

Galley Planning (GP4) – Reference Data **User/Training Guide**

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1. Introduction

1.1 Overview

Reference Data provides the airline configurability of various dropdown menus and data elements within the GP4 software.

1.2 Intended Audience

This document is intended to be used by airline galley planning resources.

1.3 Scope

This document covers the following Reference Data features:

- Entity Types; and
- Reference Data.

The examples provided in the user guide instructions can be used for training.

For information on alternative methods of using other functions such as 'Find', refer to *Galley Planning – The Basic User/Training Guide s*.

1.4 Definitions

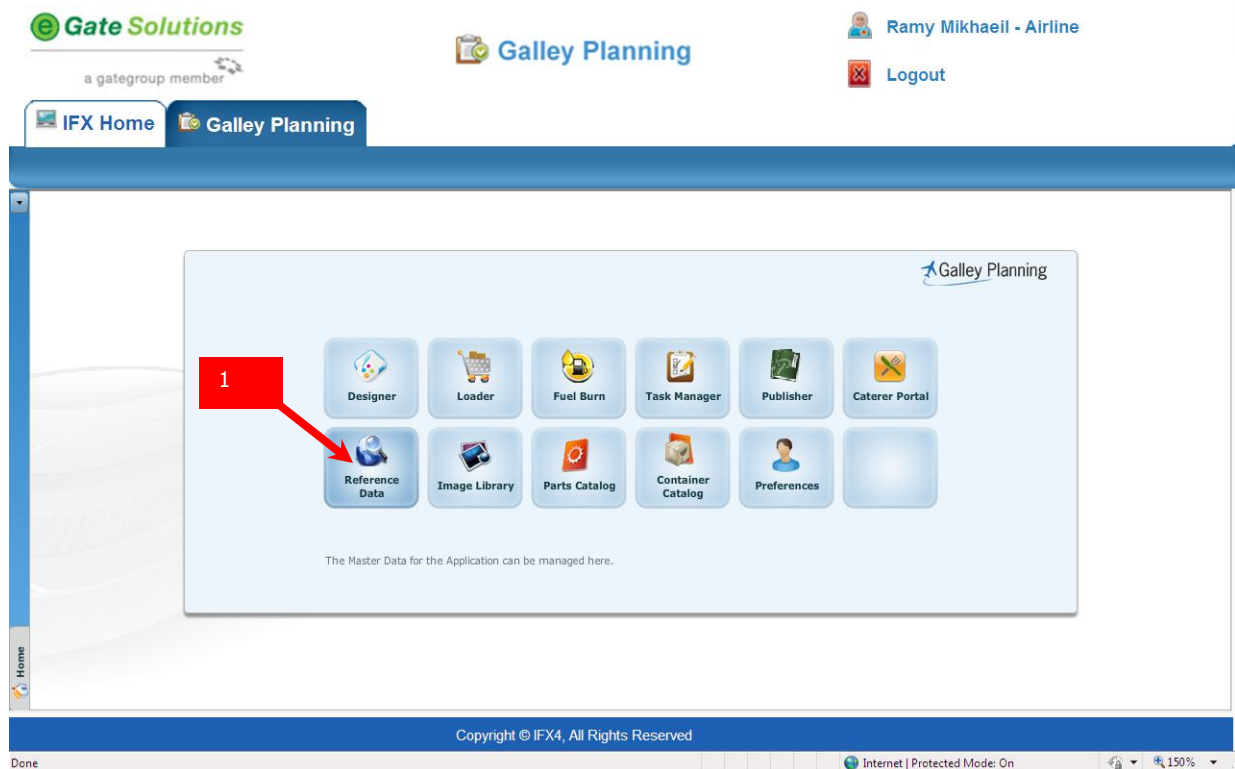
Refer to *Galley Planning – The Basics User/Training Guide* for definitions of terms and acronyms used in this document.

1.5 Related Documents/References

Name	Location
Galley Planning – The Basics User/Training Guide	

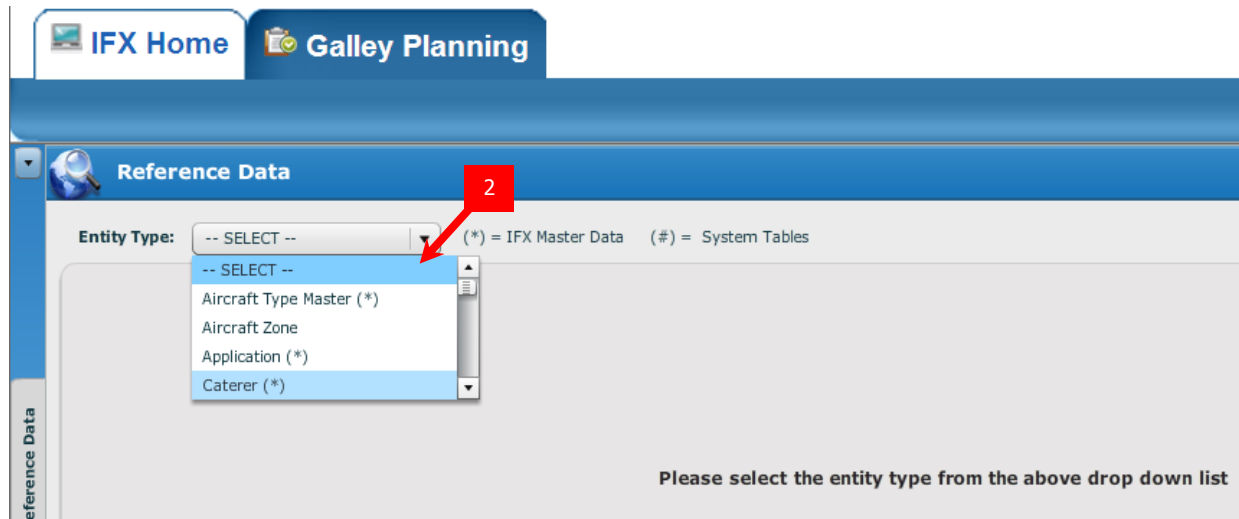
2. System Navigation

Step 1 - The following diagram shows the initial Galley Planning screen and the available options for the user to choose from. Click on the **Reference Data** icon to access Reference Data.

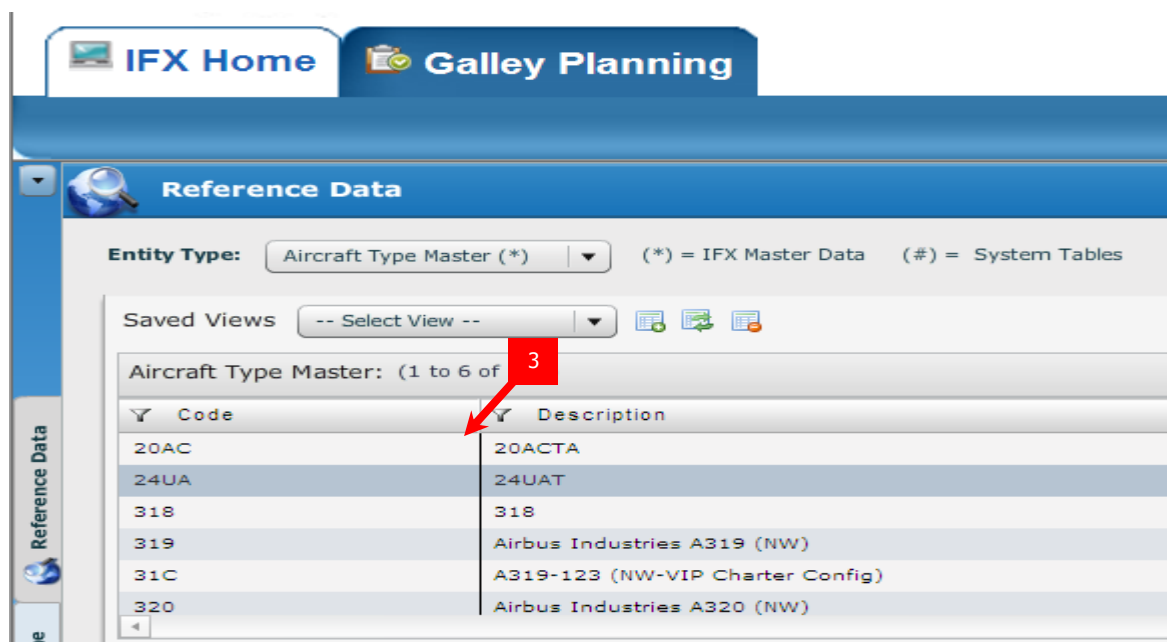


3. Entity Type Selection

Step 2 - Once Reference Data has been selected, the below window will open which contains a dropdown list of all the different Entity Types available. Select an **Entity Type**.



Step 3 - Once an Entity Type is selected, a new window opens with all the reference data available for the selected entity type. In the below example the "Air craft Type Master" entity type was selected and all the data available is displayed in two columns; the "Code" column contains all the aircraft codes with their descriptions in the "Description" column.

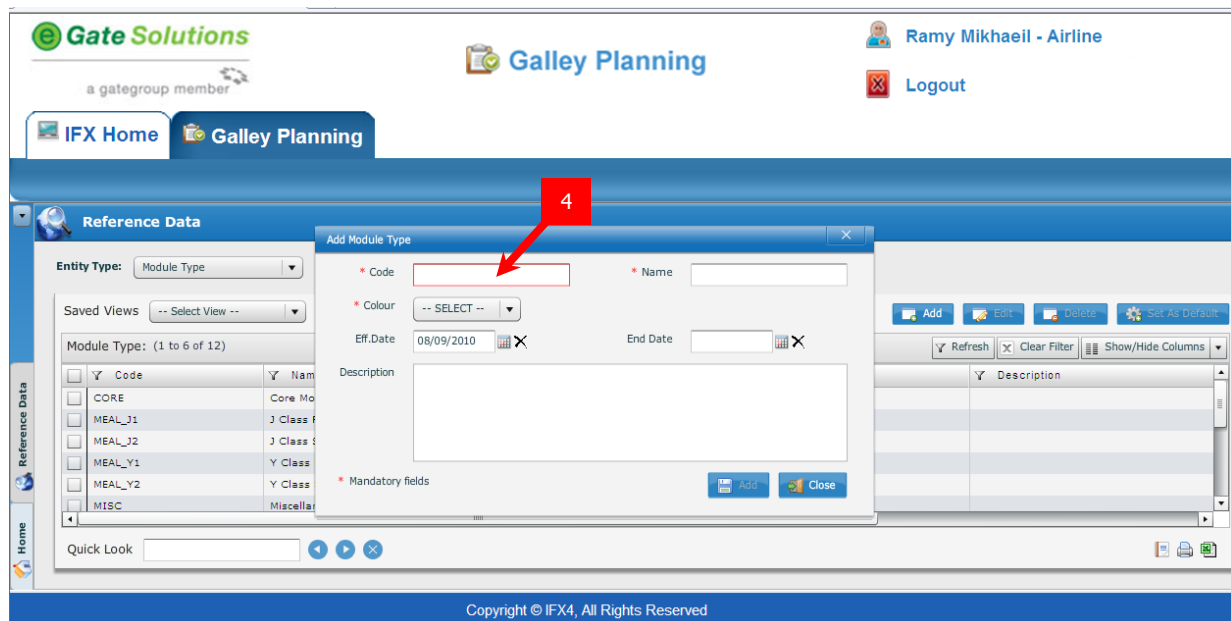


4. Updating Reference Data

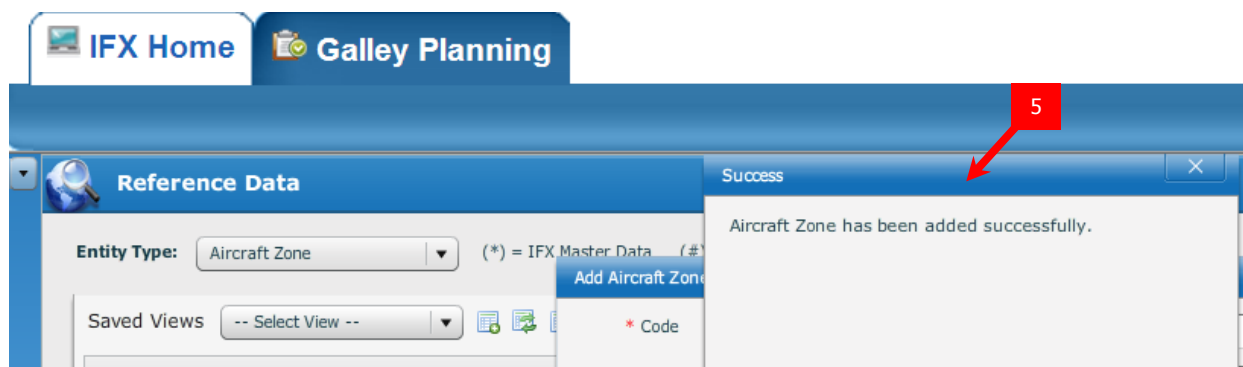
4.1 Adding a New Record

Step 4 - To add a new record under a specified entity type, click the **Add** button and enter the details for the new record.

Note: Users can't add new records to Entity Types with * (IFX Master Data) or # (System Tables) next to them, as those Entity Types cannot be edited.

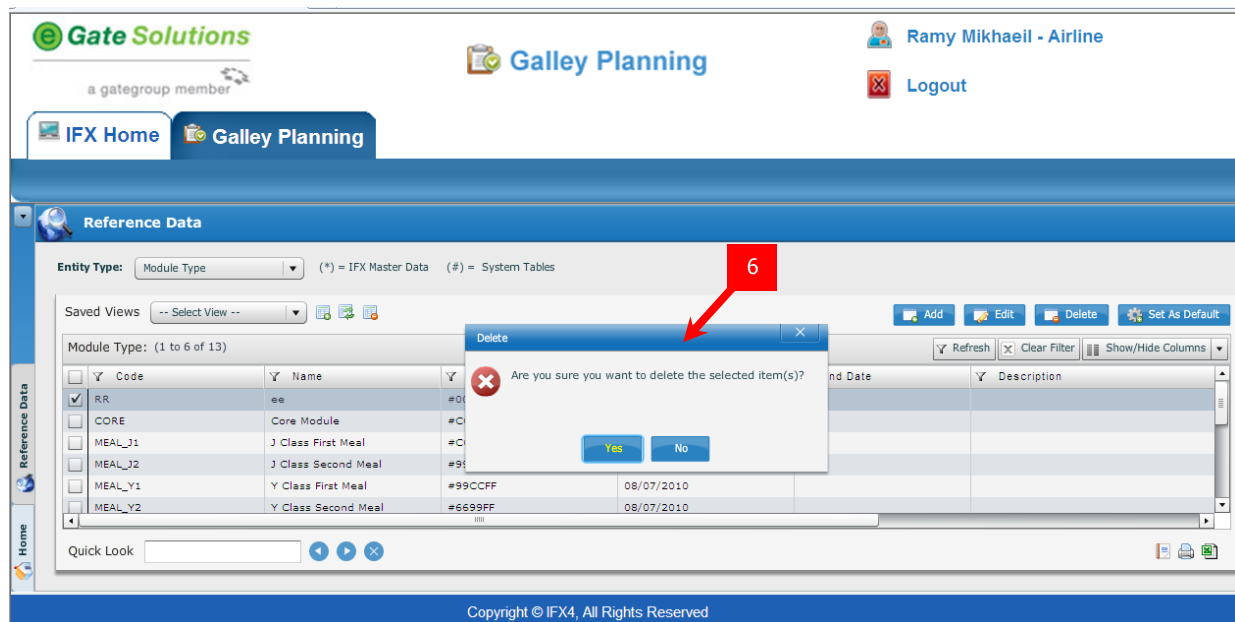


Step 5 - Once all the required information has been supplied for the new record, click **Add**. A confirmation message will appear and the new record will be added.

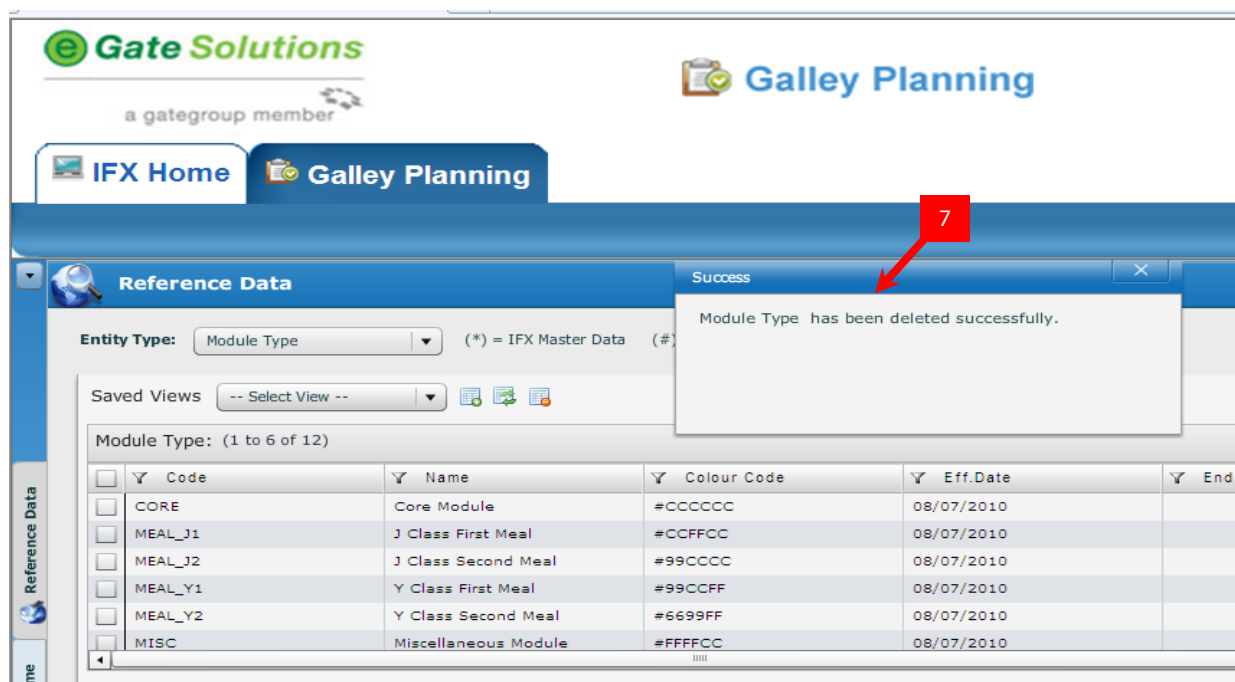


4.2 Deleting a Record

Step 6 - To delete a record, tick the box to the left of the record and click on **Delete**. When a dialogue box pops up confirming that you want to delete the selected item, click **Yes**.



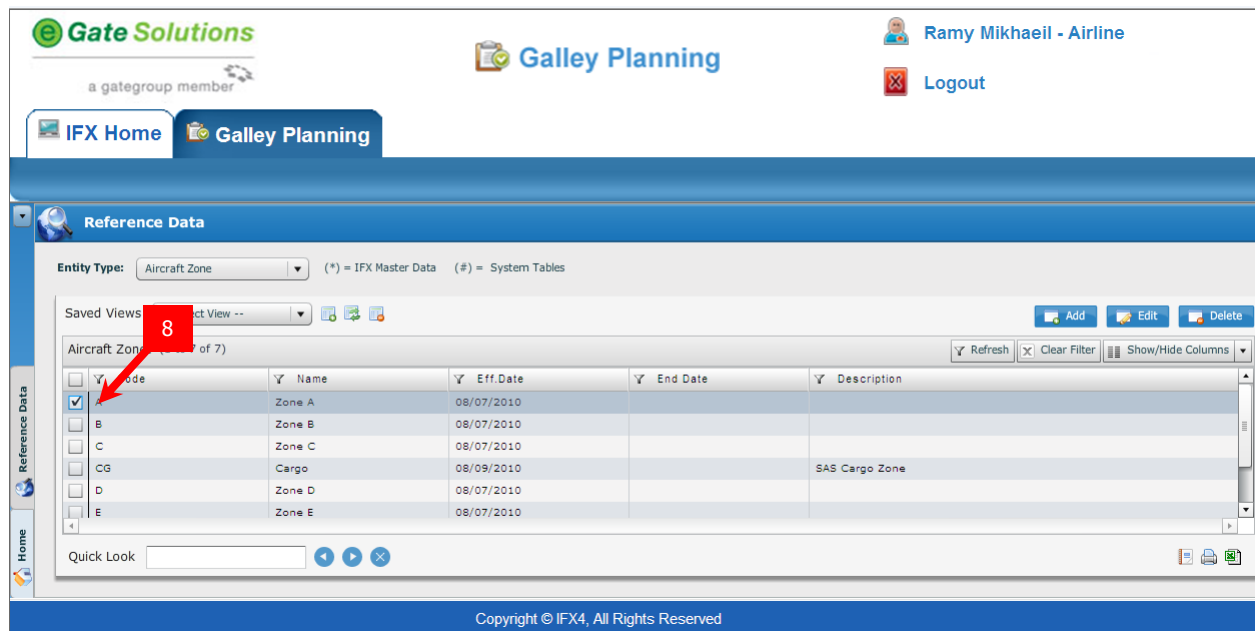
Step 7 - A dialogue box will pop up confirming that the record has been deleted successfully.



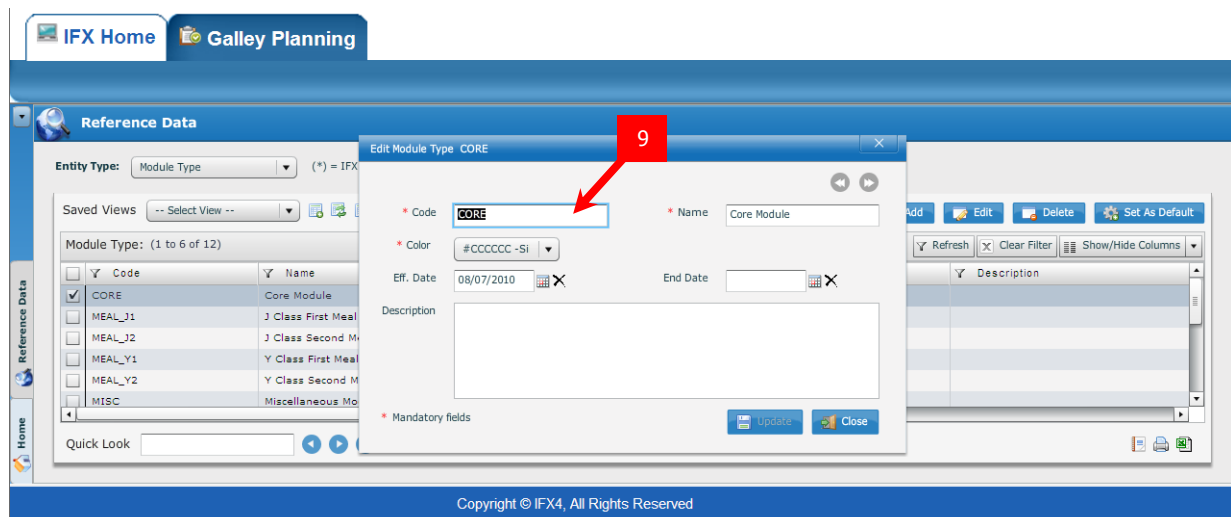
4.3 Editing a New Record

Step 8 - Select an Entity Type, and then tick the check box next to the record you wish to edit and click **Edit**.

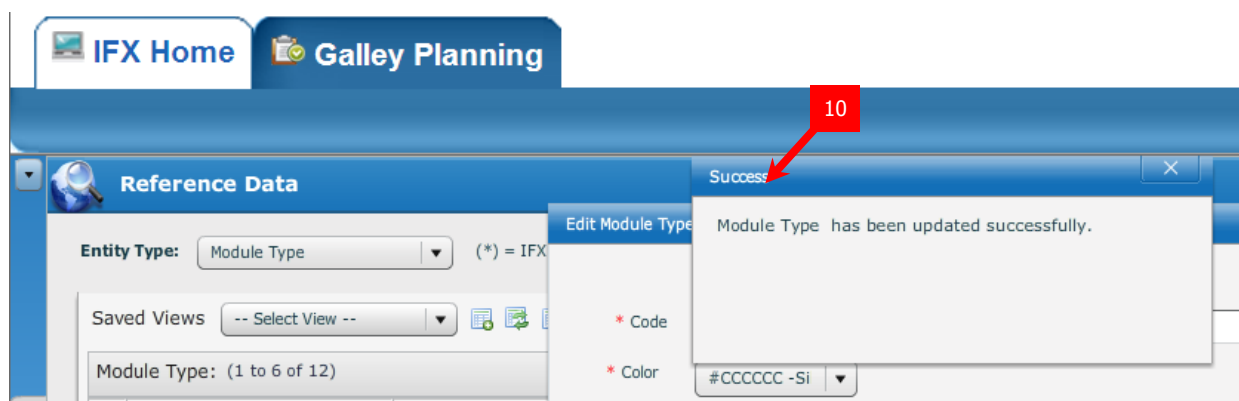
Note: Users can't edit records with * (IFX Master Data) or # (System Tables) next to them as those Entity Types cannot be edited.



Step 9 - A new dialogue box will pop up and the user will have the option to edit the details for the selected record. Once all the changes have been made, click **Update** to save the changes.



Step 10 - A message will appear confirming the item has been updated successfully.



5. Entity Type Overview

Master Data (*) = IFX4 data relevant to the IFX4 suite of applications.

System Tables (#) = GP4 specific data

Note: IFX4 Master Data and System Tables Data can't be changed or modified.

Below is a list of all Entity Types available and their description.

Item	Entity Type	Entity Description	Entity Usage
1	Aircraft Type Master (*)	Contains codes and description for the different types and classes of aircrafts.	Used in creating new aircraft types.
2	Aircraft Zone	Contains the code and description for the different zones on the aircraft, e.g. Zone A, Zone B and their effective date.	Used in the creation of Galleys and stowage bays.
3	Application (*)	Contains code, name and description for the different applications available in GP4.	Can assist user in finding the right application for their needs.
4	Caterer (*)	No Info in system yet	
5	Colour	Contains colours codes, names and effective dates.	Can assist users in choosing containers and stowage bay colours.
6	Container Manual Type	Contains codes, names and types of container manuals.	
7	Currency (*)	Contains codes and names of the world currencies.	Can assist in the Galley planning process.
8	Equipment Type	Contains names and codes for different equipment type e.g. liquor, kitchen/operation.	Used in choosing the correct type for different equipment.
9	Exchange Type	Contains codes, names and effective dates for the different exchange types available e.g. partial liquor exchange, full liquor exchange.	Used in catering planning.
10	Flight Type	Contains codes, names and effective dates for flight types (note only contains one flight type) .	
11	Galley Type	Contains codes, names and effective dates for the two different Galley types, other Galley type and standard Galley type.	Used in Galley design and creation.
12	Haulage Type (*)	Contains codes, names, from mins, to mins for haulage types.	
13	Image Type (#)	Contains codes, names and description for the image types e.g. aircraft, containers.	Images are used in the Galley design, planning.
14	Module Type	Contains codes, names, colour codes, effective dates and descriptions for modules types.	Modules are used in the creation of products.
15	Note Type (#)	Contains codes, names, effective dates and descriptions for different note types e.g. Galley notes, module notes.	

Item	Entity Type	Entity Description	Entity Usage
16	Part Category	Contains codes, names, effective dates for all the different parts categories available.	Parts categories are used in the addition of parts in the parts catalogue.
17	Part Type (#)	Contains codes, names, effective dates and descriptions for the two parts types available container and part.	Parts types are used in the creation of stowage.
18	Part Usage Type	Contains codes, names, effective dates for the three different part usage types available disposable, replenishable, rotatable.	Parts usage types are used in the addition of new parts in the parts catalogue
19	Passenger Class (*)	Contains codes, names, descriptions and effective dates for the different passenger classes available e.g. business, economy.	Passenger class specifications are used in the galley planning process.
20	Product Category	Contains codes, names and effective dates for the two product categories, cosmetic and standard configurations.	Product categories are used in aircraft layout and Galley planning designs.
21	Product Manual Type	Need more info	
22	Product Type	Contains codes, names and effective dates for the different product types available.	
23	Report System Type (#)	Contains codes, names and descriptions for the different manuals.	
24	Shape Type	Contains codes and names on different shape types, e.g. box, sphere.	Can assist in Galley planning.
25	Station (*)	Contains codes, names and descriptions for all the world airports.	Can assist in Galley planning.
26	Supplier Type	Need more info	
27	Task Manual type	Need more info	
28	Unit of Measure (*)	Contains codes, names, measure types and descriptions for all units of measurements.	