

Adding ratings to crew means making them available on the list to choose from when adding a new flight. If you give a rating **CPT** to a pilot, then when you click on CPT field in Edit Flight screen you will be able to select him on that position.

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Assigning ratings to crew

In order to assign a crew-member to a flight you need to specify what his position is on a particular aircraft type (CPT, FO, FA, etc.). It is very important, because when adding crew to the flight, a crew-member without ratings assigned will not appear in the crew suggestion drop-down list in the edit flight screen.

Go to Crew > Ratings, select the name from the list of crew-members or find the person in the filter and click their name (in blue). Select the aircraft type and tick ratings from the list, then 'Update'.

If you want to add a function that is not on the list, go to Admin > Functions and follow steps described in the chapter 'Functions' below.

Once ratings have been added, you can specify if a particular crew-member is experienced on the assigned position or not, by ticking the box '**Experienced**'. It is up to the Operator what criteria are applied to mark the crew member as 'experienced'. Leon will highlight crew in red if two unexperienced pilots are assigned on the same flight. When clicking on the highlighted crew, you will find warning:

Both CPT & FO are not experienced on G450. You can change their experience in Crew > Ratings page.

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