

FW	Flight No.	Date	STD	ADDP	ADRS	STA	ACT	Crew		Trip No.	PAK	Operations			
								GPT	FD			Est	A	Status	WB
<input checked="" type="checkbox"/>	TEST	Tue 18-01	10:00	WAW*	WRO	11:00	G-LEON	DEL*	SAR	01-2016-40	0 PAX				
<b>Documents</b>															
<input checked="" type="checkbox"/>	Flight Order		10:00	LTN	WAW	11:30	G-LEON			01-2016-43	0 PAX				
<input checked="" type="checkbox"/>	Flight Order for trip		10:00	WAW	LTN	11:30	G-LEON			01-2016-43	0 PAX				
<input checked="" type="checkbox"/>	General Declaration		12:30	WRO	WAW*	13:30	G-LEON	130*	WAW	01-2016-40	0 PAX				
<b>Check</b>															
<b>Records</b>															
<b>Operations</b>															
<b>Actions</b>															
<b>Delete</b>															
<b>Show schedule</b>															
<b>Show crew</b>															

## Notify Crew facility

**Notify crew** is a facility that allows you to send emails with flight documents to the Crew assigned to a flight.

If you click on “Notify Crew” in the tooltip it will open a New Message Dashboard. Email addresses of the Crew members assigned to a flight will be pre-populated in the “To” section. You can add extra email addresses in the box available.

Subject is always route and the date of the trip. You can also add a tag and write a message.

Flight documents attached by default are:

- **FTL document**
- **Trip Sheet**
- **Flight Order**
- **Airport Briefs**

It is possible to send all of them in one email or choose the ones that you want to send.

Apart from the documents available by default you can also attach extra files of up to 12MB in total.

Here is an example of New Message Dashboard:

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

Permanent link:  
<https://wiki.leonsoftware.com/updates/we-have-added-notify-crew-functionality>

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