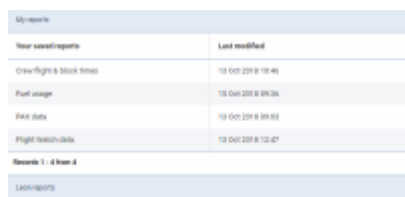


REPORT WIZARD



Report name	Last modified
Crew flight & block times	13 Oct 2018 10:46
Fuel usage	13 Oct 2018 09:39
PAX data	13 Oct 2018 09:33
Flight status data	13 Oct 2018 12:47

Records 1 - 4 from 4

ADD REPORT

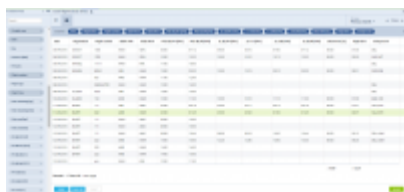
Report Wizard - the main view on saved reports

Report Wizard has been created to replace in the future **Custom Flights List** report. The main aim was to allow quick & easy creating & storing various type of reports in one page (crew flight times, aircraft block hours, fuel usage, PAX data, etc....).

Each created and saved report can be **edited** and **re-arranged** in many ways. Leon users can decide what columns should get displayed in the report and in what order, they can choose period of time for each report and name each report the way they want.

Report Wizard is available in a section **Reports**, at the top of the drop-down list. All saved reports can be found in general Report Wizard page.

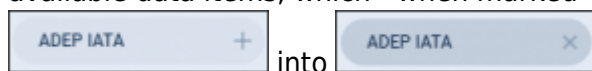
Creating & editing reports



Creating a report in a Report Wizard panel in Leon

To create a new report click **ADD REPORT** icon at the bottom and you will see the pop-up window where you can choose a **scope** according to which the report should be created. Each scope contains a different set of columns which is generated from different parts of Leon. **More information about each scope is available further on this page.**

After choosing the scope, the report page will open. On the left-hand side, you can find a filter with available data items, which - when marked - create **columns** in the report. Used items turn from





You can use a field 'Search' to quickly find the desired item. You can also add items by dragging & dropping the item from the filter straight into the 'Columns' bar.

When creating a new report Leon applies set of default columns. Taking scope 'Flights' as an example, there are 7 default columns available:

- **DATE ADEP Plan UTC**
- **Flight number**
- **Registration**


- **STD UTC**
- **ADEP ICAO Plan**
- **STA UTC**
- **ADES ICAO Plan**




Displayed columns can be manually changed by clicking  icon. When columns-names show, simply click & place a particular column to where you wish it to be.

Once the report is done you can save it giving it a name (use 'Save as' button) and it will be available in the main Report Wizard page. Saved report name can always be changed in the top part of the creating when you click pen-icon in the [Crew flight & block times](#)  link.

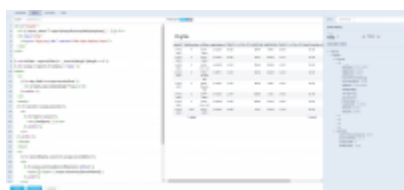


Viewing and editing a report

When viewing already saved report Leon shows it with all initially selected columns and period of time. Click an icon  **EDIT** to **edit** it, in case you want to make changes (select different columns or use filter).

It is possible to **export** a created report to PDF by clicking  to Excel  icon, or to CSV  - in top-right corner of the page.

'Edit Template' function



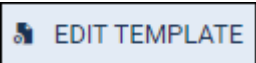
Edited version of the report

'Edit template' function allows editing the report in HTML and creating an alternative and more complex version of the same report including options such as:

- changing the headers in the report
- highlighting data
- sorting the report according to aircraft flights
- implementing charts
- and many more

In order to access the HTML version of the report you need to:

1. Edit an existing report or create a new one

2. Click on  icon located in the top-left corner of the report

The edited view is divided into 3 sections:


- 1. **Editing** - left-hand site section where you can amend the report using HTML (in tabs HEADER, BODY and FOOTER) and CSS (in tab CSS)
- 2. **Preview** - the middle part where you can preview the amended report in either HTML or PDF version
- 3. **Data and Settings** - right-hand panel. In the 'DATA' tab you can select the data range in the report as well as access the 'Available data' source to use in the editing section. In 'SETTINGS' you can amend the design options including margins and page orientation

Personal reports

Your saved reports	Visibility	Last modified
Commercial	Company	15 Nov 2018 10:49
Fuel report	Company	29 Nov 2018 11:09
Flight Watch Summary	Company	29 Nov 2018 13:52
PAX report	Company	22 Jan 2019 12:51
Empty Legs	Company	17 Jan 2019 21:36
Delta report	Only me	1 Feb 2019 12:26

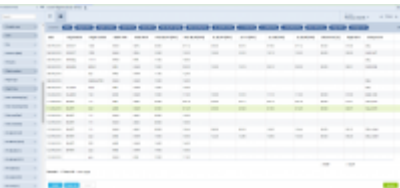
Visibility of the saved reports in Wizard

Each Leon user who has the access to the Wizard Report is now able to create and save a report to which no other user will have access.

After creating the report, right next to the field where the report can be named/renamed there is a checkbox  - if it's marked, that report will be visible **ONLY** to the user who has created it - no other user will see it, unless the checkbox is unmarked.

If the checkbox is unmarked all users will see the report and will be able to view it **BUT** will not be able to make changes to it (SAVE button will be inactive).

On the main Wizard Report page, in a column **Visibility** each user can check which reports have been enabled to all users (indication 'Company') and which ones are blocked (indication 'Only me').



Example of the report in a scope 'Flights'

Flights scope

Scope 'Flights' allows creating reports with the data pulled from OPS section.

This includes most of the data from flight servicing tabs such as Checklist, Flight, PAX, FW&JL, etc. It

also includes data from MX sections, such the aircraft serial number along with each engine serial number and each engine TAH & TAC.

This scope allows creating very complex reports with a lot of data.

Sorting by aircraft



Sorted by aircraft in descending order

It is now possible to **sort the flights by aircraft registration** in scope 'Flights'.

Hover the mouse over the 'Aircraft' column and there will be one of the following **2 options** available:

- Aircraft ^

 - this option will list the flights based on the aircraft ascending alphabetical order
 - Aircraft v

 - this option will list the flights based on the aircraft descending alphabetical order.
- Example in the screenshot on the right-hand side

Sorting by aircraft registration will firstly group them by registration and then by date within each registration.

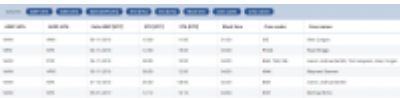
CO2 emission calculation columns

In scope 'Flight' there are also **CO2 emission calculation columns**.

The calculations are performed as per below:

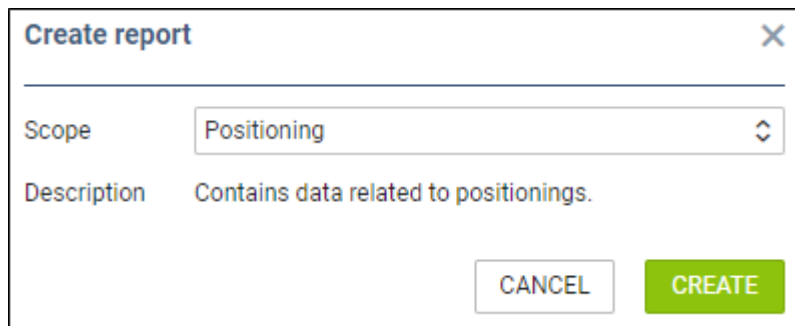
CO2 emission (BF FR) [JL][t] x	Difference between Block fuel & Fuel remaining value from JL (in tons), multiplied by a constant factor: 3.16 for Jet-A and 3.10 for AVGAS
CO2 emission (block time) [JL][t] x	Used fuel calculated based on an aircraft performance (in tons) and Block time from JL, multiplied by a constant factor: 3.16 for Jet-A and 3.10 for AVGAS
CO2 emission (FBU FR U) [JL][t] x	Difference between Fuel before uplift and Fuel remaining, increased by Uplift value from JL (in tons), multiplied by a constant factor: 3.16 for Jet-A and 3.10 for AVGAS
CO2 emission (U) [JL][t] x	Uplift fuel value from JL (in tons), multiplied by a constant factor: 3.16 for Jet-A and 3.10 for AVGAS

Positioning scope



Example of positionings report in Wizard

When adding a new report, Leon will show a pop-up window where you will need to select a **Scope**: either 'Flight', 'Positioning' or 'Flights Aggregated Statistics'.



The 'Create report' dialog box has a title bar with a close button. It contains a 'Scope' dropdown menu with 'Positioning' selected. Below it, the 'Description' field shows 'Contains data related to positionings.' At the bottom right are 'CANCEL' and 'CREATE' buttons.

By selecting a scope 'Posiotioning' you will get date related to positionings ONLY, so both: columns & filters options will be narrowed down.

Flights Aggragated Statistics scope

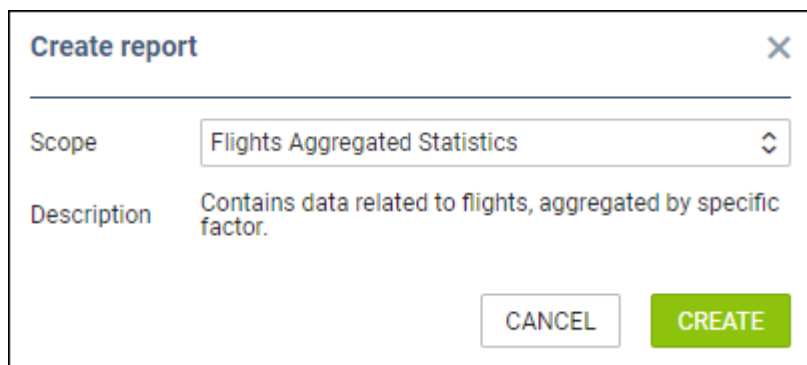


A small thumbnail image showing a data table with multiple columns and rows, representing the 'Flights Aggregated Statistics' report.

Flights Aggregated Statistics report

Flights Aggregated Statistics report allows creating the reports with the data combined from a number of measurements.

In order to create such a report, choose the 'Flights Aggregated Statistics' from the dropdown selection in the pop-up window while adding the new report.

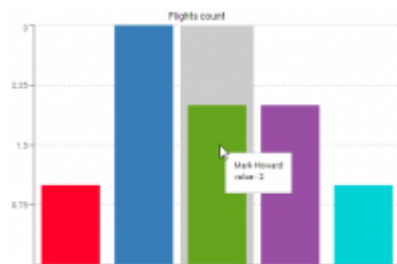


The 'Create report' dialog box shows 'Flights Aggregated Statistics' selected in the 'Scope' dropdown. The 'Description' field reads 'Contains data related to flights, aggregated by specific factor.' The 'CANCEL' and 'CREATE' buttons are at the bottom right.

Once you open the report, there are different available data comparing to 'Flight' or 'Positioning' type of report.



Looking at the '**Available Fields**' section on the left-hand side, there are 5 measurements available:

- **Flights count**
- **Block time [JL] [AVG]**
- **Block time [JL] [SUM]**
- **Block time [Plan] [AVG]**
- **Block time [Plan] [SUM]**




Bar chart view

Once you chose the 'Available Fields', the data in the report can be presented in 2 different views:

- **Table view** - standard table view upon clicking on  icon.
- **Bar chart view** - view represented in the screenshot on the right-hand side, available upon clicking on the  icon. the data shows in a tooltip upon hovering the mouse over the specific bar.

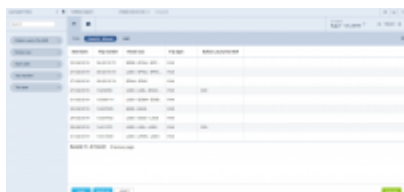
The data displayed can be **grouped by**:

- **PAX age** - calculating data for PAX.
- **Aircraft type** - calculating data for a specific type of the aircraft.
- **Aircraft** - calculating data for a specific aircraft registration.
- **Route** - showing data per route flown.
- **Client** - showing data per a clients selected in quotes.

The  options available are:

- **Aircraft** - fleet tails.
- **Aircraft type** - fleet types.
- **Clients** - type client's name/surname to narrow down displayed data (you can select more than one client).
- **Excluded clients** - select client/clients which should not appear in the report.
- **Journey Log** - viewing flights with added Journey Log only.

Trips scope



Example of Trips report

Trips report allows creating the reports for the whole trips, rather than single flights.

To create this report you need to select option 'Trip' in a 'Scope' dropdown list:

Create report

Scope

Trips

Description

Contains data related to trips.

CANCEL

CREATE

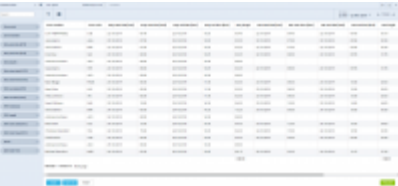
The columns in this report contain basic trip details as well as elements of the quotation including Taxes.

This report is suitable for the Sales teams who would like to see the details of the trips performed by the operator.

FTL Duty scope

To make it easier to generate a **FTL** report, we have added a separate **FTL duty scope** showing strictly FTL data.

In the main Wizard report page click **ADD REPORT** and select 'FTL duty'.



Flight	Operator	Flight No	Origin	Destination	Class	Seat	Weight	Volume	Value	Rate	Amount	Unit	Category	Sub-category	Product	Service	Remarks
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9
10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10

FTL report generated from FTL duty scope

Create report

Scope

Ftl Duty

Description

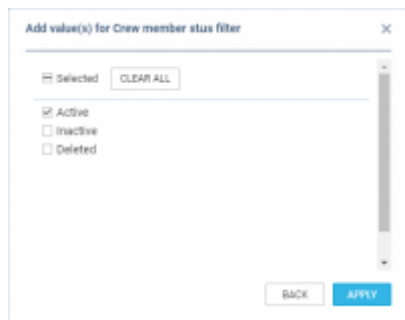
Contains data related to flight duty periods and flight time limitations.

CANCEL

CREATE

Leon will show default FTL columns on the left part of the screen, such as: **Duty** end date & time, Duty lenght, Duty start date & time, **FDP** start date & time, FDP end date & time, FDP **extension**, **Split duty** time and more.

You can use the **filter** to limit data to particular crew member/members or particular aircraft.



Filtering by Crew member status

Filtering by Crew member status

We have added an option to filter by '**Crew member status**' in the 'FTL Duty' scope.

There are **3 options** available to filter Crew members:

- **Active**
- **Inactive** - applies to Crew with 'Can log into Leon' checkbox unticked in the User profile
- **Deleted** - applies to Crew with 'Active' checkbox unticked in the User profile

All the elements of the filter work on 'either/or' basis. If you filter by Crew members with statuses 'Active' and 'Deleted' the report will display data for Crew who are active or deleted.

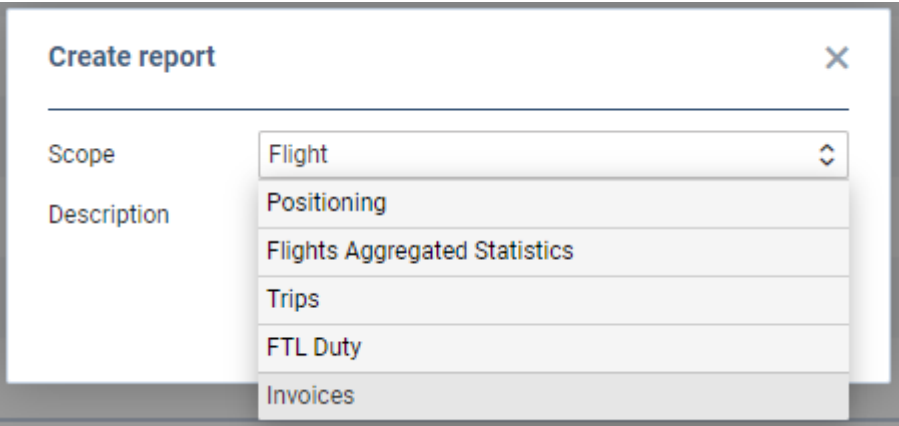
Invoices scope





Invoices report generated from Wizard

Invoices are important part of each Sales department of any company. We have added an additional 'Invoices' scope to the WIZARD REPORT page, so that Sales can generate, name and save a report containing only Invoices details (taken from **Requests/Quotes** panel).

In the main **WIZARD REPORT** page click **ADD REPORT** and select the scope 'Invoices' to generate a report to which you can assign such columns as: Invoice No., Requested by, Sell date, Billing date, Total Gross or Total Net. These and other details of the invoice can be selected in the columns panel on the left.



Use the icon  for further filtering options: click **Quote request status** and mark available checkboxes (statuses of the quote) from the list: New request, Quoted, Rejected, Option, Contract sent, Booked, Invoice sent, Brief sent and Done.

Use the icon  in case you need to remove columns or change their order (drag & drop columns).



Currency Converter Filter

Once the Invoice document is sent to a Client, the 'Invoice.pdf' document is available in the **Report Wizard** scope 'Invoices'. There we added a column called '**Invoice PDF**' which contains a link to the particular invoice on the server.

Invoice No.	Quote Request ID	Sell Date	Billing Date	Total Gross	Invoice PDF
INV28EKNU	L-28EKNU	22/05/2020	22/05/2020	61508.68	https://lsotest2.s3.amazona...

The file is available on the server for a limited time only due to AWS restrictions.

Currency Converter filter in scope INVOICES

We have added 'Currency converter' filter in the scope INVOICES.

This filter allows converting the amount displayed in the 'Total Gross' column from the currency selected in 'General Settings' > 'Default currency (Price List)' to any other selected currency.

The conversion rate is the rate of National Bank of Poland on the date of invoice

Quote scope

	DATE	DESCRIPTION	AMOUNT	CREDIT	DEBIT	BALANCE
1	1/1/2018	Opening Balance				100.00
2	1/15/2018	Payment Received	50.00			150.00
3	2/1/2018	Payment Received	25.00			175.00
4	2/15/2018	Payment Received	25.00			200.00
5	3/1/2018	Payment Received	25.00			225.00
6	3/15/2018	Payment Received	25.00			250.00
7	4/1/2018	Payment Received	25.00			275.00
8	4/15/2018	Payment Received	25.00			300.00
9	5/1/2018	Payment Received	25.00			325.00
10	5/15/2018	Payment Received	25.00			350.00
11	6/1/2018	Payment Received	25.00			375.00
12	6/15/2018	Payment Received	25.00			400.00
13	7/1/2018	Payment Received	25.00			425.00
14	7/15/2018	Payment Received	25.00			450.00
15	8/1/2018	Payment Received	25.00			475.00
16	8/15/2018	Payment Received	25.00			500.00
17	9/1/2018	Payment Received	25.00			525.00
18	9/15/2018	Payment Received	25.00			550.00
19	10/1/2018	Payment Received	25.00			575.00
20	10/15/2018	Payment Received	25.00			600.00
21	11/1/2018	Payment Received	25.00			625.00
22	11/15/2018	Payment Received	25.00			650.00
23	12/1/2018	Payment Received	25.00			675.00
24	12/15/2018	Payment Received	25.00			700.00
25	1/1/2019	Payment Received	25.00			725.00
26	1/15/2019	Payment Received	25.00			750.00
27	2/1/2019	Payment Received	25.00			775.00
28	2/15/2019	Payment Received	25.00			800.00
29	3/1/2019	Payment Received	25.00			825.00
30	3/15/2019	Payment Received	25.00			850.00
31	3/31/2019	Payment Received	25.00			875.00

The new scope **Quote** has been added to make easier generating a report with all relevant details of quotes.

ADD REPORT

Create report

Scope

Flight

Description

Positioning


Flights Aggregated Statistics

Trips

FTL Duty

Invoices

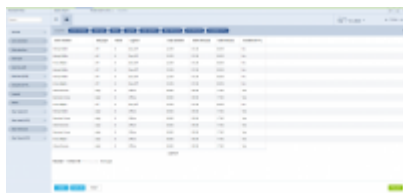
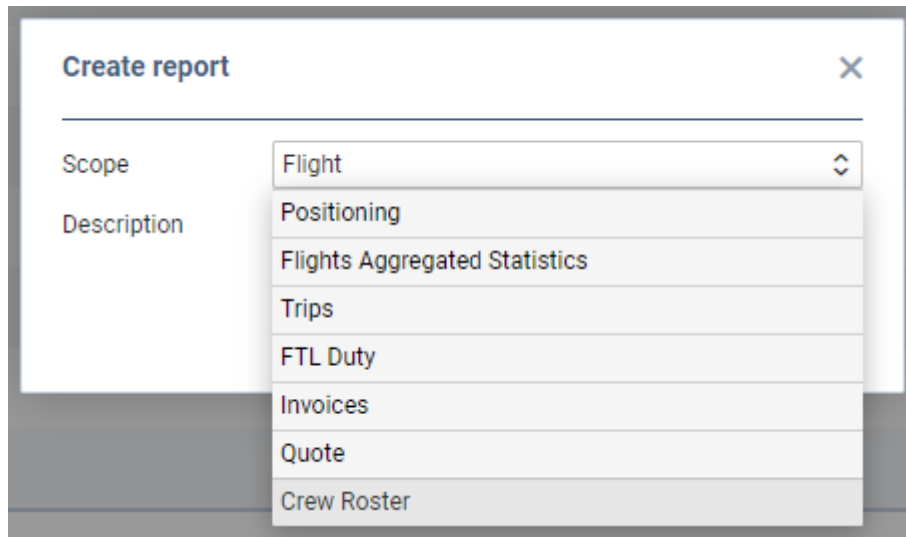
Quote

Use the icon  for available filtering options: Aircraft (registration), Aircraft type, RFQ status (new request, quoted, rejected, booked, done, etc...), Subcharter (yes or no) or Trip status (confirmed, option or opportunity).



Crew Roster scope

To add it, go to main Wizard page, click **ADD REPORT** and select 'Crew Roster'.



Scope 'Crew Roster' in Wizard report

Once it's selected, Leon will show a few default columns - use left-hand filter to either add more columns, or to remove not needed ones.

Columns

This new scope's columns filter contains of most important details, such as: crew member, aircraft, duty start & end, duty type & name, duty duration and more. See the screenshot on the right to see all available columns.

Filtering options

Use the icon  for filtering options.



Add filter ×

Aircraft

Crew member

Day of week [UTC]

Duty name

Duty type

Included in FTL calculations


Use the icon  in case you need to remove columns or change their order (drag & drop columns).

Long-period reports

It is possible to generate a long-period reports in Wizard, for more than **90 days**.




When generating a new report or editing already saved report in Wizard for a period of more than 90 days, Leon will show **Time range too long** warning, however, you will still be able to generate the report.

Click a blue button **GENERATE IN BACKGROUND** and after a few seconds Leon will show an information: **Report successfully ordered**. Go back to the main Wizard page and on the right-hand side of the


screen you will see the progress-icon 

Once the report publication is done Leon shows 'Download' icon allowing you to view the report in either PDF or Excel file.

Flight list
From 2018-09-01 to 2019-02-28
Created at 2020-04-29 12:44

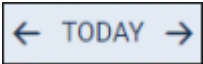
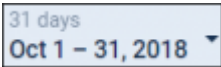
  

[Download Excel](#) [Download Pdf](#)


You can **delete** such report by clicking on the  icon.

Filters

Calendar

In the top-right corner you can find date-selector where you can use either a button  and navigate with arrows, or click  to open a calendar where you can mark period of time. You can also use one of the available, pre-defined options on top of the calendar: **Today**, **Last 7 days**, **Previous month** or **This month**.

Data filter

By clicking the  icon Report Wizard allows to narrow down the displayed data by various details, such as: aircraft type & registration, ADEP & ADES, Flight number, Trip type, Cancelled legs or legs with Journey Log added.

Click **Add** and Leon will show a pop-up window (as on the screenshot on the right) where you can choose available data: click a particular one and either mark appropriate details, as per example below, where only 3 tails are selected:

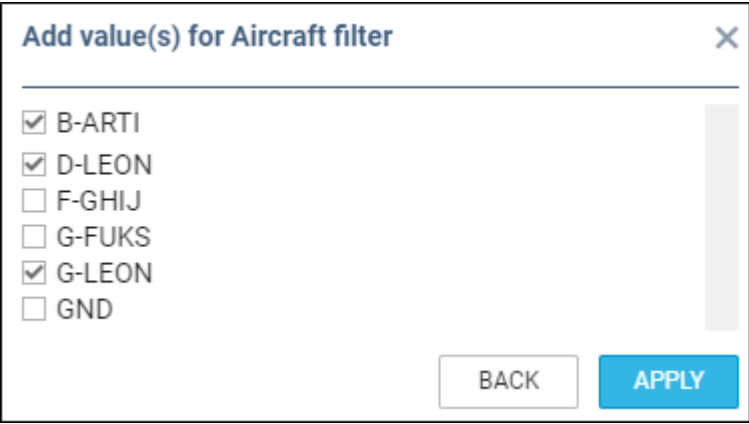


Data filter in Report Wizard

Filter							
Aircraft							
Date	Flight number	Registration	ADEP IATA	ADES IATA	Port used (kg)	Performance (kg)	Weight (kg)
10/01/2018	11	B-ARTI	ADP	ADP	41	270	270
10/01/2018	11	B-ARTI	ADP	ADP	270	270	270
10/01/2018	11	B-ARTI	ADP	ADP	41	270	270
10/01/2018	11	B-ARTI	ADP	ADP	41	270	270

Results: 4 items

Filter applied to narrow down displayed data



or, you can simply enter a value (i.e. Flight number/numbers) and add it to the filter the report:

Add value(s) for Flight no filter

MAN123
MAN-NAM

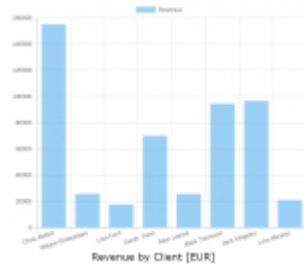
BACK
APPLY

All chosen values added to the filter show above the report data and can always be removed by clicking on **X** when hovered the mouse over.

Charts



Revenue per an aircraft - displaying data with charts



Revenue per the client - chart 'Bar'



Revenue per the client - chart 'Line'

It is now possible to show various **charts** in **WIZARD REPORT**.

You can show various charts, by using [QuickChart Documentation](#) web service that generates chart images, which are suitable for embedding in email, SMS, chatbots, and other formats.

The below example shows wide range of possibilities of this feature.

The screenshot on the right shows how Wizard Report can generate a 'Revenue report' displaying charts **per an aircraft**. The chart is type 'doughnut' but you can as well use 'pie' or 'radar' types.

You can choose the width & the height of the chart by changing items: width=xxx, height=xxx



```
{{ chart(  
  type='pie',  
  width=500,  
  height=500,  
  datasets=[{'data':  
    groupByAcftRevenue}],  
  labels=groupByAcftLabels  
) }}
```

You can also create such report **per a client** and it can be displayed as i.e. 'bar' type or 'line' type (see screenshots). Here you can decide about the width & the height of the bars/lines as well as about the colour of the border and the background (choose `borderColor` and `backgroundColor`).

Sharing reports



Sharing tool in Report Wizard

In the top-right corner of the report screen, under the sharing icon:  a URL link can be generated. By Clicking  and entering the short name of the report, Leon will generate a link, which when inserted into the web address belt of the browser, will download the csv file with the content of the report.

The functionality is mainly aimed at Customers who wish to export data from Leon to various BI systems including Google Data Studio and Qlik.

From:
<https://wiki.leonsoftware.com/> - **Leonsoftware Wiki**

Permanent link:
<https://wiki.leonsoftware.com/leon/report-wizard?rev=1591438850>

Last update: **2020/06/06 10:20**

