## Avialable on beta.leon.aero !

### Introduction

Adding a trip to Leon always meant assigning legs to the same aircraft, which at times was problematic. Sometimes, i.e. due to AOG, the aircraft had to be changed. Before this change, a particular leg (with a different aircraft) had to be split from the original trip and a new trip was created.

Right now it is possible to split trips (move a particular flight to different aircraft), move flights to existing trips or existing quotations.

## **Splitting/Merging Trips**

## **Planned Flights**

On the example below you can see the sequence of splitting the 2-leg trip into two separate trips.

### **CREATING A NEW TRIP**

If you wish to **split** a particular flight from the existing trip and **create a new trip**, click the link Move this flight to other trip and select the option '**New trip**'. The link **DOES NOT** show up when creating a brand new trip to Leon.

Make sure all changes have been saved before splitting the trip.

update: 2016/08/30 updates:important-changes- 13:06	in-adding-trips-to-le	on-it-is-possible-to-	manage-trips-n	nove-flights-to-	existing-trips-or-qu	otations http	os://wiki.leonsoftware.com/update	s/important-changes-in-adding-tr	ips-to-leor	i-it-is-po	ossible-to-manage-trips-mo	ve-flights-to-existing-trips-or-quota	tions?rev=1409903144
Trip Info Quot	ation: QU(	DTE1 F	DP	CAM									
IMPORTANT char	ige: read i	nore											
	Trip type		Code	)									
Flight 🗸	Commer	cial 🗸											
Aircraft Dat	е	STD	ADEP	ADES	STA	PAX	ADEP handling	ADES handling	J				
A-BCDE 04-	09-2014	<b>13:00</b> z	WAW	AMS	15:25 z	1	APOGEE	SERVISAIR	J	×			
A-BCDE 04-	09-2014	<b>16:00</b> z	AMS	MAN	<b>17:15</b> z	2	SERVISAIR	N/A	J	×			
Recalculate times									_				
									Clic	k t		get a pop-up	window
Start	End	Break		Limit	Next EO						and sele	ct the option	
04-09-2014 12:3	0 17:15	:	04:45	12:39	05-09 0	4:45 ((	06:45)			7			
[Click to refresh]									/				
CAM: OK [Click to	refresh]												
Aircraft A-BCD				rcraft to	all other	-	_ •	¥					
Date* 04-09-2	•	CD: 264			PAX 2			love this flight to	othe	r trip	<mark>)</mark>		
ADEP* AMS		STD* 16:0					gent - ADEP SEF		ew tri	р (	Existing trip	Existing quota	tion
ADES* MAN	:	STA* 17:1	15 UTC		Handl	ing Ag	gent - ADES						
Hotel require	d for crew											Create new trip	Close
PAX list	⊖ text	t 🖲 dat	abase			Γ	Notes Cateri	ng PAX Trans	port	0	ps notes		
Select PAX						]							

Leon will display the screen again where you can create a **new quotation number** (or Leon can add quotation number automatically), or save a new trip without it. Once it's saved a new trip will appear in Planned Flights screen.



Last

# ASSIGNING DIFFERENT AIRCRAFT TO A PARTICULAR FLIGHT WITHIN THE SAME TRIP

It is also possible to assign different aircraft to flights within the same trip. You can also copy aircraft to all existing legs by marking the checkbox right next to the selecting aircraft field.

Status Trip type Flight v Commercial v			Code	è								
Aircraft	Date	STD	ADEP	ADES	STA	PAX	ADEP handling	ADES handling	J			
G-LEON	20-08-2014	<b>08:00</b> z	AMS	WRO	09:40 z	0	SERVISAIR	N/A	J	×		
G-LEON	20-08-2014	<b>12:00</b> z	WRO	AMS	<b>13:40</b> z	0	EXCEL HANDLING	SERVISAIR	J	$\mathbf{X}$		
G-LEON	20-08-2014	<b>15:00</b> z	AMS	MAN	15:55 z	0	SERVISAIR	N/A	J	$\mathbf{X}$		
H-LEON	20-08-2014	<b>16:00</b> z	MAN	AMS	17:15 z	0	N/A	SERVISAIR	J	$\mathbf{X}$		
Recalculate tin	nes End	Break	FDP	Limit	Next EOB	т						
20-08-2014	07:30 17:15	;	09:45	12:00	21-08 05	i:30 (0	07:30)					
[Click to refree		datad										
Aircraft H-LEON Copy aircraft to all other legs Date* 20-08-2014 GCD: 264 NM PAX 0												
ADEP* MAN STD* 16:00 UTC Handling Agent - ADEP										¥		
ADES* AMS	3	STA* 17:1	15 UT(	C	Handli	ng Ag	ent - ADES SERVISA	IR			¥	

### MOVING A FLIGHT TO THE EXISTING TRIP

To move a particular flight to the existing trip click on the link 'Move this flight to other trip' and select 'Existing trip'. You need to paste the trip number to which the flight should be moved.

Move this fl	ight to other trip
ADEP ADES APOGEE	O New trip Existing trip O Existing quotation
s Catering PAX	Move Close

### MOVING A FLIGHT TO THE EXISTING QUOTATION

A similar steps need to be taken to **move an existing flight to the existing quotation** - you need to select the option and **paste the quotation number** to which the flight should be moved.

Move this fl	ight to other trip
ADEP	○ New trip ○ Existing trip ● Existing quotation
ADES APOGEE	99887766
	Move   Close
s Catering PAX	Transport Ops notes

#### If you just have moved a new quotation to

1

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the existing one you still need to update the price in the tab 'Quotation' by clicking 'update'.	
Flight times for this quotation dont match times in operation.	
You can update quotation data now.	

### Flights List > Edit Flight

It is also possible to assign different aircraft to a particular flight within one trip in the section Flights List > Edit Flights.

Type N v Code Status Flight v Trip type Commercial v Flight rules: I v															
	Aircraft	Flight No.	Date	Report.	STD	ADEP	ADES	STA	Block	Distance	RF ?	ALTN	E.L. ?	сом	СРТ
<mark>র</mark> 🛱 🗖	H-LEON	MAN-NAM	04-09-2014	AUTO	15:30	WRO	GDN	16:35	01:05	0	А			TAR	TAR
<mark>র</mark> ⊒ 🛛	A-BCDE	V MAN-NAM	04-09-2014	AUTO	17:20	GDN	WRO	19:00	01:40	0	Α 🗸			DEL	DEL
	New Leg						র	02:45							

A trip where there are **2 different aircraft assigned in the same trip** is displayed with one trip number in the Flights List section.

Fligh	ts >	Flights List																
	FW	Flight No.	D ?	Date	STD	ADEP	ADES	STA	ALTN	ACFT ?	Cre	ew	Trip No.	PAX				
?	FVV	Flight NO.	Ur	Date	510	AUEP	ADES	STA	ALIN	ACFT	CPT	FA1	Thp No.	PAA	Edit	JL	Status	WB
		MAN-NAM	4	04-09	15:30	WRO	GDN	16:35		H-LEON	TAR*	KIL	09-2014/20	empty	1	+	•	
		MAN-NAM	4	04-09	17:20	GDN	WRO	19:00		A-BCDE	DEL*		09-2014/20	0 PAX	1	+	•	
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