

SAS CMS Project Crew Block Hours Maintain crew block hours

Written by Date Version Yaser Mohamed 17-Jul-2007 1.1

Summary

The purpose with the Crew Block Hour application is to provide the users with the ability to view and modify crew block hours. The modifications are only in the form of manually added entries, the values accumulated from the plan may not be altered.

Change History

Version	Author	Date	Description	
1.0	Yaser Mohamed	09-May-07	Initial version based on the Tracking time	
			box 8 delivery.	
1.1	Yaser Mohamed	16-Jul-07	Updated the reference document due to	
			changes made in correspondence with	
			feedback received in meeting with SAS.	
1.2	Yaser Mohamed	17-Jul-07	The "editable" column was removed since it	
			was redundant with ac family "Other A/C".	
			"File" menu and short keys documented.	

TABLE OF CONTENTS

SUMMARY	
1CREW BLOCK HOURS	1
1.1User Interface	
1.1.1Crew Selection	
1.1.2Crew Info	
1.1.3Block Hours	3
1.1.4Save and Exit	
1.1.5Status Bar	
1.2Data modification	3
1.2.1Creating new row	
1.2.2Modifying row	4
1.2.3Deleting row	4
1.2.4Saving modifications	4

1 Crew Block Hours

1.1 User Interface

Below is a picture showing the crew block hour application.

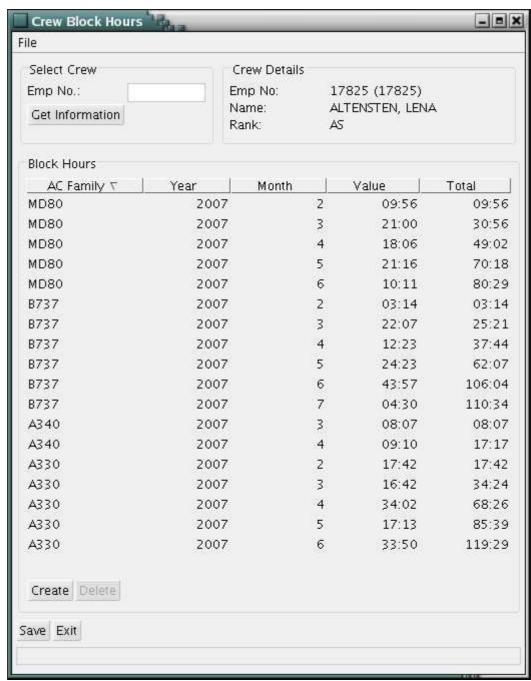


Figure 1: Crew Block Hours application.

The application may be started either through studio ("Crew object" -> "Crew Block Hours..." or through the launcher bar ("Crew Block Hours" icon). If it is started through studio, the information for the crew that the application was started from will be shown. If started from the launcher bar no information will be shown.

1.1.1 File menu and short keys

At the top of the form there is a menu "File". It contains the options "Save" and "Exit". These two functions have the short keys "Alt-S" and "Alt-E" respectively. For more information on these keys see chapter 1.1.5 ("Save and Exit") below.

1.1.2 Crew Selection

The crew selection section allows switching between different crew without closing the application. To select a different crew, enter the employee number into the "Emp No" field and either press enter or the "Get Information" button.

Select Crew	
Emp No.:	
Get Information	

Figure 2: Crew Selection

1.1.3 Crew Info

The crew info section provides basic information regarding the crew for which the application was opened.

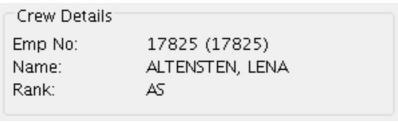


Figure 3: Crew Info section.

1.1.4 Block Hours

The block hours section contains the data for the specific crew. The following columns exist:

AC Family: The AC family of the entry. Contains the value "Other A/C" if the row has been added manually.

Year: The year the value was accumulated.

Month: The month the value was accumulated.

Value: The accumulated value for the month. If the month is not yet over, the value column will contain the block hours for the month to the previous day (i.e. if it is the 24 Dec 07, the value will be the block hours for the ac-family for December up to and including the 23rd).

Total: The sum of all previous months in the same year (i.e. if is the 24 May 07, the total column will contain the block hours for 1st Jan 07 to the 23rd May 07).

Below the table there are two buttons, "Create" and "Delete". The purpose and function of these buttons will be explained in the chapter on data modification.

1.1.5 Save and Exit

The "Save" and "Exit" buttons are located under the data section and above the status bar.

Save will attempt to save the data as it looks when the button is pressed. More detailed information on the save process may be found in the "Saving modifications", chapter 1.2.4.

Exit will close the form without any warnings.

Note: The "Save" and "Exit" buttons provide the same functionality as the options by the same name in the "File" menu. "Alt-S" works as a short key for "Save" and "Alt-E" works as a short key for "Exit".

1.1.6 Status Bar

The status bar provides feedback to the user when attempting to save information. Messages indicating that something went wrong will be shown with a red background.

Messages which informs of status changes without errors will be shown with the normal background colour.

More information on the various error messages may be found in the chapter on data modification.

1.2 Data modification

Accumulated data is not possible to alter. However it is possible to add, remove and modify manually inserted rows. Manually inserted rows can be found by the "AC Family" column as these rows are the only rows containing the value "Other A/C".

1.2.1 Creating new row

The "Create" button creates a new row with the following default values:

AC Family: Other A/C. **Year**: Current year. **Month**: Current month.

Value: Total:

1.2.2 Modifying row

When a row has been created manually (i.e. the "AC Family" column contains the value "Other A/C") the year, month and value columns may be modified by simply clicking the table-cell and entering the desired values.

Note: Only works for rows which have been added manually (i.e. which has the value "Other A/C" in the "AC Family" column)

1.2.3 Deleting row

A manually added row (a row which has the value "Other A/C" in the "AC Family" column) may be removed by clicking on any cell in the row and pressing the "Delete" button.

Note: Only works for rows which have been added manually (i.e. which has the value "Other A/C" in the "AC Family" column).

1.2.4 Saving modifications

Saving modifications may be done by pressing the "Save" button. When attempting to save, a check is made to ensure that all fields in the table seems to be correct.

If the information passes the check, all rows which may be presented as one row (i.e. all rows which have the same AC Family, Year and Month columns) are grouped into one row. The value and total value are then calculated to correspond to the modifications made. When saving successfully the status bar will show the following message:

"Save successfully completed"

Note: Adding several row with the same AC Family, Year and Month values will result in a single row when saving successfully

Below is an example of the result of a successful save:

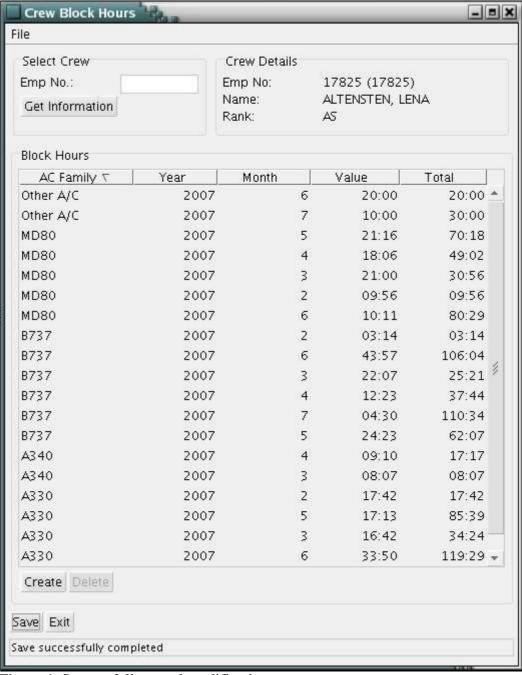


Figure 4: Successfully saved modifications

There are two major reasons why a save would fail: either a row with insufficient data has been added or a row with data in the wrong format has been added.

Insufficient data (empty cells):

The data in a row is regarded as insufficient if any of the Year, Month or Value columns are empty (contains no value). When attempting to save the status bar will become red and the status message will read:

"No entries with empty year, month or value fields may exist. Enter a value or remove the row"

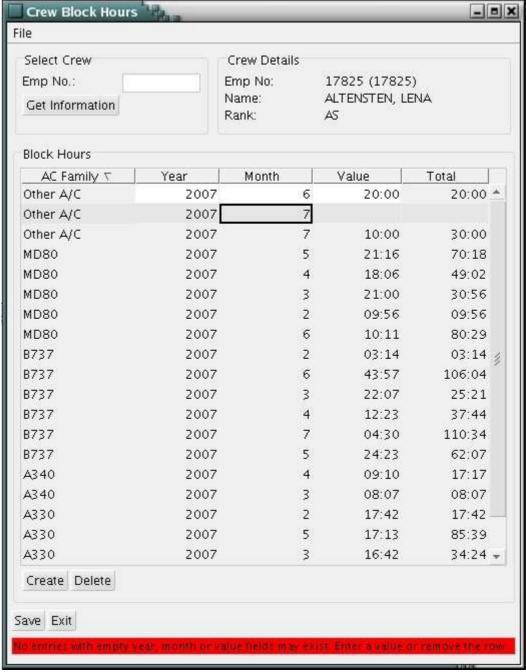


Figure 5: Table containing a row with empty cells.

To solve this problem either remove the row or enter some valid information into the empty cells.

Format error:

The other error major error that may occur is if the data that is entered has the wrong format. The following formats are allowed:

Year: 4 digits, i.e. 2007

Month: 1-2 digits, i.e. 12, 1 or 01

Value: A time in the format hours:minutes.

- The hours may be any number of digits.
- The minutes are written with two digits and may not be more than 60, i.e. 56 or 01.

A cell which contains data with the wrong format is outlined in red.

When attempting to save the following error message will be shown in the status bar with a red background:

"Formatting error found. Entries with wrong format is outlined in red"

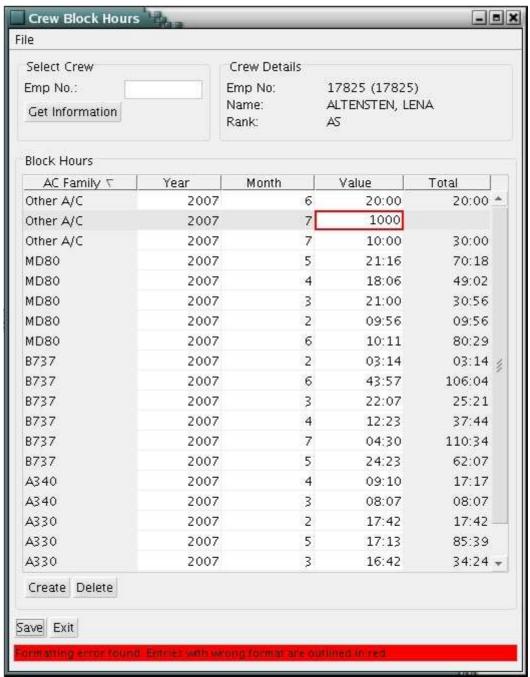


Figure 6: Table containing formatting error.

To solve this error either change the value to a correct format (see above) or remove the row.