Endorsements for Airports

Endorsements for Airports main screen

Airport Directory - adding online familiarization and airport recency

Some airports require pilots to familiarize themselves with important information regarding this airport before flying there - this is when the '**Airport brief**' document should be added to Leon to be available to pilots. The same applies to airport '**Airport Recency**' or **Online Familiarization** documents.

In the main page of 'Endorsements' there is an icon '**Endorsements for airports**' available - it is a list of all 'Airport briefs' and 'Trainings' added for particular crew members. On the screen you can see crew code with the name, endorsement's name, date of the last visit, number, date of issue, expiry date, number of days before expiration, notes and document's PDF file (if uploaded). By clicking on the particular 'Airport brief' or 'Training' you can add/change all these details. You can also delete them by clicking on the red 'X'.

You can also define airports which require 'Airport brief' by going to Airport directory section and ticking appropriate box.

In a section SCHEDULE, if a checkboxes are marked in a left-hand filter, tab SHOW, the airport code is framed.

If a pilot is planned for a flight to a particular airport where special trainig is required, you can add **training** documents to Leon by clicking on tab 'Airport Recency' or 'Online Familiarization' in user's 'Personal endorsements' page. Enter airport's code, update it, and add appropriate details. You can also upload a PDF file.

You can also add information to Leon if a particular crew member needs **Airport Recency** (either on the aircraft or simulator).

Just like with 'Online Familiarization' - you can add a **Airport Recency** either from 'Airport Directory' by marking a checkbox **Training required** (crew code appears on pink background), or from **Personal Endorsements**, tab **Airport Recency**.

Please note that Endorsements for a specified airport will only appear on a list

for pilots planned for that airport in the future (no past flights included).

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