hold gate)
- Load day(s) and match to the newly plotted day of the same schedule
- Load day(s) and plot against the template previously chosen.

Next choose the unplotted day(s) you would like to load and the already plotted day to plot against.

The example will load Wed. and Fri. from the new schedule and match those flights to Thurs. of the same schedule.

Loading a RAMP Database Schedule

To load a schedule from the database, in the Gateplot menu on the notification window, choose "Load Existing File From DB". The menu in Figure 11 will appear.

(pic)

Figure 11

The small window labeled "DB File" gives a list of the schedules currently stored on the database. Please note that there is a scroll bar on the right side and all of the schedule names do not necessarily fit in the small window. Scroll up or down to see all of the file names. Select a schedule to load by clicking on it.

Plot a Schedule Against Another Already Plotted Schedule

Choose the 'template' schedule (already gated) in the small window labeled "Sked to Plot Against". Again, all files can be seen by scrolling. Select another file name from this list to act as the template file for plotting.

Select the days to plot (or load to the gateboard) by clicking on the day buttons in the "Days to Plot" window. If the button is gray, the day is selected (in the example menu, Thursday is selected).

If you do NOT want to change the "DB File" you are selecting, but instead create a new version of it, click on the button "New Version" and type a name for the new plot in the "Description" box. Each change made to a loaded schedule is saved as the change is made.

If you want to make changes to an existing file on the database and do not need the previous file again, you do not need to furnish a new name. The changes will be saved under the same name you loaded.

Click on "OK" to execute your choices or "CANCEL" to abort this operation.

Clicking on "OK" will create a gateboard and plot the chosen days against the template file chosen.

Loading a Previously Plotted Schedule

If you do not want to plot the schedule chosen in the "DB File" window, do not choose a file in the "Sked to Plot Against" window. The flights from the "DB File" will be loaded to the gateboard in the gates currently assigned to them, and may all be in the 'hold' gate if it has not been plotted previously.

Select the days to plot (or load to the gateboard) by clicking on the day buttons in the "Days to Plot" window. If the button is gray, the day is selected (in the example menu, Thursday is selected).

If you do NOT want change the "DB File" you are selecting, but instead create a new version of it, click on the button "New Version" and type a name for the new plot in the "Description" box. Each change made to a loaded schedule is saved as the change is made.

If you want to make changes to an existing file on the database and do not need the previous file again, you do not need to furnish a new name. The changes will be saved under the same name you loaded.

Click on "OK" to execute your choices or "CANCEL" to abort this operation.

Choosing "OK" will load the selected days to the gateboard and the flights will be in the gate already assigned in the database.

Review of Common Operations For Gate Planning

Notification Window Menu Bar

A. File Menu

Clear Command Pane: clears the small window at the bottom of the Notification window where the "command" prompt resides.

Clear Notification Pane: clears the notification window.

Refresh Activity Pane: Clears the "activity" window at the bottom of the Notification Window.

Print Current Notification Info: Creates a paper copy of all lines of data in the Notification Window.

Create Gateboard: Allows creation of additional gateboards. If your workstation has multiple monitors, you can choose the right, left or center monitor for the gateboard.

Save Options: After creating gateboards, removing gates that are not used, setting the number of hours to display, etc., click on save options to have this configuration load each time the gateboard(s) are started on this workstation.

Exit Ramp: click on this selection when you are ready to leave the Gate Planning application. Any schedule changes you have made are already saved.

B. Gateplot Menu

Download Schedule From TSO: (see page 23)

Load Existing File from DB: (see page 26)

Load Additional Days from DB: (see page 25)

Plot Unassigned Flights for Day: After template plotting, if there are flights in the hold gate, click on this selection. Each ungated flight will appear in a pop up window with the available gates. Choose a gate to continue to the next flight. Click outside the pop up window to bypass assigning a gate to this flight. Press Control-z to cancel the entire operation.

Plot Unassigned Flights Against Day: With a day plotted on the gateboard, choose this selection to plot other days to match the day completed. The day to be plotted must be already loaded (using Load Additional Days from DB).

Update schedule description: Rename a schedule that is in the database.

Toggle schedule final flag: With all flights plotted (none in the hold gate), this action will 'finalize' a schedule. Only 'finalized' schedules will be considered when it's time to send the standard gates to Worldflight.

Delete Schedule: Presents a list of the schedules in the database and allows deletion of a schedule. This is permanent and you will no longer be able to access the deleted schedule, so beware! RAMP will ask for a confirmation of the schedule to be deleted.

C. Flight Menu

Find Available Gates: fill in appropriate information to receive a list of gates available for a flight.

Add Company Equipment: Add a new equipment type to the database. This is the 3 character Northwest equipment configuration designator such as D9S, D94, 74Q, etc.

Edit Plane Model: Change parameters related to a Plane Model. Changes are saved to the database.

Add New Carrier: Add another airline to the RAMP database. Example: ID: KL, Name: Royal Dutch Airlines, Number: 74 (carrier numbers can be referenced in PARS using the entry: KAC/*carrier name*).

Display Flight Group: Choose any or all criteria from a menu and a pop up window displays the flights that meet that criteria.

D. Gate Menu

Display Gate Info: Choose a gate and the information desired to receive a pop up window of information.

Add Gate: Add a new gate to the airport environment.

Edit Gate: Edit the information about a gate. Changes are saved to the database.

Edit Equipment Allowed in Gate: choose a gate and add or remove equipment from the 'allowed in gate' list.

Add Gate Contentions: Select a gate and add wing tip constraints that exist between that gate and equipment on an adjacent gate. The contention for the adjacent gate will be automatically added.

Delete Gate Contentions: Select a gate and a list of contentions is displayed. Click on the contention to be deleted. The contention in the opposing gate will also be deleted.

Create Cyclical Gate Closing: Choose a gate to close and enter the information requested in the menu. Daily gate closings will be generated from this information as long as the operational day or the gateplot effective dates fall between the beginning and ending dates noted for closing.

Edit Cyclical Gate Closing: Choose a gate and edit the information for a gate closing.

Delete Cyclical Gate Closing: Choose a gate and delete a cyclical gate closing for that gate.

Add Gate Closing Reason: Gate Closing reasons show on the gateboard (operational and gateplot) when a gate is closed. These reasons are chosen from a menu of reasons when a gate closing is created. This selection allows adding of a new reason.

D. Airport Menu

Add an Airport: Allows the addition of an airport to the RAMP environment. If a message or schedule record is received for a new destination, it is automatically added to the database.

Edit an Airport: Choose an airport from the list presented and edit the criteria about the airport.

Gateboard Menu Bar

A. File Menu

Print Gateboard: A menu of selections for printing is presented. Choose the day(s), time range, concourses to print. Also, choose the type of paper (narrow = 8.5" x 11", wide=11" x 17"), choose the orientation (portrait on narrow paper = 11" tall, 8.5" wide, landscape on wide paper would be 11" tall, 17" wide).

Exit Gateboard: If you have more than one gateboard on your monitor, choose this item on a gateboard and it will remove the gateboard without exiting the gateplan application.

B. Display Menu

Set to Day: Select from a menu of days loaded to quickly jump to a new day.

Select Display Units: Choose the display units (concourses) to be displayed currently on your gateboard.

Order Gates in Display Units: Gates can be rearranged on the gateboard by clicking on a gate, then clicking on the gate it should be next to in the list.

Show All Display Units: A quick way to display all gates in the airport environment.

Select Hours to Display: Select the number of hours to show on your gateboard window.

Zoom In Gates: This will make each gate 25% larger and create a scroll bar on the right hand side of the Gateboard window in order to view the remaining gates below the bottom of the window.

Zoom Out Gates: This will make each gate 25% smaller, allowing more gates to be viewed at a time on the Gateboard window.

Zoom In Time: This will remove 25% of the number of hours being displayed along the top of the Gateboard.

Zoom Out Time: This will add 25% more hours to those currently displayed along the top of the Gateboard.

Default Display: Quickly return to the display you last saved, or your default configuration.

Clear Display: Redisplay the Gateboard (repaint the screen).

C. Flight Menu

Create Flight: Fill in a menu to create a flight on the gateboard.

Edit Flight: Change the properties of an existing flight.

Delete Flight: Delete a flight from the schedule.

Find Flight: Enter a carrier, flight number, type of flight and day. If the flight exists, the screen will scroll to it and the mouse cursor (outline) will flash over the flight bar.

D. Options Menu

Conflict Appearance: Slide the mouse to the triangle at the right of 'conflict appearance' and choose an item from the menu that appears.

Conflicts can be shown on the screen in a number of ways or not at all (none = turn off all conflicts).

Toggle Gateboard Background Color: Change the background color of the gateboard from black to white or vice versa.

E. Gate Menu

Display Gate Info: Display information about a gate by sliding the mouse to the triangle at the right of 'display gate info' and choosing an item from the menu that appears.

Add Gate: Add an existing gate to the display.

Remove Gate: Remove a gate from the display (temporary only, does not delete the gate).

Toggle Ground Power Indicator: choose a gate from the menu presented and the Ground Power (GP) indicator on the gateboard gate will toggle.

Mouse Operations on Gates

A. LEFT Mouse Button on a gate icon:

When a flight bar has been selected, clicking the left mouse button on a gate icon will move the selected flight to that gate.

B. MIDDLE Mouse Button on a gate icon:

Currently not used for Gates.

C. RIGHT Mouse Button on a gate icon:

Remove Gate XX From the Gateboard

Select this item to exclude a gate from the gateboard display. Remember to "Save Options" under the File Menu on the Notification Window if you want this gate to never be displayed when a gateboard is created on this workstation.

Edit an Arrival on Gate X

Choose this selection to receive a list of arrival flights on this gate. To edit an arrival flight in this list, click the left mouse button on a flight in the list.

Edit a Departure on Gate X

Choose this selection to receive a list of departure flights on this gate. To edit a departure flight in this list, click the left mouse button on a flight in the list.

Edit a Flight on Gate X

Choose this selection to receive a list of all flights on this gate. To edit a flight in this list, click the left mouse button on a flight in the list.

Toggle Ground Power Indicator - Gate: X

Click on this selection to toggle the ground power indicator for the gate on/off.

Equipment Allowed on Gate: X

Click on this selection to receive a pop up window of the equipment types allowed on this gate.

Equipment Not Allowed on Gate: X

Click on this selection to receive a pop up window of the equipment types NOT allowed on this gate.

Flight Bar Operations

A. LEFT Mouse Button on a flight bar:

Clicking the left mouse button on a flight bar puts the flight bar into 'gate change mode'. The flight bar turns orange, to indicate it is selected. Click on a gate icon (the gate squares on the left side of the gateboard) to place the flight in the gate chosen. If you have two or more gateboards displayed, this operation will work between two gateboards. Click on a flight on gateboard 1 and a gate on gateboard 2 and the flight will move to the selected gate.

Clicking the left mouse button a second time on a selected flight bar will deselect it.

B. MIDDLE Mouse Button on a flight bar:

Clicking the middle mouse button on a flight bar will pop up a list of all gates. Choose a gate from the list to gate change the flight.

C. RIGHT Mouse Button on a flight bar:

Clicking the right mouse button on a flight bar will pop up a sub-menu of choices: (XXX represents a flight number)

Change Gate for Flight: XXX

Choosing this selection pops up a list of all gates. Click on one to gate change the flight.

Find Available Gates for Flight: XXX

Choosing this selection pops up a list of available gates for this flight. Click on one to gate change the flight.

Edit Flight: XXX

This selection pops up an edit menu with all criteria for the flight. Changes will be stored to the database.

Delete Flight: XXX

This selection will delete a flight record from the schedule for this day.

Split Flight: XXX

This selection will split a thru or turn flight into two segments (arrival only/departure only)

Join Flight: XXX with Another

This selection will find another flight on the same gate with the same equipment and present it for confirmation before joining.

Toggle Conflicts for Flight: XXX

This selection will turn off/on the conflicts for a flight bar.

Display Conflicts for Flight: XXX

This selection pops up a window to display the conflict(s) for a flight.

Hide Flight (4 sec.): XXX

Click on a flight bar to 'hide' it for 4 seconds. Used to view what is under this flight bar.