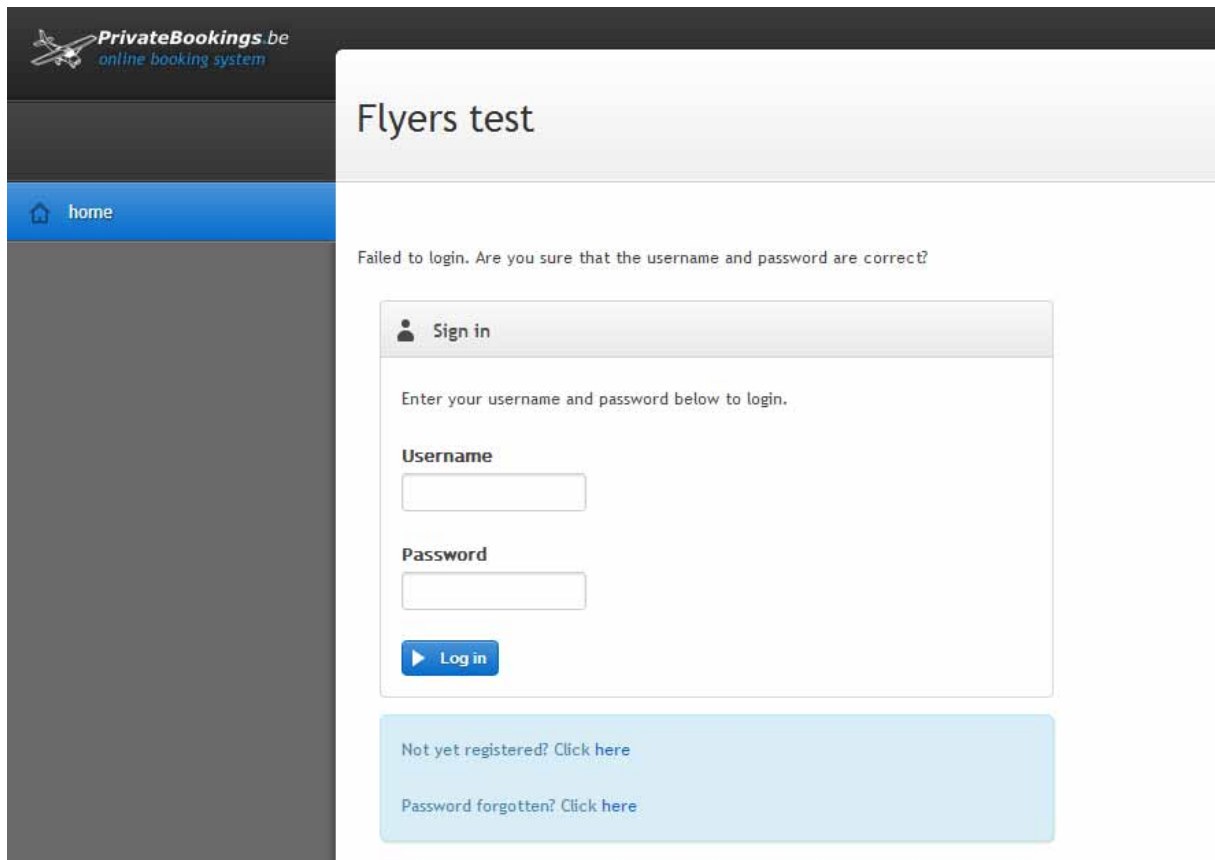


# Manual: PrivateBookings.be (booking system) v1.0

## Login page



The screenshot shows the login page of PrivateBookings.be. The page has a dark header with the logo and 'PrivateBookings.be online booking system'. Below the header is a navigation bar with a 'home' link. The main content area is titled 'Flyers test' and displays a message: 'Failed to login. Are you sure that the username and password are correct?'. Below this message is a 'Sign in' form with the following fields and buttons:

- Sign in (with a user icon)
- Enter your username and password below to login.
- Username:
- Password:
- Log in (with a play icon)
- Not yet registered? [Click here](#)
- Password forgotten? [Click here](#)

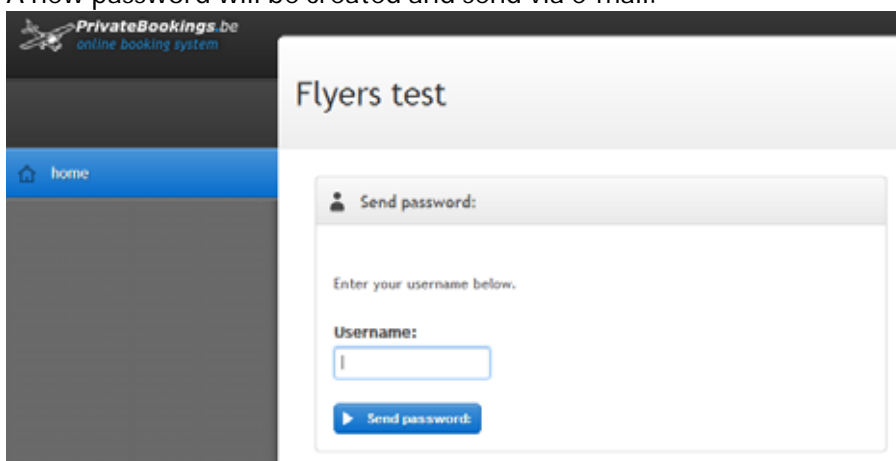
Login with your username and password

Not yet registered (create new user)

When your user account is created, it should be approved by the administrator before you can login into the application. The site administrator needs to inform you after approving your user account (via mail or phone)

Password forgotten

A new password will be created and send via e-mail.



The screenshot shows the 'Send password' page of PrivateBookings.be. The page has the same header and navigation bar as the login page. The main content area is titled 'Flyers test' and displays a message: 'Enter your username below.'. Below this message is a 'Send password' form with the following fields and buttons:

- Send password: (with a user icon)
- Enter your username below.
- Username:
- Send password: (with a play icon)

# Home page

PrivateBookings.be  
home booking system

admin admin Logout

## Flyers test

**Today**

Reservation: 10/10/2012 18:00 to 10/10/2012 19:00  
Pilot: admin  
Instructor:  
Aircraft: PA-38 GRS400

**This week**

No reservations!

**This month**

No reservations!

**License**

License number: 123456  
License type: ATPL  
License validity: 2012-01-01  
Medical validity: 2016-09-01  
ICAO language proficiency validity: 1949-03-22  
ICAO language proficiency level: 6  
[Change/update licenses](#)

**Quicklinks**

- Go to booking
- My account
- belgocontrol

Overview bookings (today – this week – this month)

License (license information)

Change update licenses

### Licence detail

Pilot 25 etienne

**Licence Number:**

**Licence Type:**

**Licence Validity:**

**Medical Validity:**

**ICAO language proficiency validity:**

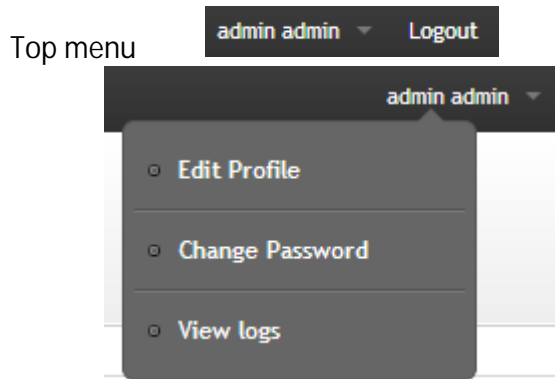
**ICAO language proficiency level:**

Quicklinks

Go to booking

My account

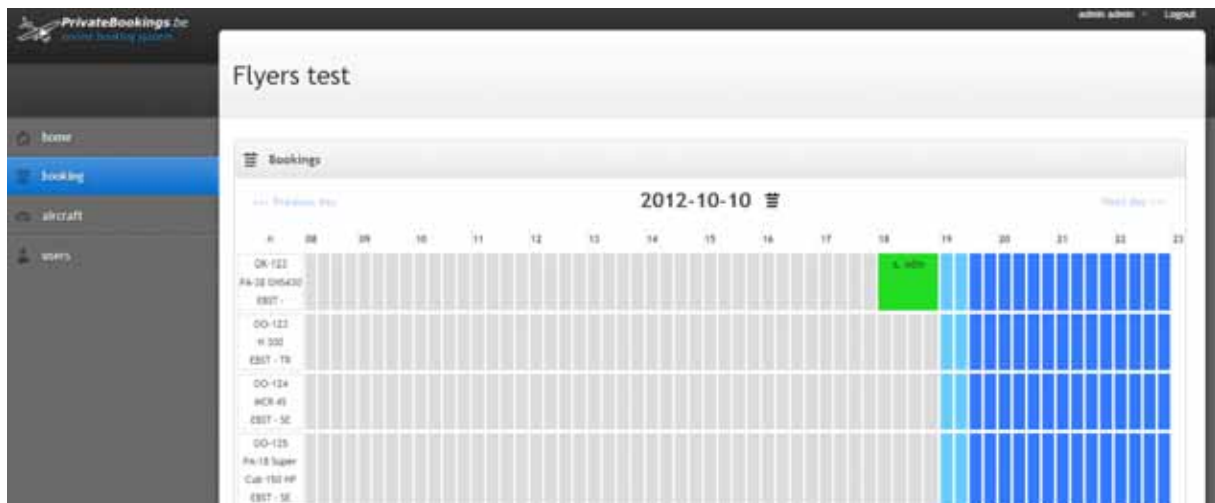
Belgocontrol



Edit Profile (view/change user information)  
 Change Password  
 View logs (view trainingrecords)

## Booking page

### Overview calendar page



List with aircrafts (calendar)  
 List with instructors (calendar)  
 Click on existing booking (edit/change or delete booking)  
 Click on the booking grid (add new booking)  
 Date selector



Previous and Next day (navigation)  
 Click on date **2012-10-10** to select the date selector

## Aerorise/set, sunrise/set information

- AERORISE : 07:21
- SUNRISE : 07:57
- SUNSET : 18:52
- AEROSSET : 19:28

## Add/Edit booking page

**Booking detail**

**Pilot:**

**Instructor:**

**Aircraft:**

**Comment:**

**From:**

**Until:**

- Select pilot
- Select instructor (optional)
- Select aircraft
- Select from date/hour and until date/hour
- Comment field

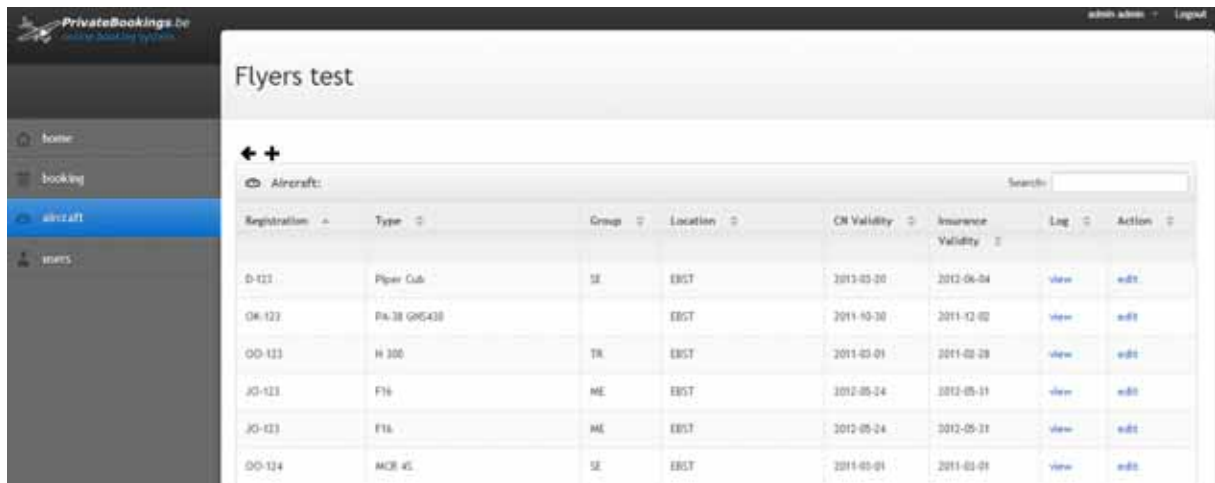
When a new booking is submit or a booking has been changed an email is send to the user, administrator and the instructor.

If an instructor is not available, he can make a booking and select his own user account as pilot and/or instructor for a certain period.

An administrator can select only an aircraft (without pilot and instructor) to make an aircraft unavailable for a certain period.

# Aircrafts page

## Overview aircrafts page



The screenshot shows a web application interface for 'PrivateBookings.be'. The main content area is titled 'Flyers test' and displays a table of aircrafts. The table has columns for Registration, Type, Group, Location, CN Validity, Insurance Validity, Log, and Action. The data rows are as follows:

Registration	Type	Group	Location	CN Validity	Insurance Validity	Log	Action
D-121	Piper Cub	SE	EBST	2013-03-20	2012-06-04	view	edit
OK-122	Pitt-38 GWS435		EBST	2011-10-30	2011-12-02	view	edit
OO-123	H 300	TK	EBST	2011-03-01	2011-02-28	view	edit
JO-123	F16	ME	EBST	2012-05-24	2012-05-31	view	edit
JO-123	F16	ME	EBST	2012-05-24	2012-05-31	view	edit
OO-124	MCR 45	SE	EBST	2011-01-01	2011-01-01	view	edit

List with all aircrafts

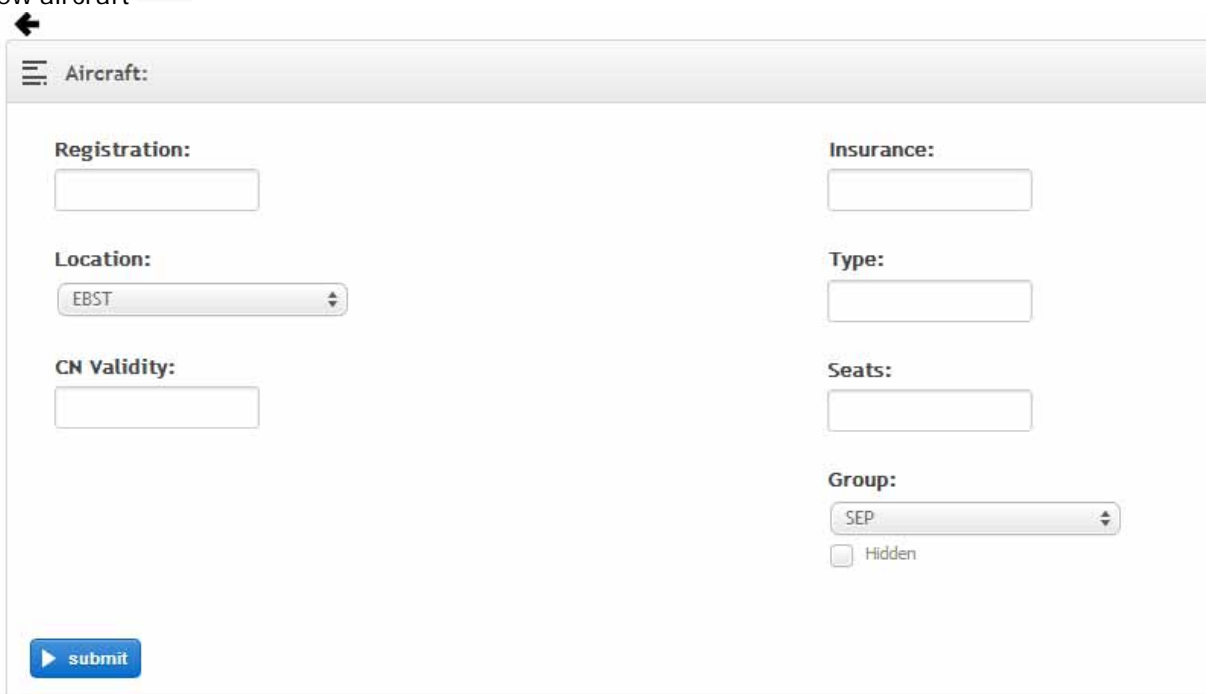
Sort column (in table header) e.g. sort the column "Location"

Location ▾

Search/filter functionality e.g. search/filter Aircraft location (sort column or filter on location)

Search: Piper|

Add a new aircraft



The screenshot shows the 'Add a new aircraft' form. It has a title 'Aircraft:' and a back arrow icon. The form contains several input fields and dropdown menus:

- Registration:
- Location:
- CN Validity:
- Insurance:
- Type:
- Seats:
- Group:
- Hidden

At the bottom left, there is a blue 'submit' button.

## Edit aircraft page

[edit](#)

Edit aircraft details (edit action in overview aircrafts screen)

←

☰ Aircraft:

<b>Registration:</b> <input type="text" value="D-123"/>	<b>Insurance:</b> <input type="text" value="2012-06-04"/>
<b>Location:</b> <input type="text" value="EBST"/>	<b>Type:</b> <input type="text" value="Piper Cub"/>
<b>CN Validity:</b> <input type="text" value="2013-03-20"/>	<b>Seats:</b> <input type="text" value="2"/>
	<b>Group:</b> <input type="text" value="SEP"/> <input checked="" type="checkbox"/> Hidden

Checkbox "Hidden": the aircraft will not appear in the booking page (not possible to make bookings anymore for this aircraft)

## View tech log page (per aircraft)

[view](#)

Maintenance info (view aircraft log action in overview aircrafts screen)

← +

☰ Technical logs: Search:

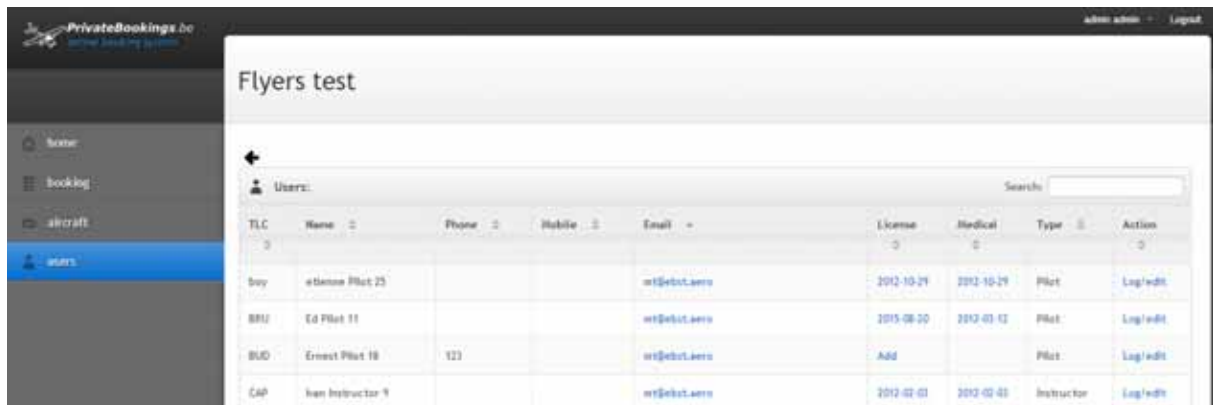
Date	Entered by	Aircraft	Description	Actions
2012-05-23 22:07	Jo Philippaers	D-123 (Piper Cub)	test technical log sddqsd	<a href="#">detail</a>
2012-06-10 11:27	Jo Philippaers	D-123 (Piper Cub)	test Jo	<a href="#">detail</a>
2012-06-10 11:28	Jo Philippaers	D-123 (Piper Cub)	test Jo	<a href="#">detail</a>
2012-06-10 11:28	Jo Philippaers	D-123 (Piper Cub)	fdffs sdsqsd	<a href="#">detail</a>
2012-06-10 11:33	Jo Philippaers	D-123 (Piper Cub)	iiii	<a href="#">detail</a>

Showing 1 to 5 of 5 entries First | Previous | **1** | Next | Last

Add a new tech log  
Change/edit a tech log

## Users page (pilot, instructor, admin, ...)

### Overview users



The screenshot shows a web application interface for 'PrivateBookings.be'. The main content area is titled 'Flyers test' and displays a table of users. The table has columns for TLC, Name, Phone, Mobile, Email, License, Medical, Type, and Action. The data rows are as follows:

TLC	Name	Phone	Mobile	Email	License	Medical	Type	Action
3	3							
300	etienne Pilot 25			wt@elst.aero	2012-10-29	2012-10-29	Pilot	Log/edit
300	Ed Pilot 11			wt@elst.aero	2015-08-20	2012-01-12	Pilot	Log/edit
300	Ernest Pilot 18	123		wt@elst.aero	Add		Pilot	Log/edit
300	Ivan Instructor 9			wt@elst.aero	2012-02-01	2012-02-01	Instructor	Log/edit

List with all users

Sort column (in table header)

Search/filter functionality (e.g. all pilots)

### Edit license page

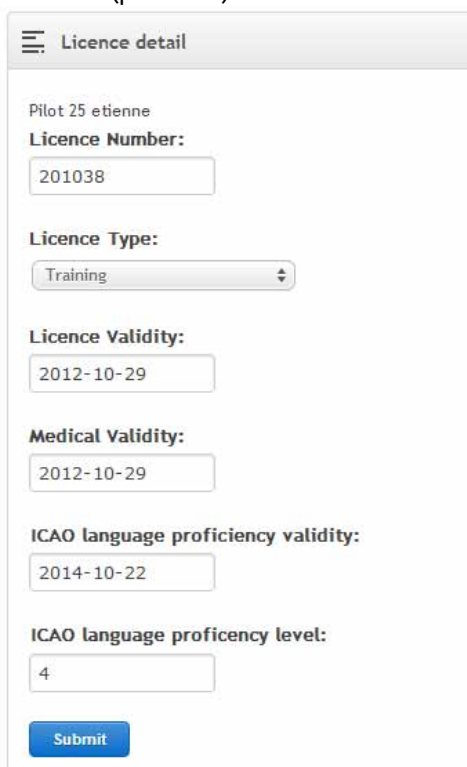
Click on license (date) or medical (date) in overview users



The screenshot shows a table with two columns: 'License' and 'Medical'. Each column contains a date and a small downward-pointing arrow icon, indicating a dropdown menu.

License	Medical
2012-10-29	2012-10-29

Edit license info (per user)



The screenshot shows a form titled 'Licence detail' for 'Pilot 25 etienne'. The form contains the following fields:

- Licence Number:** 201038
- Licence Type:** Training
- Licence Validity:** 2012-10-29
- Medical Validity:** 2012-10-29
- ICAO language proficiency validity:** 2014-10-22
- ICAO language proficiency level:** 4

A 'Submit' button is located at the bottom of the form.

## Edit user page

Log/edit

Change user info (edit action in overview users screen)

### Tab "User"

The screenshot shows a web interface for editing user details. At the top, there are three tabs: 'User' (selected), 'Groups', and 'Instructor'. The 'User' tab contains the following fields:

Name	admin	E-Mail	privatebookingsbe
First name	admin	Phone	
Address	straat 123	Mobile	
Zip code	1234	TLC	ADM
City	CITY	Bio	
Country	BELGIUM		

A blue 'submit' button is located at the bottom left of the form.

Personal user information

### Tabs "Groups"

The screenshot shows the same web interface, but with the 'Groups' tab selected. The 'Groups' section contains a list of groups with checkboxes:

- Users
- Super Admin
- Administrators
- Banned
- Instructors
- Maintenance
- Students
- Techlog

A blue 'submit' button is located at the bottom left of the form.

Users=pilot  
Super Admin  
Administrators  
Banned  
Instructors  
Maintenance  
Students  
Techlog



## Define rights

Pilots=users + students

Instructors

Maintenance=maintenance + techlog

Administrators=administrator + super admin

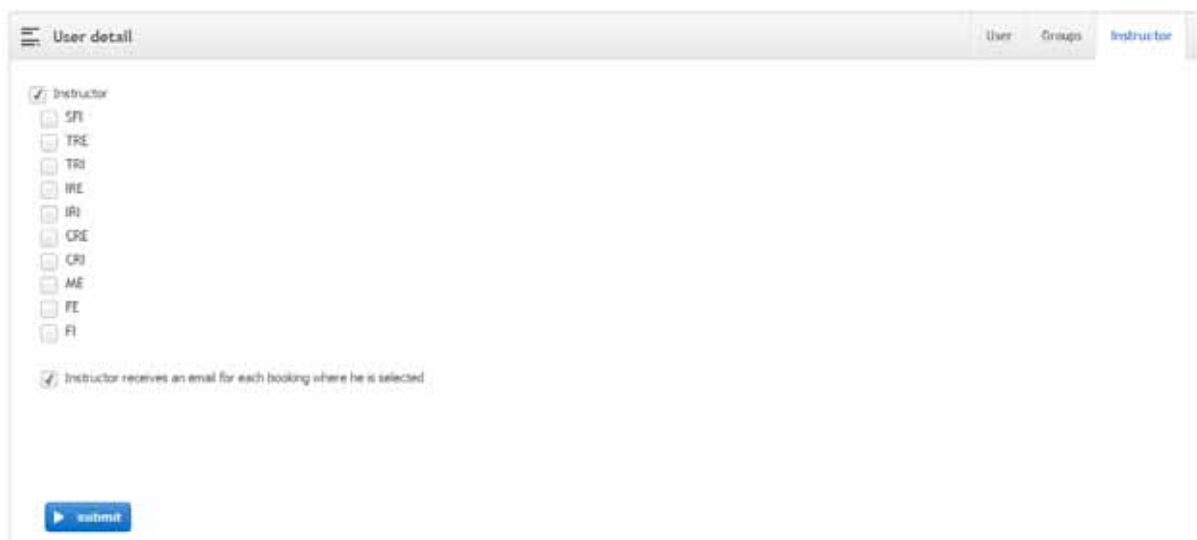
When a new user is registered the administrator should assign the corresponding rights to this new user before the user can access the booking application

Pilot or student -> checkbox "Users"

Instructor -> Checkbox "Users" and "Instructors"

IMPORTANT: for a new instructor also fill in the tab "Instructor"

## Tab "Instructor"



The screenshot shows a web interface for 'User detail' with three tabs: 'User', 'Groups', and 'Instructor'. The 'Instructor' tab is active. It contains a list of roles with checkboxes: 'Instructor' (checked), 'SFI', 'TRE', 'TRI', 'IRE', 'IRI', 'CRE', 'CRI', 'ME', 'FE', and 'FI'. Below the list is a checkbox labeled 'Instructor receives an email for each booking where he is selected', which is also checked. A 'submit' button is at the bottom left.

Instructor should be indicated in the screen (checkbox)

## View student records page

[Log/edit](#)

Overview student records (log action in overview users screen)



Trainingrecords:														Search: <input type="text"/>	
Date	Registration	Group	Pilot	Instructor	Engine start	Engine stop	Flighttime	Log	Type	Rule	Landings	Circuits	Comment	Action	
2012-06-15	D-123	SE	admin admin	Marc Tuts	23:53	23:57	23	Solo	Crosscountry	V - Day	1	2		<a href="#">detail</a>	
2012-08-04	D-123	SE	admin admin	Marc Tuts	11:18	22:43	68	Solo	Crosscountry	V - Day	2	2		<a href="#">detail</a>	
2012-08-30	D-123	SE	admin admin	Marc Tuts	16:12	16:42	30	Solo	Crosscountry	V - Day	2	2	test jo	<a href="#">detail</a>	

Showing 1 to 3 of 3 entries

[First](#)
[Previous](#)
[1](#)
[Next](#)
[Last](#)

Totals														
Solo	Dual	SPIC	Sim	Local	Crosscountry	Day	Night	SE	ME	Type	VFR	IFR	Landings	Circuits
2:01	0:00	0:00	0:00	0:00	2:01	2:01	0:00	2:01	0:00	0:00	2:01	0:00	0	6

List with all student records per user and totals per student

Print trainingrecords

Add a new trainingrecord

## View student record page (per student)

detail

Edit/change or delete trainingrecord (detail action in overview student records screen)  
Training exercises (checkboxes)

←

☰ Trainingrecords:

<b>Date</b> 2012-06-15	<b>Flight time (minutes)</b> 23	<b>Exercises</b> <input type="checkbox"/> Ex 1 - Aircraft familiarisation <input type="checkbox"/> Ex 1E - Emergency drills <input type="checkbox"/> Ex 2 - Flight preparation and actions after flight <input type="checkbox"/> Ex 3 - Air experience <input type="checkbox"/> Ex 4 - Effects of controls <input type="checkbox"/> Ex 5 - Taxi <input type="checkbox"/> Ex 5E - Taxi emergencies <input type="checkbox"/> Ex 6 - Straight and level flight <input type="checkbox"/> Ex 7 - Climbs <input type="checkbox"/> Ex 8 - Descents <input type="checkbox"/> Ex 9 - Turns <input type="checkbox"/> Ex 10A - Slow flight <input type="checkbox"/> Ex 10B - Stalls <input type="checkbox"/> Ex 11 - SpIn avoidance <input type="checkbox"/> Ex 12 - Take-off and climb to downwind <input type="checkbox"/> Ex 13 - Circuit approach and landing <input type="checkbox"/> Ex 12/13E - Circuit emergencies <input type="checkbox"/> Ex 14 - First solo flight <input type="checkbox"/> Ex 15 - Advanced turns <input type="checkbox"/> Ex 16 - Forced landing without power <input type="checkbox"/> Ex 17 - Precautionary landing
<b>Pilot</b> admin, admin	<b>Type</b> Solo	
<b>Instructor</b> Tuts, Marc	VFR	
<b>Aircraft</b> D-123	Day	
<b>Group</b>	Crosscountry	
<b>Engine start</b> 23:53	<b>Landings</b> 1	
<b>Engine stop</b> 23:57	<b>Circuits</b> 2	