Pegasus, a tool for Network and Schedule planning, gives planners a map-based view of networks and schedules along with the connectivity, capability, volume, and equipment utilization details that lie behind the map view. Pegasus consists of several windows:

* The [Pegasus Window](#_Pegasus_Window) is the wrapper around all the other windows. This is where you select the Plan and Schedule that all the other windows will reference and where you find options for managing your Pegasus environment.
* The [Query Window](#_About_Queries) is where you compose Network or Schedule queries.
* The [Map Window](#_About_Maps) is where you see the results of your search through Map, [Schematic](#_Schematic_Views), and [Market](#_Market_View) views.
* The [Matrix Window](#_Matrix_Window) is a data-rich view of your search results.
* The [Schedule Maintenance / WIP Window](#_Schedule_Maintenance_/) is an all-inclusive display, update, and maintain environment for all types of routes.
* The [Mode Analysis Window](#_Mode_Analysis_Window) offers tools for “what-if” analysis, by changing activity windows and seeing the effects on mode availability.

## Pegasus Window

When you open Pegasus, the first thing that you need to do is select a Plan and a Schedule. Once you have selected a Plan, the Query window and Map window open. At this point, you can do either of the following:

* Create and run a query. See [Query Window](#_About_Queries) for more information.
* Conduct a mode analysis. See [Mode Analysis Window](#_Mode_Analysis_Window) for more information.

### Select a Plan and a Schedule

* Click the **Plan** drop-down box and select a plan. Plans that are not available are displayed in grey.
* Click the **Schedule** drop-down box and select a schedule. You may see, but won't be able to select, schedules that you do not have security access to.

### Clone the Current Screen

To clone the main application window, with all the currently open windows in their current state, click http://localhost:8080/SIServer/pegasus/help/clone_screen.png (clone the current displays).

### Open Closed Windows

If you have minimized a window using http://localhost:8080/SIServer/pegasus/help/minimize_window.png (Maximize window), you can maximize it by clicking its tab, located at the bottom of the Pegasus window.

If you have closed a window using http://localhost:8080/SIServer/pegasus/help/close_window.png (Close window), you can restore it by clicking http://localhost:8080/SIServer/pegasus/help/select_window.png (Open selected window) on the application toolbar and selecting the window from the drop-down menu.

### Create Application Favorites

When you save a favorite from the Pegasus application tool bar, you save:

* all window positions and states (minimized, maximized)
* all query sub-window positions

For information about how to save and use favorites, see [Favorite Window](#_Favorite_Window) for more information.

## Change Application Settings

1. Click http://localhost:8080/SIServer/pegasus/help/system_settings.png (Open Application Setting)
2. Click a radio button to change any of the following settings:

|  |  |
| --- | --- |
| **Effective days** | Days of the week are listed in several locations throughout the application. Use this setting to set the labels you want to use for days of the week |
| **Default time** | Time-zone dependent data are shown in either Zulu or Local time. Use this setting to determine which time is shown by default. Each window also has Zulu/Local toggles that allow you to override this setting for an individual window |
| **Plan start-up** | Use this setting to choose how you want Pegasus to open on start-up |
| **Volume Groups** | The **Volume** **Groups** settings determine which products are displayed in the Lane and Leg Detail and in the Matrices. You can display products from only one product group at a time. To change this setting, select a different volume group:   * To see what products are in a product group, expand the group by clicking http://localhost:8080/SIServer/pegasus/help/expand_arrow.png * By default, all products in a group are displayed. To turn off the display of any product, clear the product checkbox |

1. To apply your changes, click **Save**.

### Refreshing the Display

There are a few ways to refresh the display:

|  |  |
| --- | --- |
| Click http://localhost:8080/SIServer/pegasus/help/refresh_window.png | Use the Refresh icon to refresh the window to match your query. If the window that you're refreshing has a default favorite, the UI will apply any favorite settings. |
| Click http://localhost:8080/SIServer/pegasus/help/favorites.png, then **Clear Favorite** | Use the Favorite icon to refresh the window and display system default settings. Pegasus clears any favorites applied to the window. |
| Click http://localhost:8080/SIServer/pegasus/help/select_window.png, then a window name | Use this option to reopen a window that you have closed. |
| Click window tab at the bottom of the application window | Use this option to reopen a window that you have minimized. |

## Synchronizing Windows

After running a query, you may want to make changes that alter the data in one window and see those changes reflected in other windows. For example, when you change the Map to show only truck lanes, you want the Matrix updated to show only truck lanes. You can do this using window synchronization.

Turn synchronization on using icons on the Map, Matrix, or Schematic toolbars. The window toolbar that you select the icon from is the *source* window. The icon you select designates the *target* window. Changes made in the source window trigger changes in the target window.

#### To turn synchronization on

From the source window's toolbar, click:

|  |  |
| --- | --- |
| **http://localhost:8080/SIServer/pegasus/help/synchronize_to_matrix.png** | to synchronize the Matrix with changes made to the source window |
| http://localhost:8080/SIServer/pegasus/help/synchronize_to_schematic.png | to synchronize the Schematic with changes made to the source window |
| http://localhost:8080/SIServer/pegasus/help/synchronize_to_map.png | to synchronize the Map with changes made to the source window |

The synchronization icon stays on (the icon background is darker and looks pushed in), and continues to update the target window as you make changes to the source window, until you click the icon again to turn it off.

You can have only one source window at a time. If you can't turn on the synchronization icons in a window that means synchronization is turned on in some other window. You need to turn it off before you can designate a new source window.

### Synchronize the Map with Matrices

From the Map window, when synchronize with Matrix is on:

* Click a leg or lane or select a map area to display only the rows in the Matrix that correspond to the selected legs or lanes.
* On the Network Map, change the lane location to display only rows that correspond to lanes going the selected direction.
* Change the following map settings to display only the lanes or legs that meet the setting criteria:
  + Show errors only (Network Map)
  + Show modes (Network and Schedule Map)
  + Change percentage utilization thresholds (Schedule Map)
  + Change load caution thresholds (Schedule Map)
  + Show leg type (Schedule Map)

### Synchronize the Map with the Schematic

From the Map window, when synchronize with Schematic is on:

* On the Network Map, changes to lane direction are mirrored in the Network Schematic.
* Changes to the following map settings are mirrored in the Schematic:  
  + Show errors only (Network)
  + Show modes (Network and Schedule)
  + Change percent utilization indicators (Schedule)
  + Change load caution indicators (Schedule)
  + Show leg type (Schedule)

### Synchronize Matrices with the Map or Schematic

From any Matrix window, when synchronize with Map and/or Schematic is on:

* Select the checkbox next to a row in the Matrix to show only the corresponding lane or leg on the Map or Schematic.
* Filter the matrix to see on the Map or Schematic only those lanes or legs that remain once the filter is applied. For more information, see "Filter a Matrix”.

### Synchronize the Schematic with Matrices

From the Schematic window, when synchronize with Matrix is on:

* Click a leg or lane or select map area to display only the rows in the Matrix that correspond to the selected legs or lanes.
* Change the following schematic settings to update the matrix to show only the lanes or legs that meet the setting criteria:
  + Show errors only (Network Schematic)
  + Show modes (Network and Schedule Schematic)
  + Change percent utilization indicators (Schedule Schematic)
  + Change load caution indicators (Schedule Schematic)
  + Show leg type (Schedule Schematic)

### Synchronize the Schematic with the Map

From the Schematic window, when synchronize with Map is on:

* On the Network Schematic, changes to lane direction are mirrored in the Network Map.
* Changes to the following schematic settings are mirrored in the Map:
  + Show errors only (Network)
  + Show modes (Network and Schedule)
  + Change percent utilization indicators (Schedule)
  + Change load caution indicators (Schedule)
  + Show leg type (Schedule)

## Favorite Window

In each window, you can save modifications made to the window as a Favorite. This allows you to store and reuse different settings for different situations or to always open a window using settings that you have saved as a default. Favorites are not plan-specific. Once you save a favorite it is available for use with any plan. You can also share favorites and collect favorites shared with you.

For each window, you can apply:

|  |  |
| --- | --- |
| **No favorite** | The window uses system default settings to display content. |
| **Default favorite** | The window uses settings defined by the default favorite to display content:   * when you refresh by clicking http://localhost:8080/SIServer/pegasus/help/refresh_window.png * each time you run a new query * each time you open the window, whether upon startup or if you have closed and then re-opened the window |
| **Selected favorite** | The window uses settings defined by the currently selected favorite to display content:   * when you clone the display by clicking  http://localhost:8080/SIServer/pegasus/help/clone_screen.png * when you synchronize with another window by clicking http://localhost:8080/SIServer/pegasus/help/synchronize_to_map.png, http://localhost:8080/SIServer/pegasus/help/synchronize_to_matrix.png, orhttp://localhost:8080/SIServer/pegasus/help/synchronize_to_schematic.png. For example, if you apply a Network Map favorite that includes the setting to show connection errors only, then synchronize with the Network Matrix, the matrix will update to show lanes with connection errors only. |

### Create a Favorite

1. Set-up the window the way you want it saved:

|  |  |
| --- | --- |
| Query window | The **Network** tab and the **Schedule** tab have their own favorites. When you create a query favorite, you save:   * the current Query settings * the current query (if you have one defined) * the **Local/Zulu** toggle position * the **replace results/add results to query** toggle position |
| Map windows | When you create a Map favorite, you save:   * the current Map settings * the **Local/Zulu** toggle position |
| Matrix windows | Each matrix has its own favorites. When you save a matrix favorite, you save:   * the current Matrix settings * current column groups, sorts, filters, and width * the **Local/Zulu** toggle position |
| Schematic windows | When you create a Schematic favorite, you save:   * the current Schematic settings * the current location positions. When you do a new search with this favorite selected, any locations in the new result that are the same as those in the favorite appear in the same position. Any other locations appear in their default positions. * the **Expand/Collapse** lines toggle position * the **Local/Zulu** toggle position |
| Mode analysis window | When you create a Mode Analysis favorite, you save all fields you have entered. |
| Application favorites | When you save a favorite from the Pegasus application toolbar, you save:   * all window positions and states (minimized, maximized) * all query sub-window positions |

1. In the window's toolbar, click
2. Select **Add to Favorites**. The **Add Favorites** pop-up opens.
3. Type a name for the favorite.
4. (Optional) To share the favorite, click **Share.** You see a message confirming that your favorite was saved and a **Share Favorites** pop-up. Do the following:
   1. Click **OK** on the confirmation message.
   2. In the **Share with**box on the **Share Favorites** pop-up, type a user ID or multiple ID's separated by a comma.
   3. Click **Save**. You see a message confirming that the favorite was shared.
   4. Skip the next step.
5. Click **Save**. You see a message confirming that the favorite was saved.
6. Click **OK**. Subsequent queries use the setup you've established by saving the favorite. Your new favorite stays active until you click a different favorite, select **Clear Favorite**from the drop-down menu.

### Apply a Favorite

Saved favorites appear in the **Favorites** drop-down menu and if a favorite is currently applied, it is highlighted in blue. To select a favorite or switch to a different favorite:

1. In the window's tool bar, click the Favorite icon.
2. From the **Favorites**drop-down menu, select a favorite name. The window updates using the settings saved with the favorite you selected.

### Update a Favorite

1. Make changes to the current favorite.
2. In the window's tool bar, the Favorite icon.
3. Select **Update**. You see a message confirming that your update was saved.
4. Click **OK**.

### Clear All Favorites

If a favorite is currently applied to a window, the favorite is highlighted in blue on the **Favorites** drop-down menu. To clear all favorites and return to system defaults:

1. In the window's tool bar, click the Favorite icon.
2. Select **Clear Favorite**. The window updates to display the system default settings.

### Designate or Clear a Default Favorite

A default favorite is applied every time you open a window. This is useful when you have formatted a window specifically to your needs. For example, you can set the matrix windows to always hide columns that you don't want to see, then save that setting as a default favorite.

#### To designate a default favorite

1. Create and save a favorite.
2. In the window's toolbar, click the Favorite icon.
3. Select **Manage**. The **Manage Favorites** pop-up opens.
4. Click a favorite name.
5. Click **Set Default**.
6. Click **OK**. The favorite will be applied each time you open the window, run a new query, or click the Run icon.

#### To clear a default favorite

Use the following procedure to remove the "default" designation from a favorite. It does not erase the favorite**—**you can still select the favorite but it is no longer automatically applied every time you open the window or run a query.

1. In the window's toolbar, click the Favorite icon.
2. Select **Manage**. The **Manage Favorites** pop-up opens.
3. Select the current default favorite.
4. Click **Clear Default**.
5. Click **OK**. The favorite is no longer a default. Until you select a new default, the *system* default settings will be applied each time you open the window, run a new query, or click the Run icon.

#### To cancel a default favorite

Use the following procedure to reset the current window to remove any settings applied by your default favorite. This reapplies default *system* settings to the window but does not change the status of your default favorite.

1. In the window's toolbar, click the Favorite icon.
2. Select **Clear Favorite**. The default favorite is cleared and the window displays default *system* settings. The next time you open the window or start a new query, the default favorite will be reapplied.

### Share a Favorite and Accept a Shared Favorite

You can share favorites and accept favorites shared with you. When someone shares a favorite, you need to add it to your **My Favorites** list, as described below, in order to use it.

#### To share a favorite

1. In the window's toolbar, click the Favorite icon.
2. Select **Manage**. The **Manage Favorites** pop-up opens.
3. Do one of the following:
   * To share all of your favorites, check **Select All**.
   * To share a single favorite, click the favorite name.
   * To share multiple favorites, **Shift-click** to select contiguous names, **Ctrl-click** to select non-contiguous names.
4. Click **Share**. The **Share Favorites** pop-up opens.
5. In the **Share with** box, type a user ID or multiple ID's separated by a comma.
6. Click **Save**. The person you have shared the favorite will see your shared favorite listed in the **Shared Favorites** box on the **Manage Favorites** pop-up.

#### To accept a shared favorite

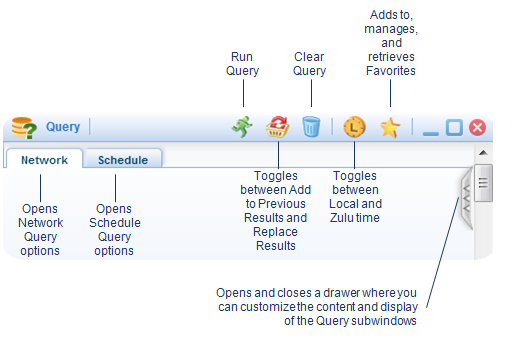
1. In the window's toolbar, click the Favorite icon.
2. Select **Manage**. The **Manage Favorites** pop-up opens.
3. In the **Shared Favorites** box, do one of the following:
   1. To select all of favorites shared with you, check **Select All**.
   2. To select a single favorite, click the favorite name.
   3. To select multiple favorites, **Shift-click** to select contiguous names, **Ctrl-click** to select non-contiguous names.
4. Click the appropriate **Move** button to move the selected shared favorite to the **My Favorites** box.
5. (Optional) To change the order that the shared favorite appears on your Favorites drop-down menu, click the appropriate move buttons.
6. Click **OK**. The shared favorite is now one of your favorites and appears on the Favorites drop-down menu.

#### Change the order of favorites listed in the drop-down menu

#### In the window's tool bar, click the Favorite icon.

1. Select **Manage**. The **Manage Favorites** pop-up opens.
2. Select the name of the favorite that you want to move.
3. Click the appropriate **Move** button to move the favorite up or down in the drop-down list.
4. Click **OK**.

## Query Window



Use the **Query** window to define, run, and manage Network and Schedule queries. When you run a query, the results appear on the **Map** window and the **Matrix** window.

The **Query** window contains:

* A toolbar with icons you use to run and manage queries
* A **Network** tab and a **Schedule** tab with options for defining queries. Each tab has sub-windows that you use to define your query. For more information, see [Defining Network Queries](#_Defining_Network_Queries) and [Defining Schedule Queries](#_Defining_Schedule_Queries)
* A Query settings drawer where you can set options to customize the Query windows. The **Network tab**and **Schedule**tab have their own settings. For more information, see [Defining Network Queries](#_Defining_Network_Queries) and [Defining Schedule Queries](#_Defining_Schedule_Queries)

You can also create query**Favorites**. This is useful, for example, if you find that you reuse a query or you want your query sub-windows setup differently than the default setup. For more information, see [Favorite Window](#_Favorite_Window)

## Defining Network Queries

The **Network** tab is displayed when the **Query** windowopens. It contains four sub-windows where you enter any combination of query parameters. To create a valid Network query, however, in the **Primary**sub-window you must either include one location or select the HAR or PTP routing type.

#### Resize the query window and then rearrange the sub-windows

To resize a window, click and drag the edge of a window. To move a window, click and drag the window header.

#### Collapse or expand the sub-windows

To collapse and expand a sub-window, click expand icon or collapse icon on the sub-window header.

#### Change the sub-window settings to set defaults and eliminate parameters that you don’t expect to use

The **Network Query** settings determine the content of the sub-windows. You can save any changes you make as **Query** favorites. To change the settings:

1. Click the close on the right side of the window.
2. Do any of the following:
   * Set the default display of results to show **Full Routing**or **Lane Level** routing.
   * To hide the display of query parameters that you do not expect to use, clear the parameter's checkbox.
3. (Optional) To save your settings as the default display, do the following:
   * In the Query Windows toolbar, click the Favorite icon.
   * Select **Add to Favorites**. The **Add Favorites** pop-up opens.
   * Type a name for the favorite.
   * Click **Save**. You see a message confirming that the favorite was saved.
   * Click the Favorite icon.
   * Click **Manage**. The **Manage Query Favorites** pop-up opens.
   * Click your new favorite.
   * Click **Set Default**, then click **OK**.

#### Save the rearranged sub-windows as a default setting

The organization of windows is determined by **Application** favorites. If you reposition the **Query** sub-windows, you can save that position (as well as the position of all the other windows) as an **Application**favorite.

1. Arrange the Query sub-windows (on both the **Network**tab and the **Schedule**tab) and all other windows (Map, Matrix, and Schematic) to your preference.
2. On the **Application**toolbar, click the Favorite icon.
3. Select **Add to Favorites**.
4. The **Add Favorites** pop-up opens.
5. Type a name for the favorite.
6. Click **Save**. You see a message confirming that the favorite was saved.
7. To use these window positions each time you open Pegasus, on the **Application** toolbar, click the Favorite icon.
8. Click **Manage**. The **Manage Query Favorites** pop-up opens.
9. Click your new favorite.
10. Click **Set Default**, then click **OK**.

The following sections describe how to use each sub-window.

### General Sub-window

Use fields in this sub-window to search for lanes by full routing or by lane level.

|  |  |
| --- | --- |
| **Full Routing** | Select this option to find full path routings to and from the locations you enter in the **Previous**, **Primary**, and **Next** sub-windows. |
| **Lane Level** | Select this option to find single lanes to and from the locations you enter in the **Previous**, **Primary**, and **Next** sub-windows. |
| **Lane Status** | Select a status from this drop-down box to limit your results to show only those lanes that have the selected status.  For example, you can choose to show only those lanes that match your other query parameters and carry excess capacity. |

### Primary Sub-window

Use fields in this sub-window to specify information you want to find about the primary location.

#### Using Locs

Use to select a primary ramp, hub, or dock location.

1. Click a cell in the **Locs** column.
2. Start typing and then select a code from the drop-down list.

#### Using ACT

Use to limit your results to an activity.

1. Click a cell in the **Act** column.
2. Start typing and then select an activity from the drop-down list.

#### Using Day(s)

Use to specify the day or days an activity occurs at the location.

Do one of the following:

        Click a cell in the day column and type one or more day numbers (e.g., “*1-5,7,10”*.)

        Click calendar pop up icon and do any of the following:

1. The calendar shows plan days, to switch to Month days, click P icon.
2. To select all days, click **Select all**.
3. To select all the days in a week, click a week number along the left side of the calendar.
4. To select all the same day in a month, click a day in the header.

The Zulu or Local toggle at the top of the **Query** window determines whether a day is interpreted using Zulu time or Local time.

#### Using Products and Product Groups

Use to select the products and product groups to include in the query results.

1. Click the **Products** or **Product Groups**box.
2. Enter a product code.

#### Using Display Connections and Routing Type

Use to limit your results or filter the display of your results to the selected connections and routing types.

1. In the **Display Connections** section, to limit the display of your results to a connection type, select the desired connection type checkbox.
2. In the **Routing Type** section, to limit your results to a particular routing type, click **All** to deselect all routing types, then select the desired routing type checkbox.

### Previous and Next Sub-window

Use fields in these sub-windows to specify information you want to find about lanes inbound to the primary location (**Previous** sub-window) or lanes outbound from the primary location (**Next** sub-window). The **Previous** and **Next** sub-windows use the same fields, all of which are optional when you define a query.

#### Using Locs

Use to select a primary ramp, hub, or dock location.

1. Click a cell in the **Locs** column.
2. Start typing and then select a code from the drop-down list.

#### Using ACT

Use to limit your results to an activity.

1. Click a cell in the **Act** column.
2. Start typing and then select an activity from the drop-down list.

#### Using Day(s)

Use to specify the day or days an activity occurs at the location.

Do one of the following:

        Click a cell in the day column and type one or more day numbers (e.g., “*1-5,7,10”*.)

        Click calendar pop up icon and do any of the following:

1. The calendar shows plan days, to switch to Month days, click P icon.
2. To select all days, click **Select all**.
3. To select all the days in a week, click a week number along the left side of the calendar.
4. To select all the same day in a month, click a day in the header.

The Zulu or Local toggle at the top of the **Query** window determines whether a day is interpreted using Zulu time or Local time.

#### Using Transits and Transit Type

Use to limit your results to lanes that pass through one or more transits. When used in conjunction with the **Transit Type** field you can further specify the transit as **any**, **mandatory**, or **optional**.

1. Click a cell in the **Transits** column.
2. Start typing and then select a transit from the drop-down list. You can enter more than one transit for any location.
3. (Optional) Click a cell in the **Transit Type** column and select a type from the drop-down list.
4. (Optional) To clear this selection, click a cell and select the blank row in the drop-down list.

#### Using SM and MM

Use to limit your results to lanes for which the mode used is the **Suggested Mode** or the **Mandatory Mode**. For example, you can limit your results to find only those lanes for which trucks are mandatory.

1. Click a cell in the **SM** or **MM** column.
2. Select a mode from the drop-down list.
3. To clear this selection, click a cell and select the blank row in the drop-down list.

## Defining Schedule Queries

Click the **Schedule** tab to access the Schedule query sub-windows. Use these sub-windows to enter any combination of query parameters. Any single parameter entry constitutes a valid query.

#### Resize the query window and then rearrange the sub-windows

To resize a window, click and drag the edge of a window. To move a window, click and drag the window header.

#### Collapse or expand the sub-windows

To collapse and expand a sub-window, click expand icon or collapse icon on the sub-window header.

#### Change the sub-window settings to set defaults and eliminate parameters that you don’t expect to use

The **Schedule Query** settings determine the content of the sub-windows. You can save any changes you make as **Query** favorites. To change the settings:

1. Click the close on the right side of the window.
2. Do any of the following:
   * To change which modes you can select from in the **Modes** sub-window, in the **Show modes**section, clear (to eliminate) or select (to include) a mode checkbox.
   * To change which query sub-windows are displayed each time you open the **Schedule** tab, in the **Show query windows** section, clear (to hide) or select (to display) a sub-window checkbox
   * To change whether selected sub-windows are expanded or collapsed each time you open the **Schedule** tab, clear (to collapse) or select (to expand) a sub-window checkbox.
3. (Optional) To save your settings as the default display, do the following:
   * In the Query Windows toolbar, click the Favorite icon.
   * Select **Add to Favorites**. The **Add Favorites** pop-up opens.
   * Type a name for the favorite.
   * Click **Save**. You see a message confirming that the favorite was saved.
   * Click the Favorite icon.
   * Click **Manage**. The **Manage Query Favorites** pop-up opens.
   * Click your new favorite.
   * Click **Set Default**, then click **OK**.

#### Save the rearranged sub-windows as a default setting

The organization of windows is determined by **Application** favorites. If you reposition the **Query** sub-windows, you can save that position (as well as the position of all the other windows) as an **Application**favorite.

1. Arrange the Query sub-windows (on both the **Network**tab and the **Schedule**tab) and all other windows (Map, Matrix, and Schematic) to your preference.
2. On the **Application**toolbar, click the Favorite icon.
3. Select **Add to Favorites**.
4. The **Add Favorites** pop-up opens.
5. Type a name for the favorite.
6. Click **Save**. You see a message confirming that the favorite was saved.
7. To use these window positions each time you open Pegasus, on the **Application** toolbar, click the Favorite icon.
8. Click **Manage**. The **Manage Query Favorites** pop-up opens.
9. Click your new favorite.
10. Click **Set Default**, then click **OK**.

#### Save Results

Use this field to search for legs by route or by leg (**by Leg** is not available in this release).

|  |  |
| --- | --- |
| **by Route** | Select this option to find all legs of all routes that meet the query parameters. |
| **by Leg** | Currently unavailable |

#### Routes Sub-window

Use this sub-window to search for specific flight or truck routes.

1. Click the **Enter Routes**box.
2. Type one or more route numbers using the following format:

|  |  |
| --- | --- |
| Flights | * for a single route, enter a four-digit route number, for example *0015* * for interline or OBC flights, use the six-digit route number * for a range of routes, separate route numbers with a hyphen, for example *0001-9999* * to include wildcard character, use %, for example *%1 or 1%* * separate multiple route numbers or ranges with a comma, for example *0015,0023,2100-2600,9%* |
| Trucks | * same as above * for Oversize routes, enter the six-digit route number * for Schedule routes, enter the five-digit route number |

#### Origins and Destinations Sub-window

Use this sub-window to search for specific route origins and destinations. You do not have to enter both origins and destination. If you do enter both, Pegasus finds routes that include the origin and routes that include the destination. The origin and destination will not necessarily be related to each other, however, unless you select an **Origin and Destination Pairing** checkbox.

1. To select an origin or destination, click in the **Origin**or **Destination** box, start typing, then select a location from the drop-down list. You can enter more than one location. To define a group of locations, type:

|  |  |
| --- | --- |
| **Ctrl+C** | To select from a list of country codes. Your query will consist of all facility locations within that country. |
| **Ctrl+G** | To select from a list of facility groups. Your query will consist of all those facility locations that are part of the facility group. |
| **Ctrl+I** | To select from a list of regions (APAC, Canada, EMEA, LAC, or US). Your query will consist of all locations within that region. |
| **Ctrl+L** | To return to selection of individual locations (this is the default setting). Type part of the location code and the wildcard character *%* to find all locations that match the letters you typed plus any other letters. For example, *IND%*finds INDH and INDR. |

1. The field between **Origin** and **Destination** defines their relationship. To select a relationship other than **and**, click the drop-down box and select a different value:

|  |  |
| --- | --- |
| **and** | finds routes that include the origin **and** destination |
| **or** | finds routes that include the origin **or** destination |
| **bi** | finds routes that include the origin or destination **bidirectionally**, for example *COS-BOS AND BOS-COS* |

1. (Optional) If you have entered both an origin and a destination, you may want to indicate how they are related to each other by selecting one of the following:

|  |  |
| --- | --- |
| **Paired** | finds routes where the origin is paired with a destination in the same entry order. For example:  Origins: *COS, DEN*  Destinations: *MEM, ORD*  Routes: *COS-MEM, DEN-ORD* |
| **Direct** | finds routes where each origin is paired with each destination as long as no legs with different locations exist between the locations entered. This option is only available if the number of origins equals the number of destinations. For example:  Origins: *COS, DEN*  Destinations: *MEM, ORD*  Routes: *COS-MEM, COS-ORD, DEN-MEM, DEN-ORD* |
| **By related airport** | finds all routes where a leg location contains a location related to the three-character airport location entered as the origin or destination. For example, *COS* |

#### Departure, Arrival, and Active Times Sub-window

Use this sub-window to search for routes with specific departure, arrival, and active times and days. You can define only one action at a time.

1. (Optional) To select a time point other than **Departs**, click the drop-down box and choose either **Arrives** or **Active**.
2. In the next two boxes, click and type a time range using the format *hhmm,*for example *0130*.
3. Click a cell in the day column and type one or more day numbers (e.g., “*1-5,7,10”* or to use the calendar, click the calendar pop up icon and do any of the following:
   * The calendar shows plan days, to switch to Month days, click
   * To select all days, click **Select all**.
   * To select all the days in a week, click a week number along the left side of the calendar.
   * To select all the same day in a month, click a day in the header.

The Zulu or Local toggle at the top of the **Query** window determines whether a day is interpreted using Zulu time.

#### Types Sub-window

Use this sub-window to limit your search results to legs that use specific route types, carriers, equipment, and leg types.

1. (Optional) To limit your results to a specific route type, select the **Line haul** and **Shuttle** checkboxes.
2. (Optional) To limit your results to a specific carrier, select the **Fx**, **Contact**, and **Other** checkboxes.
3. (Optional) To limit your results by equipment type or leg type, click in one of the **Equipment** boxes or **Leg** boxes, start typing, and select a code from the drop-down list.

#### Mode Sub-Window

Use this sub-window to limit your search to specific mode types. The availability of mode types to select from is affected by the **Schedule** **Query** settings. For more information, see "Change the sub-windows settings to set defaults" section.

## Running a Query

There are several ways to initiate a query–-you don’t always have to start with a new query. For instance, for Network queries you may want to add or suspend some aspects of the query to see how results change if you leave out or add locations. Or, you may want to start with a favorite query and add additional parameters.

### Define and Run a New Query

1. If necessary, click the **Network** or **Schedule** tab.
2. To clear your previous query, click the garbage can icon.
3. Enter your query into fields on the Network Query or Schedule Query sub-windows.
4. Click the Run icon.

### Reuse a Network Query and Suspend Some Parameters

This procedure describes how to leave out or include some query parameters in your Network Query search. This technique is especially useful for narrowing and broadening results without having to reenter a new query each time. For example, to narrow results, you can add locations, then broaden the results by temporarily excluding those locations in a subsequent search.

1. If necessary, click the **Network** tab.
2. If necessary, define a Network Query.
3. In the **Previous**, **Primary**, **Next** sub-windows, select the checkbox next to rows you want to include in your search. Clear the check box next to the rows to exclude.
4. Click the Run icon.

### Add Another Query to Existing Results

1. On the Query toolbar, click the “Replace results with new results” icon (to the direct right of the Run icon). The icon changes to the “Add to previous results” icon.
2. Enter a new Network Query or Schedule Query.
3. Click the Run icon. The map displays results from your new query in addition to results from the previous query.
4. (Optional) To go back to the state where a new query replaces existing results, click the “Add to previous results” to the change the icon to “Replace results with new results”.

### Use a Query Favorite

To use a query that you have saved as a favorite:

1. On the Query toolbar, click the Favorite icon.
2. Click the query favorite you want to run.
3. Click the Run icon.

For information about saving a query favorite, see [Favorite Window](#_Favorite_Window).

## Map Window

When you run a query, results appear on the Map. There are five different map views:

|  |  |  |
| --- | --- | --- |
| http://localhost:8080/SIServer/pegasus/help/network_view.png | [Network View](http://localhost:8080/SIServer/pegasus/help/Maps/Network_view.htm) | This view appears when you run a Network query and shows lanes that move volume from one activity to the next. When this view is displayed, you see the Network icon on the toolbar. |
| http://localhost:8080/SIServer/pegasus/help/schedule_overlay_view.png | [Schedule Overlay of the Network View](http://localhost:8080/SIServer/pegasus/help/Maps/About_the_Schedule_Map.htm) | This view, which you can switch to while in the Network view, shows legs that move volume between activities at the points and times required by the lanes in your Network query. When this view is displayed, you see the Schedule icon on the toolbar. |
| http://localhost:8080/SIServer/pegasus/help/schedule_overlay_view.png | [Schedule View](http://localhost:8080/SIServer/pegasus/help/Maps/About_the_Schedule_Map.htm) | This view appears when you run a Schedule query and shows the legs that transport volume. When this view is displayed, you see the Schedule icon on the toolbar. |
| http://localhost:8080/SIServer/pegasus/help/market_view.png | [Market View](http://localhost:8080/SIServer/pegasus/help/Maps/About_the_Market_View.htm) | This view provides IBOB information. The **Market View** icon is active only from the **Schedule View**. |
|  | [Schedule Maintenance Drawer](#_Schedule_Maintenance_Drawer) | This view provides you with view, update, and management functions for truck and flight routes. |

The **Network View**and **Schedule View** have their own settings that allow you to customize the map display or to filter results. **Schedule View** settings also control the display and filtering on the **Schedule Overlay View**and **Market View**. You will find information about how to use map settings in applicable topics.

You can also create **Map Favorites**to save your current settings. For more information, see [Favorite Window](#_Favorite_Window).

#### View Map Legend

1. Open the map settings drawer (click the drawer icon).
2. Click the **Legend** tab.
3. To close the Map drawer, click the drawer handle.

#### Move, Zoon In, and Zoom Out on Map

|  |  |
| --- | --- |
|  | To zoom in or out, do either of the following:   * On the left side of the map, drag the slider up or down to zoom in or out. * Use the scroll wheel on your mouse.   To move to a different location, click and drag the map. |

#### Change Map Appearance

1. Open the map settings drawer (click the drawer icon).
2. Click the **General**tab.
3. Make changes to any of the following:

|  |  |
| --- | --- |
| **Map type** | Sets the style of base map used: Relief, Grey, Topography, or Oceans |
| **Region** | Sets the region that appears any time the map window opens: All, APAC only, Europe only, US only, APAC-US, US-Europe, Europe-APAC |
| **Auto zoom** | Automatically zooms in on the map to the point where you can see all the data at once. |
| **Opacity** | Sets the map opacity. |
| **Show point labels** | Sets which labels are displayed at hub, origin, and destination points. Click **Apply**after selecting a different label type. |

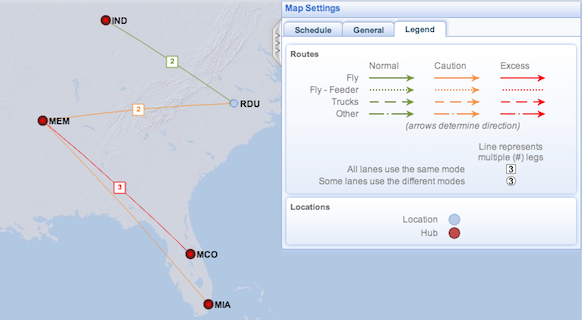
1. To close the Map drawer, click the drawer handle.

#### Reopen Map Window

If you have minimized a window using the minimize window icon, you can maximize it by clicking its tab, located at the bottom of the Pegasus window.

If you have closed a window using close window icon, you can restore it by clicking application options on the application toolbar and selecting the window from the drop-down menu.

## About Schedule and Schedule Overlay Views



The **Schedule View** of the map shows the legs that match your Schedule search criteria. You see this view of the map when you do a Schedule query. The **Schedule Overlay View** shows the legs used by the Network found as a result of a Network query.

To see this view, first conduct a Network search, then clickhttp://localhost:8080/SIServer/pegasus/help/network_view.png.

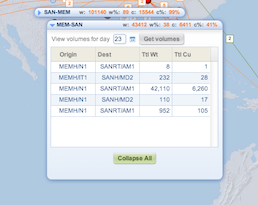
The **Schedule** and **Schedule Overlay Views** use these symbols:

|  |  |
| --- | --- |
| Circles | represent location type: hubs or origins and destinations |
| Line colors | represent load issues: Normal, Caution, or Excess |
| Line styles | represent mode: Fly, Fly-feeder, Trucks, or Other |
| Line arrows | indicate direction |
| Numbers on lines | indicate that a line represents multiple legs going between the same two points:   * Lines that represent multiple legs are always solid, regardless of the mode employed. * If the number is enclosed in a square, then all legs use the same mode. * If the number is enclosed in a circle, then the legs use different modes. |

For example:

|  |  |
| --- | --- |
| http://localhost:8080/SIServer/pegasus/help/ScheduleEx.png | This image represents:   * 2 flight legs going from Indianapolis to Raleigh/Durham. The loads for both legs are in the normal range * 2 flight legs from Raleigh/Durham to Memphis, the load for at least one leg is in the caution range * 3 flight legs from Memphis to Orlando, at least one of which carries excess load * 1 flight leg from Memphis to Miami that has a load in the caution range. |

## Market View



The **Market View** shows IBOB data for legs that you select from the **Schedule View**map.

**To see the Market View:**

1. Do a **Schedule** query.
2. To turn **Market View** on, click http://localhost:8080/SIServer/pegasus/help/market_view.png.
3. Do one of the following:
   * To see information for an individual leg, hover over a line until it highlights, then click the line. You see a **market view bar**. If the line represents multiple legs, you see a**market view bar** for each leg.
   * To see information for multiple legs:
     1. Click http://localhost:8080/SIServer/pegasus/help/lasso.png and choose a selection tool from the drop-down menu.
     2. Do any of the following:
        + To make a selection, click and drag over the area you want to select. You can click and drag to select multiple areas.
        + To use a different selection tool, click http://localhost:8080/SIServer/pegasus/help/lasso.png and choose a different tool.
        + To clear your selections and turn off the selection tool, click http://localhost:8080/SIServer/pegasus/help/lasso.png and click **Clear Selections.**
     3. To apply the selections, right-click on the map. You see a **market view bar** for the selected legs.

The **market view bar** text is color-coded according to the load caution thresholds in the map settings: green for normal, orange for caution, red for excess.

1. To see more detail, click http://localhost:8080/SIServer/pegasus/help/collapsebtn.png on the **market view bar**. You can also click and drag the bar to move it to a different location.

#### View volumes for a different day

1. Click the expand icon to expand the **market view bar**.
2. In the **View volumes for day** box, type a different day. Or, to use the calendar, click the calendar pop up icon. You see the following:
   * a calendar showing **Plan** days. To change the calendar to **Month** days, click the P icon
   * the currently displayed day highlighted in blue
   * the operating days for the legs on the map highlighted in white

To select a different operating day, click a day.

1. Click **Get Volumes**. The table updates to show volumes for the selected day.

#### Change data displayed on the Market View bar

1. Open the settings drawer (click the drawer icon).
2. Scroll down to the **Market view bar** section.
3. Click the check box to show (checked) or hide (unchecked) the selected values.

#### Change load color caution thresholds

The **Schedule Map**and**Schematic**use line color to indicate whether loads are in the normal, caution, or excess range. You can change the cube or weight utilization values at which those line colors change:

1. Open the settings drawer (click the drawer icon).
2. In the **Map lines** or **Schematic lines**section, under **Load caution indicator**, select **Cube**, **Weight**, or **Highest of cube or weight**, then enter the numeric range you want to see.

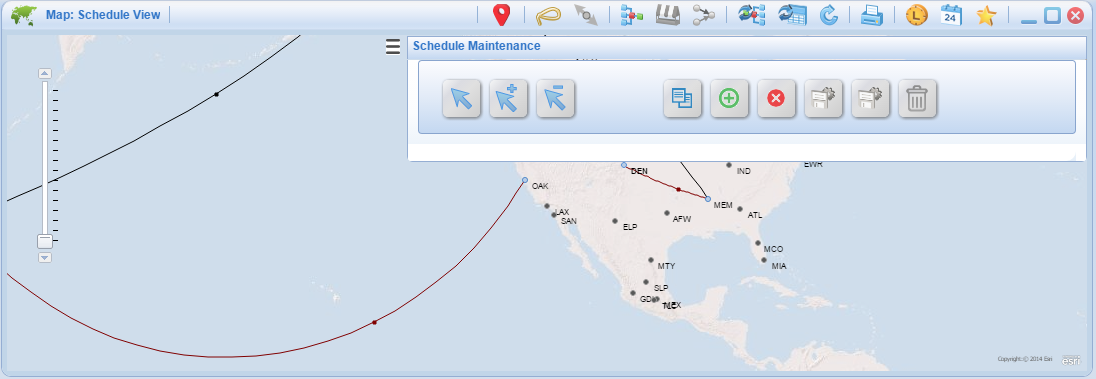
For example, to show lines as:

**Normal** (green) for volume utilization of up to 80%

**Caution** (orange) for volume utilization between 80% and 95%

**Excess** (red) for volume utilization over 95%

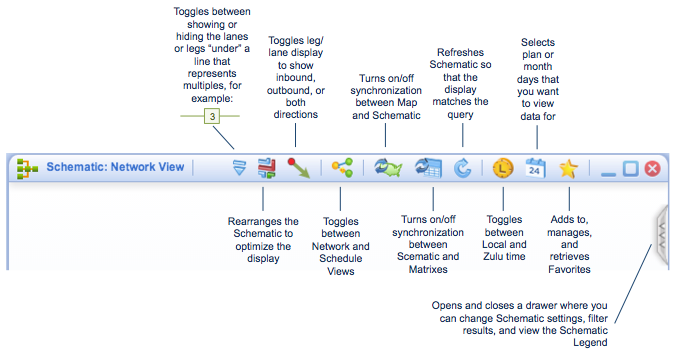
## Schedule Maintenance Drawer (SMD)



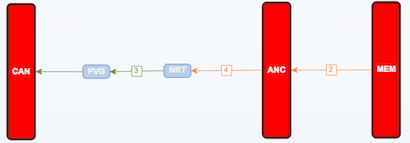
The **SMD** allows you to add, modify, and manage routes from the map. The system provides several options on the SMD panel. They are:

|  |  |
| --- | --- |
|  | **Create Route**. This option allows you to add a route via the map. The steps are as follows.   1. Click the Create Route icon in the SMD. The system displays the Select Route Type pop up.      1. Select a route type and click Apply. The system closes the SMD. 2. Click locations on the map for origin and destination(s). When complete, click the SMD icon (). The system opens the SMD in route entry mode, Mode and Legs populated. 3. Click the  move number assistance icon. The system displays the Route Editor pop up. 4. Click the route range desired for the route to be added. The system displays the routes for the selected range. 5. Click the move number desired for the route to be added and the Apply button. The system closes the Route Editor pop up and enters the move number. 6. Click the  list icon for the leg type. The system launches the Select Leg Type pop up.      1. Select the desired leg type and click Apply. The system closes the Select Leg Type pop up and enters the leg type at the route level and on the first leg. 2. Click the  list icon for the equipment type. The system launches the Select Equipment Type pop up.      1. Select the desired equipment type and click Apply. The system closes the Select Equipment Type pop up and enters the equipment type at the route level and on the first leg. 2. Click the calendar pop up icon () for the route effective days. The system launches the Calendar.      1. Select the desired leg effective days and click OK. The system closes the Calendar and enters the route effective days at the route level and on the first leg effective level. 2. Enter the departure time or the arrival time. The system stores the entered time as the anchor time (shown in italics) and calculate the corresponding time. 3. The system times and costs the route and enables both the Save to Schedule and Save to WIP icons. |
|  | **Select Route**. This option allows you to put the SMD in selection mode. From there, you can click a map line and results in the system launch of the Leg Detail window. |
|  | **Add Leg Tool**. This option allows you to add a leg via the map. The steps are as follows.   1. Click the Add Leg Tool icon in the SMD. The system enters add leg mode. 2. Right click a location on the map. The system displays the Origin/Destination context menu. 3. Click origin or destination. The system enters the leg correctly. 4. Open the SMD by clicking the click the SMD icon (). The system opens the SMD and enters the additional leg in the route information. The system times and costs the updated route. |
|  | **Delete Leg Tool**. This option allows you to delete a leg via the map. The steps are as follows.   1. Click the Delete Leg Tool icon in the SMD. The system enters delete leg mode. 2. Right click a location on the map. The system displays the Delete context menu. 3. Click Delete. The system update the colored pinpoint to an orange dot. 4. Open the SMD by clicking the click the SMD icon (). The system opens the SMD and removes the deleted leg in the route information. The system times and costs the updated route. |
|  | **Duplicate Route Tool**. This option allows you to duplicate a route via the map. The steps are as follows.   1. Click the duplicate route icon on the route for which a duplicate is required. 2. The system adds a new exact copy of the original route to the SMD, positioning the cursor on the Move Number of the copy. |
|  | **Remove Route Tool**. This option allows you to remove a route from the SMD/map. The steps are as follows.   1. Click the remove route icon on the route for which removal is required. 2. The system removes the route from the SMD/map. |
|  | **Save to WIP Tool**. This option allows you to save a route from the SMD/map to WIP for further analysis. Prior to all fields being populated, this icon will be disabled and grayed out. The steps are as follows.   1. Click the Save to WIP icon on the route to be opened in WIP. 2. The system opens the route in the Schedule Maintenance / WIP panel. |
|  | **Save to Schedule Tool**. This option allows you to save a route from the SMD/map to Phoenix. Prior to all fields being populated, this icon will be disabled and grayed out. The steps are as follows.   1. Click the Save to Schedule icon on the route to be saved to the database. 2. The system may display a Revision Comment alert. For more information see [Managing Revision Comments](#_Managing_Revision_Comments). 3. The system displays the save confirmation and updated query results with the saved route information on the Schedule Matrix. |
|  | **Delete Route Tool**. The system allows you to delete route(s) by clicking the garbage can icon (displayed to the left of these instructions). Prior to all fields being populated, this icon will be disabled and grayed out. The steps are as follows.   1. Click the garbage can delete icon. The system displays the Delete Confirmation pop up.    Click the Yes – Delete Route button to continue with the delete. Click the No – Do Not Delete button to disregard the delete. 2. The system deletes the routes and displays confirmation. The system may display the Revision Comment pop up. For more information see [Managing Revision Comments](#_Managing_Revision_Comments). 3. The system displays the delete confirmation and updated query results with the deleted route shown in gray on the Schedule Matrix. |
|  | **Undelete Route.** The system allows you to undelete route(s) by clicking on them on the map line. The steps are as follows.   1. Right click a gray line on the map. The system displays the undelete context option. 2. Click the undelete option. The system displays the save confirmation and updated query results with the undeleted route shown in black on the Schedule Matrix. |

## Schematic Views



The **Schematic View** presents your search results in a diagram where you can rearrange locations unconstrained by geography. As a result, a Schematic may be an easier way to view some types of results:



You can save a schematic favorite, which saves the current position of all locations. This is useful, for example, when you have a search that you do often and have a favorite schematic layout of the results. For more information see [Favorite Window](#_Favorite_Window).

**To see the Schematic view:**

1. Run a **Network** or **Schedule** query.
2. On the Map toolbar, click http://localhost:8080/SIServer/pegasus/help/schematic_diagram.png. A new **Schematic**window opens with a schematic depiction of the map contents. The meaning of the lines on the schematics are the same as they are on the maps.
3. To rearrange the schematic, do any of the following:
   * Click and drag a location to a new spot.
   * Shift-click and drag multiple locations to a new spot.
   * Click and drag and empty area to pan the schematic to a new position.
   * Use the scroll wheel on your mouse to zoom in or zoom out.
   * To optimize the display, click http://localhost:8080/SIServer/pegasus/help/optimize_schematic.png.

When a line represents multiple lanes or legs, you can expand or collapse the line to see all individual lines:

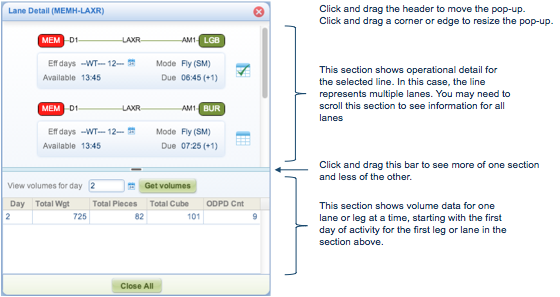
* To expand the line, click the box that indicates the number of legs or lanes, for example http://localhost:8080/SIServer/pegasus/help/lineNumber.png
* To collapse the line, click http://localhost:8080/SIServer/pegasus/help/collapseScheme.png

## Viewing Lane and Leg Detail

The map and schematic contain a lot more information than simply how lanes or legs connect between locations. On maps you can hover over lanes to see their endpoints and direction, you can hover over legs to see their endpoints and status. On both Maps and Schematics you can click on lines to get much more detail about what the line represents.

### To View Lane or Leg Detail

1. Hover over a line until it highlights. You may need to zoom in to make it easier to select a specific line.
2. Click the line. The **Detail** pop-up opens. You may need to increase the size of the map or schematic window to see the entire pop-up:



### To Change the Content of theDetailPop-up

#### View volume data for a different lane or leg

To see volume data for a different lane or leg, click the icon next to the lane or leg of interest.

#### View volume data for a different day

1. In the **View volumes for day** box, type one or more days (e.g., “*1-5,7,10”)*. Or, to use the calendar, click the calendar pop up icon. You see the following:
   * a calendar showing **Plan**days. To change the calendar to **Month** days, click the P icon
   * the currently displayed day highlighted in blue
   * the operating days for the lanes or legs on the map highlighted in white

To select different operating days from the calendar:

* + to select a single day, click a day
  + to select all the days in a week, click a week on the left edge of the calendar
  + to select all the same days in a month, click a day column header at the top of the calendar

1. Click **Get Volumes**.

#### Turn on or off display weight, cube, or piece-related columns

1. Open the settings drawer.
2. Check or uncheck boxes in the **Lane Detail** - **Show columns on matrix** section.
3. Click **Apply**.

#### Change the products displayed

The **Volume** **Groups** settings in the **Application Settings** determines which products are displayed in the Lane and Leg Detail. You can display products from only one product group at a time.

#### To Select a Different Volume Group

1. On the Pegasus Application toolbar, click the settings icon.
2. In the **Volume Groups** section, select a volume group for the products you want to display:
   * To see what products are in a product group, expand the group by clicking the expand icon.
   * By default, all products in a group are displayed. To turn off the display of any product, clear the product checkbox.
3. Click **Save**.

## Filtering the Map and Schematic Display

Once you've done a query, you can apply different filters to your results to more easily highlight issues or conditions.

* Filtering the display doesn't permanently change your results. You can always deselect a filter to set it back to what you saw before you selected it, or return to your original query by clicking http://localhost:8080/SIServer/pegasus/help/refresh_window.png
* You can save filters as map or schematic favorites so that you can easily reapply them to other searches.

### Filtering

On either the **Network View** or the **Schedule View**.

#### Show or hide modes

You can filter results to remove flight or truck modes:

* 1. Open the settings drawer (click the drawer icon).
  2. Do one of the following:
     + On the **Network View**, in the **Show modes** section:
       - Check or uncheck the modes you want to display or hide.
       - To display only those lanes that used a mode other than the one suggested, select **Used different mode than suggested**.
     + On the **Schedule View**, in the **Show modes**section, check or uncheck the mode you want to display or hide.

On the **Network View**.

#### Show only lanes with connectivity or capacity errors

You can change the display to show only connectivity errors, only capacity errors, or only connectivity and capacity errors.

* 1. While in the **Network View**, open the settings drawer (click the drawer icon).
  2. On the **Network** tab, select **Show errors only**, then select the error type you want to see.
  3. Click **Apply**.

#### [Show only selected inbound or outbound activities at a hub](javascript:TextPopup(this))

* 1. Click a hub. The **Location Activity Selection** pop-up opens. It shows all activities, for the displayed lanes, at the hub.
  2. To hide the inbound or outbound side of the activity, clear the checkbox.
  3. Click **OK**. The display updates and the hub border turns bright green to indicate that the hub has been filtered.

#### [Show inbound only, outbound only, or both directions](javascript:TextPopup(this))

For Networks, the query determines the lane direction shown. If you define:

* + **previous** and **primary** locations, the map and schematic shows lines inbound to the primary location
  + **primary** and **next** locations, the map and schematic shows lines outbound from the primary location
  + **primary** only or **previous**, **primary**, and **next** locations, the map and schematic shows lines going both directions from the primary location

To show different directions than those defined by the query, click the direction toggle to cycle through the three directions: inbound only, outbound only, or both directions.

On the **Schedule View.**

#### [Show only legs within a percent utilization range](javascript:TextPopup(this))

You can adjust the display to show only those legs that fall within a percent utilization range, based on cube or weight.

* 1. Open the settings drawer.
  2. In the **Map lines** or **Schematic lines**section, under **Percent utilization indicators**, select a volume measure, then enter the numeric range you want to see.   
       
     For example, to display only legs where both the weight and the cube volume are under-utilized by 50% or more, you would use the weight and cube settings.
  3. Click **Apply**.

#### [Set load caution color thresholds](javascript:TextPopup(this))

The **Schedule Map**and**Schematic**use line color to indicate whether loads are in the normal, caution, or excess range. You can change the cube or weight utilization values at which those line colors change:

* 1. Open the settings drawer.
  2. In the **Map lines** or **Schematic lines**section, under **Load caution indicator**, select **Cube**, **Weight**, or **Highest of cube or weight**, then enter the numeric range you want to see.

For example, to show lines as:

**Normal** (green) for volume utilization of up to 80%

**Caution** (orange) for volume utilization between 80% and 95%

**Excess** (red) for volume utilization over 95%

You would use the Cube, Weight, and Highest of cube or weight settings.

#### [Show only certain leg types](javascript:TextPopup(this))

You can adjust the setting to show only specific types of Fly or Truck legs.

* 1. Open the settings drawer.
  2. Under **Show leg type**, select a mode, then select the leg type that you want to limit the display to. The drop-down box shows only those leg types used by the legs currently displayed.
  3. Click **Apply**.

## Showing results for a different day

For Schedule queries, the map shows the legs that meet your search criteria for all days that those legs operate. For Network queries, if you have requested information for specific days, the map reflects the first day requested. If you do not specify a day, the map reflects the first day that volume runs on the Network. In both cases, the day being referenced is the Plan day shown in Local or Zulu time.

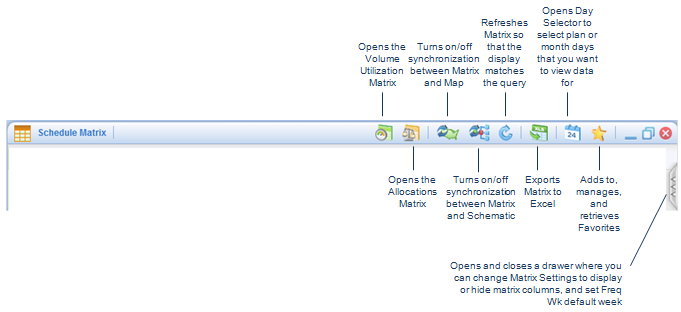
To switch between Local and Zulu time, on the **Map** or **Schematic toolbar**, click http://localhost:8080/SIServer/pegasus/help/local_time.png or http://localhost:8080/SIServer/pegasus/help/zulu_time.png.

**To change the Network Map or Schematic to show a different day or to show multiple days, do the following:**

1. Click http://localhost:8080/SIServer/pegasus/help/day_selector.png. You see the following:
   * a calendar showing **Plan** days. To change the calendar to **Month**days, click http://localhost:8080/SIServer/pegasus/help/plan_day_P.png
   * the currently displayed day highlighted in blue
   * the operating days for the lanes or legs found in the query highlighted in white.
2. Select different operating days from the calendar:
   * to select a single day, click a day
   * to select all the days in a week, click a week on the left edge of the calendar
   * to select all the same days in a month, click a day column header at the top of the calendar
3. (Optional) To synchronize your changes to other windows, the synchronization icons need to be on. They are on if the area behind them is darkened. If they are not on:
   * To synchronize with the **Map**or**Schematic** with the **Schedule Matrix**,click http://localhost:8080/SIServer/pegasus/help/synchronize_to_matrix.png
   * To synchronize the **Map**with the **Schematic**, click http://localhost:8080/SIServer/pegasus/help/synchronize_to_schematic.png
   * To synchronize the **Schematic** with the **Map**, click http://localhost:8080/SIServer/pegasus/help/synchronize_to_map.png

## Matrix Window

There are five matrices. The **Schedule Matrix** and **Schedule Overlay Matrix** toolbars have all the matrix icons shown below. The toolbars of the other three matrices have subsets of these icons.



There are five Matrix windows:

|  |  |
| --- | --- |
| **Network Matrix** | This matrix appears in the Matrix window when you run a **Network** query. Each row represents a lane found in your search results and provides detailed information by Product, Day, and Lane status. The matrix shows the first operating day and places lanes in this order:   * all inbound lanes ordered by day, destination, destination activity, origin, and origin activity * all outbound lanes ordered by day, origin, origin activity destination, and destination activity   For example, on day 1 a lane has products p1, p2, p3, p4, and p5. Products p1 and p2 have a lane status of OK, p3 has a lane status of connectivity error, and p4 and p5 have excess capacity errors. You will see 3 rows, one for each lane status (OK, connectivity error, and excess capacity error). |
| **Schedule Overlay Matrix** | This matrix appears in the Matrix window when you run a **Network** query, then display the Schedule Overlay for that Network by clicking http://localhost:8080/SIServer/pegasus/help/network_view.png on the **Map** toolbar.  The matrix shows leg details between activities, at the points and times required by the lanes found in your Network query, in this order:   * move number * first route effective day * route ID * move number sequence   On **Effective day** columns, colored text indicates that the day is a holiday and:   * when red, a flight was removed * when orange, a flight was added |
| **Schedule Matrix** | This matrix appears in the Matrix window when you run a **Schedule** query.  Each row represents a leg found in your search results and provides detailed operational information in this order:   * move number * first route effective day * route ID * move number sequence   On **Effective day** columns, colored text indicates that the day is a holiday and:   * when red, a flight was removed * when orange, a flight was added |
| **Volume Utilization Matrix** | Open this matrix from the **Schedule Matrix** or **Schedule Overlay Matrix** by clicking http://localhost:8080/SIServer/pegasus/help/open_utilization_matrix.png  This matrix shows how volume moves on each leg for a particular day, including the weight and volume available, weight and volume use. The matrix shows the first operating day and places legs in this order:   * move number * route id * move number sequence * day |
| **Allocation Matrix** | Open this matrix from the **Schedule Matrix**byclicking http://localhost:8080/SIServer/pegasus/help/open_allocations_matrix.png  This matrix shows the allocated volume data for each leg for a particular day. It displays such details as the volume allowed per leg per equipment type, total allowed and used, and amount of excess. It allows you to see if you are over or under allocated for each leg. The matrix shows the first operating day and places legs in this order:   * move number * route ID * move number sequence * day |

All matrices have their own settings that allow you to set which columns are displayed and, where applicable, how totals are displayed.

You can also create **Matrix Favorites**to save your current settings. For more information, see [Favorite Window](#_Favorite_Window).

### [Sort a matrix](javascript:TextPopup(this))

To change the sort order of the matrix data:

* Click the column heading for the data that you want to sort by. The rows are sorted by ascending value, as indicated by the up arrow icon.
* To sort by descending order, click the column header again.
* To clear the sort, click the column header again.

When you sort by multiple columns, the sort/sub-sort order follows the order in which you activate the sorts.

### Filter a Matrix

#### Apply Filter

You can filter a matrix to include or exclude rows with certain values or ranges of values and you can filter on more than one column at a time.

1. Click the filter icon in the heading of the column you want to filter on. The filter window displays.
2. Do the following:
   * From the drop-down boxes, select a value
   * In the text boxes, enter the value that you want to sort on.
3. Click **Filter**. The matrix updates to hide those rows that are filtered out and you see the filter icon in the header of the filtered column.

#### Clear Filter

1. Click the filter icon. The filter window displays.
2. Click **Clear**. The matrix updates to show all rows that were hidden as a result of that filter.

### [Create a pivot table](javascript:TextPopup(this))

With a pivot table you can dynamically rearrange the matrix to look at the data in a different way and total values in a group. For example, you can pivot, or group, the **Network**matrix by Transit locations and get a total for the number of pieces moving through that transit.

#### To create a pivot group

* Click and drag a column header to the space labeled **Drag a column header and drop it here to group by that column**. The matrix updates to show rows grouped by the data you selected. In numeric columns, you see totals for that group.
* To create nested subgroups, click and drag other column headers to the same location.
* To rearrange the grouping hierarchy, click and drag a header label to the left or right.
* To undo a column grouping, click the "x" in the corner of the header label.

#### To change the way that totals are displayed in a pivot table

1. Open the matrix settings drawer.
2. Scroll down to the **Show totals**section. Use the checkboxes in this section to set how totals are displayed.

### [Show or hide columns](javascript:TextPopup(this))

All matrices have their own settings that allow you to set which columns are displayed.

#### To change the column display settings

1. Open the matrix.
2. Open the matrix settings drawer.
3. Select or deselect columns that you want to display or hide:
   * Several columns are time-zone dependent, such as the week day columns, the week number columns, depart and arrival times, taxi in and out times, and others. You can choose whether to show all these columns in Zulu time, Local time, or both by selecting the **All "Zulu" Columns** and **All "Local" Columns** checkbox.
   * Some matrices show several volume-related columns, such as **Total**,**Total %**,**Avail**,**Avail %**,etc. Where applicable, you can choose to show or hide all volume-related **Weight** columns, **Cube**columns, or **Pieces** columns.

The **Schedule** and **Schedule Overlay** matrices have a **Freq Wk** column that shows the number of operating days in a week based on the Plan week selected in the **Set default week for Freq Wk** setting. To change that setting so that the **Freq Wk** total is calculated using a different week:

1. Scroll to the **Set default week for Freq Wk column** section.
2. Select a new **Default week** value. Note that any non-operating days for that week will affect the total.

#### [Change the products displayed](javascript:TextPopup(this))

The **Volume** **Groups** settings in the **Application Settings** determines which products are displayed in the matrices. You can display products from only one product group at a time.

**To select a different Volume Group:**

1. On the Pegasus Application toolbar, click the settings icon.
2. In the **Volume Groups** section, select a volume group for the products you want to display:
   * To see what products are in a product group, expand the group by clicking the expand icon.
   * By default, all products in a group are displayed. To turn off the display of any product, clear the product checkbox.
3. Click **Save**.

**On the**Allocation Matrix**you can do the following.**

#### [Display IBOB details for a leg](javascript:TextPopup(this))

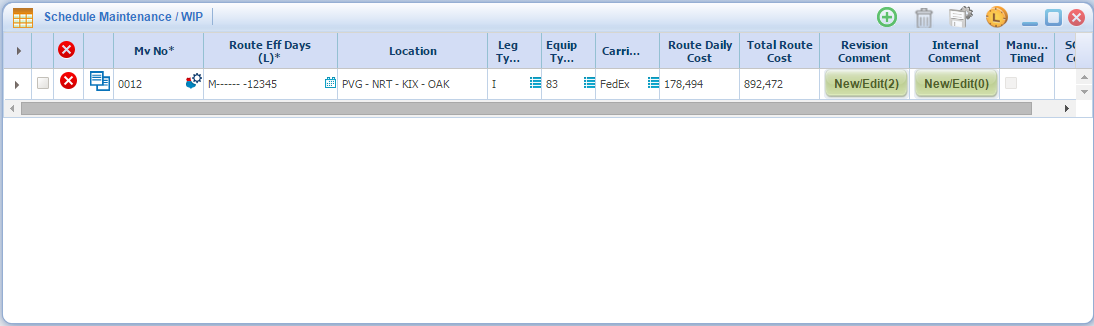
On any leg, click the expand icon to see IBOB data.

### Schedule Matrix to WIP Transfer

#### Transferring Routes From Schedule Matrix to WIP

1. Select the routes by clicking the individual  check box icons. **Note**: You can select all routes by clicking the all route  check box to the left of the Mv No field. Once at least one check box is enabled the disabled transfer icon () will become enabled ().
2. Transfer the route(s) to the Schedule Maintenance field by clicking the enabled transfer icon ().

## Schedule Maintenance / WIP Window



The Schedule Maintenance / WIP Window allows you to do several route management functions. They are:

|  |  |
| --- | --- |
| **Expand/Collapse Route** | The Schedule Maintenance / WIP Window opens in Collapsed Mode, where the system only displays route header information, without leg detail. The () expand icon is used to open a route in full display (Expanded Mode). Once you toggle to expand a route, the system will display the route’s leg detail information. You will see the expand icon has been replaced with the () collapse icon. Clicking this icon on an expanded route results in the route being closed (Collapsed Mode). |
| **Expand/Collapse All Routes** | The Schedule Maintenance / WIP Window opens in Collapsed Mode, where the system only displays route header information, without leg detail. The system allows you to toggle this setting for all routes by using the  expand icon and  collapse icon in the route header (to the left of the remove all route from WIP icon). |
| **Remove Route From WIP** | The Schedule Maintenance / WIP Window is a queue where you can work multiple routes. If you ever need to remove a route from the view, you simply click the  remove from WIP icon.  **Note**: The remove from WIP icons do not close the Schedule Maintenance / WIP window. If you would like to remove the route(s) and close the WIP window, use the close window icon in the far upper right corner of the panel. |
| **Remove All Routes From WIP** | The system allows you to remove all routes from the view. Simply click the  remove all routes from WIP icon (in the route header to the left of the Mv No).  **Note**: The remove from WIP icons do not close the Schedule Maintenance / WIP window. If you would like to remove the route(s) and close the WIP window, use the close window icon in the far upper right corner of the panel. |
| **Duplicate a Route** | The system allows you to duplicate route by clicking the  icon. For more information see [Duplicating a Route](#_Duplicating_a_Route). |
| **What-If Time and Costing Scenarios** | The system allows you to complete what-if time and costing scenarios. When you first expand a route, the system will display the route with its leg detail information. For more information see [Managing What-If Scenarios](#_Managing_What-If_Scenarios). |
| **Update Route Header Information** | The system allows you to update route header information, including the move number, the route effective days, the leg type, the equipment type, and the SCAC code. For more information see [Updating Route Header Information](#_Updating_Route_Header). |
| **Update Leg Information** | The system allows you to update leg detail information, including the leg effective days, the leg type, the equipment type, the origins, the destinations, the departure and/or arrival times, and the transit minutes, in the case of Flight-CLH and Truck routes. For more information see [Updating Leg Information](#_Updating_Leg_Information).  Note: The WIP panel also offers you several functions modifying the legs that make up a route. More information about these options can be found in the following sections: [Adding Previous Leg](#_Adding_Previous_Leg), [Adding Next Leg](#_Adding_Next_Leg), and [Deleting Leg](#_Deleting_Leg). |
| **Manage Allocations** | The system allows you to manage allocations. Once in leg detail mode, after expanding a route, you can click the Allocations tab to display and manage allocations. From this point, the system will display the route with its allocation information. For more information see [Managing Allocations](#_Managing_Allocations). |
| **Manage Location Allocations** | The system allows you to manage location allocations. Once in allocation mode, you can click the Location Allocation check box on any allocation to display and manage location allocations. From this point, the system will display the route with its allocation and location allocation information. For more information see [Managing Location Allocations](#_Managing_Location_Allocations). |
| **Manage Revision Comments** | The system allows you to manage revision comments. These comments are allowed at any time; however, they are required for updates to Flight routes that have been published (in FNL case type). You access the revision comments for a route by clicking the  icon in the Revision Comment column for the route. For more information see [Managing Revision Comments](#_Managing_Revision_Comments). |
| **Manage Internal Comments** | The system allows you to manage internal comments. You access the internal comments for a route by clicking the  icon in the Internal Comment column for the route. For more information see [Managing Internal Comments](#_Managing_Internal_Comments). |
| **Manage Manual Timing** | The system allows you to manually time commercial line haul flight and truck routes. For more information see [Managing Manual Timing](#_Managing_Manual_Timing). |
| **Add a New Route** | The system allows you to add a new route by clicking the  icon. For more information see [Adding a New Route](#_Adding_a_New). |
| **Delete Route(s)** | The system allows you to delete route(s) by clicking the  icon after selecting at least one route. Prior to selecting at least one route, the  icon will be disabled (). For more information see [Deleting Route(s)](#_Deleting_Route(s)). |
| **Save Route Modifications** | Once modifications have been made to the route, the system allows you to save changes to Phoenix database by clicking the  icon after selecting at least one route. Prior to selecting at least one route, the  icon will be disabled (). For more information see [Saving Route Modifications](#_Saving_Route_Modifications). |
| **Undeleting a Route** | If you have displayed a deleted route in the WIP, the system allows you to undelete it by clicking the  icon. For more information see [Undeleting a Route](#_Undeleting_a_Route). |

### Managing What-If Scenarios

The Schedule Maintenance / WIP Window allows you to process what-if time and cost scenarios for many update functions. They are:

|  |  |
| --- | --- |
| **Route Effective Days** | You can modify the route effective days by clicking the  calendar pop up icon. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header. 5. Once you have completed update, click OK. The system updates cost.   **Note**: You will be modifying the first leg effective days when you update the route effective days. |
| **Leg Type** | You can modify the leg type by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type leg type” text box to filter. 2. Click the desired leg type and click Apply. The system closes the pop up and updates cost. |
| **Equipment Type** | You can modify the equipment type by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type equipment type” text box to filter. 2. Click the desired equipment type and click Apply. The system closes the pop up and updates cost. |

### Duplicating a Route

The Schedule Maintenance / WIP Window allows you to duplicate route. Follow the following steps for duplicating a route.

|  |  |
| --- | --- |
|  | 1. Click the duplicate route icon shown to the left of these instructions on the route for which a duplicate is required. 2. The system ‘fades in’ a new exact copy of the original route at the top of the WIP. |

### Updating Route Header Information

The Schedule Maintenance / WIP Window allows you to update route header information in several ways. They are:

|  |  |
| --- | --- |
| **Route Effective Days** | You can modify the route effective days by clicking the  calendar pop up icon. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header. 5. Once you have completed update, click OK. The system updates cost.   **Note**: You will be modifying the first leg effective days when you update the route effective days. |
| **Leg Type** | You can modify the leg type by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type leg type” text box to filter. 2. Click the desired leg type and click Apply. The system closes the pop up and updates cost. |
| **Equipment Type** | You can modify the equipment type by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type equipment type” text box to filter. 2. Click the desired equipment type and click Apply. The system closes the pop up and updates cost. |

### Updating Leg Information

The Schedule Maintenance / WIP Window allows you to update leg information in server ways. They are:

|  |  |
| --- | --- |
| **Leg Effective Days** | You can modify the leg effective days by clicking the  calendar pop up icon. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header. 5. Once you have completed update, click OK. The system updates cost. |
| **Leg Type** | You can modify the leg type by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type leg type” text box to filter. 2. Click the desired leg type and click Apply. The system closes the pop up and updates cost. |
| **Equipment Type** | You can modify the equipment type by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type equipment type” text box to filter. 2. Click the desired equipment type and click Apply. The system closes the pop up and updates cost. |
| **Origin** | You can modify the origin by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type location” text box to filter. 2. Click the location and click Apply. The system closes the pop up and updates cost. |
| **Destination** | You can modify the destination by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type location” text box to filter. 2. Click the location and click Apply. The system closes the pop up and updates cost. |
| **Departure Time** | You can modify the departure time by clicking in the Dept field and entering a new time in hhmm format. The system calculates time and cost, as well as using the departure time as the anchor time.  **Note**: Entry of the departure time for a leg results in the system calculating the arrival time. |
| **Arrival Time** | You can modify the arrival time by clicking in the Arriv field and entering a new time in hhmm format. The system calculates time and cost, as well as using the arrival time as the anchor time.  **Note**: Entry of the arrival time for a leg results in the system calculating the departure time. |

You can also do various other functions with leg management, allowing for previous leg and next leg additions, as well as leg deletions.

#### Adding Previous Leg

|  |  |
| --- | --- |
|  | 1. Right click the “add a leg” icon shown to the left of these instructions on the leg to which a leg will be added above. 2. The system displays the Add Leg context menu: 3. Click the Add Previous Leg option. 4. The system fades in a new leg above, moving the destination down to the new leg, removing the destination from the previous leg, and positioning the cursor to accept the origin of the new leg. 5. Enter the origin of the new leg. 6. The system enters the origin as the destination of the leg above. The system updates time and cost. |

#### Adding Next Leg

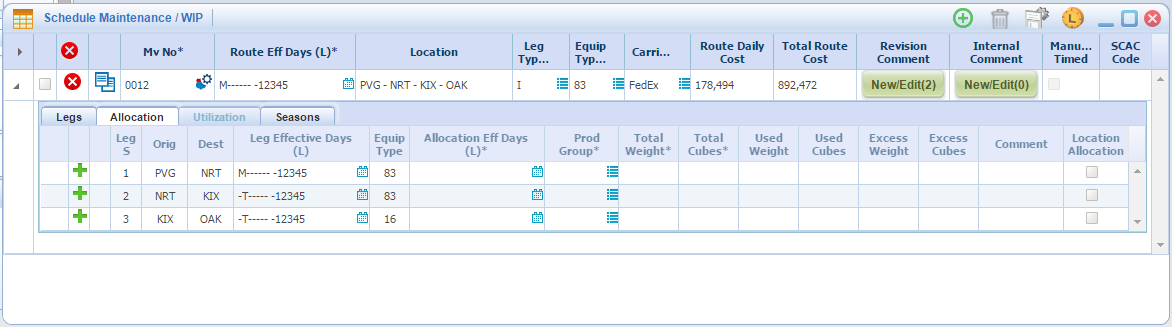
|  |  |
| --- | --- |
|  | 1. Right click the “add a leg” icon shown to the left of these instructions on the leg to which a leg will be added above. 2. The system displays the Add Leg context menu: 3. Click the Add Next Leg option. 4. The system fades in a new leg below, entering the destination of the last leg as the origin of the new leg and positioning the cursor to accept the destination of the new leg. 5. Enter the destination of the new leg. 6. The system updates time and cost. |

#### Deleting Leg

|  |  |
| --- | --- |
|  | 1. Click the red X icon shown to the left of these instructions on the leg to be deleted. 2. The system deletes the leg, reorders the leg sequence if necessary, and retimes/costs the route. |

### Managing Allocations

You can also do various other functions with managing allocations, including adding them and removing them from a route. The first step is opening a route’s leg detail and entering allocation mode (see below).



From here, you can do both add and remove an allocation.

#### Adding an Allocation

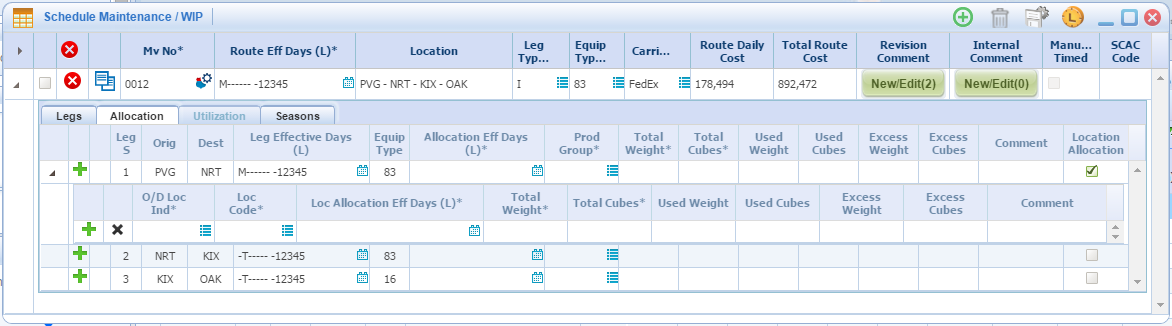
|  |  |
| --- | --- |
|  | You can enter in the data for the first allocation which remains available for each leg without adding a new allocation row.  You should fill in the following four pieces of information:  **Allocation Effective Days.** You can modify the allocation effective days by clicking the  calendar pop up icon. The available days are constrained by the leg effective days. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header.   **Product Group**. Click the list icon for product group. You can modify the product group by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type product group volume” text box to filter. 2. Click the Product Group and click Apply. The system closes the pop up.   **Total Weight.** Click in the Total Weight field and enter a value.  **Total Cubes**. Click in the Total Cubes field and enter a value. |
|  | Should you need to enter data for a second allocation for a leg, you click the plus sign icon shown to the left of these instructions. The system fades in a new allocation row for the leg, one which can be deleted.  You should fill in the following four pieces of information:  **Allocation Effective Days.** You can modify the allocation effective days by clicking the  calendar pop up icon. The available days are constrained by the leg effective days. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header.   **Product Group**. Click the list icon for product group. You can modify the product group by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type product group volume” text box to filter. 2. Click the Product Group and click Apply. The system closes the pop up.   **Total Weight.** Click in the Total Weight field and enter a value.  **Total Cubes**. Click in the Total Cubes field and enter a value. |

#### Delete an Allocation

|  |  |
| --- | --- |
|  | 1. Click the red X icon shown to the left of these instructions on the allocation to be deleted. 2. The system deletes the allocation.   **Note**: The delete function is not available on the first allocation row of leg. |

### Managing Location Allocations

You can also do various other functions with managing location allocations, including adding them and removing them from a route. The first step is opening a route’s leg detail and entering allocation mode, followed by clicking the location allocation check box to enter location allocation mode (see below).



From here, you can do both add and remove a location allocation.

#### Adding a Location Allocation

|  |  |
| --- | --- |
|  | You can enter in the data for the first location allocation which remains available for each allocation (until the location allocation check box is deselected) without adding a new allocation row.  You should fill in the following five pieces of information:  **O/D Loc Indicator**. Click the list icon for origin / destination location indicator. You can modify the O/D Loc Indicator by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type product group volume” text box to filter. 2. Click the O/D Loc Indicator and click Apply. The system closes the pop up.   **Location Code**. Click the list icon for location code. You can modify the location code by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type location” text box to filter. 2. Click the location and click Apply. The system closes the pop up.   **Location Allocation Effective Days.** You can modify the location allocation effective days by clicking the  calendar pop up icon. The available days are constrained by the leg effective days. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header.   **Total Weight.** Click in the Total Weight field and enter a value.  **Total Cubes**. Click in the Total Cubes field and enter a value. |
|  | Should you need to enter data for a second location allocation for an allocation, you click the plus sign icon shown to the left of these instructions. The system fades in a new location allocation row for the allocation, one which can be deleted.  You should fill in the following five pieces of information:  **O/D Loc Indicator**. Click the list icon for origin / destination location indicator. You can modify the O/D Loc Indicator by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type product group volume” text box to filter. 2. Click the O/D Loc Indicator and click Apply. The system closes the pop up.   **Location Code**. Click the list icon for location code. You can modify the location code by clicking the  list pop up icon. Click the list pop up icon and do any of the following:   1. Type free form text in the “Select or type location” text box to filter. 2. Click the location and click Apply. The system closes the pop up.   **Location Allocation Effective Days.** You can modify the location allocation effective days by clicking the  calendar pop up icon. The available days are constrained by the leg effective days. Click calendar pop up icon and do any of the following:   1. The calendar shows plan days, to switch to Month days, click P icon. 2. To select all days, click **Select all**. 3. To select all the days in a week, click a week number along the left side of the calendar. 4. To select all the same day in a month, click a day in the header.   **Total Weight.** Click in the Total Weight field and enter a value. |

#### Delete a Location Allocation

|  |  |
| --- | --- |
|  | 1. Click the red X icon shown to the left of these instructions on the location allocation to be deleted. 2. The system deletes the location allocation.   **Note**: The delete function is not available on the first location allocation row of allocation; however, the location allocations will not display if you deselect the Location Allocation check box for that allocation. |

### Managing Revision Comments

|  |  |
| --- | --- |
|  | **Note**: There are certain situations which require a Revision Comment (e.g., published flights). In these instances, the system will not allow a save prior to the entry of a Revision Comment. If you attempt to save modifications in such a case, the system will display an alert, with the route number and leg effective days, to remind you to enter a revision comment prior to saving, but, will not save the route (see example below).    You can always manage revisions for any route. Clicking the New/Edit button () whether alerted/required or simply to enter a revision comment on your own results in the launch of the Revision Comment pop up (shown below).    The system populates the following fields, all of which cannot be edited: Route (current route information), Changed From (original route information), Created By (FedEx ID of creator of the revision comment), Creation Date/Time (timestamp of revision comment creation), and Internal Comment (last internal comment on the route).  You can modify the following fields.  **Route Detail Comment**. The system enters the string of expected data; however, allows you to modify the field.  **Revision Comment**. The system enters the string of expected data; however, allows you to modify the field.  **Reason Code**. The system accepts a reason code in this field, free form text.  **Revision Date Range**. The system enters the first and last effective days of the first leg in the date range, defaulting to “through”; however, allows you to modify the fields. If you set the drop down from “through” to “beyond”, the system will clear the end date.  You can modify the date range by clicking the  calendar pop up icon on either the start date or the end date of the Revision Date Range. Click the calendar pop up icon(s) and select a date.  Other Functions of the Revision Comment **Previous**. The system allows you to go to the previous revision comment on the route by clicking the  button.  **Save**. The system allows you to soft save the revision comment by clicking the  button. The system increments the n in the New/Edit(n) button count.  **Cancel**. The system allows you to elect not to enter a revision comment when one is required by clicking the  button. If you elect not to enter a revision comment, the system will display the following confirmation:    Click the Return to Revision button to disregard the cancellation and return to the Revision Comment in order to enter and save a comment. Click the Discard Revision button to continue to save without entering a Revision Comment.  **Edit**. The system allows you to edit the current revision comment by clicking the  button.  **Next**. The system allows you to go to the next revision comment on the route by clicking the  button.  **Internal Comment Pop Up**. The system allows you to launch the internal comment within the revision comment (which will count as both a revision and an internal comment) by clicking the New/Edit () button to the right of the Internal Comment display. |

### Managing Internal Comments

|  |  |
| --- | --- |
|  | You can always manage internal comments for any route. Clicking the New/Edit button () to enter an internal comment results in the launch of the Internal Comment pop up (shown below).    The system populates the following fields, all of which cannot be edited: Created By (FedEx ID of creator of the revision comment) and Created Date/Time (timestamp of revision comment creation).  You can modify the following fields.  **Comments**. The system allows you to enter a Comment of up to 255 characters. Other Functions of the Internal Comment **Close**. The system allows you to soft save the internal comment by clicking the  button. The system increments the n in the New/Edit(n) button count.  **Cancel**. The system allows you to elect not to save the internal comment by clicking the  button.  **Print**. The system allows you to print the internal comment by clicking the  button. |

### Managing Manual Timing

The system allows you to update transit minutes (manual time) commercial line haul flights and truck routes. To manual time commercial line haul flights or truck routes, follow the following steps.

|  |  |
| --- | --- |
|  | 1. Click the Manually Timed check box for the route. 2. The system opens the Transit Minutes field – Transit (hhmm) – for edit. 3. Click in the Transit (hhmm) field and enter a new Transit Minute value. 4. The system retimes and costs the route using the new Transit Minute value. |

### Adding a New Route

The Schedule Maintenance / WIP Window allows you to add a new route. Follow the following steps for duplicating a route.

|  |  |
| --- | --- |
|  | 1. Click the create route icon shown to the left of these instructions. The system displays the Select Route Type pop up.      1. Select a route type and click Apply. The system adds an expanded but blank route to the top of the WIP panel. 2. Click the  move number assistance icon. The system displays the Route Editor pop up. 3. Click the route range desired for the route to be added. The system displays the routes for the selected range. 4. Click the move number desired for the route to be added and the Apply button. The system closes the Route Editor pop up and enters the move number. 5. Click the calendar pop up icon () for the route effective days. The system launches the Calendar.      1. Select the desired leg effective days and click OK. The system closes the Calendar and enters the route effective days at the route level and on the first leg effective level. 2. Click the  list icon for the leg type. The system launches the Select Leg Type pop up.      1. Select the desired leg type and click Apply. The system closes the Select Leg Type pop up and enters the leg type at the route level and on the first leg. 2. Click the  list icon for the equipment type. The system launches the Select Equipment Type pop up.      1. Select the desired equipment type and click Apply. The system closes the Select Equipment Type pop up and enters the equipment type at the route level and on the first leg. 2. Click the  list icon for the origin. The system launches the Select Route Origin pop up.      1. Select the desired origin and click Apply. The system closes the Select Route Origin pop and enters the origin in the Orig leg field and Location route field. 2. Click the  list icon for the destination. The system launches the Select Route Destination pop up.      1. Select the desired destination and click Apply. The system closes the Select Route Destination and enters the destination in the Dest leg field and the Location route field. 2. Enter the departure time or the arrival time. The system stores the entered time as the anchor time (shown in italics) and calculate the corresponding time. 3. The system times and costs the route. |

### Deleting Route(s)

The Schedule Maintenance / WIP Window allows you to delete one-to-many routes. Follow the following steps for deleting route(s).

|  |  |
| --- | --- |
|  | The system allows you to delete route(s) by clicking the garbage can icon (displayed to the left of these instructions) after selecting at least one route. Prior to selecting at least one route, the garage can icon will be disabled and grayed out.   1. Click one-to-many routes. The system enables the delete icon. 2. Click the garbage can delete icon. The system displays the Delete Confirmation pop up.    Click the Yes – Delete Route button to continue with the delete. Click the No – Do Not Delete button to disregard the delete. 3. The system deletes the routes and displays confirmation. The system may display a Revision Comment alert. For more information see [Managing Revision Comments](#_Managing_Revision_Comments). 4. The system displays the delete confirmation and updated query results with the deleted route shown in gray on the Schedule Matrix. |

### Saving Route Modifications

The Schedule Maintenance / WIP Window allows you to save one-to-many routes. Follow the following steps for saving route(s).

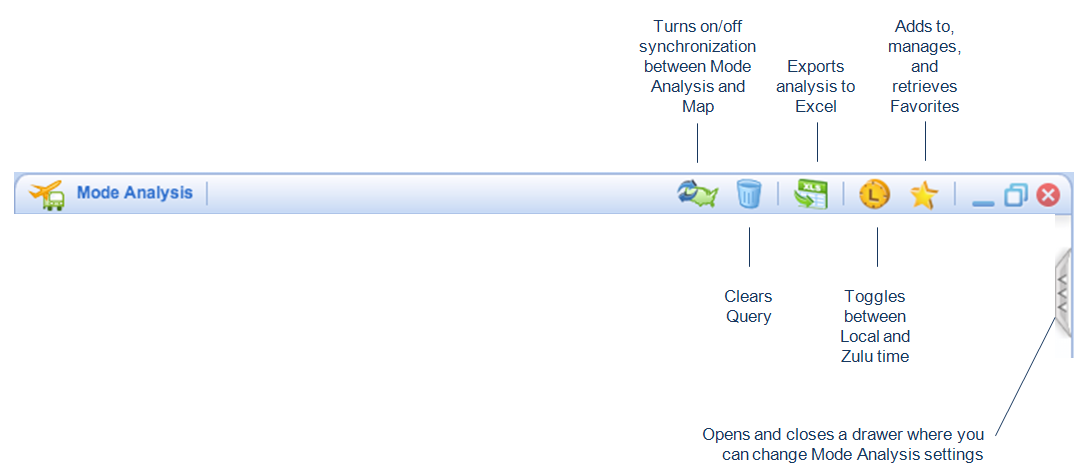
|  |  |
| --- | --- |
|  | The system allows you to save route(s) by clicking the save disk icon (displayed to the left of these instructions) after selecting at least one route. Prior to selecting at least one route, the save disk icon will be disabled and grayed out.   1. Click one-to-many routes. The system enables the save disk icon. 2. Click the save disk icon. The system may display a Revision Comment alert. For more information see [Managing Revision Comments](#_Managing_Revision_Comments). 3. The system displays the save confirmation and updated query results with the saved route information on the Schedule Matrix. |

### Undeleting a Route

The Schedule Maintenance / WIP Window allows you to undelete a route. Follow the following steps for undeleting a route.

|  |  |
| --- | --- |
|  | The system allows you to undelete a route by clicking the blue plus icon (displayed to the left of these instructions) on a route.   1. Click the undelete icon. The system may display a Revision Comment alert. For more information see [Managing Revision Comments](#_Managing_Revision_Comments). 2. The system displays the undelete confirmation and updated query results with the undeleted route displayed in black on the Schedule Matrix. |

## Mode Analysis Window



The Mode Analysis window helps you identify the right mode to get product from point to point. It answers the question: "By adjusting a facility's activity window, what modes become available in time to meet activity demands at origins to, and destinations from, this facility?" There are two different ways to use this window.

* Open an empty mode analysis window and enter the facility and activity information you want to survey.
* Do a network search and select a location from the map to open a mode analysis window that fills with origins, destinations, and activities on the map.

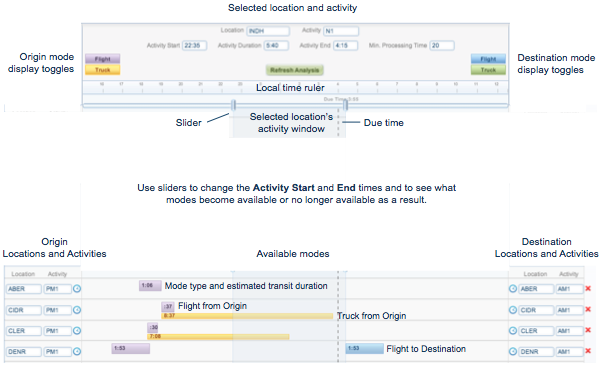
The **Mode Analysis** settings allow you to customize the window. You can save your settings and mode analysis set-up as a favorite. For more information, see [Favorite Window](#_Favorite_Window).

## Start with a query

1. Open the **Network**tab in the **Query** window, and do any of the following:
   * In the **Primary** sub-window, enter the location, activity (optional), and day (recommended) that is the focus of your mode analysis. The facility must be one of these types: Ramp (RP), Hub (HU), Station (SD), or Dock Location (DL).
   * In the **Previous** or **Next** sub-windows, enter origin or destination locations that you want to survey. You can enter locations individually, or to select several locations at once, click in the location box and type:

|  |  |
| --- | --- |
| **Ctrl+C** | to select from a list of country codes. Your query will consist of all facility locations within that country. |
| **Ctrl+G** | to select from a list of facility groups. Your query will consist of all those facility locations that are part of the facility group. |
| **Ctrl+I** | to select from a list of regions. Your query will consist of all locations within that region. |
| **Ctrl+L** | to select from a list of individual locations. Type part of the location code and the wildcard character *%* to find all locations that match the letters you typed plus any other letters. For example, *IND%*finds INDH and INDR. |

1. Click http://localhost:8080/SIServer/pegasus/help/run_query.png
2. On the **Map**, right-click a location, then click **Mode analysis**. The mode analysis window opens. You may need to scroll to see all the origins and locations on the chart:



1. To see what modes become available or unavailable when you change the activity window for the selected location, do any of the following:
   * Move the slider handles to widen or narrow the activity window.

### Type different values In the **Activity Start, Activity Duration**, **Activity End**, or **Min. Processing Time** boxes, then click **Refresh Analysis.** When you change a duration, the start time remains the same and the end time is recalculated.

### [Add or delete origins and destinations](javascript:TextPopup(this))

#### To add origins or destinations

1. If necessary, scroll to the last row in the **Mode Analysis Chart**, then click the green plus icon. You see empty boxes to add origin and destination locations, however, the section that displays the mode bars does not change until you click **Refresh Analysis** in the last step.
2. In the new row, do one or both of the following:
   * Click the **Origin** box and enter an origin, then enter an origin activity.
   * Click the **Destination** box and enter a destination, then enter a destination activity.
3. Click **Refresh Analysis**.

#### To delete origins or destinations

1. Do either of the following:
   * To delete an entire row, click the red x icon. The origin and destination values are removed, however, the mode bars stay in place until you click **Refresh Analysis**.
   * To delete a single item, highlight and delete the value.
2. Click **Refresh Analysis**.

### [Change origin or destination available or due time](javascript:TextPopup(this))

#### To change time on a single activity

1. Next to the origin or destination activity that you want to change, click the blue clock icon. A box appears showing the current **available** time for the origin activity or the **due**time for the destination activity.
2. Click in the box and type a new time. The mode bar changes position and the clock color changes to green to indicate that the time has been changed.

#### To change time on all activities by the same amount

1. Open the settings drawer.
2. Under **Offsets (in minutes)**, typethe number of minutes later (positive number) or earlier (negative number) that you want to shift available (**Origin to activity)**or due (**Activity to dest**) times.

### Turn on or off the display of flight or trucks bar

You can dynamically turn bars on or off, or you can change the Mode Analysis settings to turn bars on or off by default.

#### To turn bars on or off dynamically

|  |  |
| --- | --- |
| Click: | To toggle display of: |
| Purple Flight Icon | Origin flight bars |
| Tan Truck Icon | Origin truck bars |
| Blue Flight Icon | Destination flight bars |
| Green Truck Icon | Destination truck bars |

#### To turn bars on or off by default

1. Open the settings drawer.
2. In the **Display** section, to turn off the display of any bar, clear the checkbox.

### [Change mode analysis settings](javascript:TextPopup(this))

1. Click the drawer icon on the right side of the window.
2. Change any of the following:

|  |  |
| --- | --- |
| **Speeds** | This setting provides the average flight or truck speed used to estimate the transit durations shown on the mode bars. Speeds are shown as miles per hour or kilometers per hour based on settings in the Pegasus Application settings (For more information, see "Change application settings. To change the average speed used, click the box and type a new value. |
| **Offsets** | Use this setting to shift all origin activity available times or all destination activity due times by the same amount. Click in a box and type the number of minutes later (positive number) or earlier (negative number) that you want to shift available or due times. |
| **Zulu midnights to consider** | This settings determines whether a mode is displayed when it is in transit over midnight. By default, the mode analysis shows modes in transit over one midnight. To change this setting to show modes in transit over multiple midnights, click the box and type a new value for the number of midnights you want to show. |
| **Show modes** | This setting determines which colored mode bars are shown on the mode analysis chart. To turn off the display of any of these bars, clear the checkbox. |

1. To apply your changes, click **Apply.**To close the drawer without applying your changes, click the drawer handle.

## Start with a blank chart

1. On the application toolbar, click http://localhost:8080/SIServer/pegasus/help/mode_analysis.png
2. To enter information for the location that is the focus of the analysis, do the following:

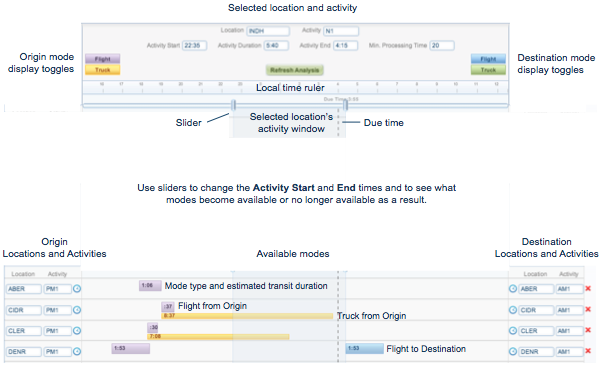
|  |  |
| --- | --- |
| http://localhost:8080/SIServer/pegasus/help/ma_location.png | 1. In the **Location** box, enter a location facility. The facility must be one of these types: Ramp (RP), Hub (HU), Station (SD), or Dock Location (DL). 2. (Optional) in the **Activity box**, select an activity for the facility. |

1. Do any of the following:
   * To enter several origin or destination locations and activities at once:

|  |  |
| --- | --- |
| http://localhost:8080/SIServer/pegasus/help/ma_origins.png | In the **Origins to include** and **Destinations to include**section:   * + 1. Click the **Country** box, then type and select a country.     2. Select an activity.     3. (Optional) To set the available time for all activities to the same time, click the **Time** box and enter a time.     4. Click **Apply**. |

* + To enter individual origins, destinations, and  activities:

|  |  |
| --- | --- |
| http://localhost:8080/SIServer/pegasus/help/ma_individ.png | On the Origins side and the Destinations side:   * + 1. Click the **Location**box, then type and select a location.     2. Click tab, then select an activity. |

1. Click **Refresh Analysis**. The mode analysis updates to show modes that are available within the midpoint location's activity window:  
     
   
2. To see what modes become available or unavailable when you change the activity window for the selected location, do any of the following:
   * Move the slider handles to widen or narrow the activity window.
   * Type different values In the **Activity Start, Activity Duration**, **Activity End**, or **Min. Processing Time** boxes, then click **Refresh Analysis.** When you change a duration, the start time remains the same and the end time is recalculated.

### Add or Delete Origins and Destinations

#### To add origins or destinations

1. If necessary, scroll to the last row in the **Mode Analysis Chart**, then click the green plus icon. You see empty boxes to add origin and destination locations, however, the section that displays the mode bars does not change until you click **Refresh Analysis** in the last step.
2. In the new row, do one or both of the following:
   * Click the **Origin** box and enter an origin, then enter an origin activity.
   * Click the **Destination** box and enter a destination, then enter a destination activity.
3. Click **Refresh Analysis**.

#### To delete origins or destinations

1. Do either of the following:
   * To delete an entire row, click the red x icon. The origin and destination values are removed, however, the mode bars stay in place until you click **Refresh Analysis**.
   * To delete a single item, highlight and delete the value.
2. Click **Refresh Analysis**.

### [Change origin or destination available or due time](javascript:TextPopup(this))

#### To change time on a single activity

1. Next to the origin or destination activity that you want to change, click the blue clock icon. A box appears showing the current **available** time for the origin activity or the **due**time for the destination activity.
2. Click in the box and type a new time. The mode bar changes position and the clock color changes to green to indicate that the time has been changed.

#### To change time on all activities by the same amount

Use The Offsets setting to shift all origin activity available times or all destination activity due times by the same amount.

1. Open the settings drawer.
2. Under **Offsets (in minutes)**, typethe number of minutes later (positive number) or earlier (negative number) that you want to shift available (**Origin to activity)**or due (**Activity to dest**) times.

### [Turn on or off the display of flight or truck bars](javascript:TextPopup(this))

You can dynamically turn bars on or off, or you can change the Mode Analysis settings to turn bars on or off by default.

#### To turn bars on or off dynamically

|  |  |
| --- | --- |
| Click: | To toggle display of: |
| Purple Flight Icon | Origin flight bars |
| Tan Truck Icon | Origin truck bars |
| Blue Flight Icon | Destination flight bars |
| Green Truck Icon | Destination truck bars |

#### To turn bars on or off by default

1. Open the settings drawer.
2. In the **Display** section, to turn off the display of any bar, clear the checkbox.

### [Change mode analysis settings](javascript:TextPopup(this))

1. Click the drawer icon on the right side of the window.
2. Change any of the following:

|  |  |
| --- | --- |
| **Speeds** | This setting provides the average flight or truck speed used to estimate the transit durations shown on the mode bars. Speeds are shown as miles per hour or kilometers per hour based on settings in the Pegasus Application settings (For more information, see "Change application settings". To change the average speed used, click the box and type a new value. |
| **Offsets** | Use this setting to shift all origin activity available times or all destination activity due times by the same amount. Click in a box and type the number of minutes later (positive number) or earlier (negative number) that you want to shift available or due times. |
| **Zulu midnights to consider** | This settings determines whether a mode is displayed when it is in transit over midnight. By default, the mode analysis shows modes in transit over one midnight. To change this setting to show modes in transit over multiple midnights, click the box and type a new value for the number of midnights you want to show. |
| **Show modes** | This setting determines which colored mode bars are shown on the mode analysis chart. To turn off the display of any of these bars, clear the checkbox. |

1. To apply your changes, click **Apply.**To close the drawer without applying your changes, click the drawer handle.