CELEBRIS

Innovative Ground Handling Software

User's Manual

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Celebris

Innovative Ground Handling Software

CELEBRIS is a state of the art solution to meet the specific needs of ground handling companies. It combines Flight Information Management, Service and Operations Management, Resource Planning, Contract Management, Invoice Management and Quality Management facilities in a single system. The fine architecture and design save on costs, offer unlimited flexibility and aid decision support.

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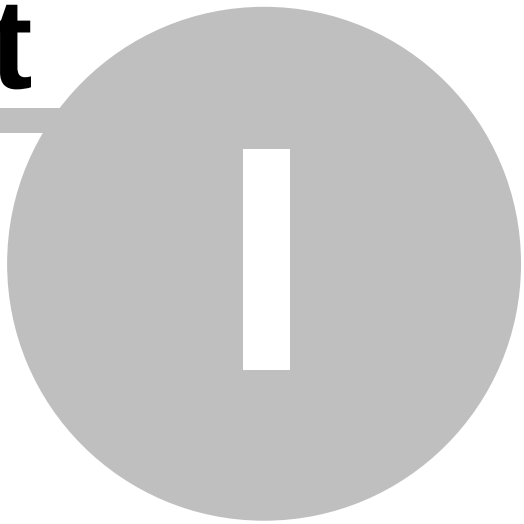

1 Introduction

1.1 Welcome

This is the official Celebris User's Manual.

User's Manual is intended to provide basic information about Celebris and its work flow. Screen shot images are used extensively to make the document more readable and easy to understand.

1.2 About Modernus

Modernus Software Communication Consulting and Trade Limited Company, founded in 2006, with a team of over 10 years of high-tech experience in enterprise software development and know how in Advanced Software Technologies, Investment Banking, Finance, Reinsurance, Aviation and Airport Ground Handling, E-Business and E-Commerce, supplies application frameworks and infrastructures for multi tiered enterprise applications; open standards based high-tech, high quality, platform independent, flexible, scalable, robust enterprise solutions on demand; mobile applications; project management and training services and consultancy in software architecture and in software development processes such as requirements and systems analysis, systems design, development, testing, production and legacy systems or third party systems integration.

Modernus Software is the proud producer of Celebris.

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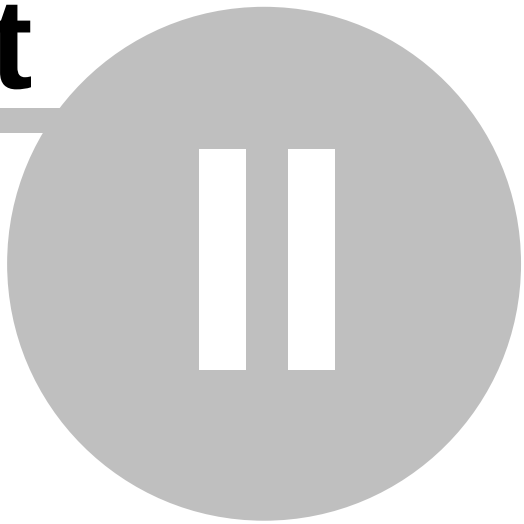


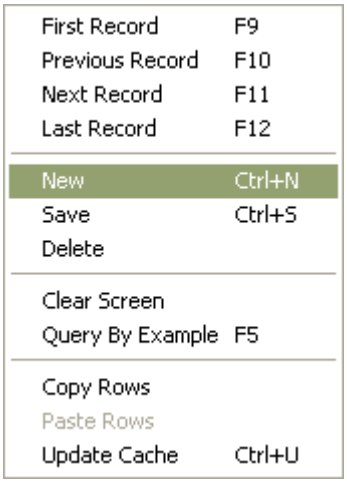
2 General Information

Celebris is developed on top of a framework which makes all of the windows share the same principles and usability. In this general usage information section, the shared characteristics of all screens in Celebris will be documented.

2.1 Context Menu

The context menu is active in the data entry windows. It can be reached as a toolbar:

Or as a context sensitive menu that shows up by using right mouse click:



Let us define each of the elements in the context menu:

Name	Icon	Shortcut	Description
First Record		F9	For single-record data entry screens, this retrieves the first record (according to the key of that window) from the database. For lists, it goes to the first item in the current list window (without issuing a new retrieval).
Previous Record		F10	For single-record data entry screens, this retrieves the previous record (according to the key of that window) from the database. For lists, it goes to the previous item in the current list window (without issuing a new retrieval).
Next Record		F11	For single-record data entry screens, this retrieves the next record (according to the key of that window) from the database. For lists, it goes to the next item in the current list window (without issuing a new retrieval).
Last Record		F12	For single-record data entry screens, this retrieves the last record (according to the key of that window) from the database. For lists, it goes to the last item in the current list window (without issuing a new retrieval).
New		Ctrl+N	Inserts a new empty record to the screen.
Save		Ctrl+S	Saves the changes that were made to the current window.
Delete			Deletes the current row from the screen and from the database.
Clear Screen			Clears the contents of the screen. Especially useful in list-like entry windows.

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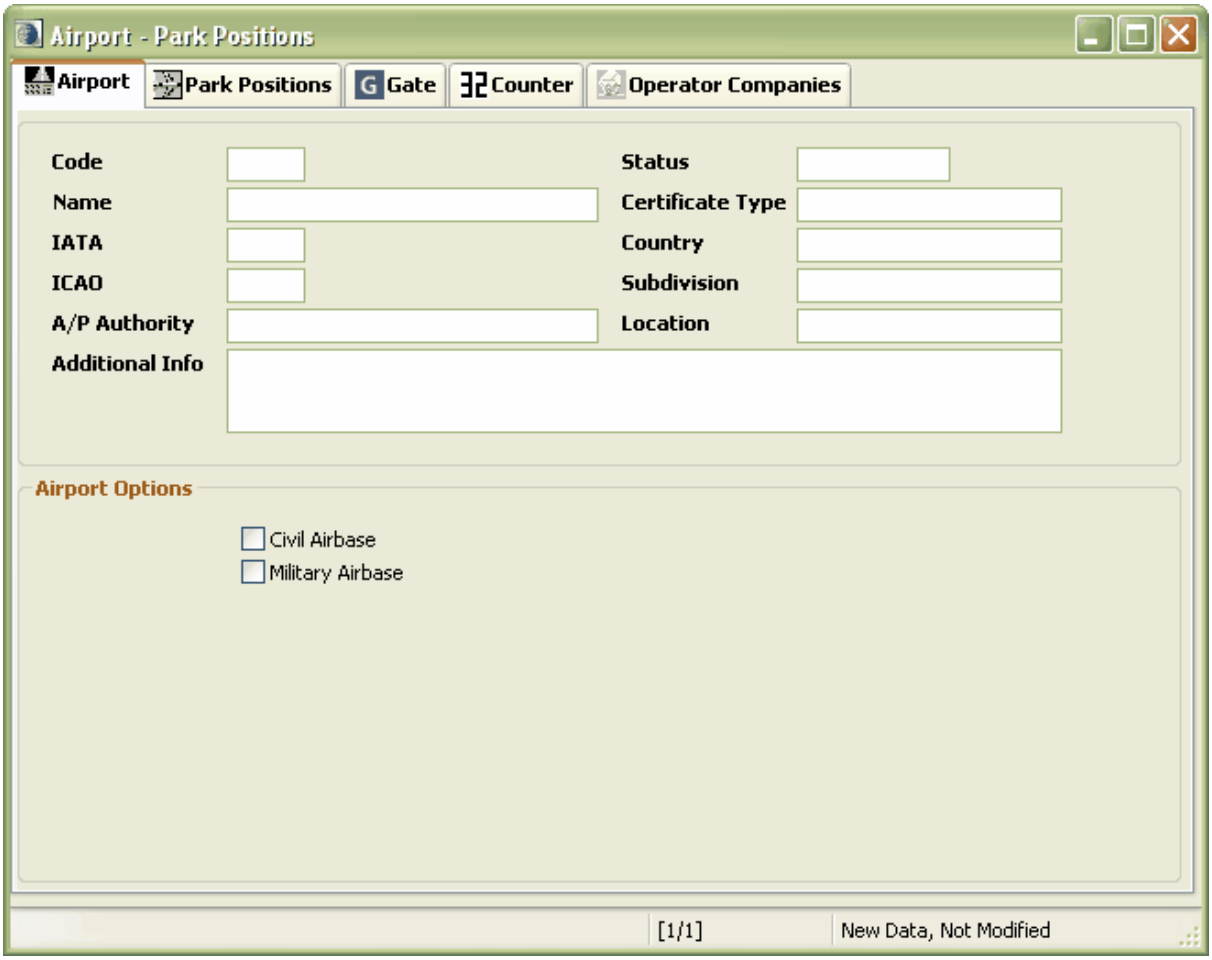
Query By Example		F5	Initiates query by example record finding method. For details see Query By Example.
Copy Rows			Copies the selected rows to the windows clipboard in a tab-delimited text format.
Paste Rows			Pastes the previously selected rows to the current window. It is enabled only if the copied rows are from the same window.
Update Cache		Ctrl+U	Updates local client cache.
Exit			Ends the user's Celebris session.

2.2 Query By Example

In Celebris, there is a utility called Query By Example (QBE) that exists in all of the data entry screens. The utility is initiated by pressing F5 or by choosing Query By Example from the context menu.

What query by example does is that the user enters some information (some clue) for the record that he/she wants to find. Then the system generates an appropriate command to find the record with the available information input by the user.

Let's give some examples from the airport screen. The airport screen looks like the following when we first open it:



Lets say we want to find an airport in Honduras, but we can't remember the code of the airport for the moment. We choose HN in the country box and then we press F5:

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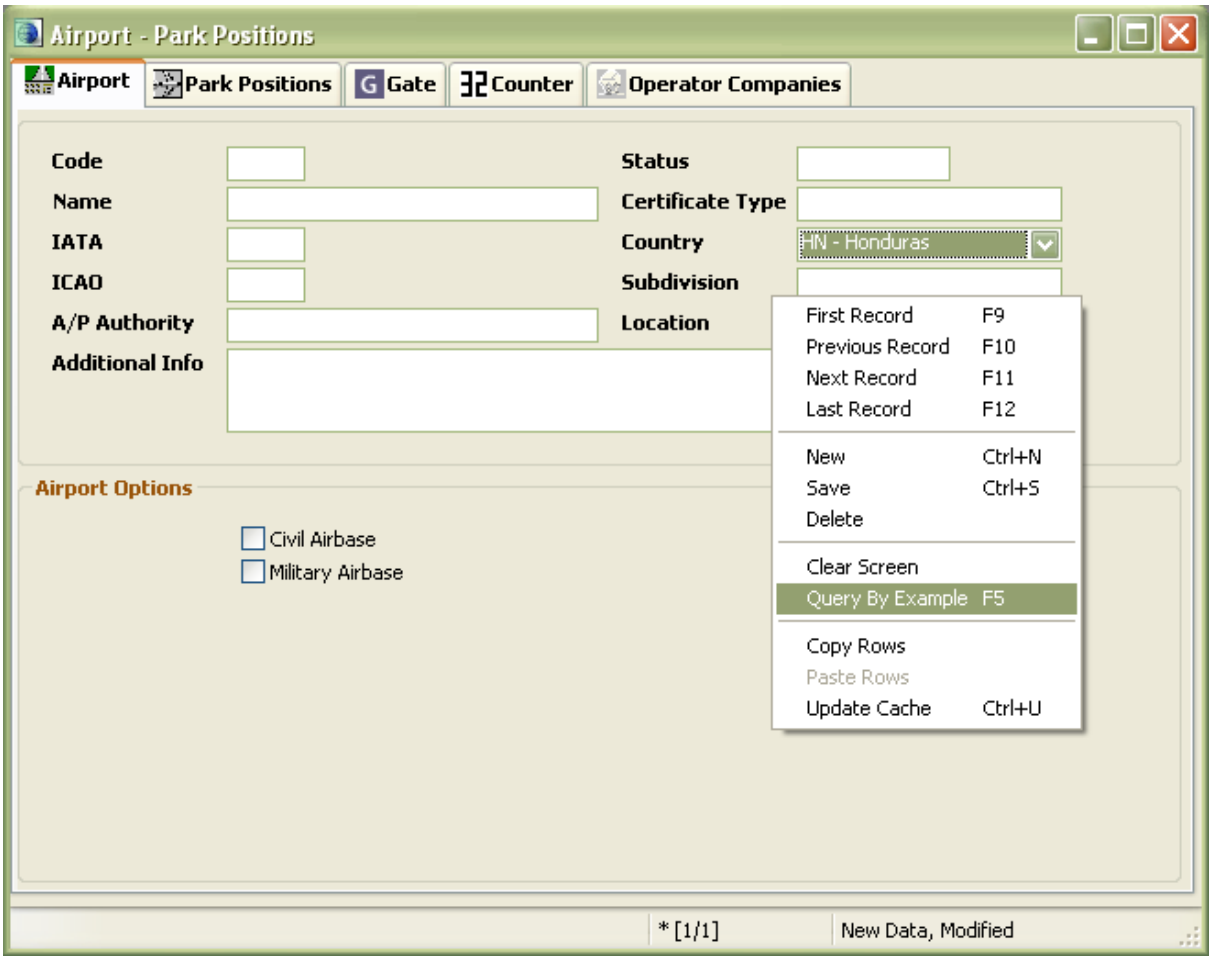

Celebris searches the airport database to find the airports in Honduras. The number of airports found is more than one. Since the airport window can display only one airport at a time, the system displays the information of the found airports as a list at the following record selection window:

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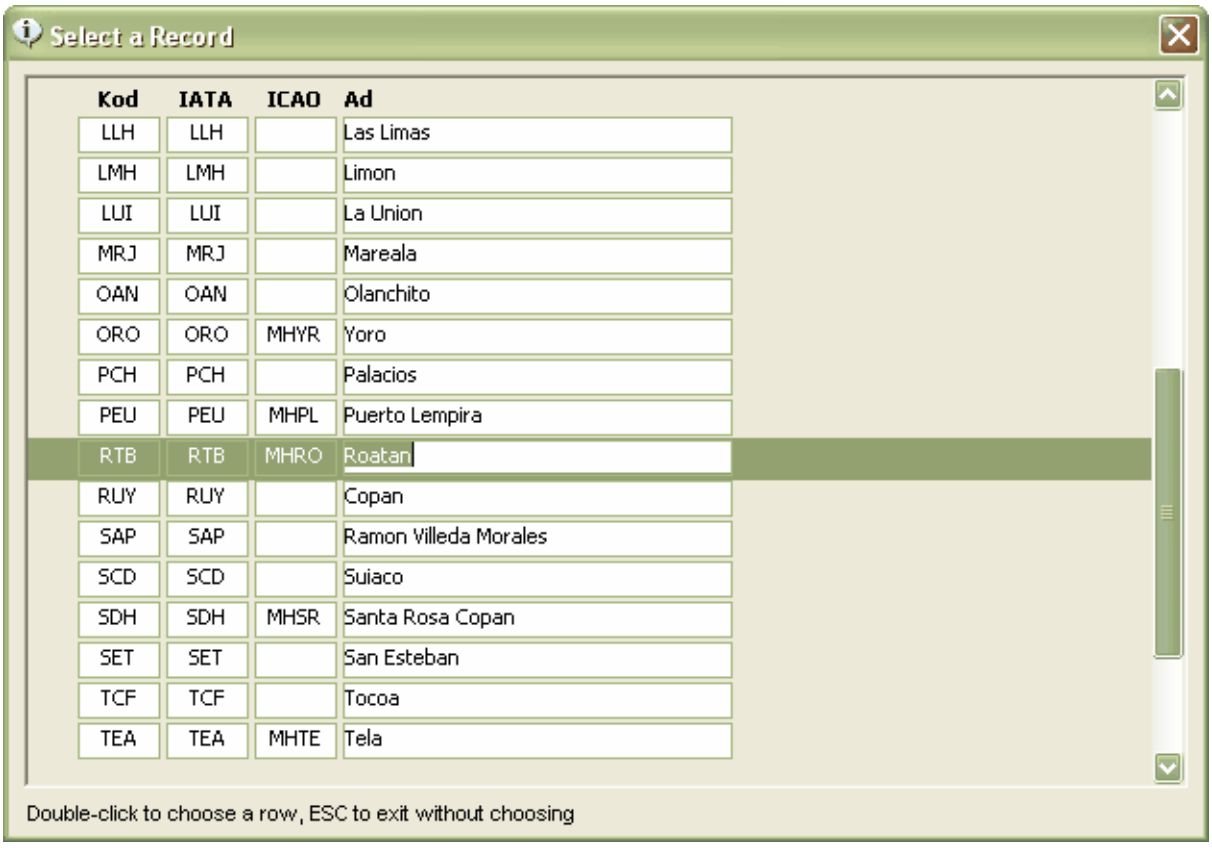

Now we can double click on a row to select and display it at the airport screen. It is always possible to press ESC to cancel selection. Lets say we double clicked on the RTB airport:

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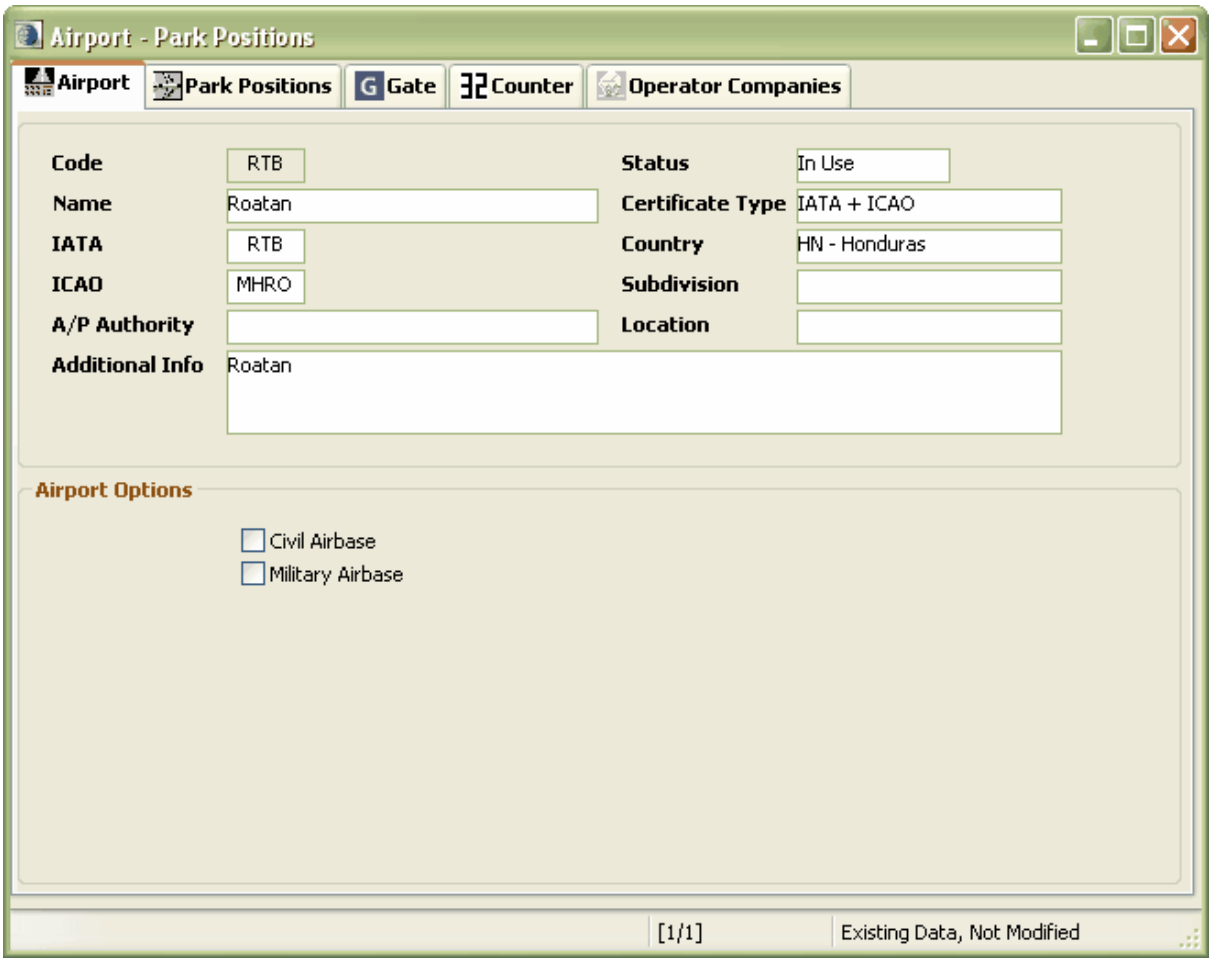

For a single result selection example, if we knew the airport code, we could directly enter it in the Code area and then press F5 to initiate the QBE. Since the airport codes are unique, the search would return only one row. No further selection would be necessary and the record would directly be shown in the screen.

There are some special characters that we can use in the QBE search.

_ This underscore character can be used to specify any character (one and only one character)
% This percent sign can be used in place of any number of arbitrary characters (zero or more characters)

Lets consider the following example:

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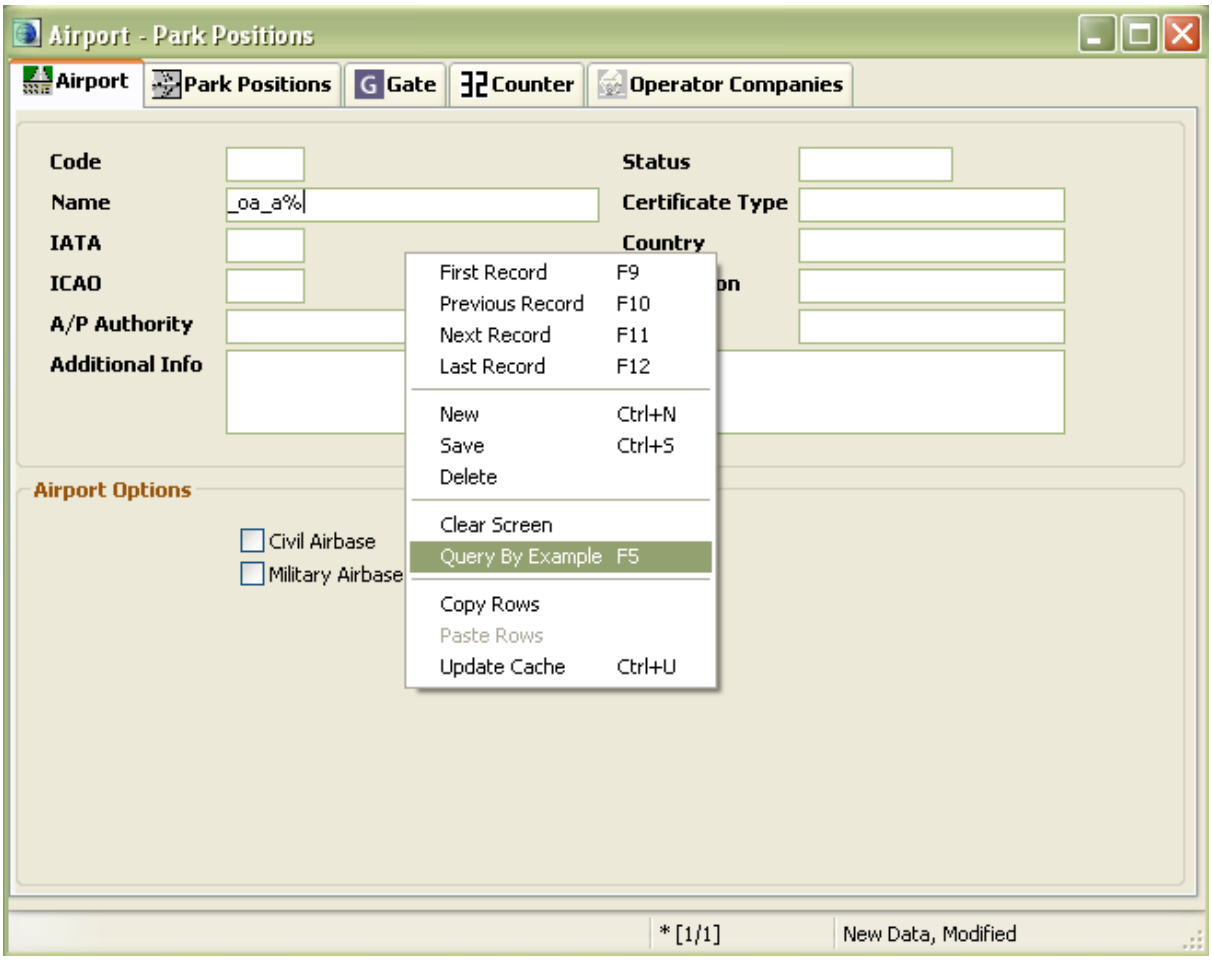

We are trying to find an airport whose name begins with any character, the second and third letters must be oa, the fourth letter can be any character, the fifth letter must be a and the rest of the airport name doesn't matter. After choosing QBE, the following records are found:

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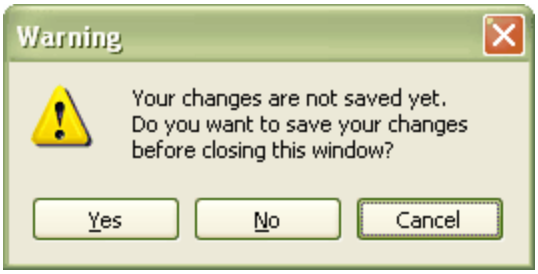
So, when we are uncertain how to find what we want, we can use the joker characters to construct a flexible search.

This QBE system exists at all of the Celebris screens.

2.3 Window Actions

If an updated window is trying to be closed by the user, then the system asks whether the user wants to save the contents?



Choosing yes will save and close the window, choosing no will not save and close the window, choosing cancel will not save but not close the window.

When we choose save from the context menu (or press Ctrl+S) :

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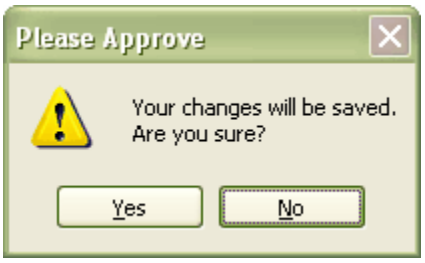
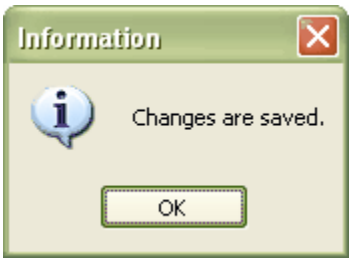
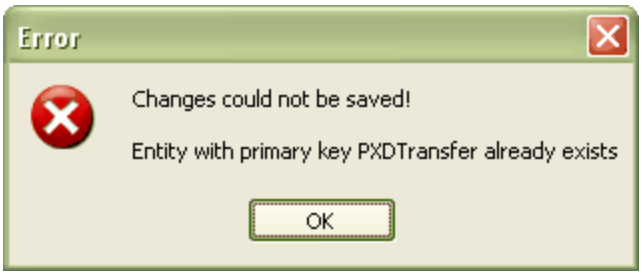


Choosing yes will save, no will abort the save operation. If everything goes smoothly and the content is saved, this window is displayed:



If not, then this window with the extra error information will be displayed:



Of course the extra error information can vary according to the context.

2.4 Reports Base

In Celebris, all reports are inherited from a base report container. To illustrate the report window usage, let's consider the following delay codes report as an example:

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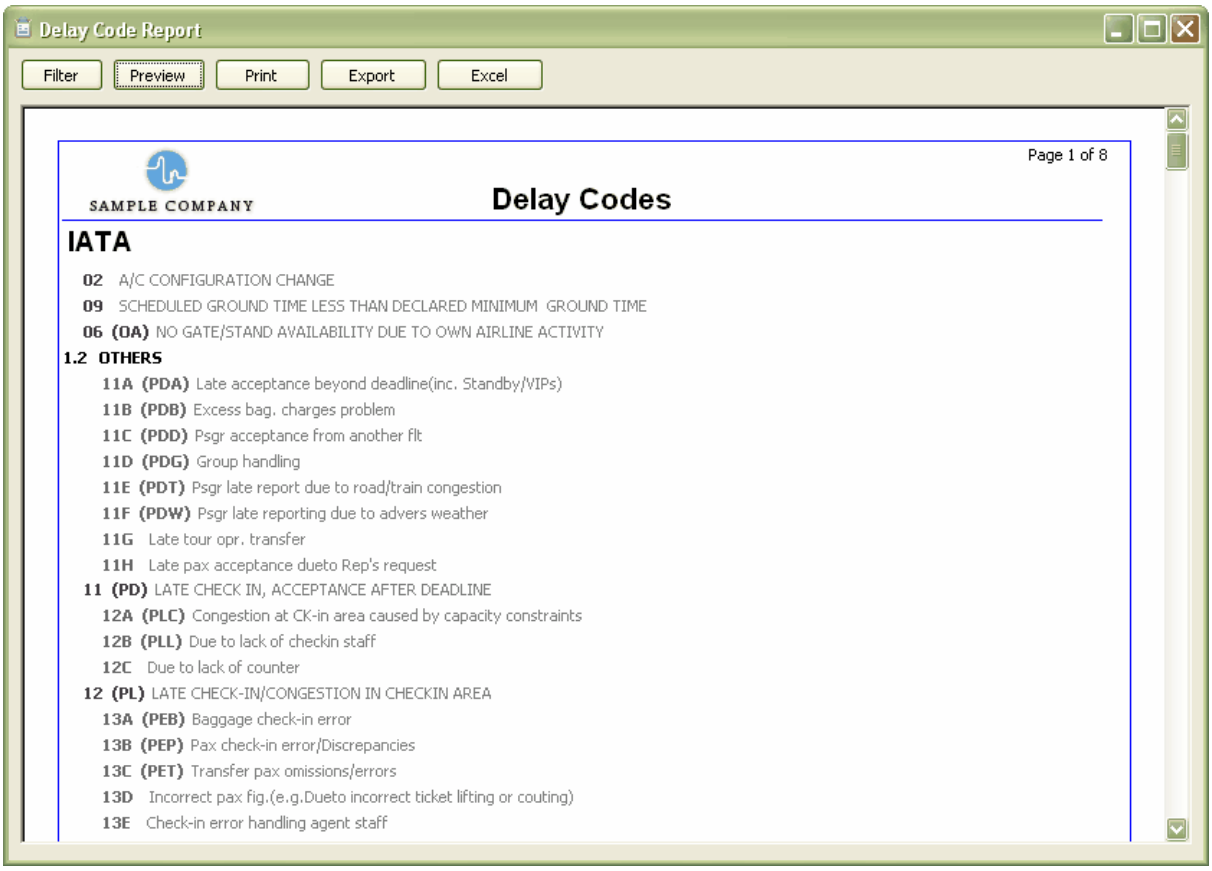

In all of the reports, on the left, there is the Filter button. Pressing the Filter will open the filter window and will let us enter the desired report criteria. After a selection is made in the filter and the report is shown on the screen, pressing the Filter button again will reopen the filter window with the previously entered filter values remembered.

The Preview button is used to switch between the print preview and normal viewing modes. In the print preview mode, there is a blue box meaning the paper edge when this report is printed.

Pressing the Print button will send the contents of this report to the default windows printer.

Pressing Export will allow us to export the contents of this report into other popular formats. Amongst those popular formats are:

- PDF
- Excel
- Text, CSV
- Dbase
- XML
- XSL-FO
- HTML
- SQL
- Saved Report (enables to save the reports with the current contents).

The Excel button transfers the contents of the current report to Microsoft Excel in a WYSIWYG (what you see is what you get) formatted way. It is different from the Export button since the export option saves the contents as an excel file in an unformatted way while this button saves the contents in the formatted way.

In some reports, there is also an HTML-Excel button to transfer the report contents to the Excel through the HTML import utility of MS Excel. Such reports are prepared with extra caution so that the html export produces a what you see is what you get (wysiwyg) image of the original report.

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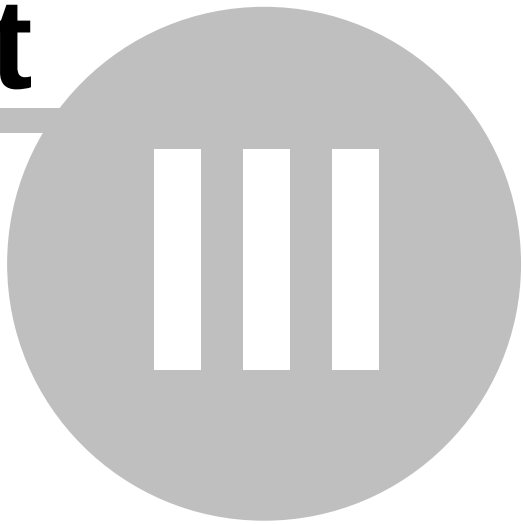
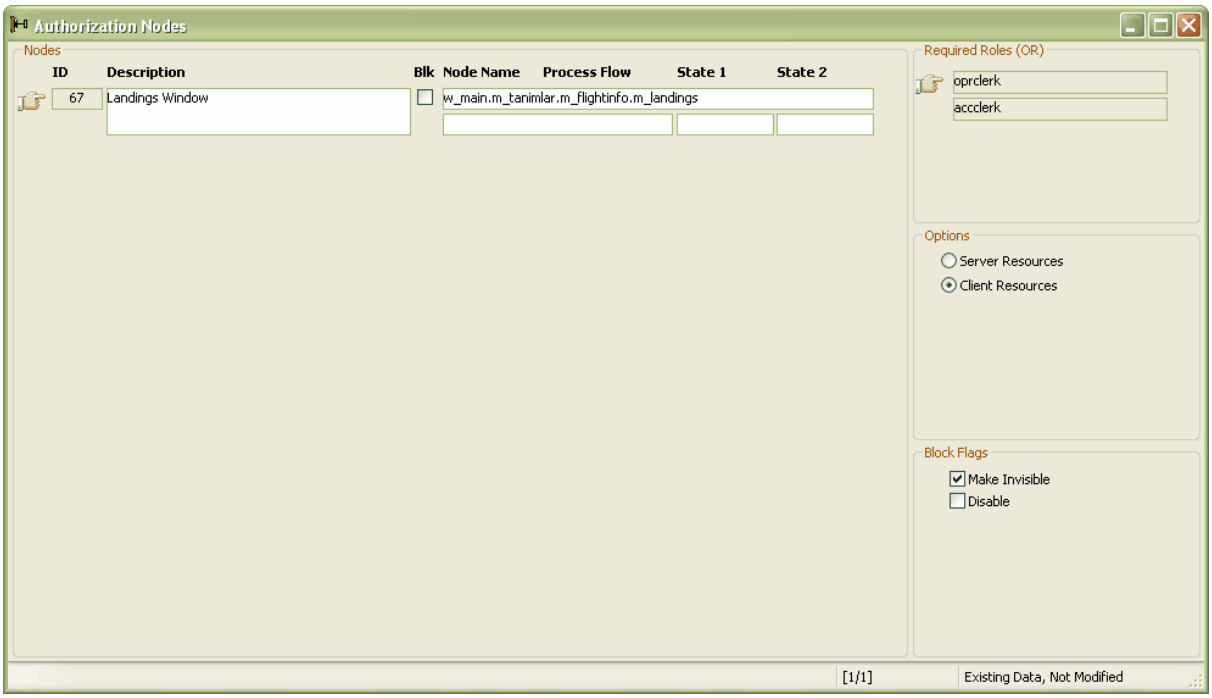


3 Security

In Celebris all the authentication and authorization schema can be specified by an administrator. A user and password based authentication and a flexible role based authorization system is used.

3.1 Authorization Nodes

Authorization nodes are the objects that require a certain role to be accessed. The authorization nodes are defined by Celebris system administrators according to the reported needs of the customers.



Any object can be defined as an authorization requiring node including the client side menu items, windows, tab pages in the windows, command buttons etc. and the server side objects like certain functions and processes.

The required roles for this node are also defined at this screen. The user should have at least one of the defined required roles in order to access this node(optimistic approach).

If a user does not have a required role to access a node, then that node is blocked for that user. A blocked client node can be chosen to appear invisible or disabled to that user on the screen.

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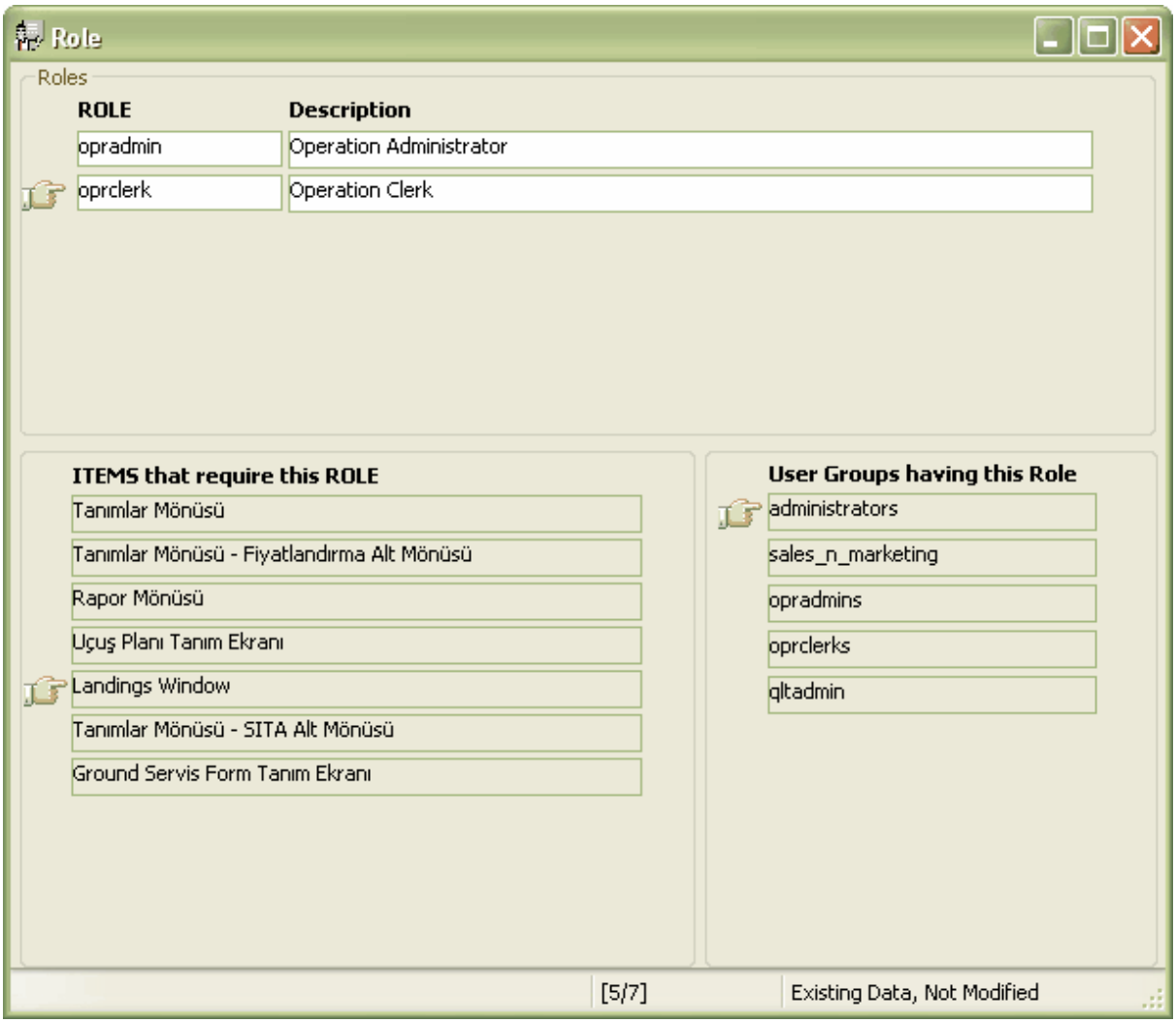
3.2 Role



The roles in the system are defined using this window. Items that require the defined roles can also be specified using the authorization nodes window. Finally on the right side of the window are the user groups that have this role (which can be defined using the user groups window as well).

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3.3 User Groups

The user groups and the assigned roles can be defined at this window.

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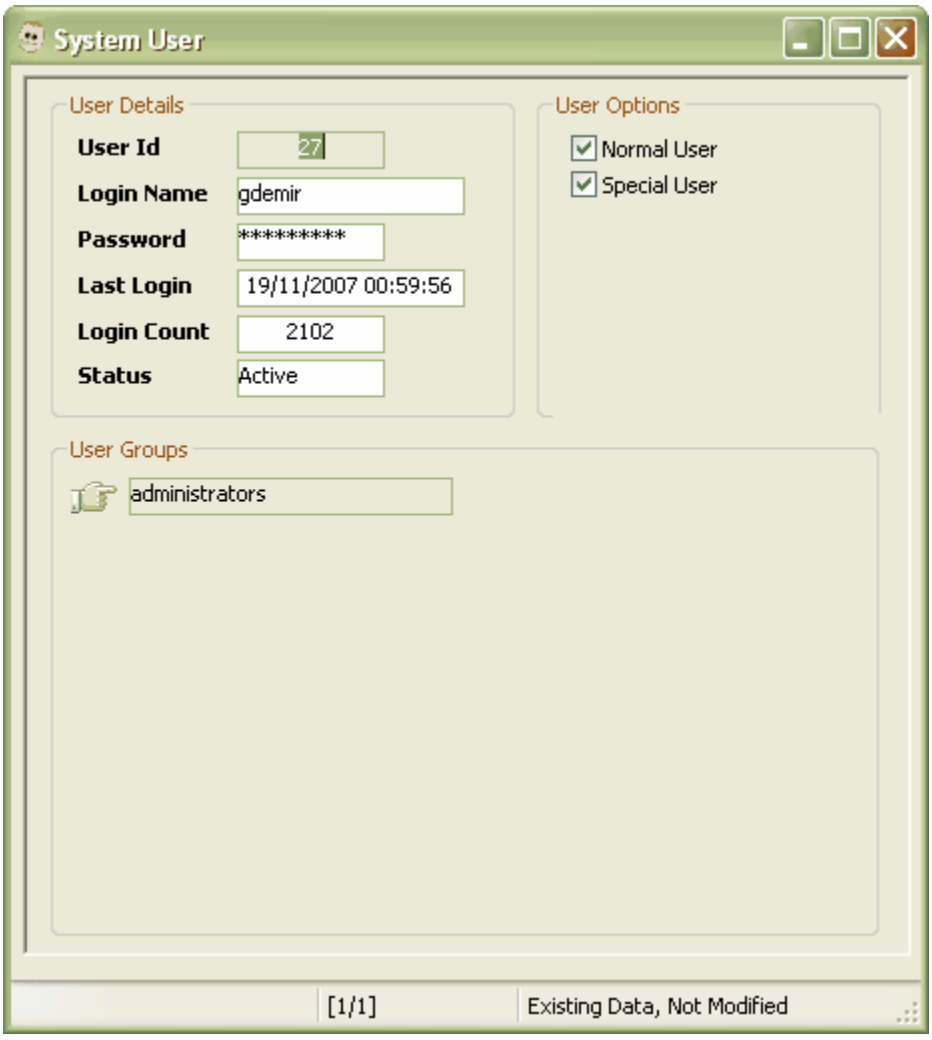
3.4 System User



The system users can be defined using this screen. The information that needs to be defined is the login name, password, and the assigned user groups. Only system security officers can define a system user.

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3.5 Change Password Utility

Change password utility is located at the File menu.

Any user can change his or her own password after logging on to the system. The old password is asked for additional security purposes.

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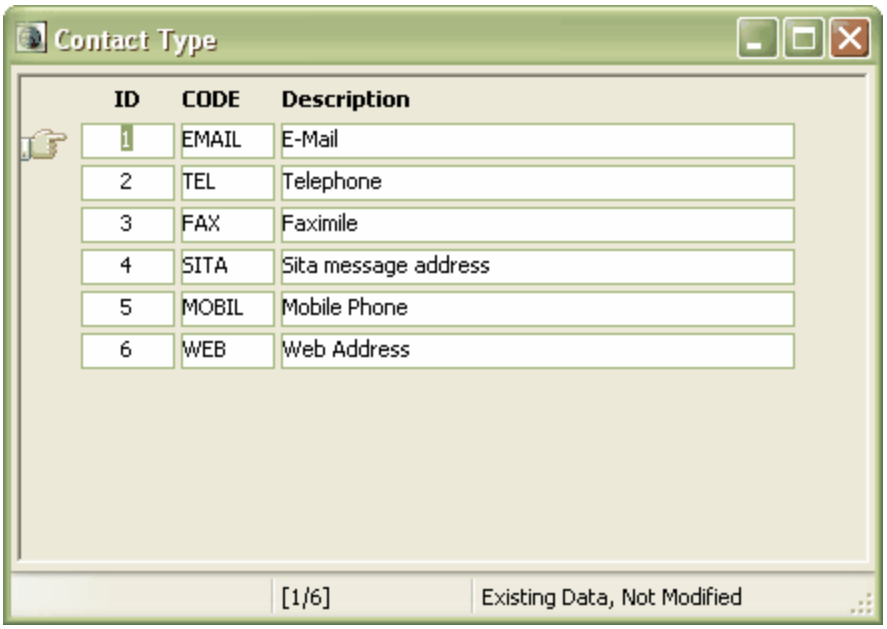
Part

4 Base Definitions

4.1 Contact Type



In Celebris, it is possible to define an arbitrary list of contact types. Some predefined contact types like EMAIL, TEL, FAX, SITA, MOBIL and WEB will be recognized by the system whereas the other additional user-defined contact types can anytime be used for informative purposes.

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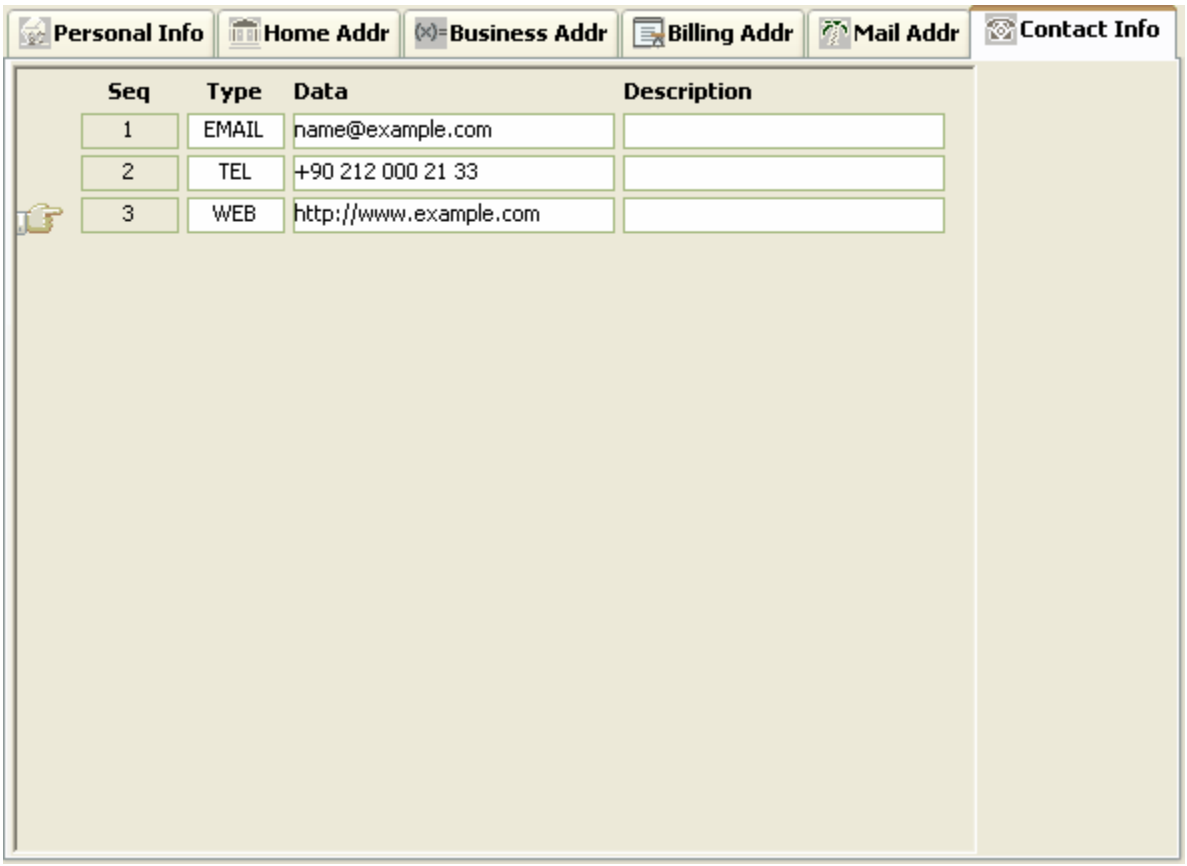
4.2 Contact Information Tab



Contact information is a general purpose entity that can be linked to the definition of several entities like a person, a company etc. In the sample screenshot, we see a contact information tab for a person definition. In the contact information tab, any previously defined contact type can be used.

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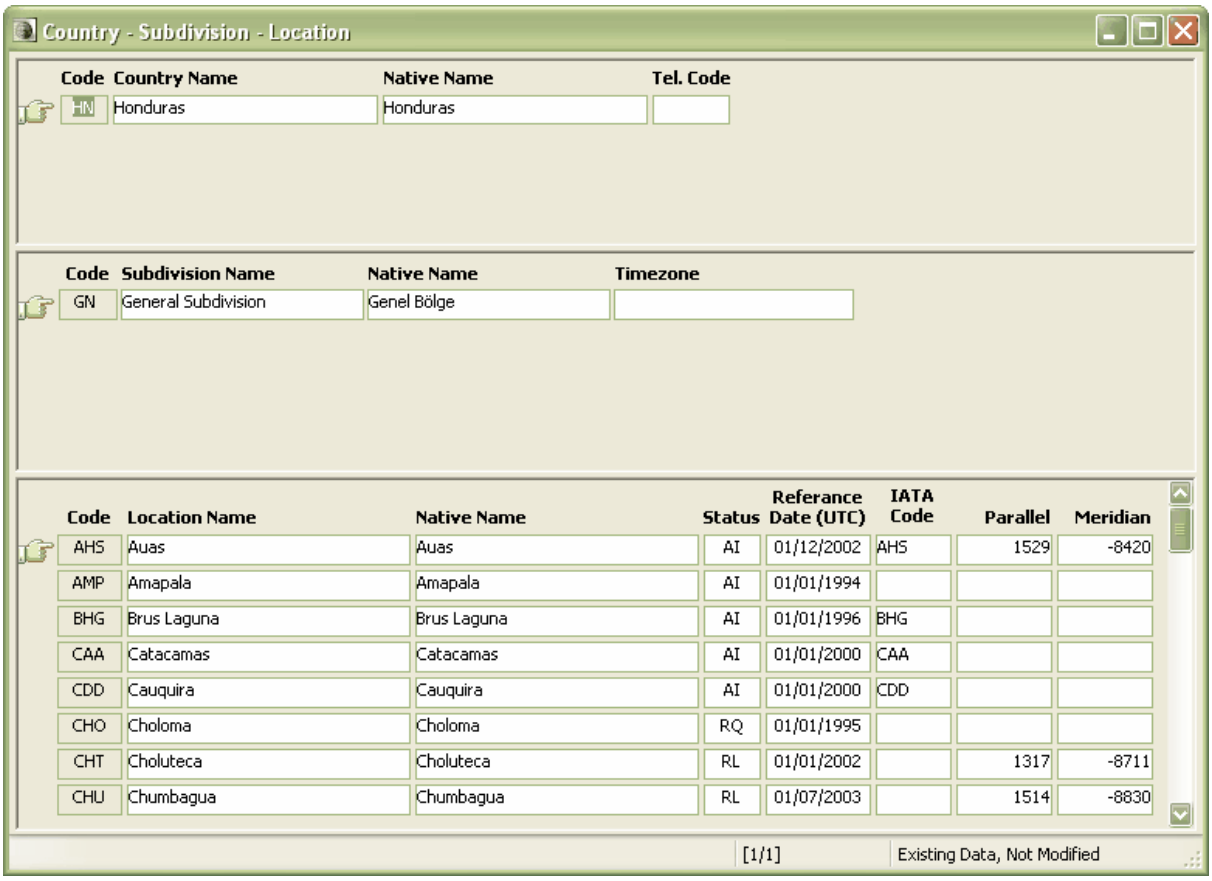
4.3 Country - Subdivision - Location



Country, subdivision and location information are defined at this screen. The data of this screen is pre-populated by the import of United Nations locode database. However, later modifications are possible.

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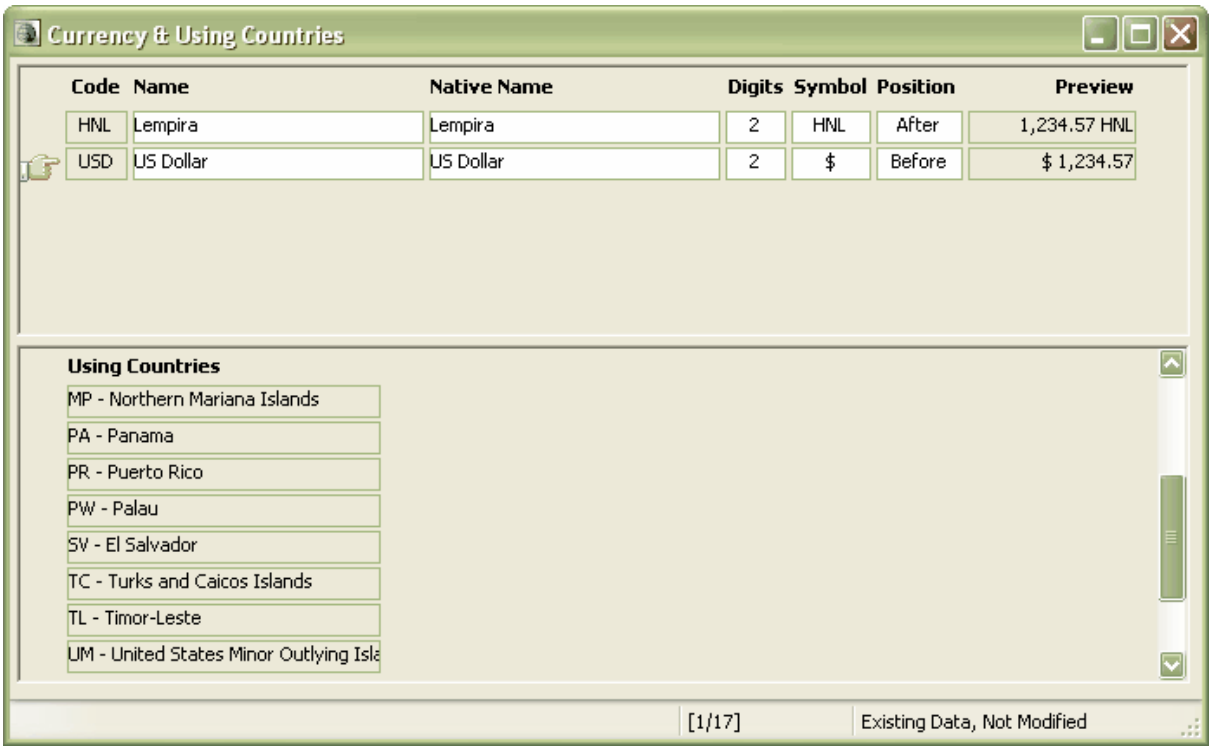
4.4 Currency - Using Countries



Currencies together with using countries can be defined using this screen. The currency data is pre-filled using the United Nations currency database. However, making later modifications using this screen is possible.

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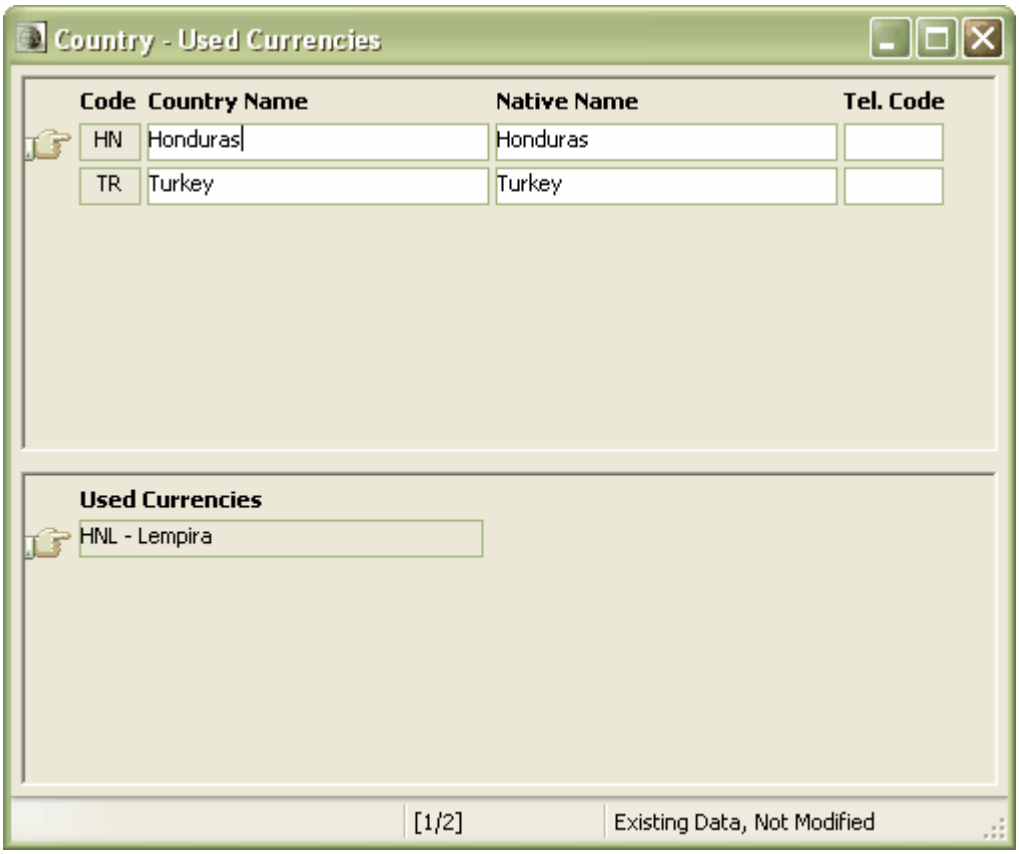
4.5 Country - Used Currencies



This screen can be used for both country data entry and for tracking which currencies are in use at that country.

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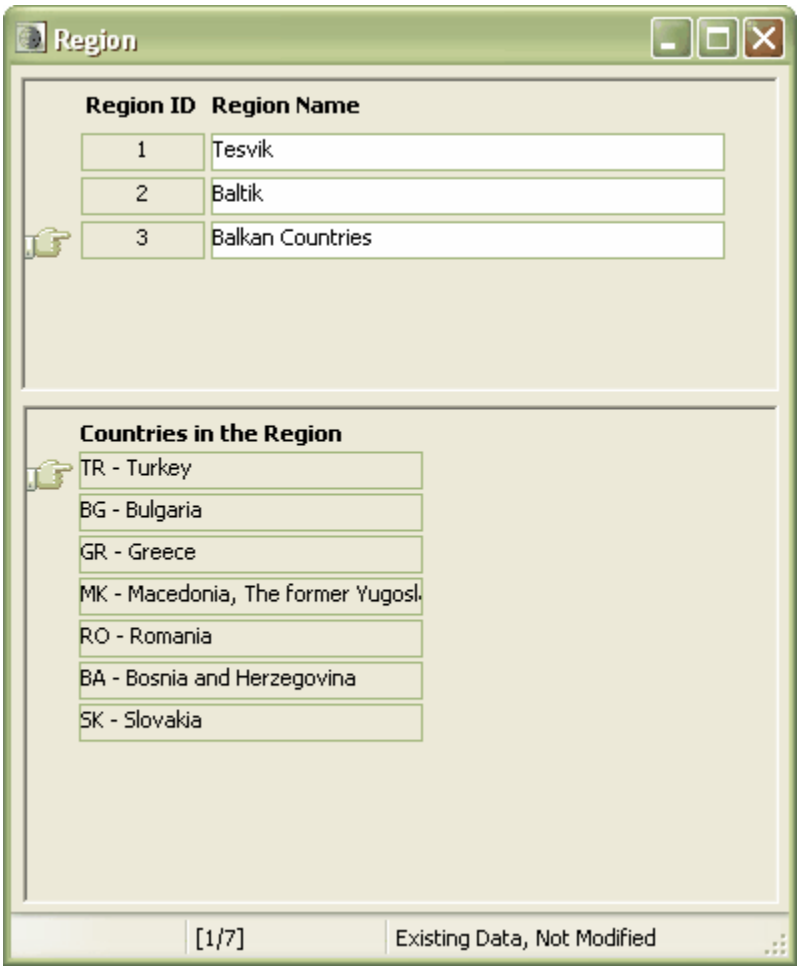
4.6 Region



Regions can be defined using this screen. A region is a group of countries. A region can be used as a context variable in the price calculations formulas or for reporting purposes.

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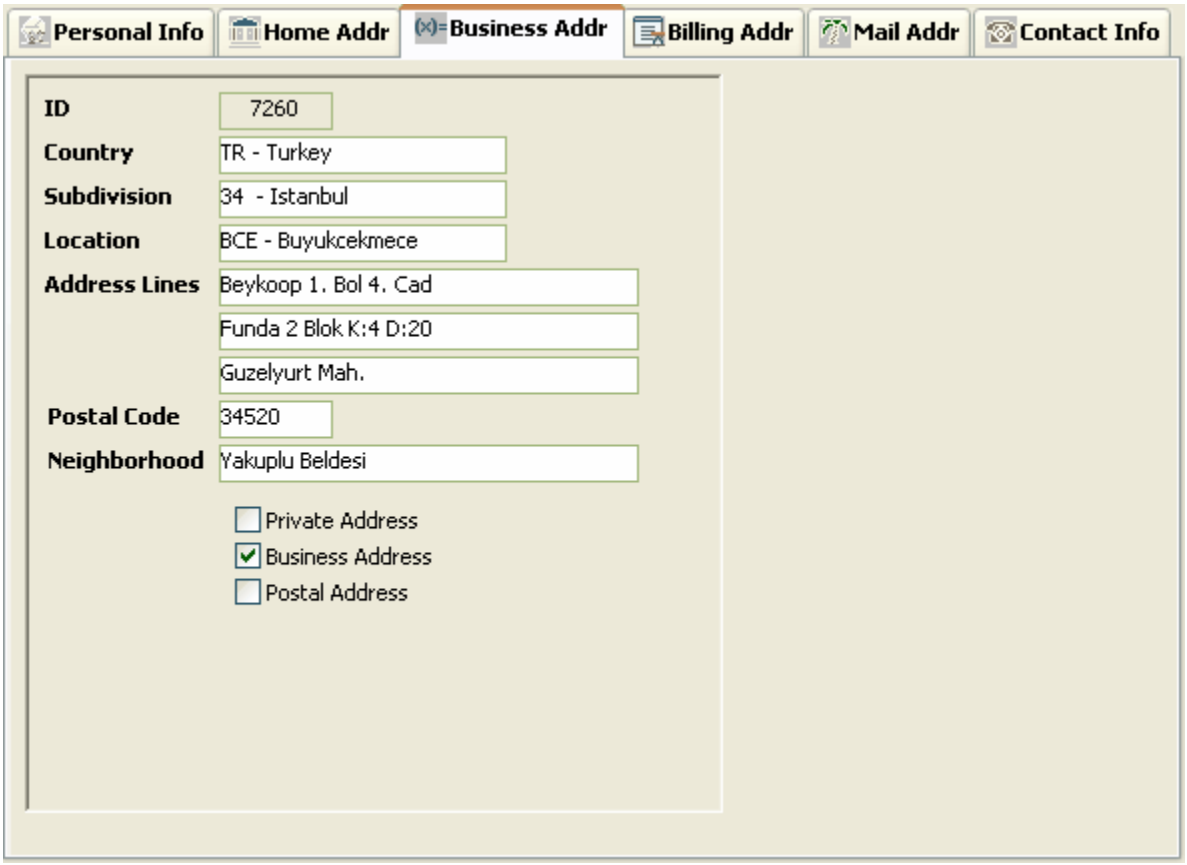
4.7 Address



This tab represents the address entity which can be linked to any entity's definition that can have an address. One entity may be linked to more than one address definitions. the above screenshot, a person's business address information is displayed as an example. The person definition contains home address, billing address and mailing address as well, which are all address entities linked to the person entity. All the address entities have the same fields for definition.

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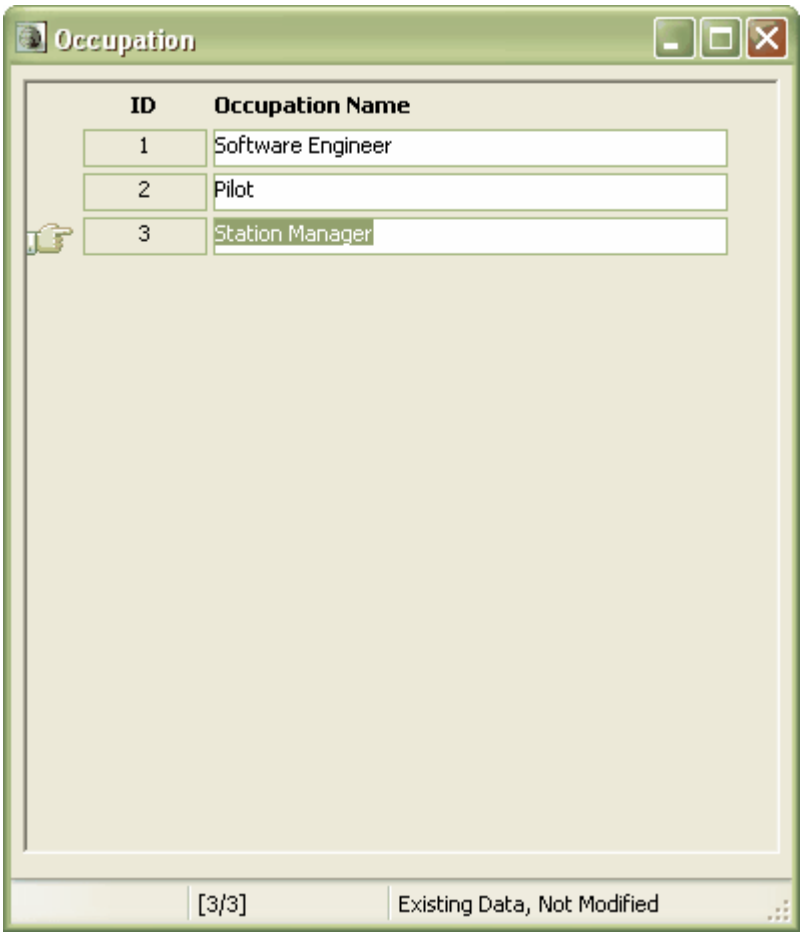
4.8 Occupation



Occupations can be defined at this screen. An occupation is used in person detailed information definition.

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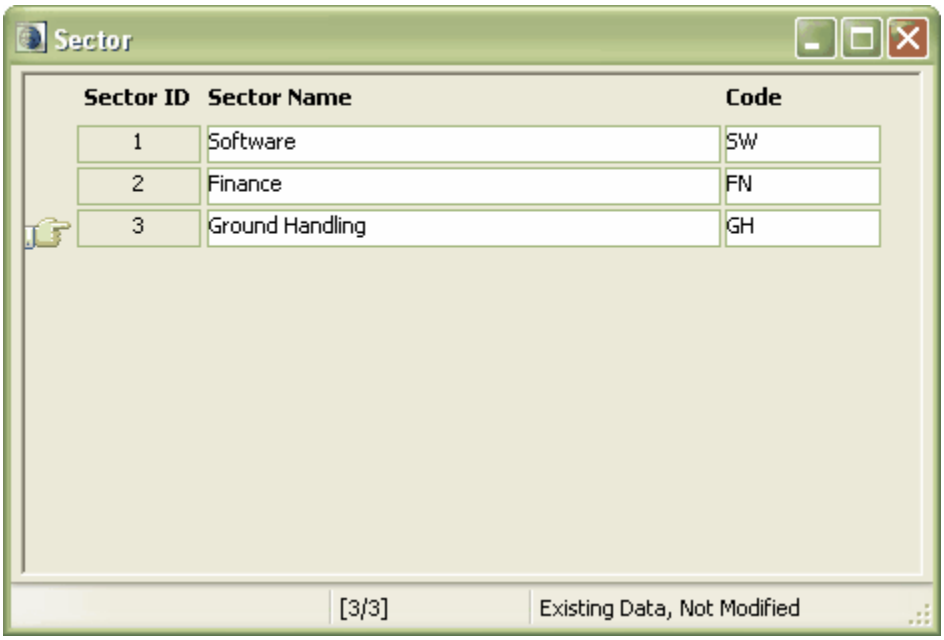
4.9 Sector



Sector definitions are made at this screen. The sector definition is used as a part of a company definition.

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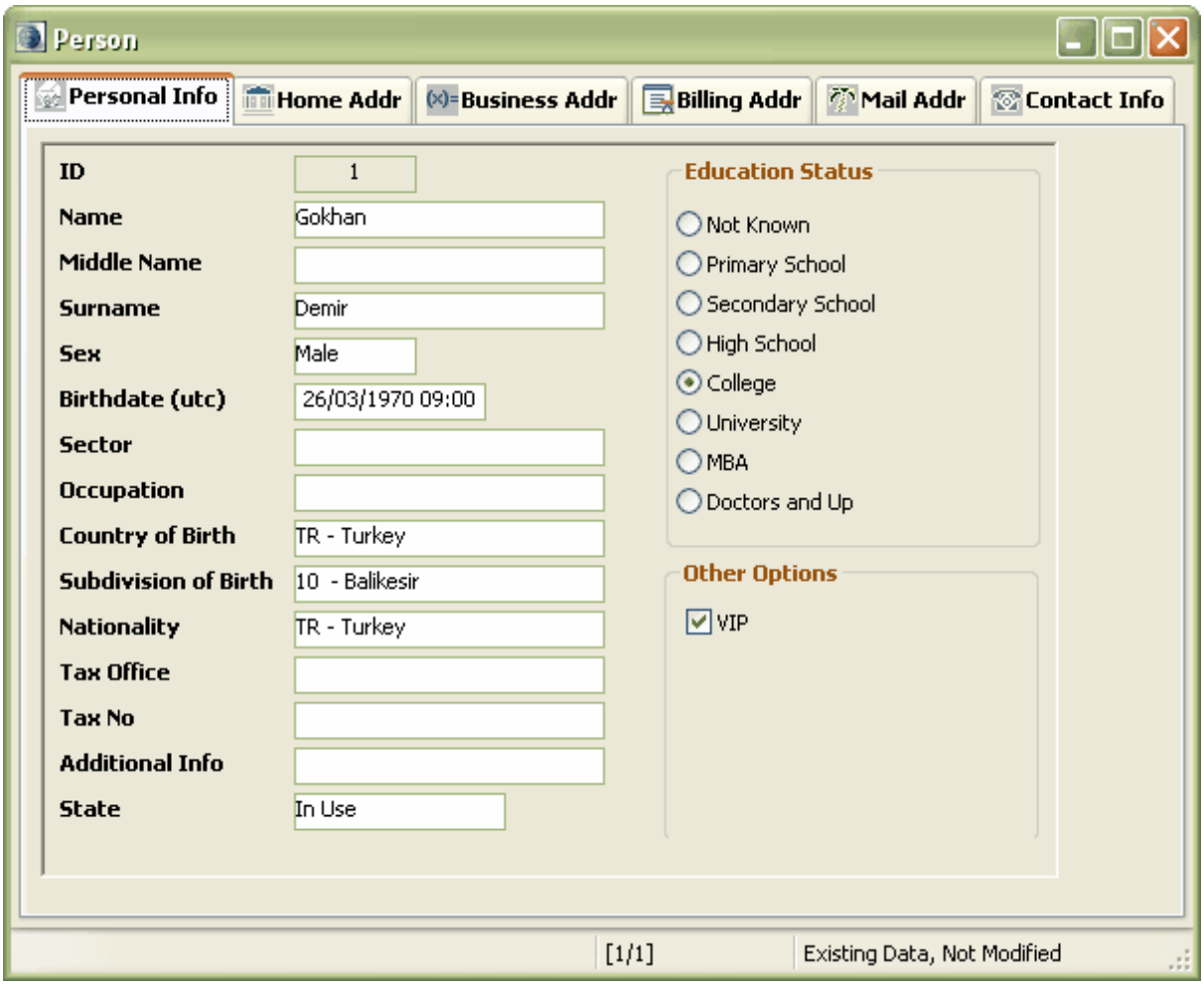
4.10 Person



Comprehensive information about a person is defined at this screen. The definable information is name, middle name, surname, sex, birth date, sector, occupation, country and subdivision of birth place, nationality, tax office and tax number, additional arbitrary info, education status and home, business, billing and mail (postal) addresses together with the contact information.

A person can be defined individually or the person definition can be a part of another entity, like the definition of a company's employee, for example the accountant of a company.

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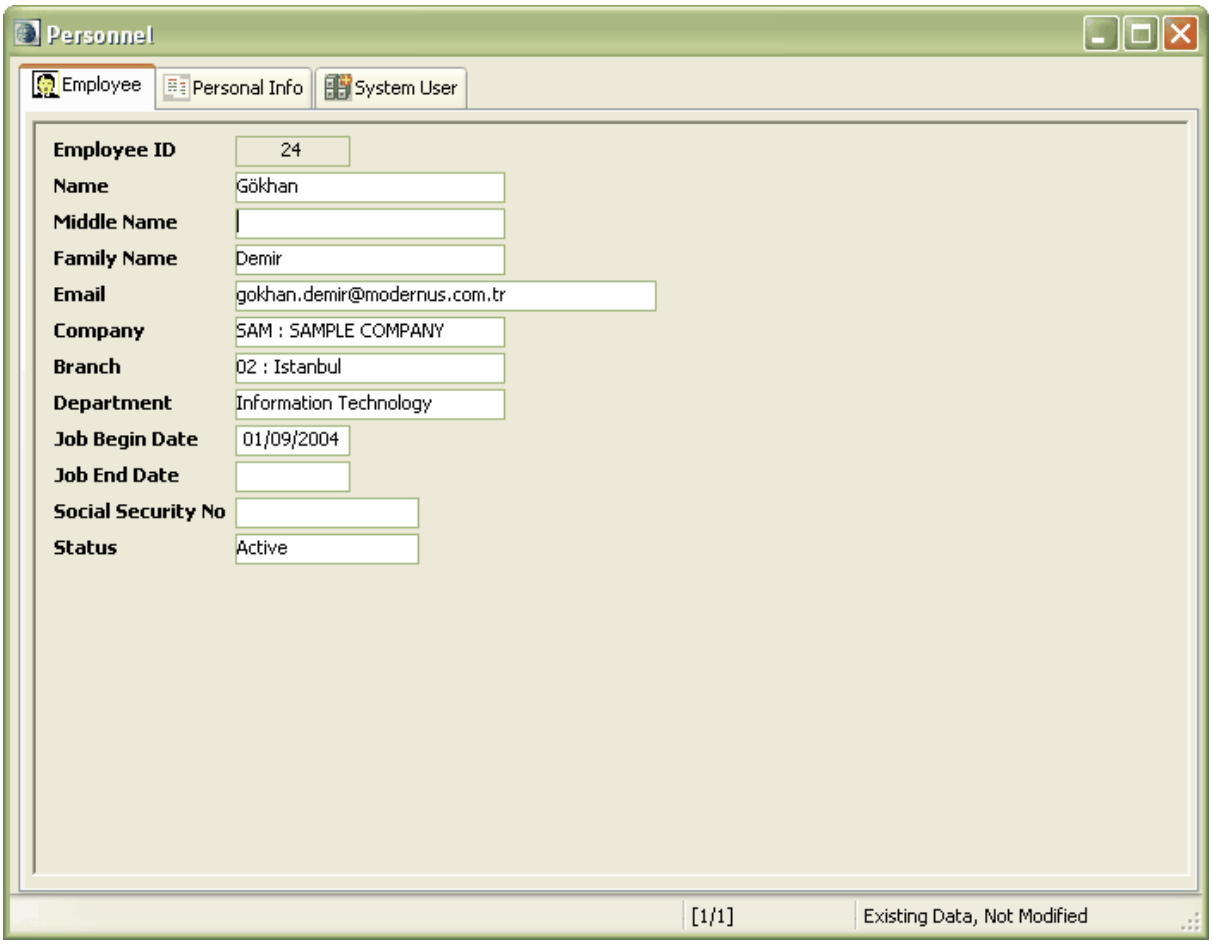
4.11 Employee



An employee is defined using this window. The employees are generally defined for the ground handling company and the airport authority company only. Defining all employees id optional. Only the definitions that will be used by the software will be enough like only defining the employees with login privileges.

An employee can have a detailed person information which can be defined in the person tab. For details see Person.

An employee can be defined as a system user, i.e., privileged to login to the Celebris application. For details about defining a system user, please see the System User window.

4.12 Company and Branches

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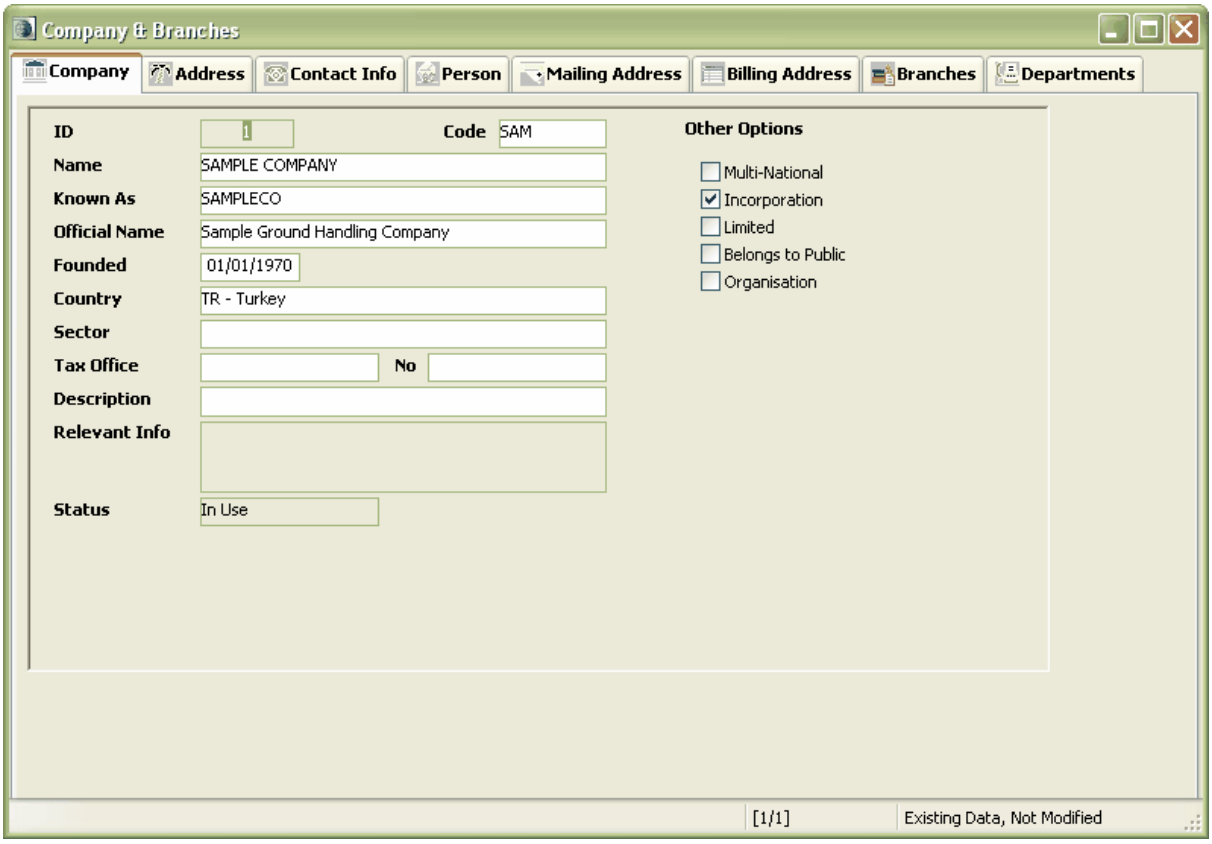
4.12.1 Company



General information about a company like the company code, name, official name, country, sector, tax office and number etc. can be defined using this first tab in the company window.

The address tabs define the address, mailing address and billing address by the address entity.

The contact details of a company can be entered into the contact information tab.

The responsible person of a company can be defined. In this case the person tab, which is a Person definition entity, is used.

4.12.2 Branches

A company can have branches. A branch is defined using a code, name, country and description together with extra address, person and contact information.

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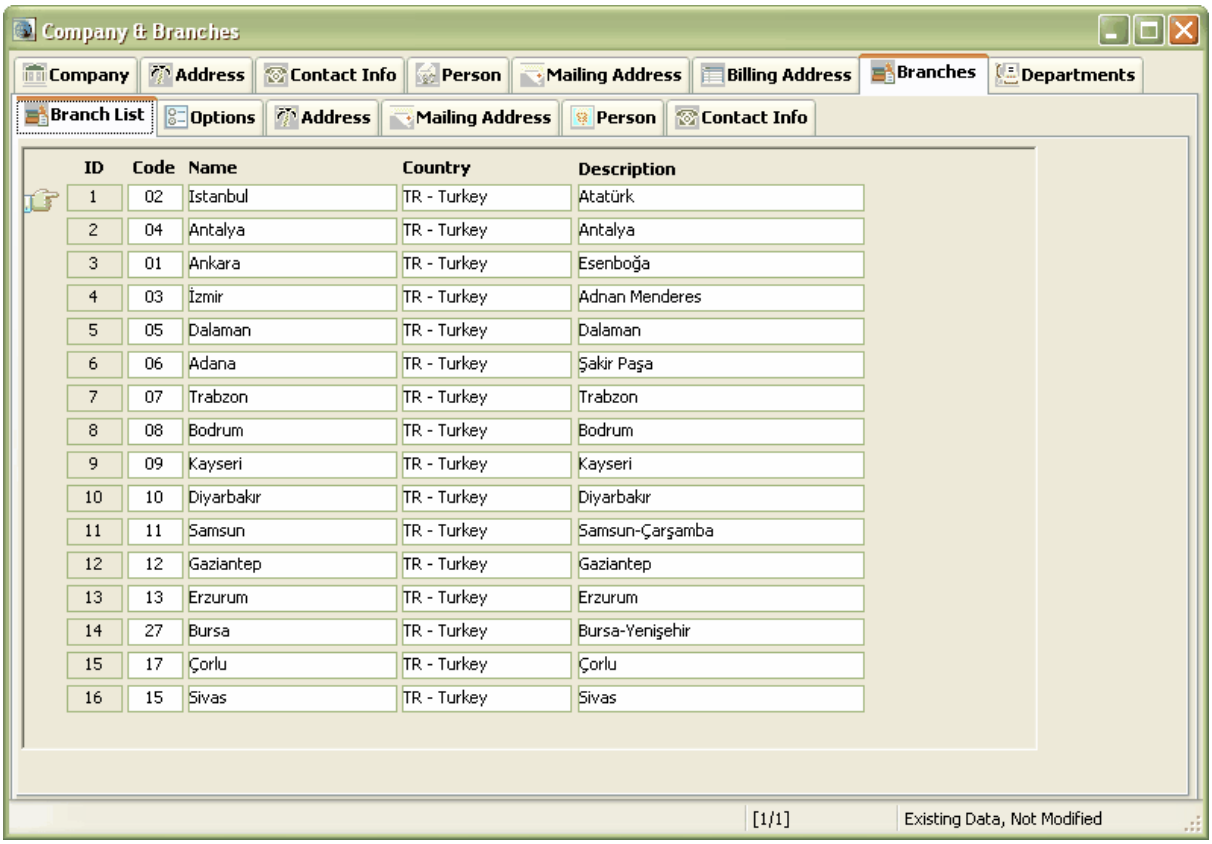

ID	Code	Name	Country	Description
1	02	Istanbul	TR - Turkey	Atatürk
2	04	Antalya	TR - Turkey	Antalya
3	01	Ankara	TR - Turkey	Esenboğa
4	03	İzmir	TR - Turkey	Adnan Menderes
5	05	Dalaman	TR - Turkey	Dalaman
6	06	Adana	TR - Turkey	Şakir Paşa
7	07	Trabzon	TR - Turkey	Trabzon
8	08	Bodrum	TR - Turkey	Bodrum
9	09	Kayseri	TR - Turkey	Kayseri
10	10	Diyarbakır	TR - Turkey	Diyarbakır
11	11	Samsun	TR - Turkey	Samsun-Çarşamba
12	12	Gaziantep	TR - Turkey	Gaziantep
13	13	Erzurum	TR - Turkey	Erzurum
14	27	Bursa	TR - Turkey	Bursa-Yenişehir
15	17	Çorlu	TR - Turkey	Çorlu
16	15	Sivas	TR - Turkey	Sivas

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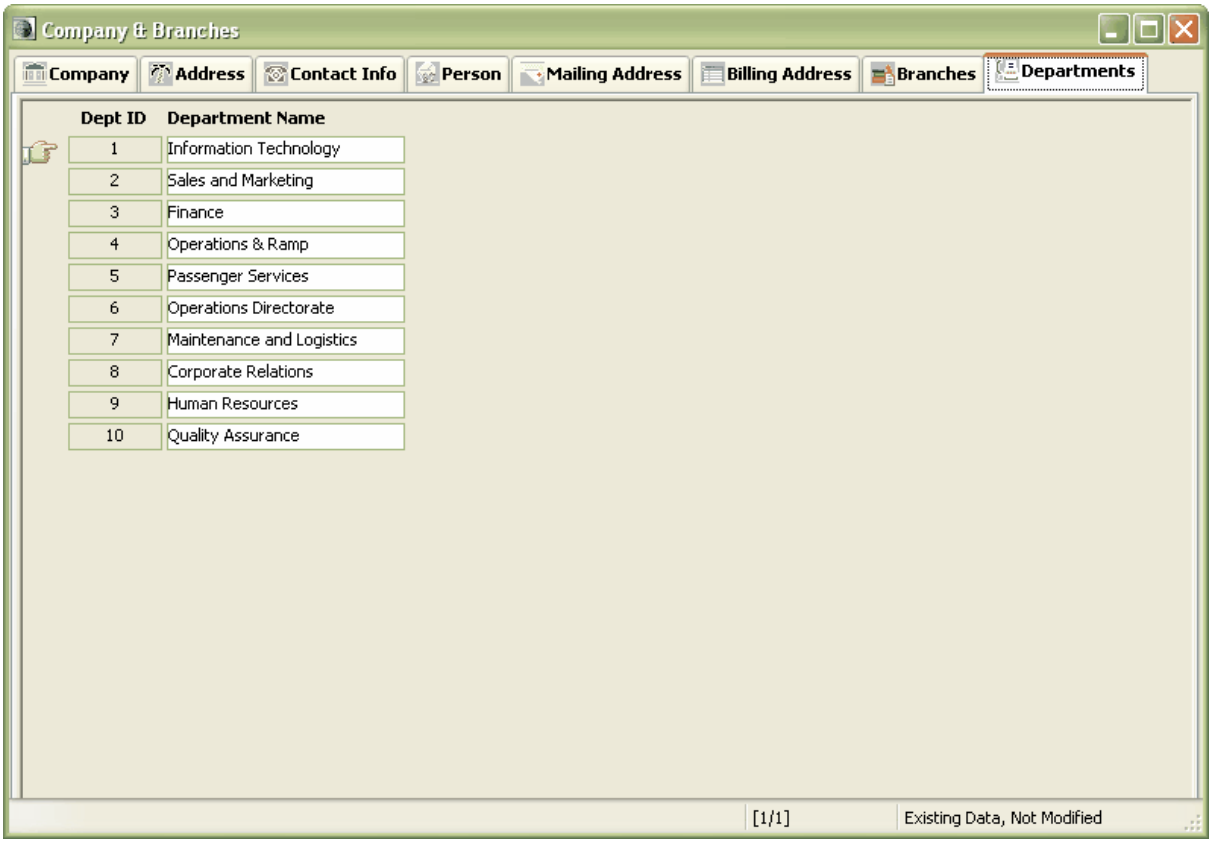
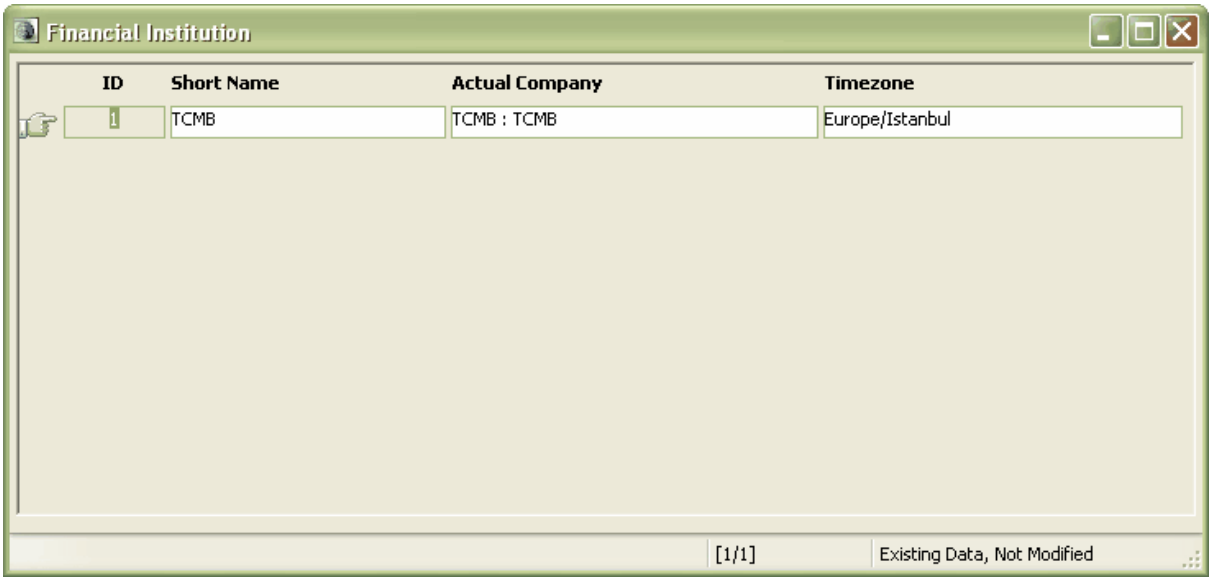
4.12.3 Departments



In this tab, the departments of the company can be defined. Data defined in this tab is only useful for the companies that will define employees to system. The department is a part of an employee definition.

4.13 Financial Institution



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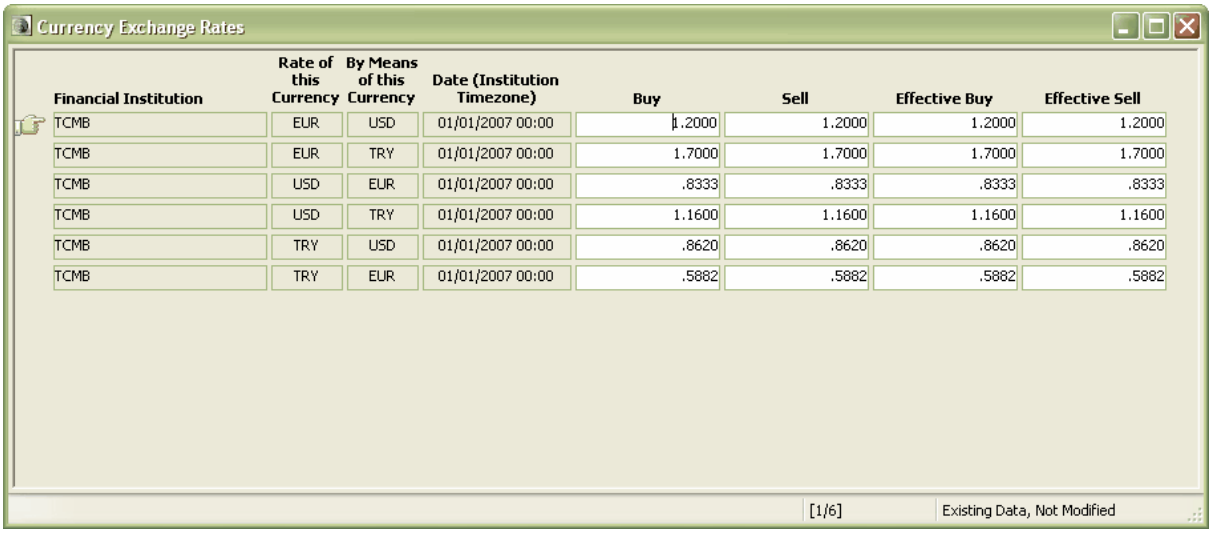
A financial institution is the institution which has the right to announce official currency exchange rates. The short name of the company is defined here after choosing the actual company from the drop down list. Time zone information is necessary and important as it will be used in currency conversion later during the price calculations
.

4.14 Daily Exchange Rates



The daily exchange rates are defined manually through this window. It is necessary to enter all the cross exchange rates for the supported currencies in Celebris. For example, if an exchange rate from USD to EUR is defined, it is also necessary to define a reverse rate from EUR to USD.

Currency exchange rates can be input in an hourly basis too, but in practice it is not recommended.

There are four exchange indicators: Buy rate, sell rate, and effective buy and sell rates (the exchange rates on banknotes).

If a financial institution is issuing the exchange rates in an electronically importable format, an automatic import mechanism will be supplied for the customers that demand.

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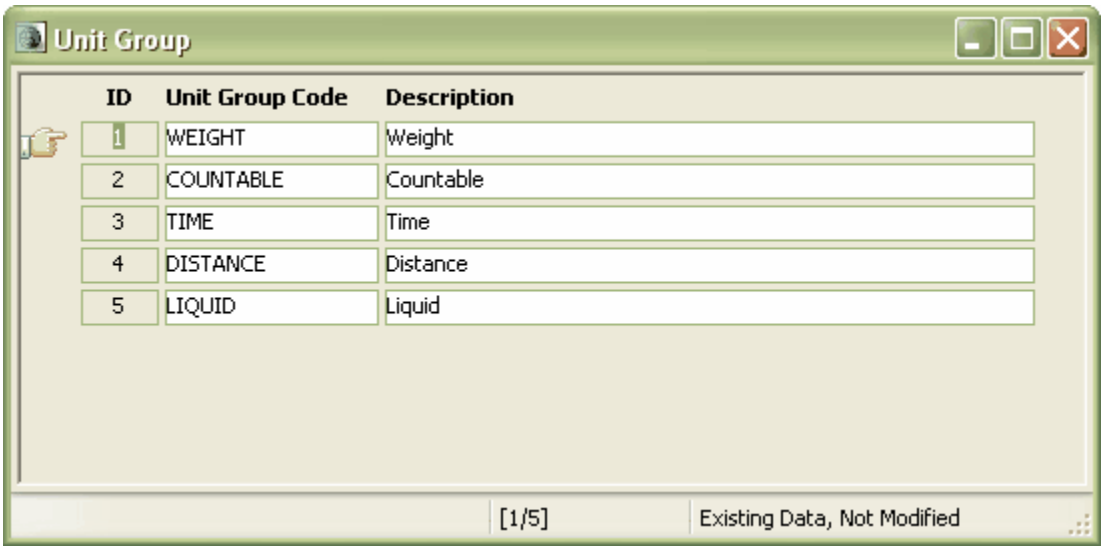
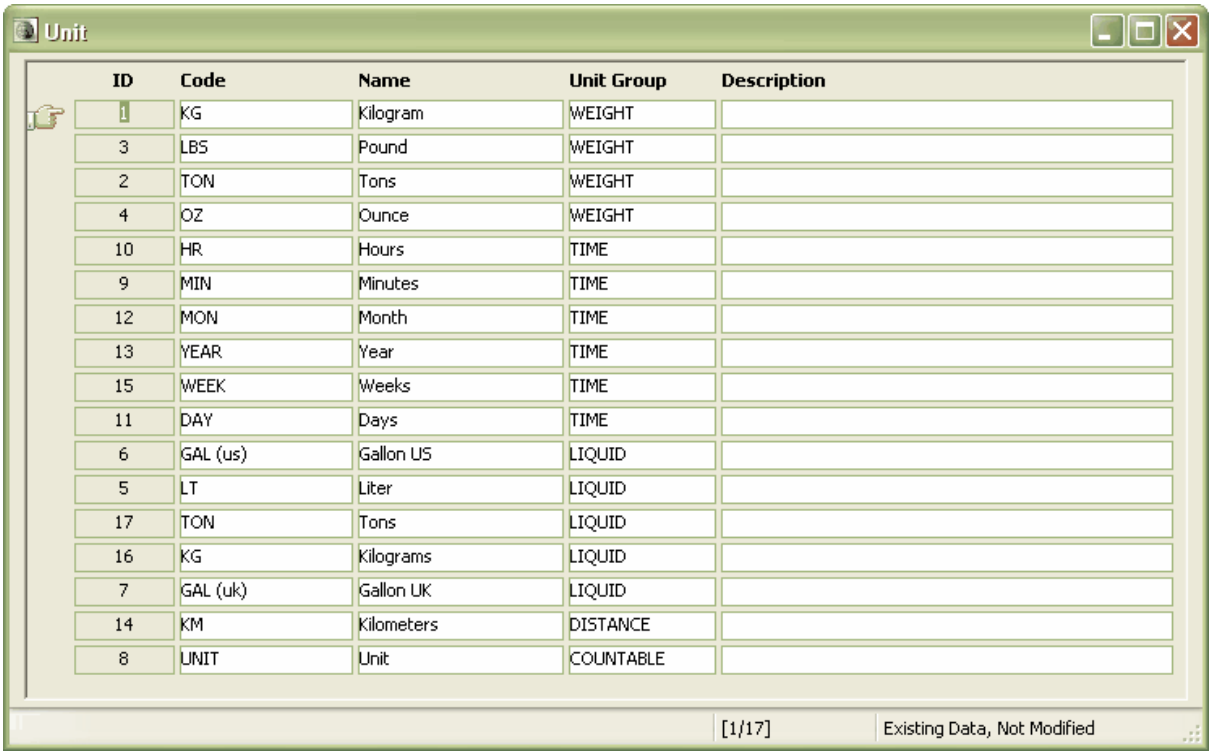
4.15 Unit Group



The unit groups are defined at this window.

4.16 Unit



The units are defined at this window.

Each unit is a member of one unit group.

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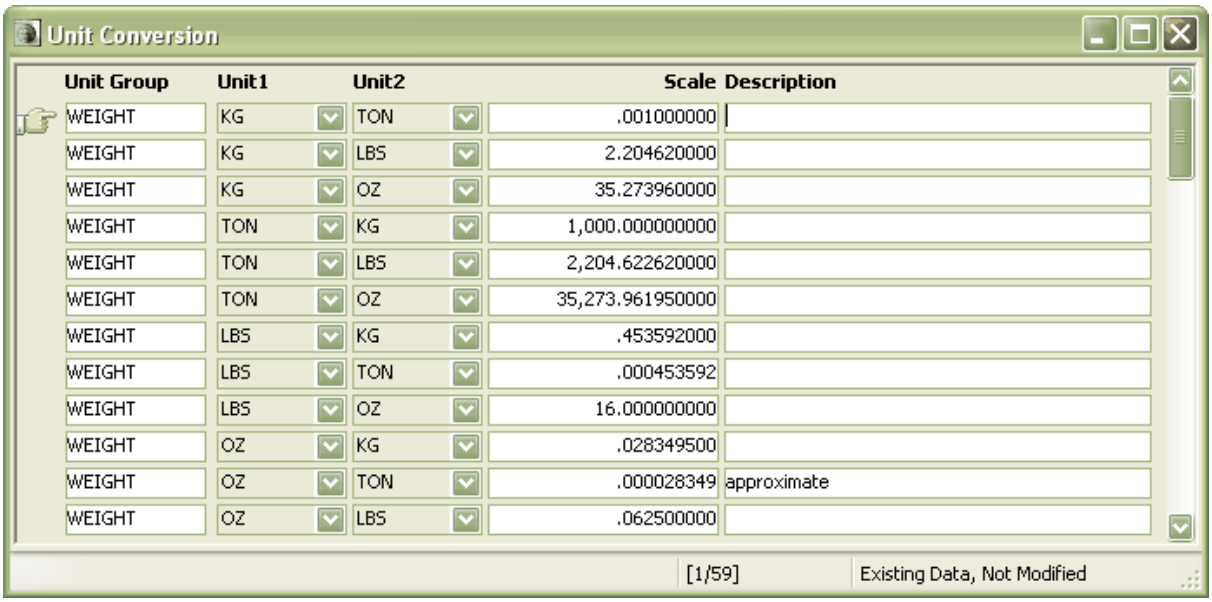
4.17 Unit Conversion



The simple unit conversion factors among units in a unit group are defined at this window. All cross conversion factors for the units of a unit group must be defined.

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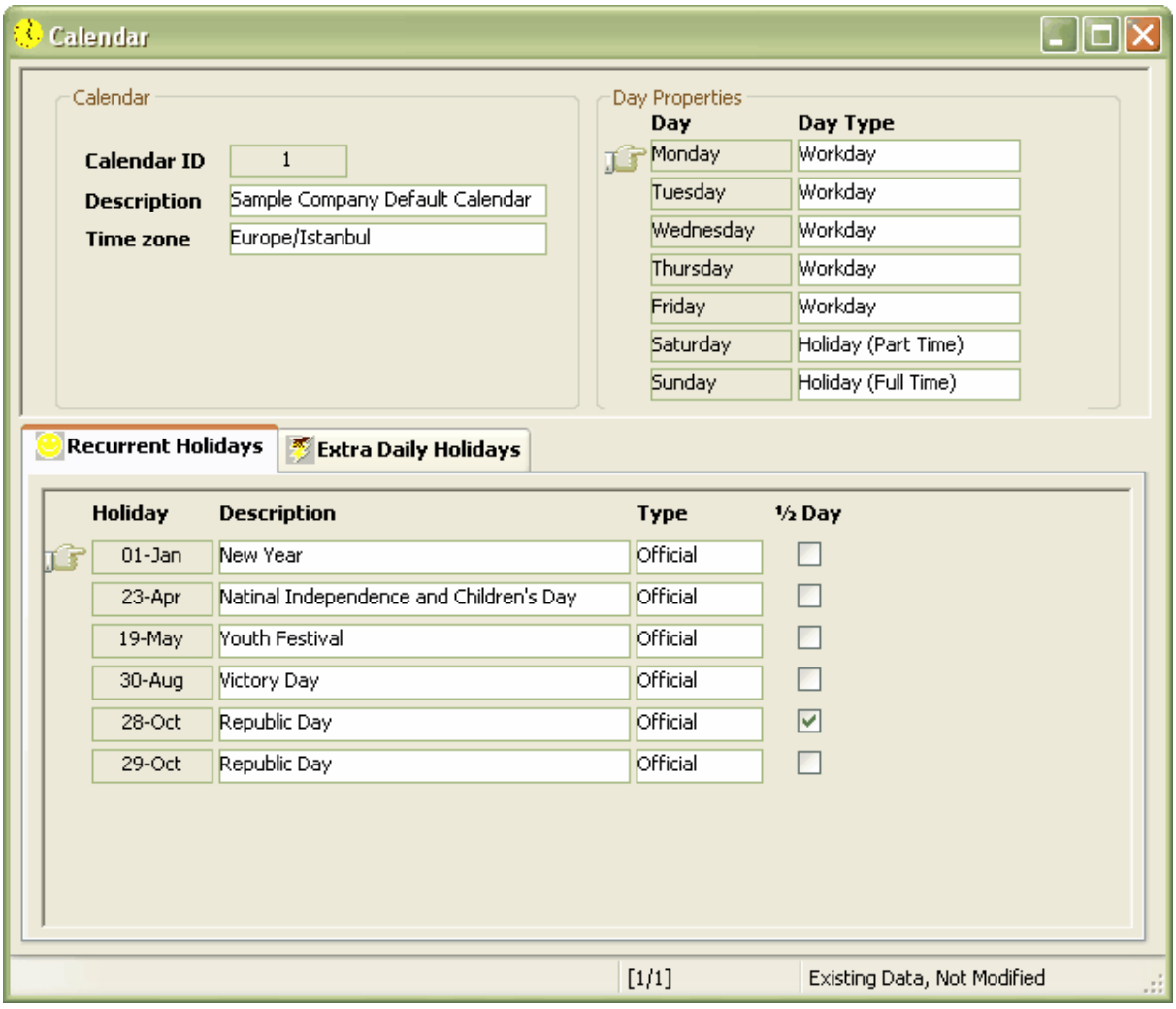
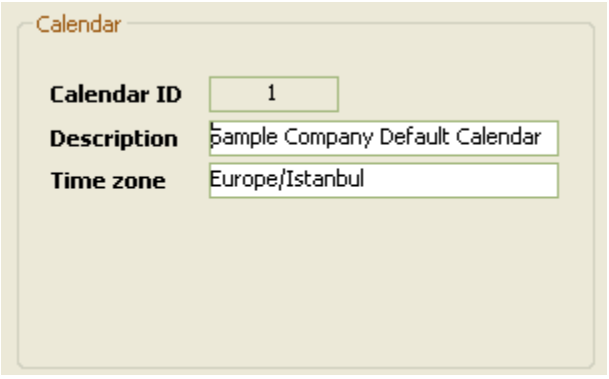
4.18 Calendar - Holiday Definitions



Calendar and holiday definitions are made at this window.

4.18.1 Calendar Main Window



At the main information area, the calendar id, description and the calendar time zone are defined.

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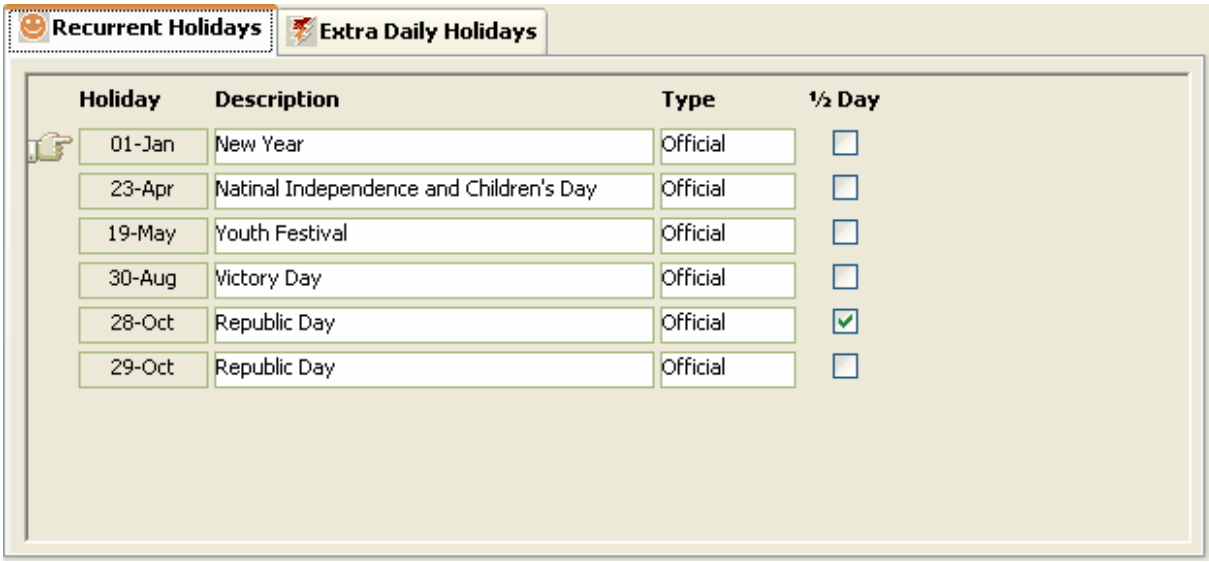
4.18.2 Calendar Day Properties

Calendar day properties are defined in order to specify the characteristics (day types) for the weekdays. A day types are workday, part time holiday (half day) and full time holiday.

4.18.3 Recurrent Holidays



The recurrent holidays tab is used to define the recurrent holidays which repeat each year. Therefore no year detail is defined here.

A recurrent holiday can be selected to be fulltime or halftime. Type field is informatory and describes the type of the holiday like: official, religious or special.

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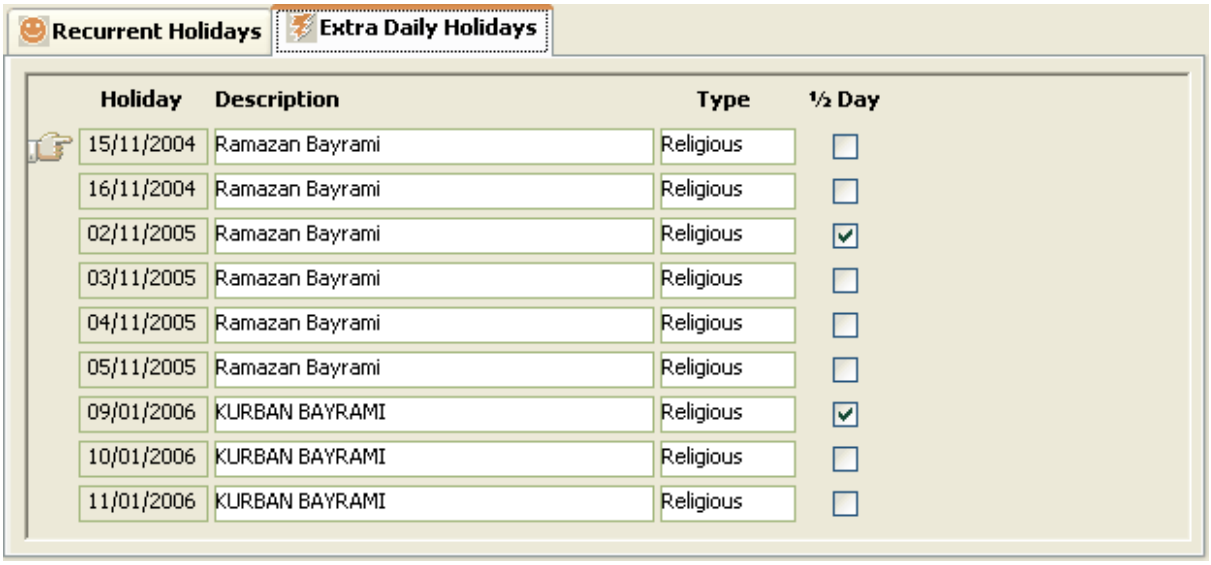
4.18.4 Extra Daily Holidays



Extra daily holidays are the holidays that are explicitly defined to take place on a certain day of a specific year. They do not repeat each year.

4.19 Interval

Intervals are defined to be used at reporting. Here numeric ranges can be defined as levels of an interval definition.

Seat capacity and mtow groups can be defined in this interval definition window, so that the reporting module can use this information to make groupings according to these definitions.

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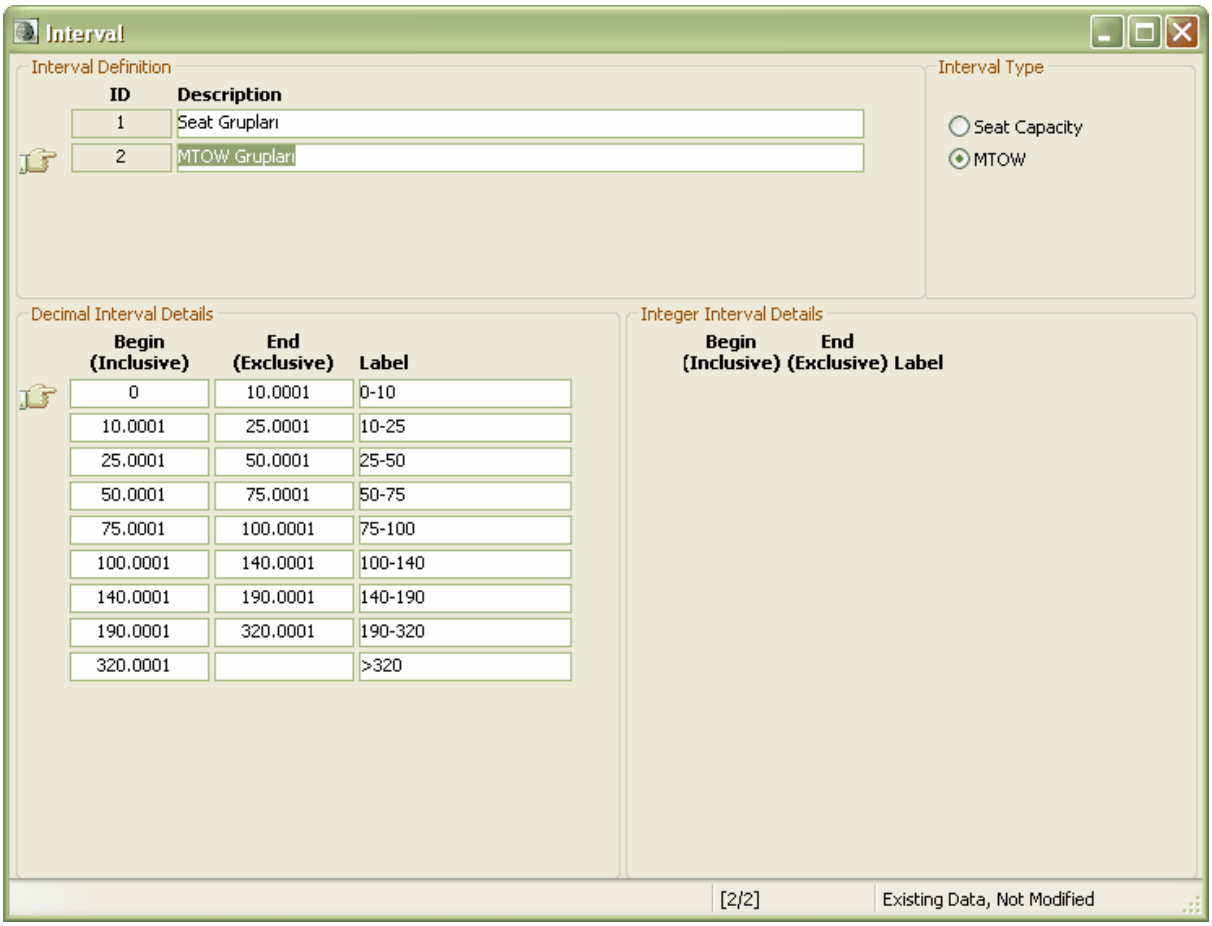

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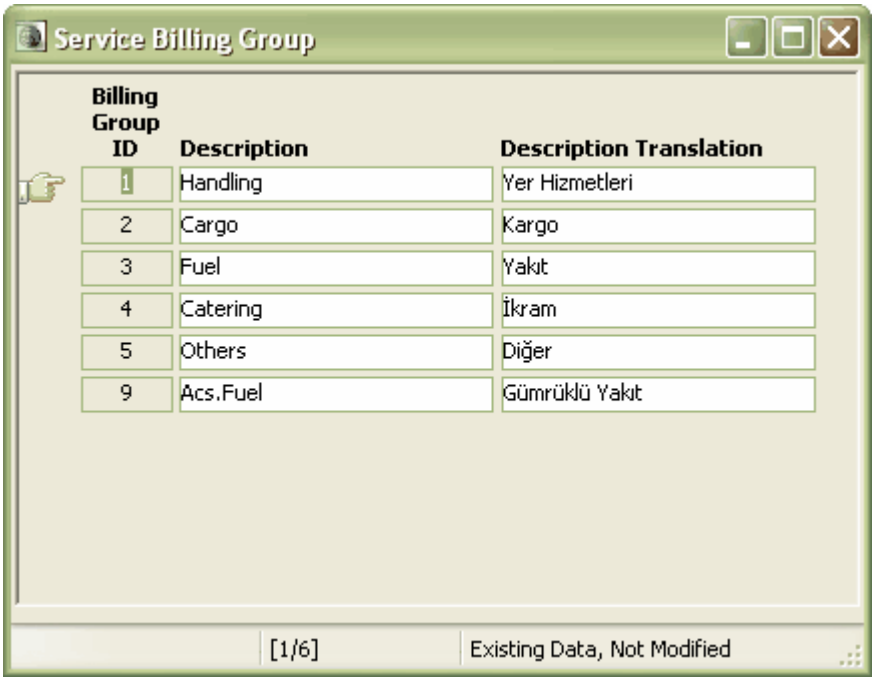
Part V

5 Service Management

5.1 Billing Group

Billing groups distinguish pricing agreements. Each service or a service group is a member of one particular billing group. The description of the group also supports a secondary description in another supported language.



5.2 Services

Services and their characteristics are defined here.

5.2.1 Service

Services are the pricable entities. They are used in many tasks like pricing, operations, planning or performance measurements.

Service code, service description, service description in a second language, service unit group, service billing group and some other service characteristics like if the service requires time input and service application contexts are defined here.

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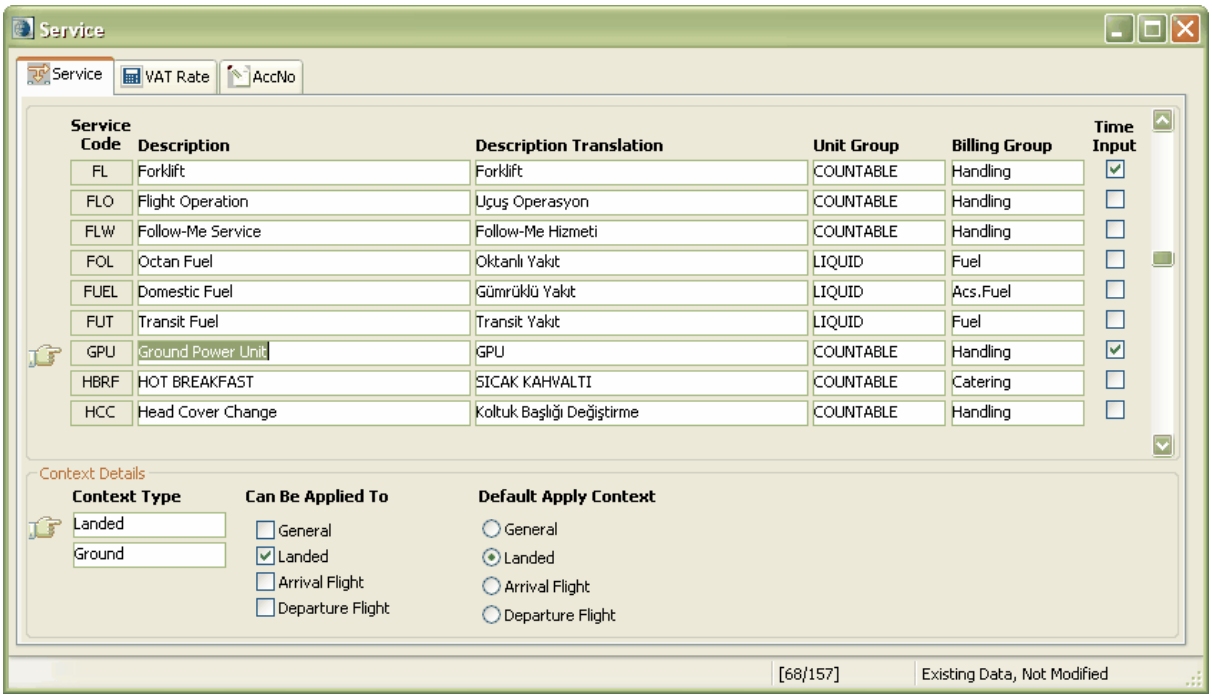

In Celebris, there are two different context types which define the scope of defined services and packages. These are: landed and ground contexts. Landed context contains the aircraft information with either the arriving flight details, the departure flight details or both, along with ground details like the parking place, etc. Ground context includes only the ground related information of the aircraft and the arrival or departure flight information is out of scope.

The services can be marked to apply to a landed context, or a ground context, or both.

The services can be marked as obligatory according to their apply contexts or they can be priced accordingly in agreement definitions. Please look at the services and packages tab of the agreement screen.

The unit group definition specifies which unit codes are allowed to be used during service amount inputs and at their reporting. Because the cross conversion rates of the units in a group are predefined, different units from the same group can be used in service amount inputs at the service charge form window, at pricing definitions for the service, at any reporting about the service amounts and at the invoice service details. Celebris automatically handles the unit conversion.

Marking a service as "time input" enables the service charge form window to force the user to input the service start and end times.

5.2.2 Service VAT rates

Each service can have different domestic and international VAT rates that can be defined separately for each country:

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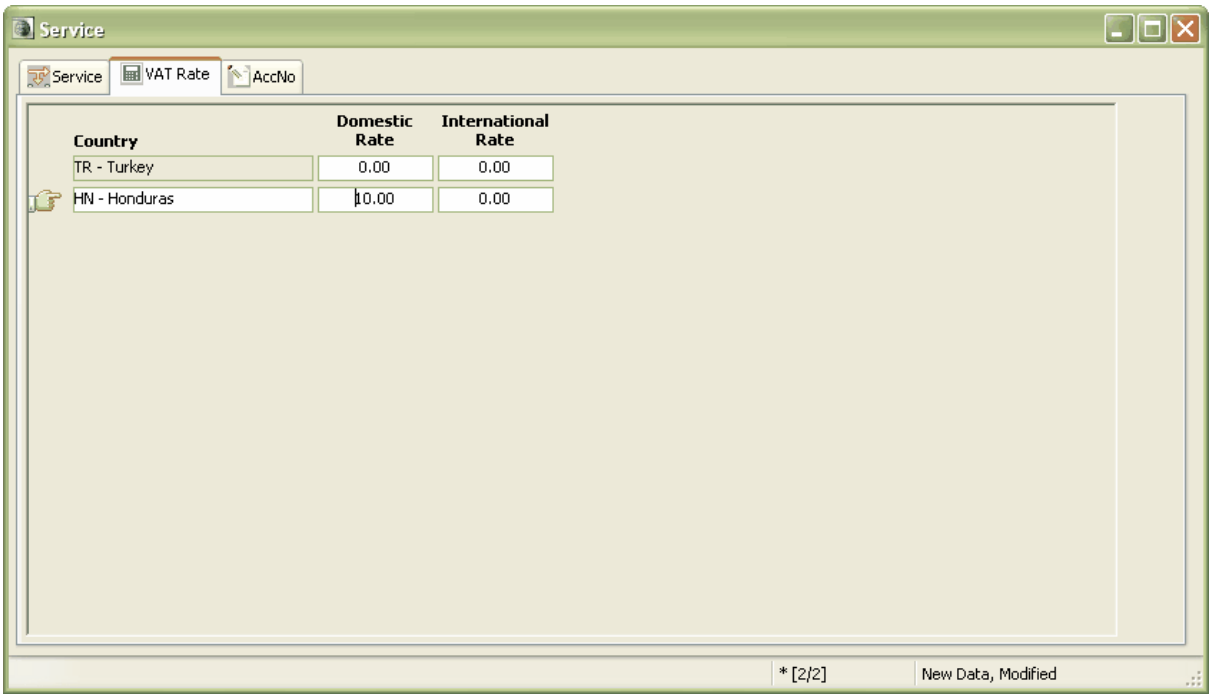
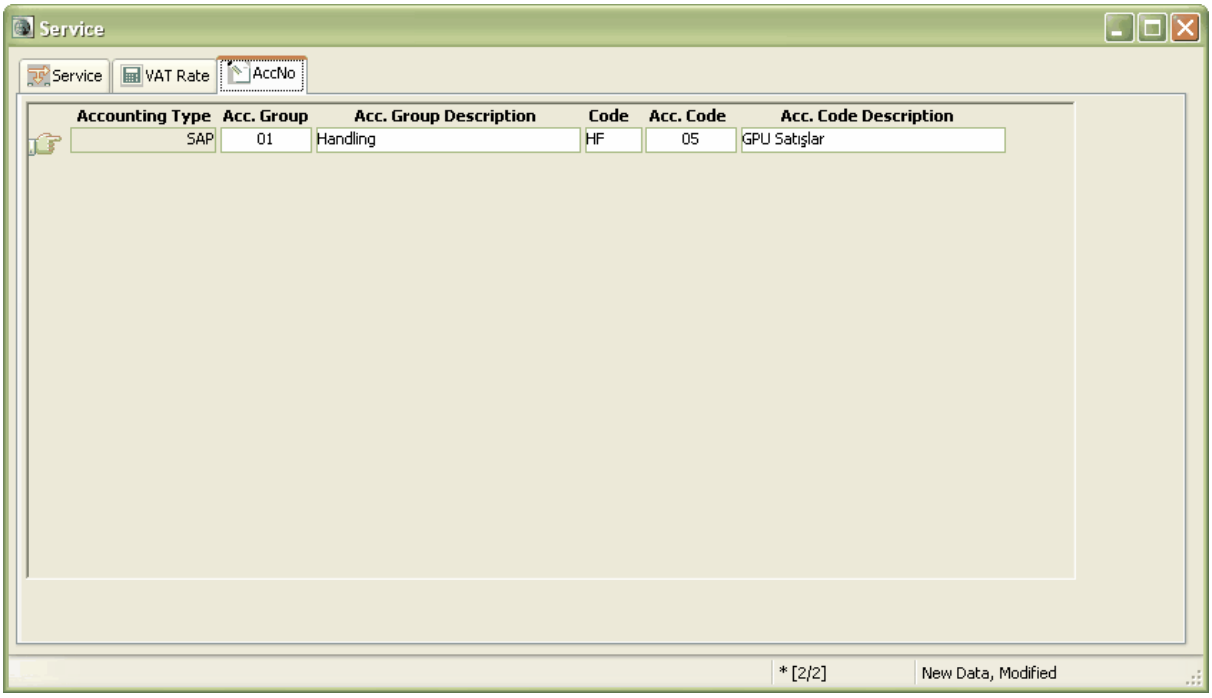


5.2.3 Service Accounting Integration

Celebris itself is not a general ledger software. Therefore, generated invoices later need to be transferred to a 3rd party general ledger software. In this tab, this integration details can be defined per accounting type, group and code.



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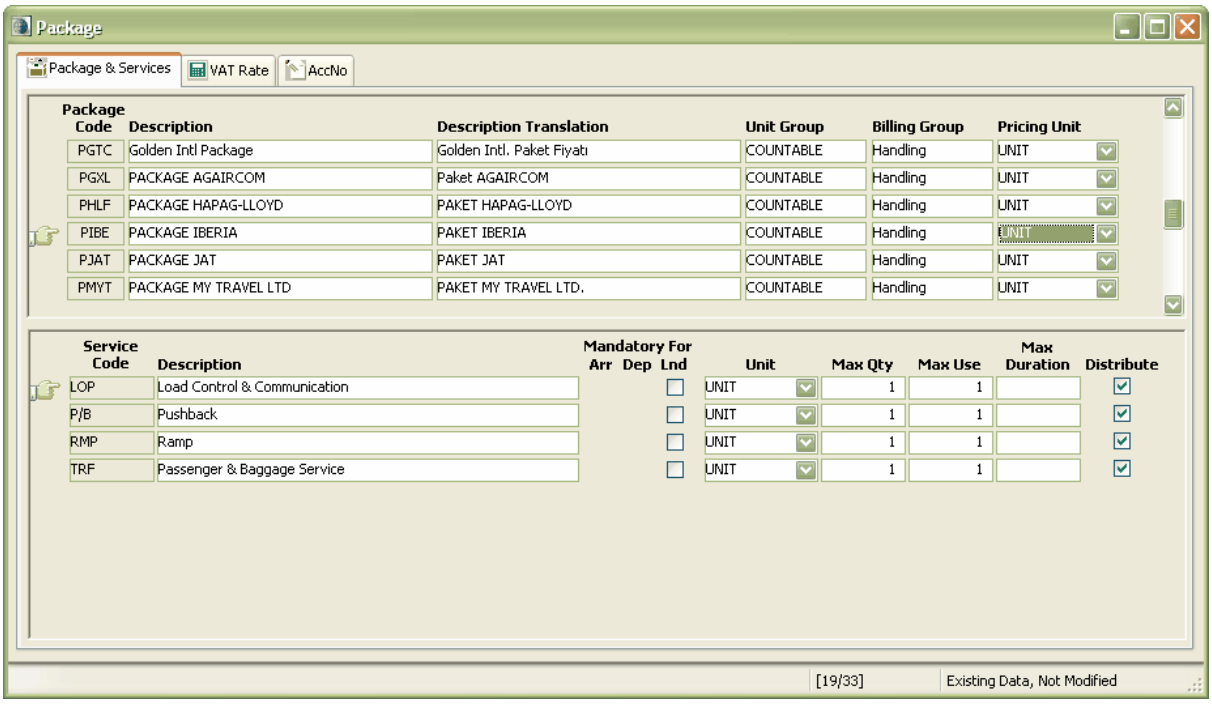
5.3 Packages

Packages and their characteristics are defined here.

5.3.1 Package

Celebris supports the definition of service packages to enable a simpler pricing schema.



A service package is a group of services which are input separately to the service charge form at operation time but are priced and reported as if they are one service.

Each defined package must belong to one particular billing group.

Package details are the services included in this package. Defining a service as a package detail requires the input of unit, maximum quantity, maximum use and maximum duration information as well as choosing if this service is distributable in the package.

It is the price calculation process that calculates prices for each service charge form and during this process the separate services are packed together if they are included to packages at the pricing agreement definition.

Distribute option flag indicates that if an additional single service line which will not be included in the package should automatically be generated by the system for the exceeding amounts of quantity or duration, which are above the maximum amounts defined for that package. This way, the exceeding quantity or duration can be charged separately while the package contents are preserved. If distribute option is not selected, the whole service quantity or duration is excluded from the package to be priced separately when it is out of the limits.

Maximum quantity definition specifies the maximum quantity of that service to be considered within that package. If the total quantity of the service at the service charge form exceeds the defined maximum quantity, the changing process should either exclude this service completely from the package when the service is not marked as distributable, or it should create a separate service line just for the exceeding quantity when the service is marked distributable. The separate service line will be considered as "out of the package" and therefore will be charged additionally.

It is the same for the maximum use criteria and maximum duration criteria. Maximum use and maximum duration is for the services that require time input like the GPU (Ground Power Unit) service. Each new line of this service at the service charge form input screen is counted as one use since the service start and end times are specified

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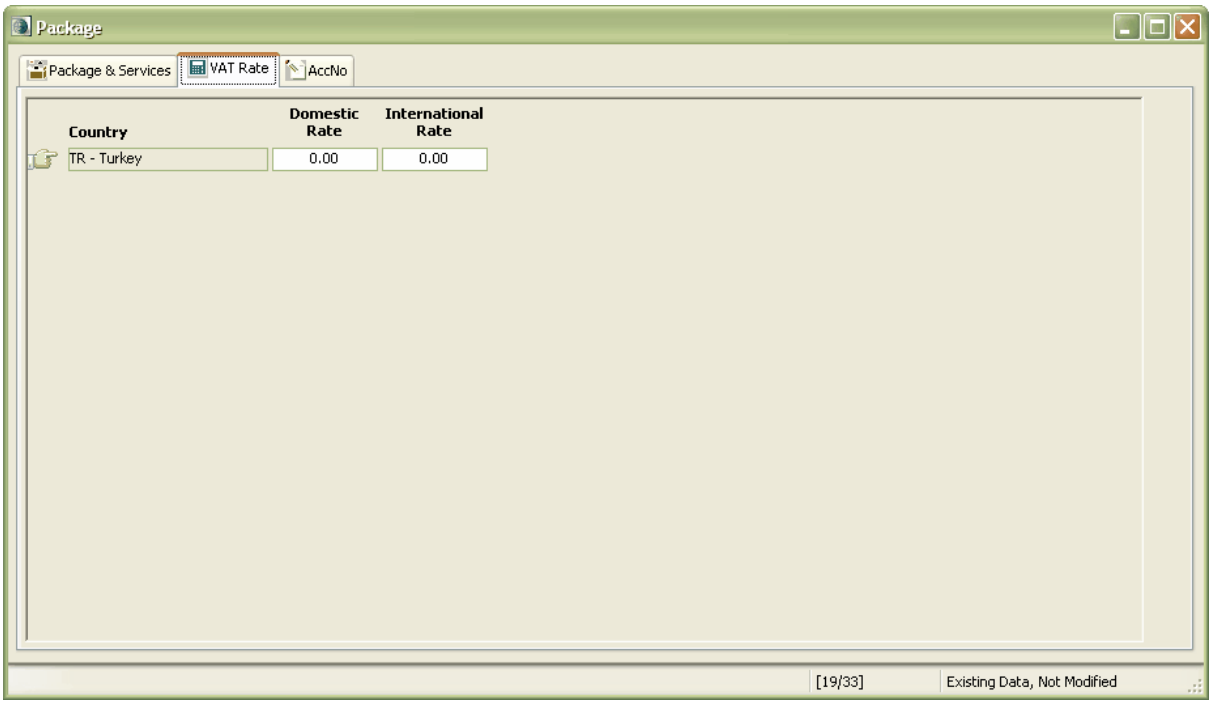
separately for each line. For maximum duration, any time a services duration exceeds the defined duration it will be considered "out of the package".

The mandatory field defines which services in this package will be considered as mandatory when this package is marked as "obligatory" at the pricing agreement .

The packages are only applicable for the landing context.

5.3.2 Package VAT rates

Each package can have different domestic and international VAT rates that can be defined separately for different countries:



5.3.3 Package Accounting Integration

Celebris itself is not a general ledger software. Therefore, generated invoices later need to be transferred to a 3rd party general ledger software. In this tab, this integration details can be defined per accounting type, group and code.

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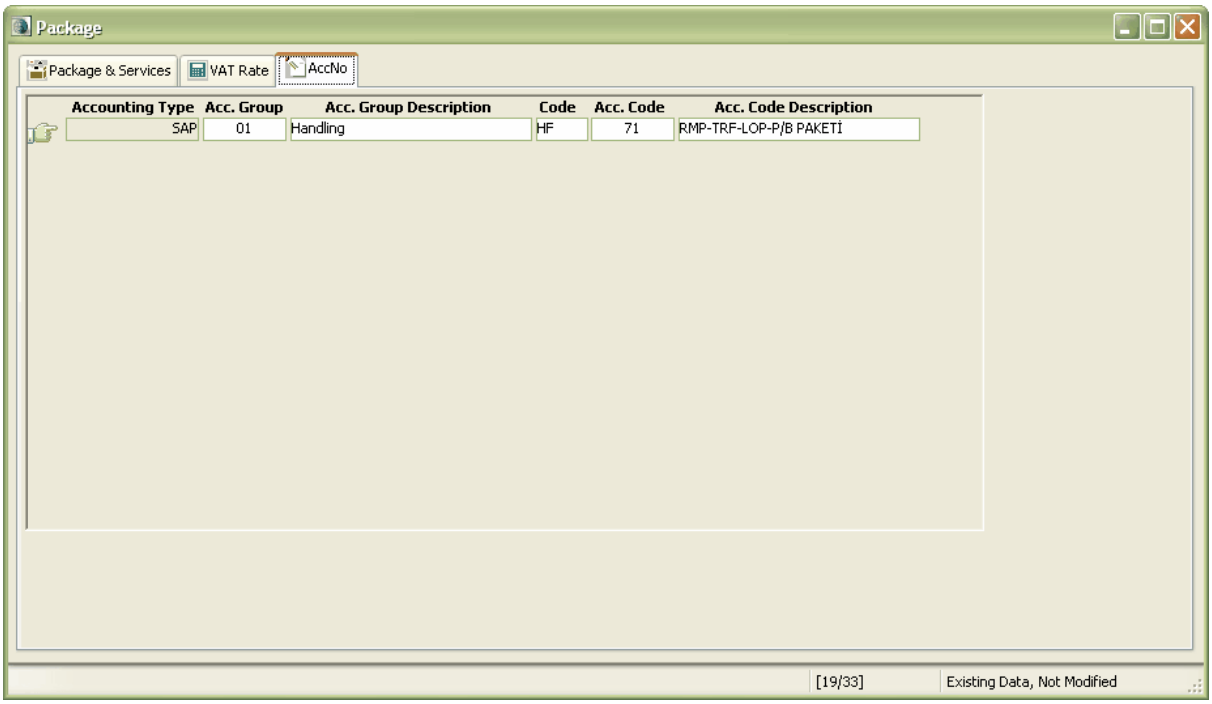
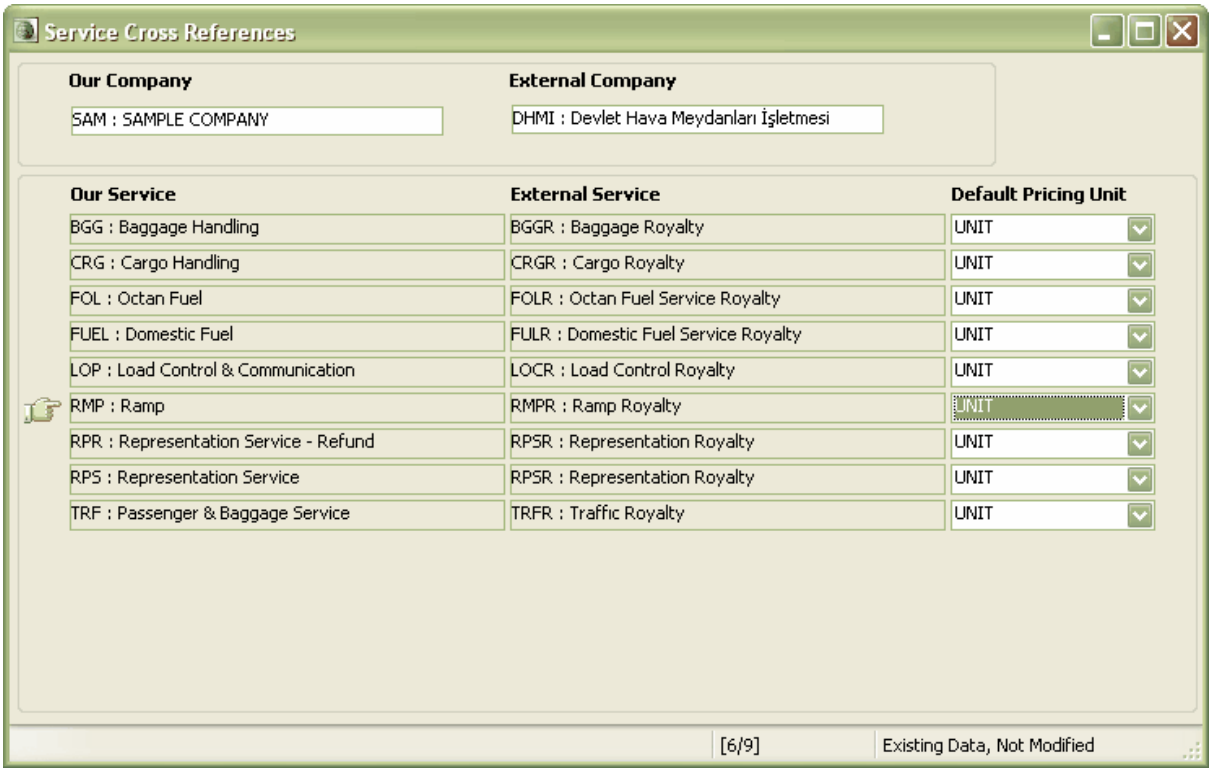


5.4 Service Cross References

Service cross references defines the related services between the service giving company (the handling company) and the related company (can be airport authority, external service provider etc.).



On the above image, a sample of the related services between the handling company and the airport authority company can be seen.

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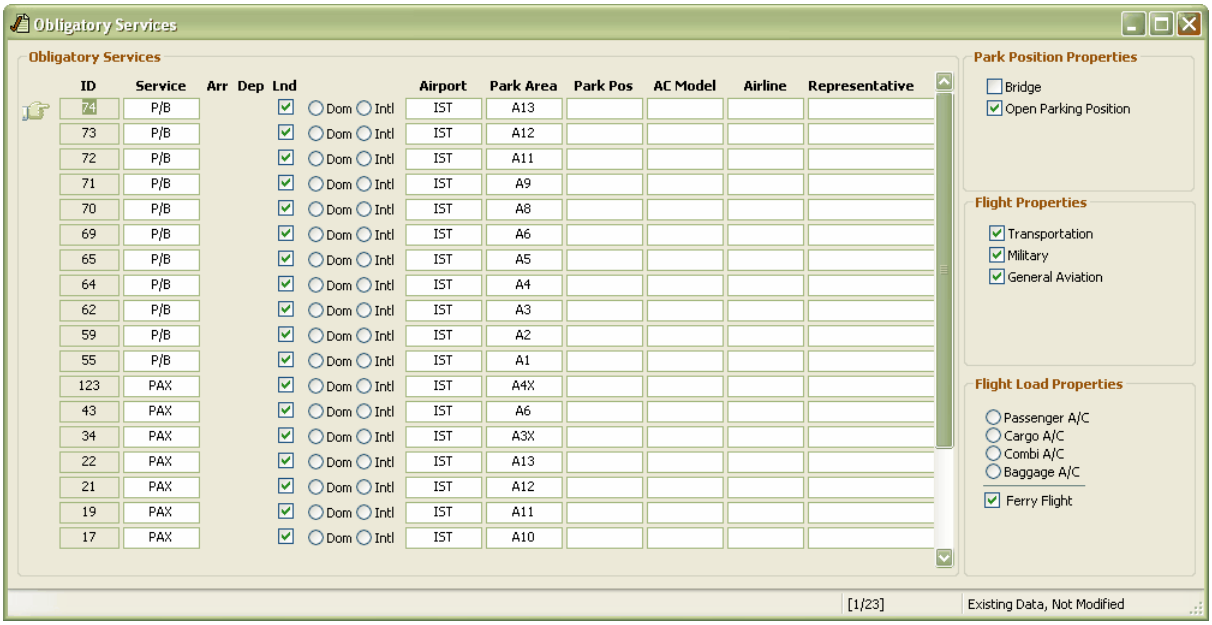
When a service references another service, it means that, during the price calculations of that service, the referred service is also priced to be invoiced along with the original service. The extra commissions and royalty fees that arise as a result of a given service can be defined as referred services at this screen.

5.5 Obligatory Services

The general purpose obligatory services (not related with a pricing agreement) are defined at this screen in a very flexible manner.



The information at this screen has an AND logic for the input areas. For example, the first data entry at the sample screen reads as : The P/B service is an obligatory service for landings at IST airport at A13 parking area and the aircraft is at a open park position and it is either a transportation, military or general aviation flight, and the flight load type is ferry meaning the flight has no load.

The definition fields include the service context (arrival, departure or landed), domestic/international flight, landed airport, park area in that airport, park position in that airport, aircraft model, airline, representative company, park position type (bridge, open position), flight properties (transportation. military, general aviation), flight load properties (passenger, cargo, combi, baggage and ferry).

Obligatory services are used at preparing the service charge form for the first time. All found obligatory services from either the definitions at this window or the ones that are marked at the initial agreement will be entered into the service charge form automatically.

When an obligatory service does not exist in the service charge form, the system prompts the user to check whether it is a mistake when the service charge form is saved.

5.6 Surcharge Period

In Celebris, prices for the services can be priced differently in surcharge periods. In Celebris, surcharge periods can be defined in a very flexible manner.

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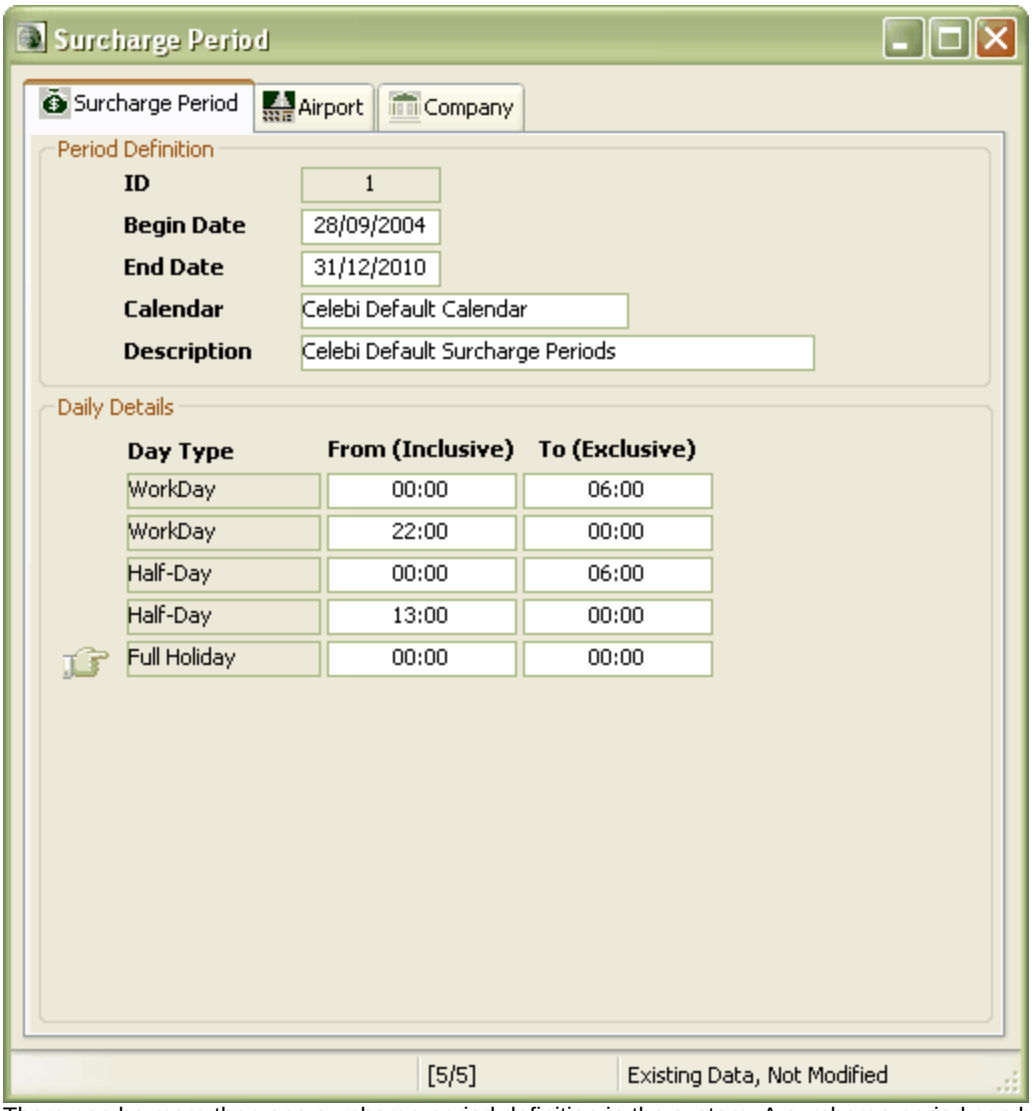
5.6.1 Surcharge Period Main Screen



There can be more than one surcharge period definition in the system. A surcharge period can be defined in a general fashion or it can be defined to be applied only for specific airlines and/or at specific airports.

A surcharge period is defined using a calendar template. The calendar template defines the surcharge period start and end times at different day types like work days, half days and full holidays. In this way, if a day was marked as a holiday at the company calendar definitions, the surcharge periods for the holiday day type are used. It is the same for other day types.

The surcharge periods are defined at the following screens:

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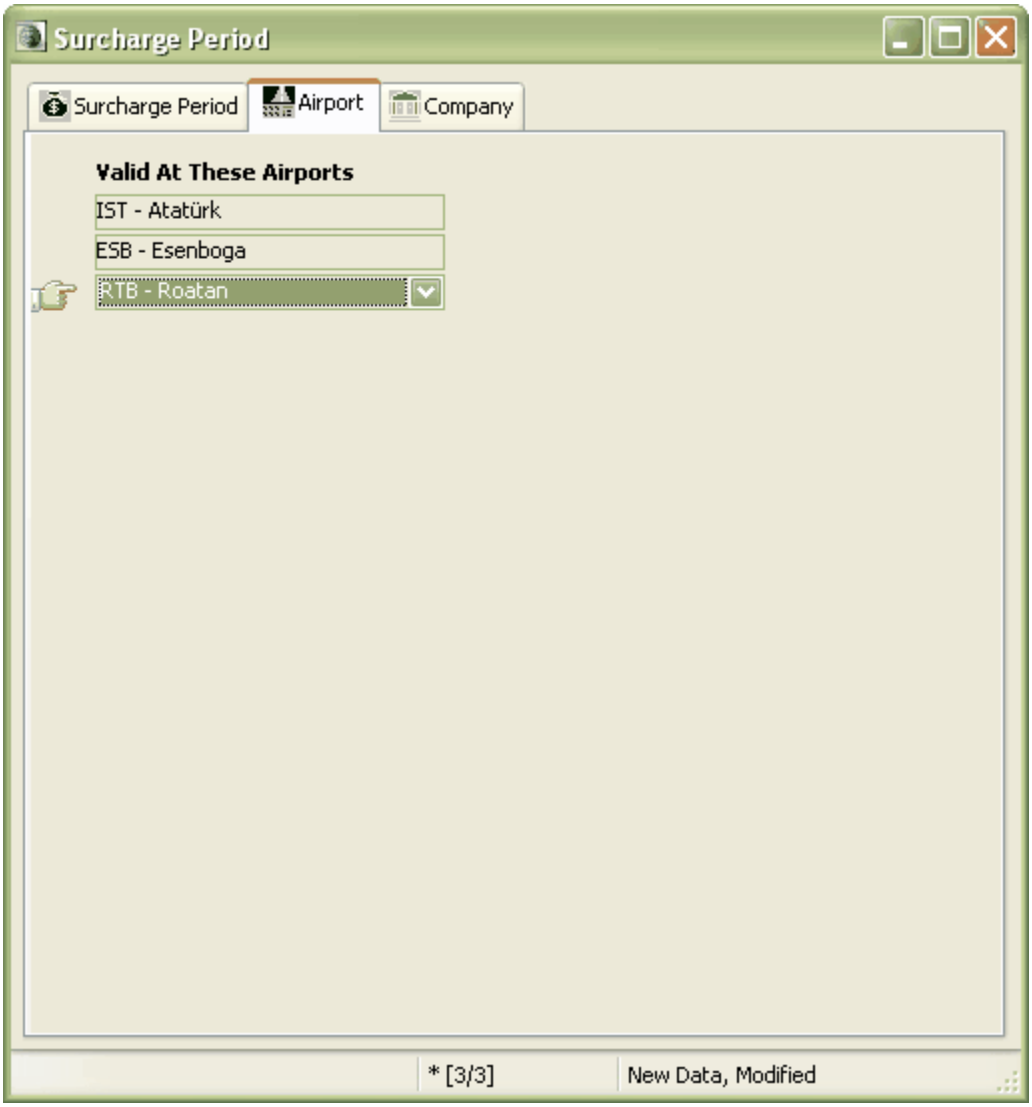
5.6.2 Surcharge Period Airport

This tab is used to mark this surcharge period to be applicable only at the selected airports.



5.6.3 Surcharge Period Company

This tab is used to mark this surcharge period to be valid for the selected companies only. It is also possible to select airports at the other tab to further restrict the validity of this surcharge period, meaning it will be applicable for defined companies at defined airports only.

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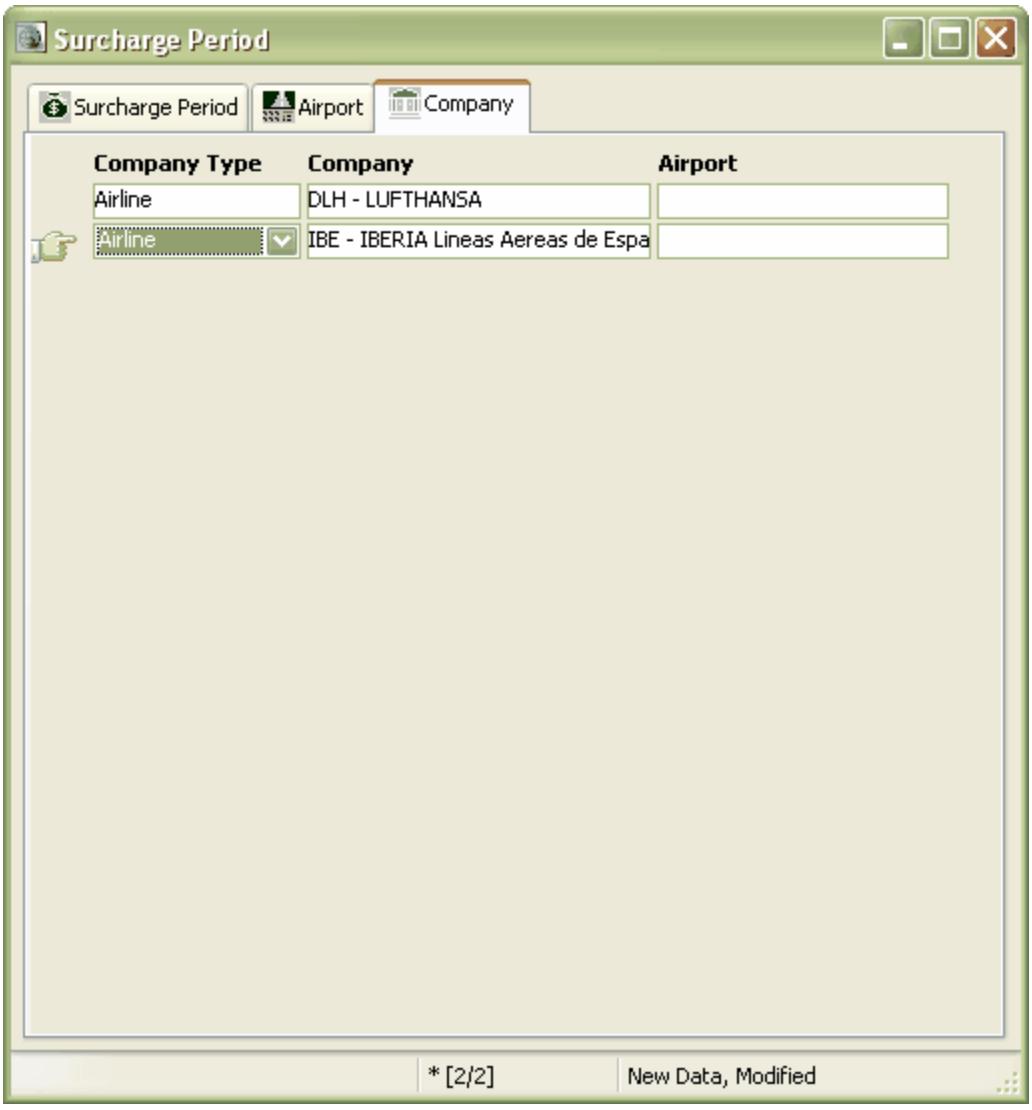

5.7 Legacy Code Mappings

In Celebris, a flight can have different characteristics like flight type characteristics (transportation, military, general aviation), flight load type characteristics (passenger, cargo, baggage, ferry), scheduled/charter and domestic/international.

However, ground handling companies can have their own grouping of flights according to their characteristics that they would prefer to be used in certain reports. Celebris can group the flights according to their characteristics. This screen makes it possible to further define the grouping factors on a flight characteristics basis.

The definition at the following screen reads as follows: any flight of DLH Airlines, with load type Cargo or Baggage, with flight type Transportation, with Schedule type Charter and which is a International flight should be considered in the *Charter* legacy group.

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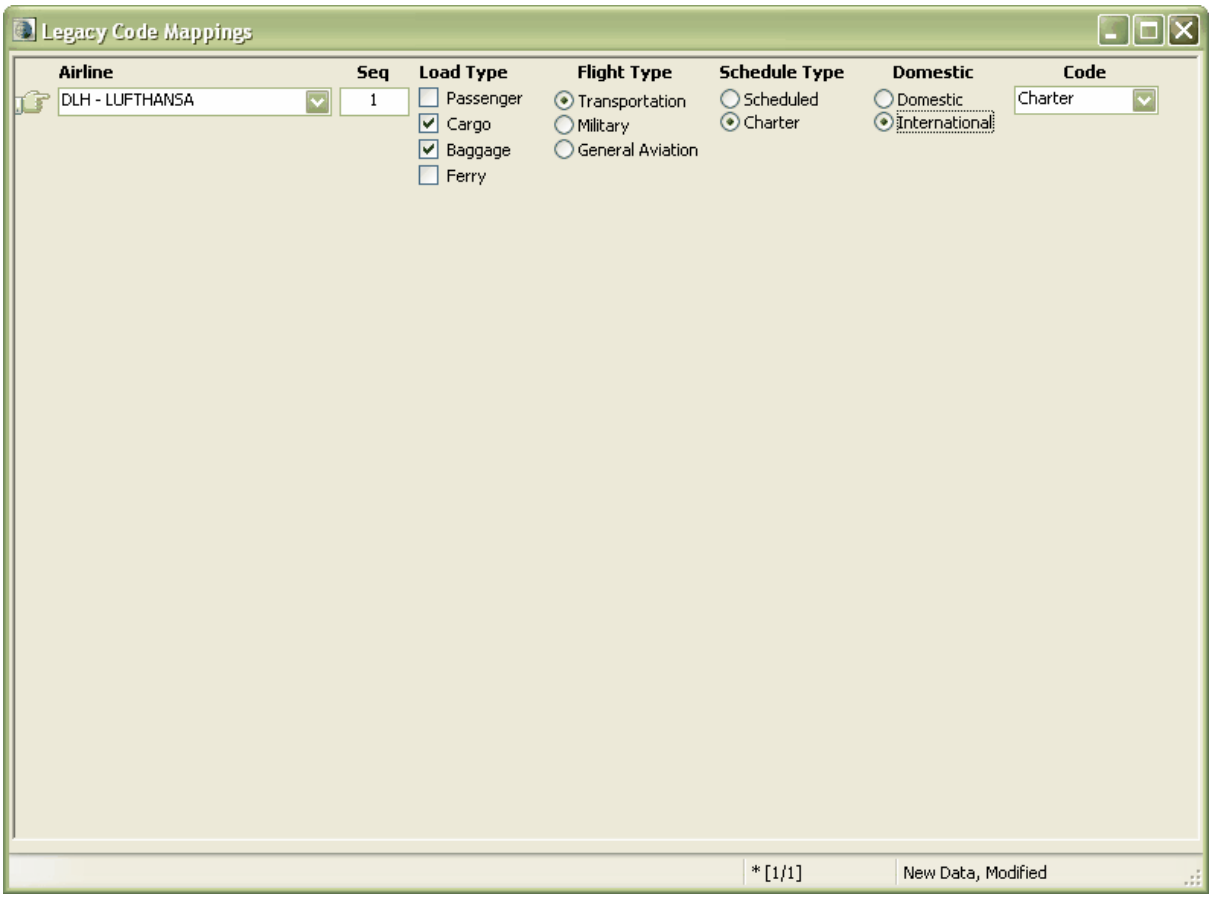
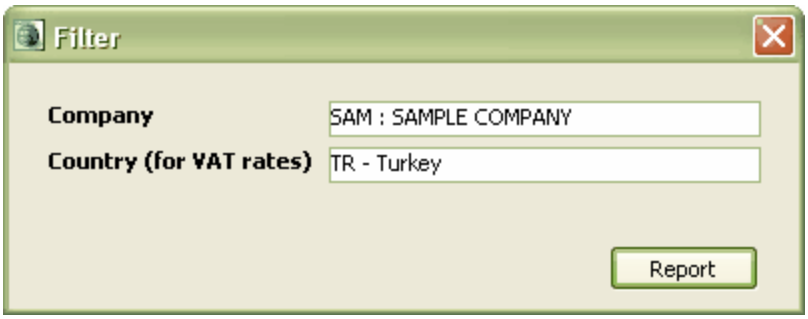


5.8 Service Management Reports

5.8.1 Services Report

This report can be used to list all of the defined services together with the vat rates and general ledger integration definitions. At the filter, The Company and the Country for the VAT rates can be selected.

The filter for this report:



And here is a sample outcome for this report:

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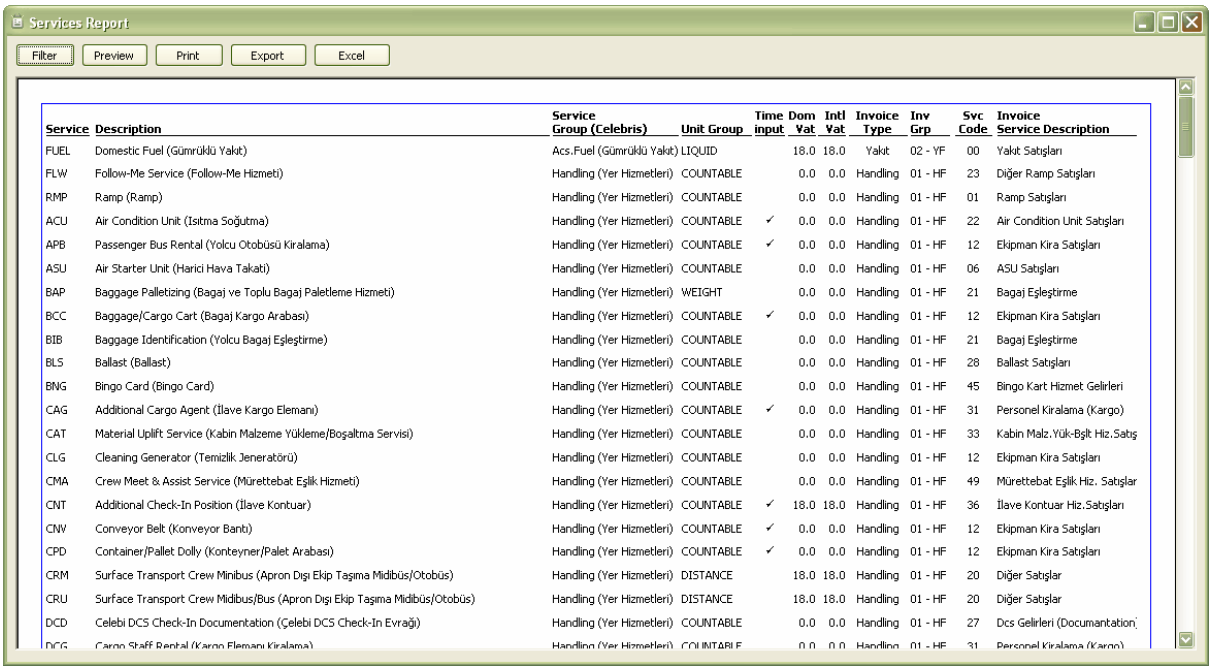
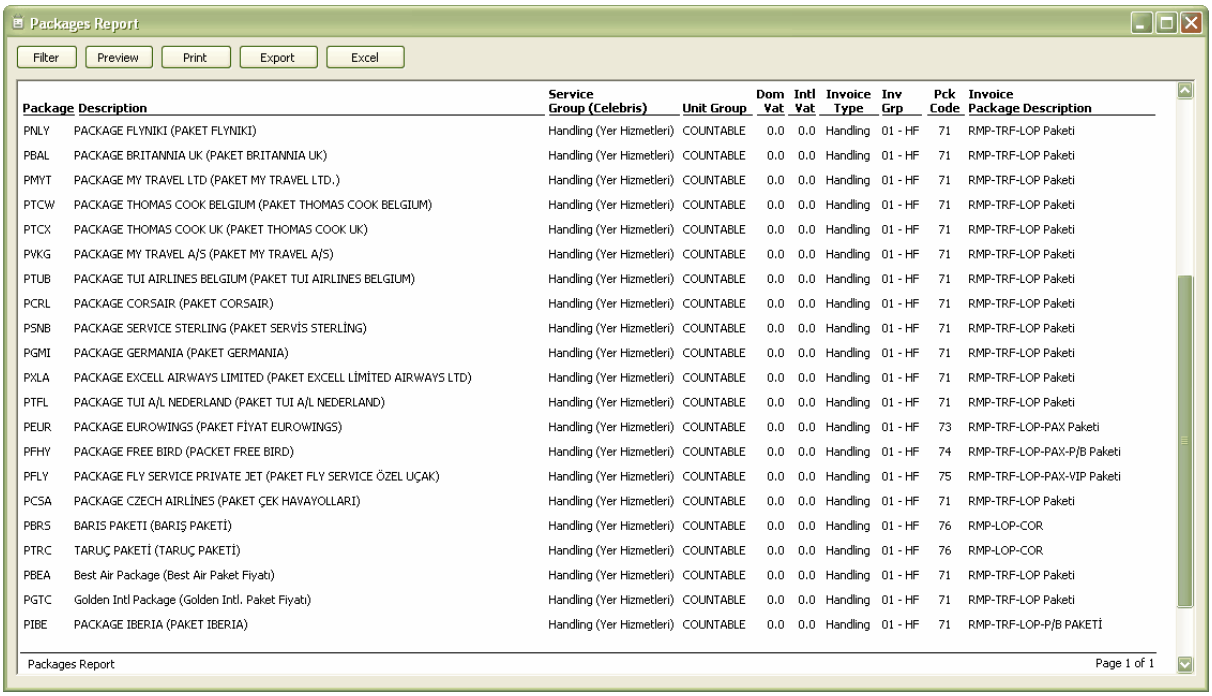


Service	Description	Service Group (Celebris)	Unit Group	Time input	Dom Vat	Intl Vat	Invoice Type	Inv Grp	Svc Code	Invoice Service Description
FUEL	Domestic Fuel (Gümrüklü Yakıt)	Acs.Fuel (Gümrüklü Yakıt)	LIQUID		18.0	18.0	Yakıt	02 - YF	00	Yakıt Satışları
FLW	Follow-Me Service (Follow-Me Hizmeti)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	23	Diğer Ramp Satışları
RMP	Ramp (Ramp)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	01	Ramp Satışları
ACU	Air Condition Unit (Isıtma Soğutma)	Handling (Yer Hizmetleri)	COUNTABLE	✓	0.0	0.0	Handling	01 - HF	22	Air Condition Unit Satışları
APB	Passenger Bus Rental (Yolcu Otobüsü Kiralama)	Handling (Yer Hizmetleri)	COUNTABLE	✓	0.0	0.0	Handling	01 - HF	12	Ekipman Kira Satışları
ASU	Air Starter Unit (Harici Hava Takati)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	06	ASU Satışları
BAP	Baggage Palletizing (Bagaj ve Toplu Bagaj Paletleme Hizmeti)	Handling (Yer Hizmetleri)	WEIGHT		0.0	0.0	Handling	01 - HF	21	Bagaj Eşleştirme
BCC	Baggage/Cargo Cart (Bagaj Kargo Arabası)	Handling (Yer Hizmetleri)	COUNTABLE	✓	0.0	0.0	Handling	01 - HF	12	Ekipman Kira Satışları
BIB	Baggage Identification (Yolcu Bagaj Eşleştirme)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	21	Bagaj Eşleştirme
BLS	Ballast (Ballast)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	28	Ballast Satışları
BNG	Bingo Card (Bingo Card)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	45	Bingo Kart Hizmet Gelirleri
CAG	Additional Cargo Agent (İlave Kargo Elemanı)	Handling (Yer Hizmetleri)	COUNTABLE	✓	0.0	0.0	Handling	01 - HF	31	Personel Kiralama (Kargo)
CAT	Material Uplift Service (Kabin Malzeme Yükleme/Boşaltma Servisi)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	33	Kabin Malz.Yük-Bşlt Hiz.Satış
CLG	Cleaning Generator (Temizlik Jeneratörü)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	12	Ekipman Kira Satışları
CMA	Crew Meet & Assist Service (Mürettebat Eşlik Hizmeti)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	49	Mürettebat Eşlik Hiz. Satışlar
CNT	Additional Check-In Position (İlave Kontuar)	Handling (Yer Hizmetleri)	COUNTABLE	✓	18.0	18.0	Handling	01 - HF	36	İlave Kontuar Hiz.Satışları
CNV	Conveyor Belt (Konveyor Bantı)	Handling (Yer Hizmetleri)	COUNTABLE	✓	0.0	0.0	Handling	01 - HF	12	Ekipman Kira Satışları
CPD	Container/Pallet Dolly (Konteyner/Palet Arabası)	Handling (Yer Hizmetleri)	COUNTABLE	✓	0.0	0.0	Handling	01 - HF	12	Ekipman Kira Satışları
CRM	Surface Transport Crew Minibus (Apron Dışı Ekip Taşıma Midibüs/Otobüs)	Handling (Yer Hizmetleri)	DISTANCE		18.0	18.0	Handling	01 - HF	20	Diğer Satışlar
CRU	Surface Transport Crew Midibus/Bus (Apron Dışı Ekip Taşıma Midibüs/Otobüs)	Handling (Yer Hizmetleri)	DISTANCE		18.0	18.0	Handling	01 - HF	20	Diğer Satışlar
DCD	Celebi DCS Check-In Documentation (Çelebi DCS Check-In Evrağı)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	27	Dcs Gelirleri (Documantation)
DCG	Cargo Staff Rental (Kargo Elemanı Kiralama)	Handling (Yer Hizmetleri)	COUNTABLE		0.0	0.0	Handling	01 - HF	31	Personel Kiralama (Kargo)

5.8.2 Packages Report

This report can be used to list all the defined packages together with the third party general ledger integration definitions. The filter used is the same as in the service report. Here is a sample outcome:



Package	Description	Service Group (Celebris)	Unit Group	Dom Vat	Intl Vat	Invoice Type	Inv Grp	Pck Code	Invoice Package Description
PNLY	PACKAGE FLYNIKI (PAKET FLYNIKI)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PBAL	PACKAGE BRITANNIA UK (PAKET BRITANNIA UK)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PMYT	PACKAGE MY TRAVEL LTD (PAKET MY TRAVEL LTD.)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PTCW	PACKAGE THOMAS COOK BELGIUM (PAKET THOMAS COOK BELGIUM)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PTCX	PACKAGE THOMAS COOK UK (PAKET THOMAS COOK UK)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PVKG	PACKAGE MY TRAVEL A/S (PAKET MY TRAVEL A/S)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PTUB	PACKAGE TUI AIRLINES BELGIUM (PAKET TUI AIRLINES BELGIUM)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PCRL	PACKAGE CORSAIR (PAKET CORSAIR)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PSNB	PACKAGE SERVICE STERLING (PAKET SERVİS STERLİNG)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PGMI	PACKAGE GERMANIA (PAKET GERMANIA)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PXLA	PACKAGE EXCELL AIRWAYS LIMITED (PAKET EXCELL LİMİTED AIRWAYS LTD)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PTFL	PACKAGE TUI A/L NEDERLAND (PAKET TUI A/L NEDERLAND)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PEUR	PACKAGE EUROWINGS (PAKET FİYAT EUROWINGS)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	73	RMP-TRF-LOP-PAX Paketi
PFHY	PACKAGE FREE BIRD (PACKET FREE BIRD)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	74	RMP-TRF-LOP-PAX-P/B Paketi
PFLY	PACKAGE FLY SERVICE PRIVATE JET (PAKET FLY SERVICE ÖZEL UÇAK)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	75	RMP-TRF-LOP-PAX-VIP Paketi
PCSA	PACKAGE CZECH AIRLİNES (PAKET ÇEK HAVAYOLLARI)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PBRS	BARIS PAKETI (BARIŞ PAKETİ)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	76	RMP-LOP-COR
PTRC	TARUÇ PAKETİ (TARUÇ PAKETİ)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	76	RMP-LOP-COR
PBEA	Best Air Package (Best Air Paket Fiyatı)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PGTC	Golden Intl Package (Golden Intl. Paket Fiyatı)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP Paketi
PIBE	PACKAGE IBERIA (PAKET IBERIA)	Handling (Yer Hizmetleri)	COUNTABLE	0.0	0.0	Handling	01 - HF	71	RMP-TRF-LOP-P/B PAKETİ

Packages Report Page 1 of 1

It is appropriate to define only one package for each packaged service group (for example ramp, traffic and load control services as a package) and define different prices to this same package in the different pricing agreements. In the sample image, we see the package names also differ, although the package contents are usually the same.

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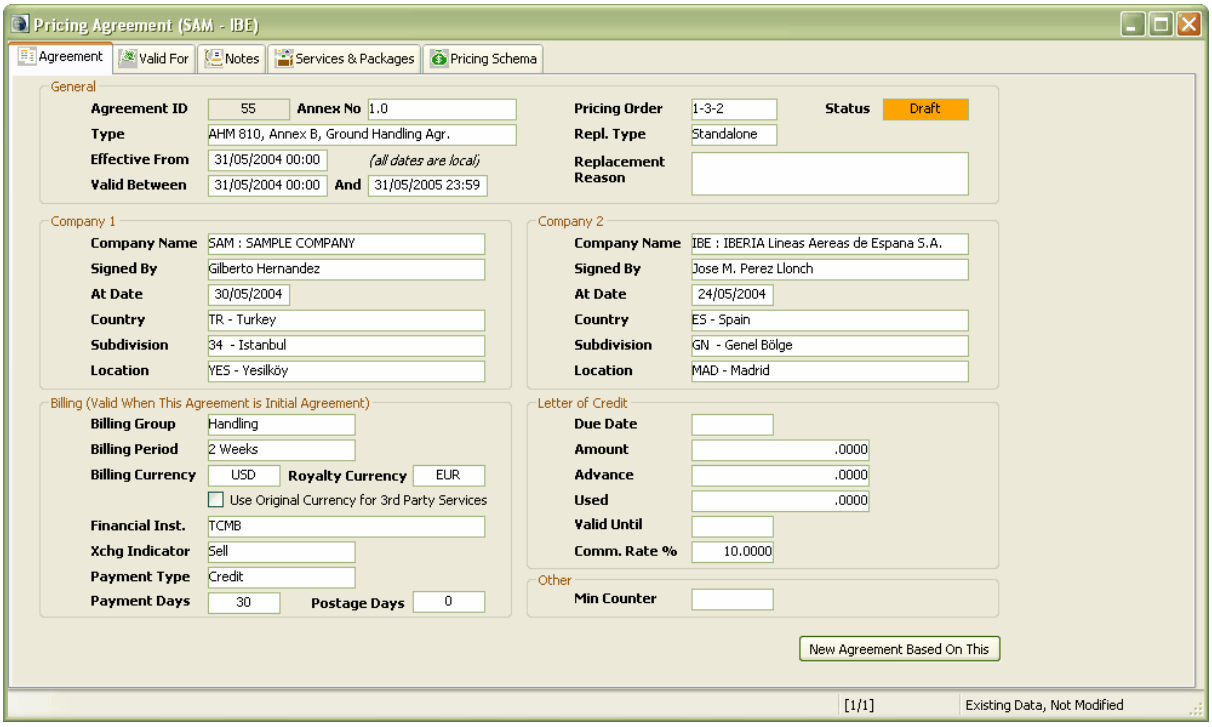
Part

6 Agreement Module

6.1 Agreements

6.1.1 Main Screen

Celebris supports AHM-810 standard ground handling agreements. Here are some sample screenshots:



This is the main screen for pricing agreements. You indicate the two parties and validity details of the agreement here. The most important field is pricing order. There are four pricing agreement types that can be signed using Celebris. They are:

1. Agreements between the handling company and the representative company. These are type-1 agreements. It defines the service and package prices for the airlines that are represented by a representative company.
2. Agreements between the handling company and the representative company and the airline. These are type-2 agreements. Defines the representative company's service and package prices for the airline.
3. Agreements between the handling company and the airline. These are the type-3 agreements. Defines the handling company's service and package prices for that airline.
4. Agreements between the handling company itself. These are the type-4 agreements and define the handling company's default service and package prices.

When Celebris tries to find a price, it first looks for an initial agreement to use. That initial agreement defines what other agreements to look if it cannot find the service or package price in the initial agreement. For instance, lets say DLH has landed through the service of FLY-TOUR representative company. And lets say we have found the initial agreement to be the agreement between the handling company and DLH (type-3). This type-3 agreement's pricing order field further defines where to look if we can't find any service's price in the initial agreement.

Pricing order can be either 1-3-2-4 , 1-2-3-4, 1-3-2 or 1-2-3. The last two algorithms tell the system to fail finding prices before looking at the standard prices. This is where we can choose when we don't accidentally want to charge an airline from our standard prices.

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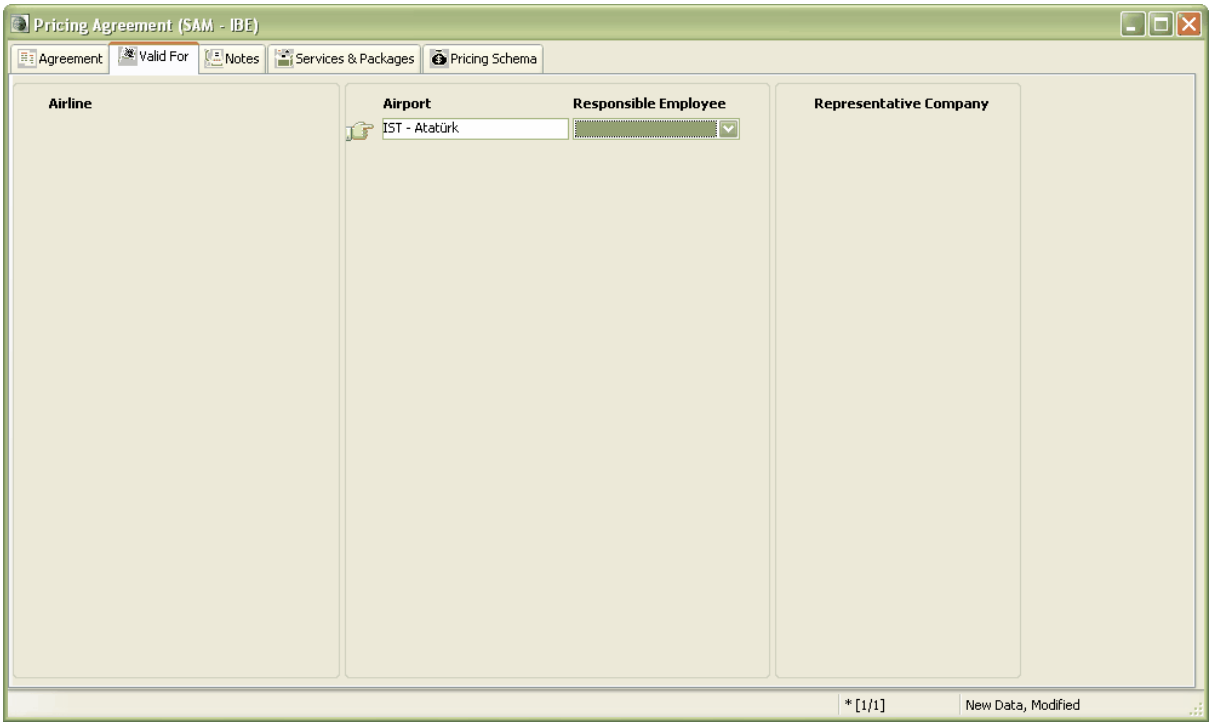
6.1.2 Valid For

All agreements can be restricted by valid airports, airlines and/or representative companies.



We see above the valid for tab for an agreement. We see that the current agreement is restricted to only IST airport. It could have been possible to define more airports here to indicate the validity of this agreement.

6.1.3 Notes

Road to signing an agreement includes some meetings, telephone calls, etc. before an agreement is signed. Celebris has room to trace these roadmap in the notes screen of the agreements:

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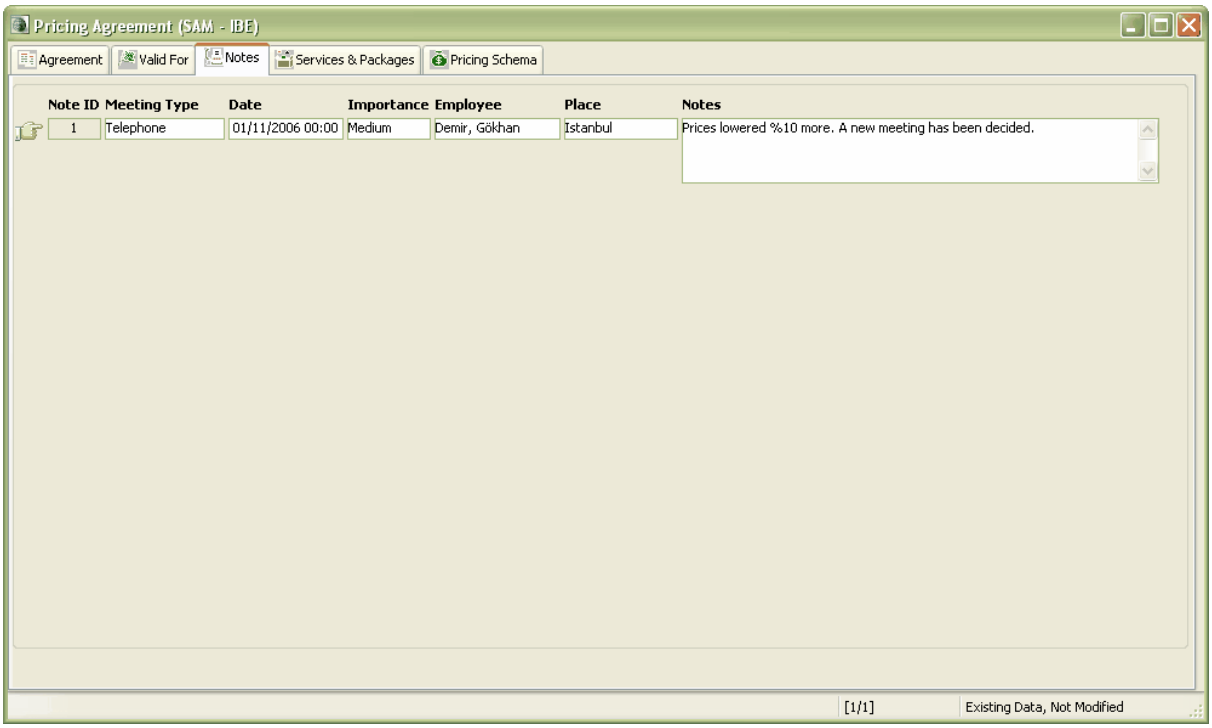
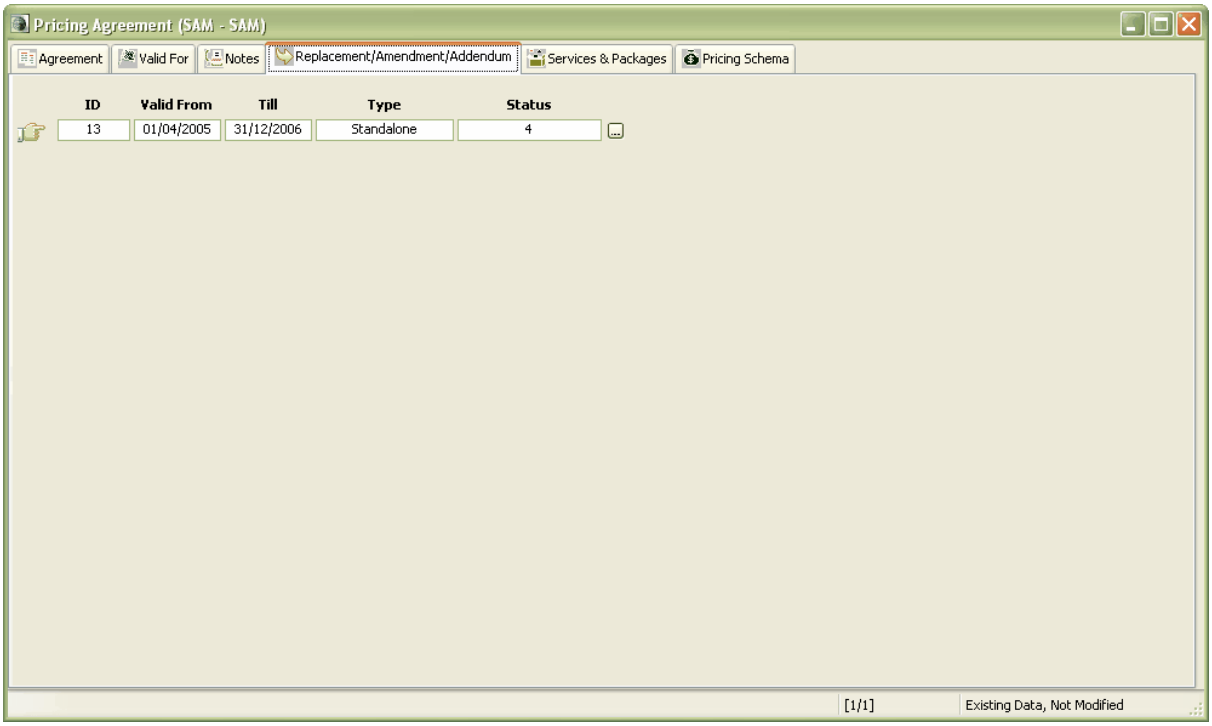


This screen has informative purposes only.

6.1.4 Replacement/Amendment/Addendum

It is possible that one agreement is a replacement, amendment or addendum to another agreement. This screen permits to define those situations:



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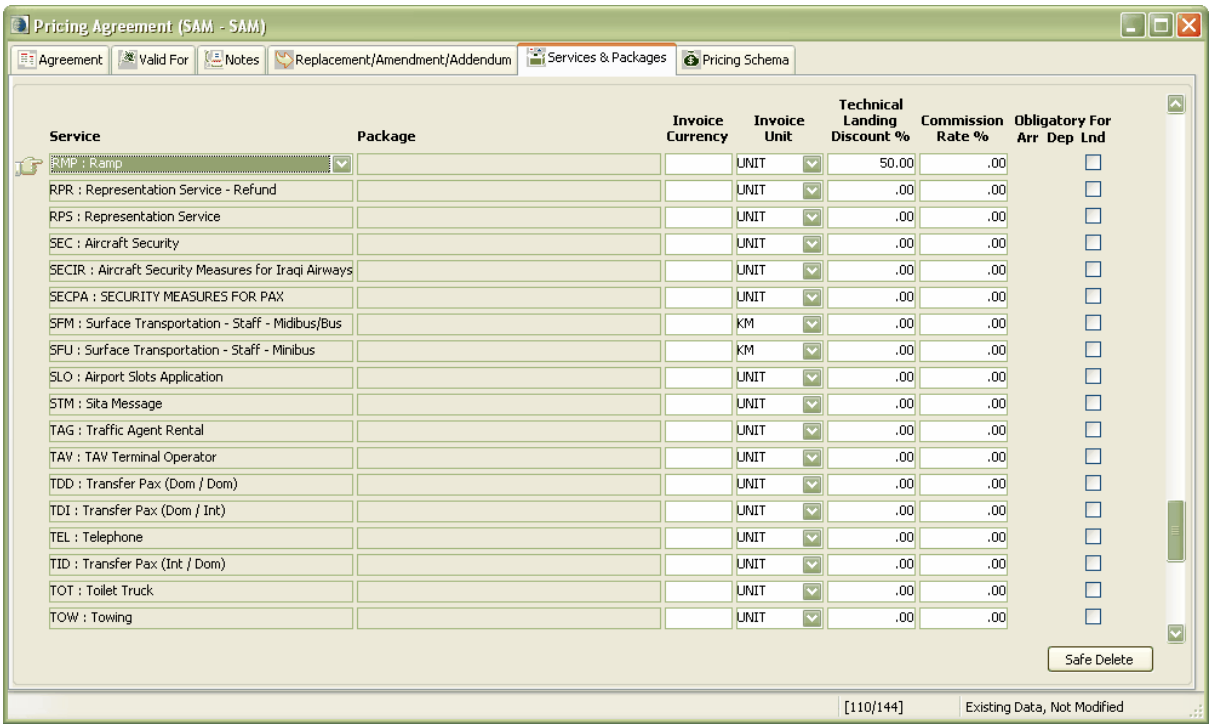
This screen has informative purposes only.

6.1.5 Services and Packages

This is where we define the services and/or packages that are in the scope of this agreement.



When a service or package is defined, its apply-context is defined and can be arrival, departure, landed and ground. From this screen, we can mark one service as obligatory using the check boxes at the right side of the screen. Which check boxes are valid to be selected is defined in the service definition screen.

Here, if defined, invoice currency can override what is chosen in the main agreement screen. Invoice unit must be defined and tells Celebris what unit to be printed at the invoice service details no matter what unit was used in the service charge form.

In Celebris a landing can be marked as a technical landing. For example an emergency landing or a landing with the sole purpose of fuel addition etc. Here a technical landing discount can be defined for a service and it is applied as an additional coefficient to the calculated price if the landing is technical.

Commission rate, if defined, can be used in price definitions as an extra variable, which shows the percent of the commission.

6.1.6 Pricing Schema

Pricing schema is defined for a service (or package). The prices are defined according to the pricing period which shows the dates the schema is valid and the pricing domains.

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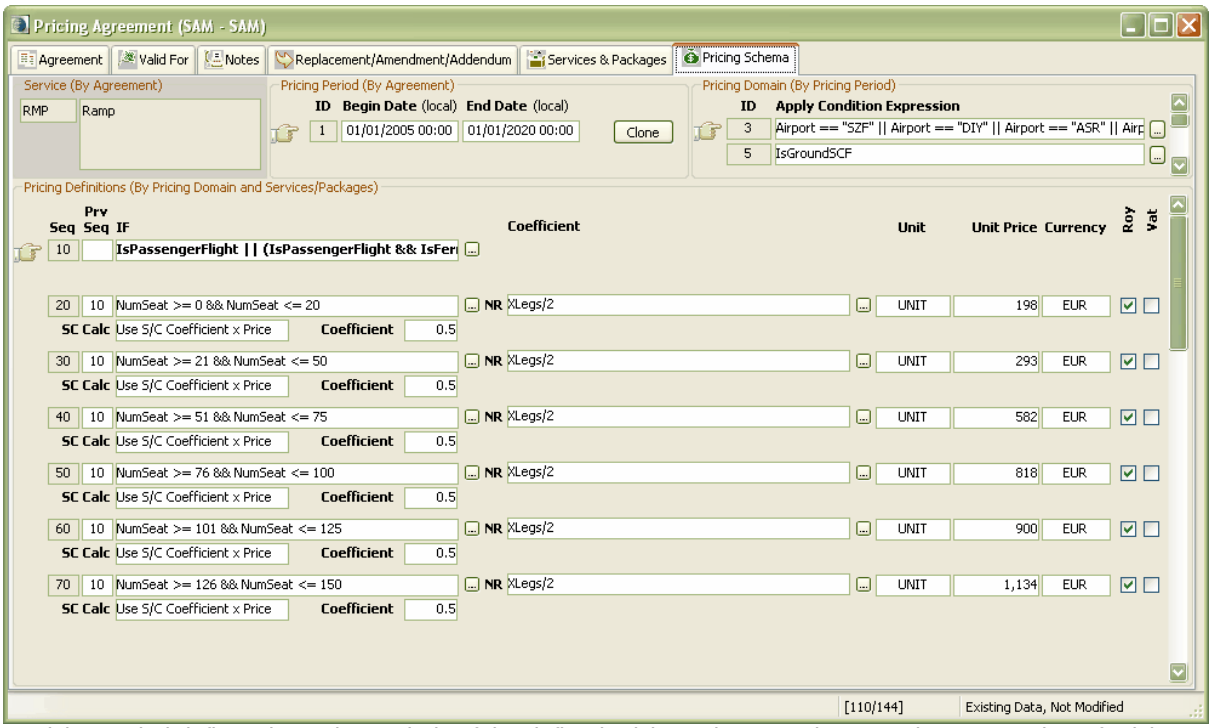

A pricing period defines the active periods of the defined pricing schemas. There can be any number of pricing periods defined within one agreement. It also possible to clone a schema under a pricing period to another period easily.

Every pricing period contains at least one pricing domain and each pricing domain has a pricing schema attached to it. There can be any number of pricing domains defined under a pricing period. It is not mandatory to enter an apply condition for a default domain, but if there are basic common conditions where the prices differ accordingly, it is better to define them as pricing domain conditions than to repeat the same condition in every line of the pricing schema. Pricing domain is the first place when trying to find a price for a service (or package). The first apply condition satisfied at the domain level specifies the domain to be used and calculation uses the pricing schema of that domain.

Prices can be defined using nested IF sequences. To define a nested IF sequence, prev seq must point the seq for the containing IF.

A price is unit price * coefficient * service quantity in the service charge form. A unit conversion will take place if the unit in the service charge is not the same unit indicated here. A price can be given as royalty included/excluded and/or VAT (value added tax) included/excluded.

For formula parsing, the open source JEP mathematical expression parser is used. There are a plenty of predefined formula variables and functions. However, any information that is being tracked by Celebris can be added as a function or variable depending on its nature.

Here is the list of some predefined context variables:

Variable	Description	Type
PAXarr	Arrival flight passenger count	Numeric
PAXdep	Departure flight passenger count	Numeric
PAXin	Inen yolcu sayisi	Numeric
PAXout	Outgoing passenger count	Numeric
PAXTransit	Number Of Transit Passengers	Numeric
PAXTransit	Number Of Transit Passengers	Numeric
PckHasTrf	True if Traffic service is given within this package.	Booelan
PckHasTrf	True if Traffic service is given within this package.	Booelan
BLOF	Blocks Off Time for the outgoing flights	Datetime

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RoyLegs	Number of Legs, returns 2 for true one leg flights after flight merge	Numeric
RoyLegs	Number of Legs, returns 2 for true one leg flights after flight merge	Numeric
RoySvcTotQtyLT	Total Quantity of the services causing a Royalty in one SCF in Liters	Numeric
RoySvcTotQtyLT	Total Quantity of the services causing a Royalty in one SCF in Liters	Numeric
ScfHasExtrRmp	True if there are more than one RMP services defined in SCF	Booelan
ScfHasExtrRmp	True if there are more than one RMP services defined in SCF	Booelan
ScfHasExtrTrf	True if there are more than one TRF services defined in SCF	Booelan
ScfHasExtrTrf	True if there are more than one TRF services defined in SCF	Booelan
STA	Arrival Flight Scheduled Time of Arrival	Datetime
STD	Departure Flight Scheduled Time of Departure	Datetime
SvcQty	Service quantity	Numeric
SvcQty	Service quantity	Numeric
SvcTime15Min	Service time in 15 minutes	Numeric
SvcTime15Min	Service time in 15 minutes	Numeric
SvcTime15Min2Hr	Service time in 15 minutes in 2 hours range	Numeric
SvcTime15Min2Hr	Service time in 15 minutes in 2 hours range	Numeric
SvcTime30Min	Service time in 30 minutes	Numeric
SvcTime30Min	Service time in 30 minutes	Numeric
SvcTimeHr	Service time in hours	Numeric
SvcTimeHr	Service time in hours	Numeric
SvcTimeHr2Hr	Service time in hours in 2 hours range	Numeric
SvcTimeHr2Hr	Service time in hours in 2 hours range	Numeric
SvcTimeMin	Service time in minutes	Numeric
SvcTimeMin	Service time in minutes	Numeric
SvcTimeMin2Hr	Service time in minutes in 2 hours range	Numeric
SvcTimeMin2Hr	Service time in minutes in 2 hours range	Numeric
SvcTotQty	Total Quantity of the service in one SCF	Numeric
SvcTotQty	Total Quantity of the service in one SCF	Numeric
SvcTotQty2Hr	Total Quantity of the service in one SCF in 2 hours range	Numeric
SvcTotQty2Hr	Total Quantity of the service in one SCF in 2 hours range	Numeric
TotSvcQty	Total Quantity of the service in one SCF	Numeric
TotSvcQty	Total Quantity of the service in one SCF	Numeric
UnitPrice	Defined unit price for that pricing line	Numeric
UnitPrice	Defined unit price for that pricing line	Numeric
XLegs	Number of legs of landed(Always 2 for International Airlines)	Numeric
GroundTime	Ground Time (ATD - ATA)	Datetime
APClassA	is Airport class A	Booelan
APClassB	is Airport class B	Booelan
APClassC	is Airport class C	Booelan
atRemote	Airplane at Remote Position	Booelan
onJetway	Airplane on Jetway	Booelan
Turk	is Flight Type(Legacy Code Def) Turk	Booelan
Charter	is Flight Type(Legacy Code Def) Charter	Booelan
Cargo	is Flight Type(Legacy Code Def) Cargo	Booelan
Scheduled	is Flight Type(Legacy Code Def) Scheduled	Booelan
Domestic	is Flight Domestic	Booelan
PaxArr	total number of passengers on arrival flight	Numeric
PaxDep	total number of passengers on depature flight	Numeric
PaxArrC	total number of C Class passengers on arrival flight	Numeric
PaxDepC	total number of C Class passengers on departue flight	Numeric
PaxIn	number of Pax coming in out of the plane	Numeric
PaxOut	number of Pax going out on the plane	Numeric
AP	Airport Code	String

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ArrOnJetWay	Arrival park position on Jet Way	Booelan
DepOnJetWay	Departure park position on Jet Way	Booelan
DepAtRemote	Departure park position at Remote Position	Booelan
ArrAtRemote	Arrival park position at Remote Position	Booelan
BLON	Blocks On Time for the incoming flight	Datetime
BaggWghtTon	Total baggage in + out weight Ceiled to Ton - same with BaggRoy	Numeric
BaggWghtTon	Total baggage in + out weight Ceiled to Ton - same with BaggRoy	Numeric
BillingCurrency	Billing Currency of the Service or Package	String
BillingCurrency	Billing Currency of the Service or Package	String
CargoArrKg	Cargo Arrival Total Weight in Kilograms	Numeric
CargoArrTon	Cargo Arrival Total Weight in Ceiled Tons	Numeric
CargoDepKg	Cargo Departure Total Weight in Kilograms	Numeric
CargoDepTon	Cargo Departure Total Weight in Ceiled Tons	Numeric
CargoInKg	Cargo In in Kg	Numeric
CargoOutKg	Cargo Out in Kg	Numeric
CargoRoy	Total cargo in + out weight for royalty calculations consideration	Numeric
CargoRoy	Total cargo in + out weight for royalty calculations consideration	Numeric
CargoWghtKg	Total cargo in + out weight in Kilograms	Numeric
CargoWghtTon	Total cargo weight for royalty calculations consideration	Numeric
CargoWghtTon	Total cargo weight for royalty calculations consideration	Numeric
CCommRate	Commission Rate from the Initial Agreement divided by 100	Numeric
CCommRate	Commission Rate from the Initial Agreement divided by 100	Numeric
CExtPrice	External Price Total For Commission	Numeric
CExtPrice	External Price Total For Commission	Numeric
ETA	Arrival Flight Estimated Time of Arrival	Datetime
ETD	Departure Flight Estimated Time of Departure	Datetime
ExtCompany	The External Company's Code that has given the service	String
ExtCompany	The External Company's Code that has given the service	String
ExtCurr	External Price Currency Cod	String
ExtCurr	External Price Currency Cod	String
ExtPrice	External Price	Numeric
ExtPrice	External Price	Numeric
FUELGalUK	Fuel Amount in UK Gallons	Numeric
FUELGalUK	Fuel Amount in UK Gallons	Numeric
FUELGalUS	Fuel Amount in US Gallons	Numeric
FUELGalUS	Fuel Amount in US Gallons	Numeric
FUELLt	Fuel Amount in Liters	Numeric
FUELLt	Fuel Amount in Liters	Numeric
InvCurrency	Invoice Currency	String
InvCurrency	Invoice Currency	String
IsArr	If the Landed has an arrival leg before merge operation	Numeric
IsBaggageFlight	True if flight load type includes baggage	Booelan
IsBaggageFlight	True if flight load type includes baggage	Booelan
IsCargoBULK	True if cargo is Bulk	Booelan
IsCargoBULK	True if cargo is Bulk	Booelan
IsCargoFlight	True if flight load type includes cargo	Booelan
IsCargoFlight	True if flight load type includes cargo	Booelan
IsCargoULD	True if cargo is ULD	Booelan
IsCargoULD	True if cargo is ULD	Booelan
IsCharter	True for charter flights	Booelan
IsCharter	True for charter flights	Booelan
IsCombiFlight	True if flight load type is combi(passenger & baggage)	Booelan
IsCombiFlight	True if flight load type is combi(passenger & baggage)	Booelan

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IsDep	If the Landed has a departure leg before merge operation	Numeric
IsDHMIMainAirport	True if landed airport is one of DHMI main airports	Booelan
IsDHMIMainAirport	True if landed airport is one of DHMI main airports	Booelan
IsDomesticFlight	True if flight is domestic	Booelan
IsDomesticFlight	True if flight is domestic	Booelan
IsExternalSvc	Is the Service given by another company	Booelan
IsExternalSvc	Is the Service given by another company	Booelan
IsFerryFlight	True if flight load type is ferry	Booelan
IsFerryFlight	True if flight load type is ferry	Booelan
IsGeneralAviation	True if flight is general aviation	Booelan
IsGeneralAviation	True if flight is general aviation	Booelan
IsGroundSCF	True if service charge form type is ground (maintenance)	Booelan
IsGroundSCF	True if service charge form type is ground (maintenance)	Booelan
IsInternationalFlight	True if flight is international	Booelan
IsInternationalFlight	True if flight is international	Booelan
IsMilitaryFlight	True if flight is military	Booelan
IsMilitaryFlight	True if flight is military	Booelan
IsNormalSCF	True if service charge form type is regular (landed)	Booelan
IsNormalSCF	True if service charge form type is regular (landed)	Booelan
IsPassengerFlight	True if flight load type includes passenger	Booelan
IsPassengerFlight	True if flight load type includes passenger	Booelan
IsScheduled	True for scheduled flights	Booelan
IsScheduled	True for scheduled flights	Booelan
IsTechnical	Technical Landing	Booelan
IsTransit	True if the landing is transit	Booelan
IsTransit	True if the landing is transit	Booelan
LandingCntMonth	The Number of Landings for that Month	Numeric
LandingCntMonth	The Number of Landings for that Month	Numeric
LandingCntYear	The Number Of Yearly Landings (Start of year -	Numeric
LandingCntYear	The Number Of Yearly Landings (Start of year -	Numeric
Leg	later	Numeric
Legs	Number of legs of landed	Numeric
MTOW	Maximum take-off weight	Numeric
MTOW	Maximum take-off weight	Numeric
NumPAX	Number Of Passengers	Numeric
NumPAX	Number Of Passengers	Numeric
NumSeat	Number of seats (seat capacity)	Numeric
NumSeat	Number of seats (seat capacity)	Numeric
ACModel	Aircraft Model Code	String
ACModel	Aircraft Model Code	String
ACModelICAO	ICAO Code of the AirCraft Model	String
ACModelICAO	ICAO Code of the AirCraft Model	String
Airline	Airline Code	String
Airline	Airline Code	String
Airport	Landed Airport	String
Airport	Landed Airport	String
AirportOfArrival	Arrival Airport	String
AirportOfDeparture	Departure Airport	String
ATA	Arrival Flight Actual Time of Arrival	Datetime
ATD	Departure Flight Actual Time of Departure	Datetime
BaggArrKg	Baggage Arrival Total Weight in Kilograms	Numeric
BaggArrTon	Baggage Arrival Total Weight in Ceiled Tons	Numeric
BaggDepKg	Baggage Departure Total Weight in Kilograms	Numeric

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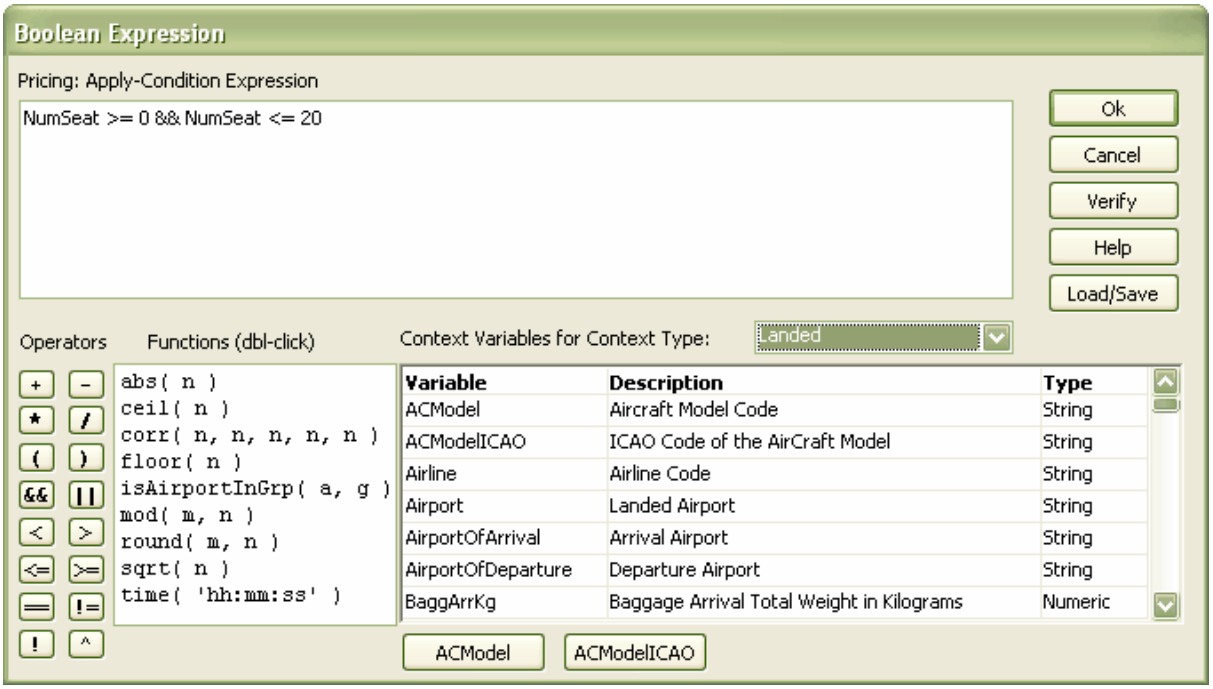
BaggDepTon	Baggage Departure Total Weight in Ceiled Tons	Numeric
BaggInKg	Baggage In in KG	Numeric
BaggOutKg	Baggage Out in KG	Numeric
BaggRoy	Total baggage in + out weight Ceiled to Ton, for royalty calculations consideration	Numeric
BaggRoy	Total baggage in + out weight Ceiled to Ton, for royalty calculations consideration	Numeric
BaggWghtKg	Total baggage in + out weight in Kilograms	Numeric

6.1.7 Formula Editor

For formula entries, there is an expression editor to ease the formula entries:



Some commonly used expression types can also be saved here for future reference.

6.2 Agreement Reports

6.2.1 Agreement Report

The agreements report lists the agreements in an easily comprehensible manner to track agreements for the specific companies and the airports. Here is the report filter:

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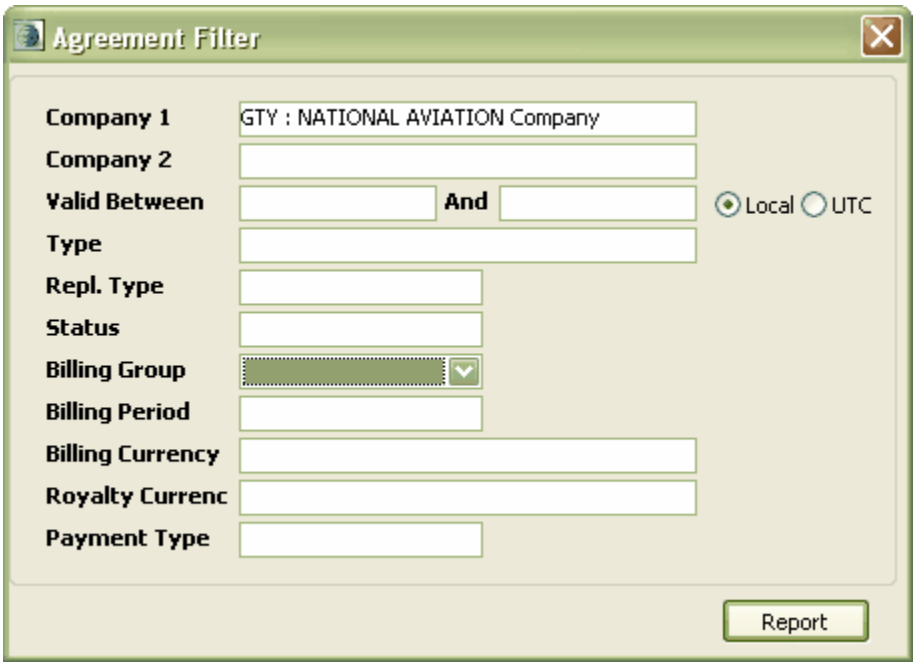
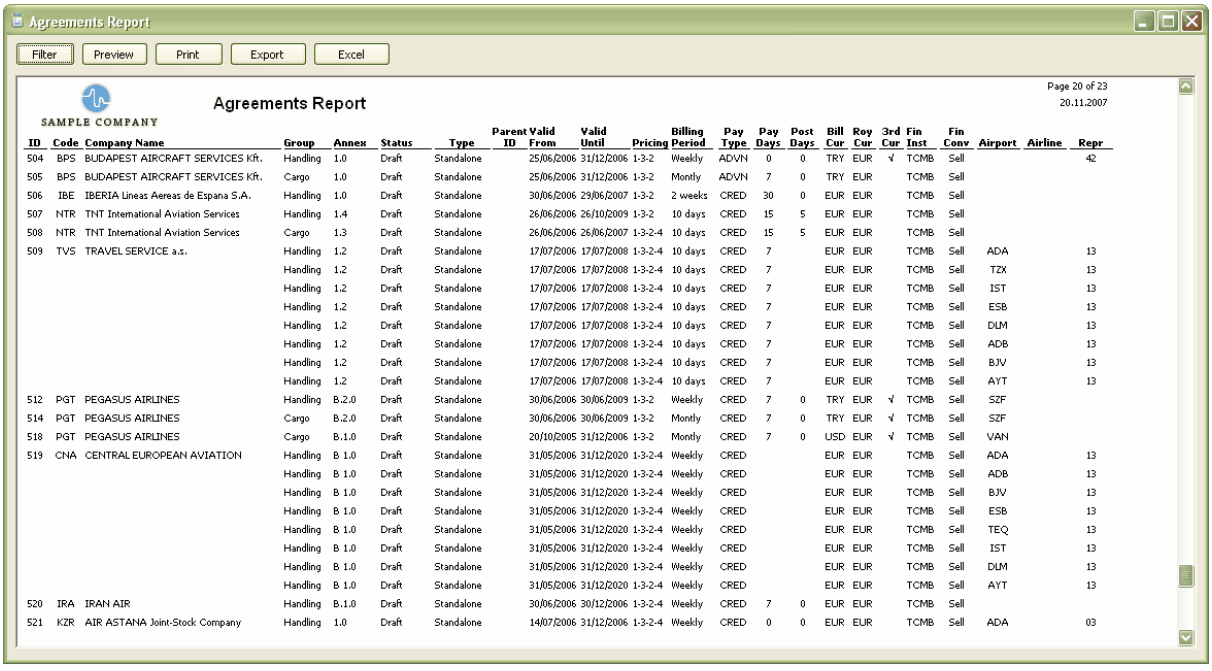


Choosing the first company is obligatory and the rest of the fields are optional. Here is a sample output for this report:



ID	Code	Company Name	Group	Annex	Status	Type	Parent ID	Valid From	Valid Until	Pricing	Billing Period	Pay Type	Pay Days	Post Days	Bill Cur	Roy Cur	3rd Cur	Fin Inst	Fin Conv	Airport	Airline	Repr
504	BPS	BUDAPEST AIRCRAFT SERVICES Kft.	Handling	1.0	Draft	Standalone		25/06/2006	31/12/2006	1-3-2	Weekly	ADVN	0	0	TRY	EUR	√	TCMB	Sell			42
505	BPS	BUDAPEST AIRCRAFT SERVICES Kft.	Cargo	1.0	Draft	Standalone		25/06/2006	31/12/2006	1-3-2	Montly	ADVN	7	0	TRY	EUR		TCMB	Sell			
506	IBE	IBERIA Lineas Aereas de Espana S.A.	Handling	1.0	Draft	Standalone		30/06/2006	29/06/2007	1-3-2	2 weeks	CRED	30	0	EUR	EUR		TCMB	Sell			
507	NTR	TNT International Aviation Services	Handling	1.4	Draft	Standalone		26/06/2006	26/10/2009	1-3-2	10 days	CRED	15	5	EUR	EUR		TCMB	Sell			
508	NTR	TNT International Aviation Services	Cargo	1.3	Draft	Standalone		26/06/2006	26/06/2007	1-3-2-4	10 days	CRED	15	5	EUR	EUR		TCMB	Sell			
509	TVS	TRAVEL SERVICE a.s.	Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	ADA		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	TZX		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	IST		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	ESB		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	DLM		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	ADB		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	BJV		13
			Handling	1.2	Draft	Standalone		17/07/2006	17/07/2008	1-3-2-4	10 days	CRED	7		EUR	EUR		TCMB	Sell	AYT		13
512	PGT	PEGASUS AIRLINES	Handling	B.2.0	Draft	Standalone		30/06/2006	30/06/2009	1-3-2	Weekly	CRED	7	0	TRY	EUR	√	TCMB	Sell	SZF		
514	PGT	PEGASUS AIRLINES	Cargo	B.2.0	Draft	Standalone		30/06/2006	30/06/2009	1-3-2	Montly	CRED	7	0	TRY	EUR	√	TCMB	Sell	SZF		
518	PGT	PEGASUS AIRLINES	Cargo	B.1.0	Draft	Standalone		20/10/2005	31/12/2006	1-3-2	Montly	CRED	7	0	USD	EUR	√	TCMB	Sell	VAN		
519	CNA	CENTRAL EUROPEAN AVIATION	Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	ADA		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	ADB		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	BJV		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	ESB		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	TEQ		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	IST		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	DLM		13
			Handling	B 1.0	Draft	Standalone		31/05/2006	31/12/2020	1-3-2-4	Weekly	CRED			EUR	EUR		TCMB	Sell	AYT		13
520	IRA	IRAN AIR	Handling	B.1.0	Draft	Standalone		30/06/2006	30/12/2006	1-3-2-4	Weekly	CRED	7	0	EUR	EUR		TCMB	Sell			
521	KZR	AIR ASTANA Joint-Stock Company	Handling	1.0	Draft	Standalone		14/07/2006	31/12/2006	1-3-2-4	Weekly	CRED	0	0	EUR	EUR		TCMB	Sell	ADA		03

The company names are not repeated if same. This increases the readability of the report.

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Part

7 Flight Information System

Celebris flight information system is a self-updating, user friendly module to help ease the manual operations of the operations department.

7.1 Flight Information System Menu

7.2 Airport

An airport definition is compromised of airport definition itself, park positions, gate and counter information and operator companies in that airport. Lets see each of them:

7.2.1 Airport Main Definition

An airport has a ground handling company based code, an iata and icao code. An operational airport (at which the ground handling company operates) must have an airport authority company. The airport authority company is the company which gives the handling company authorization to operate and give the specific services at that airport and charges royalty for this grant. Royalty prices are defined and calculated by means of the related services and the airport authority pricing definitions.

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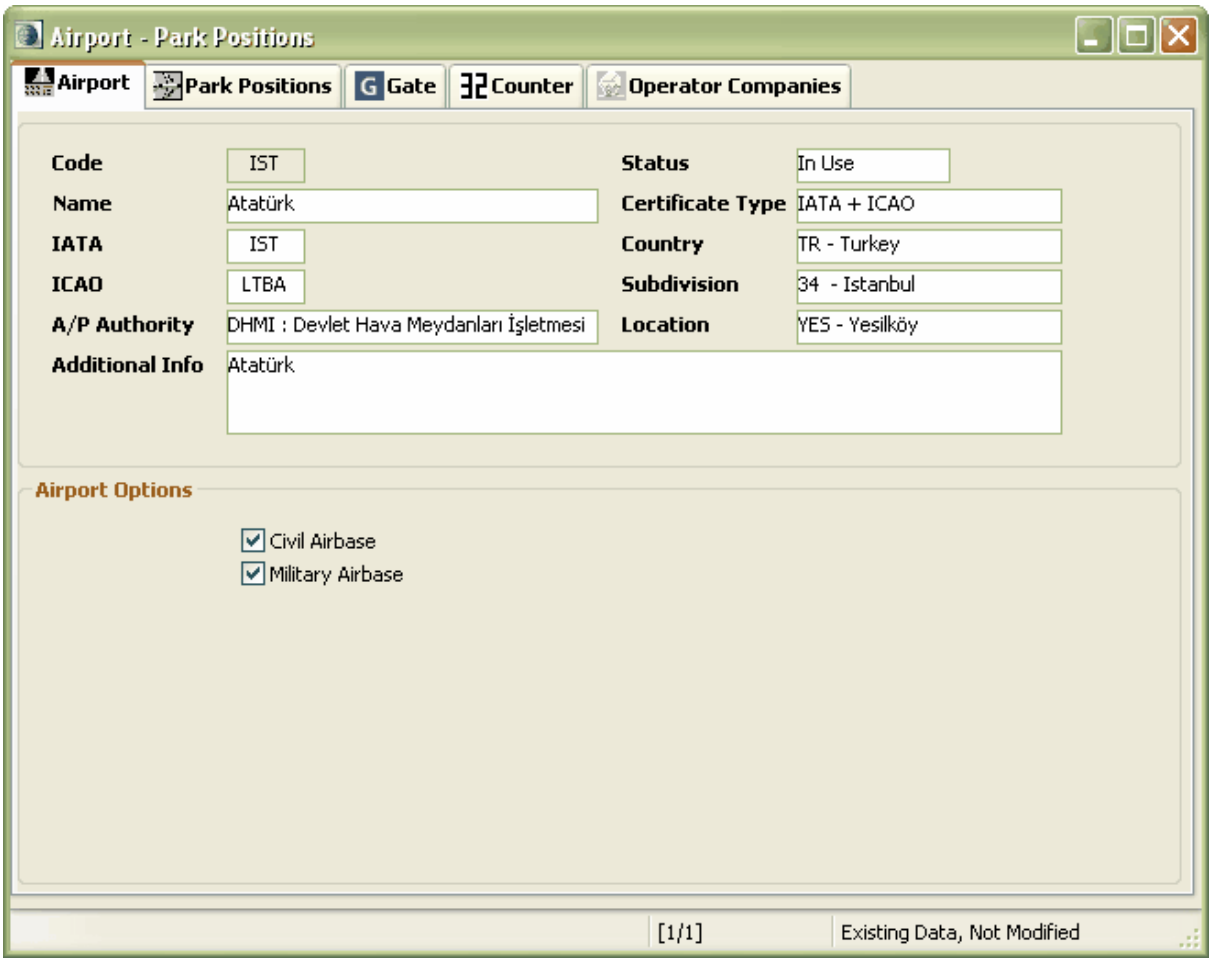

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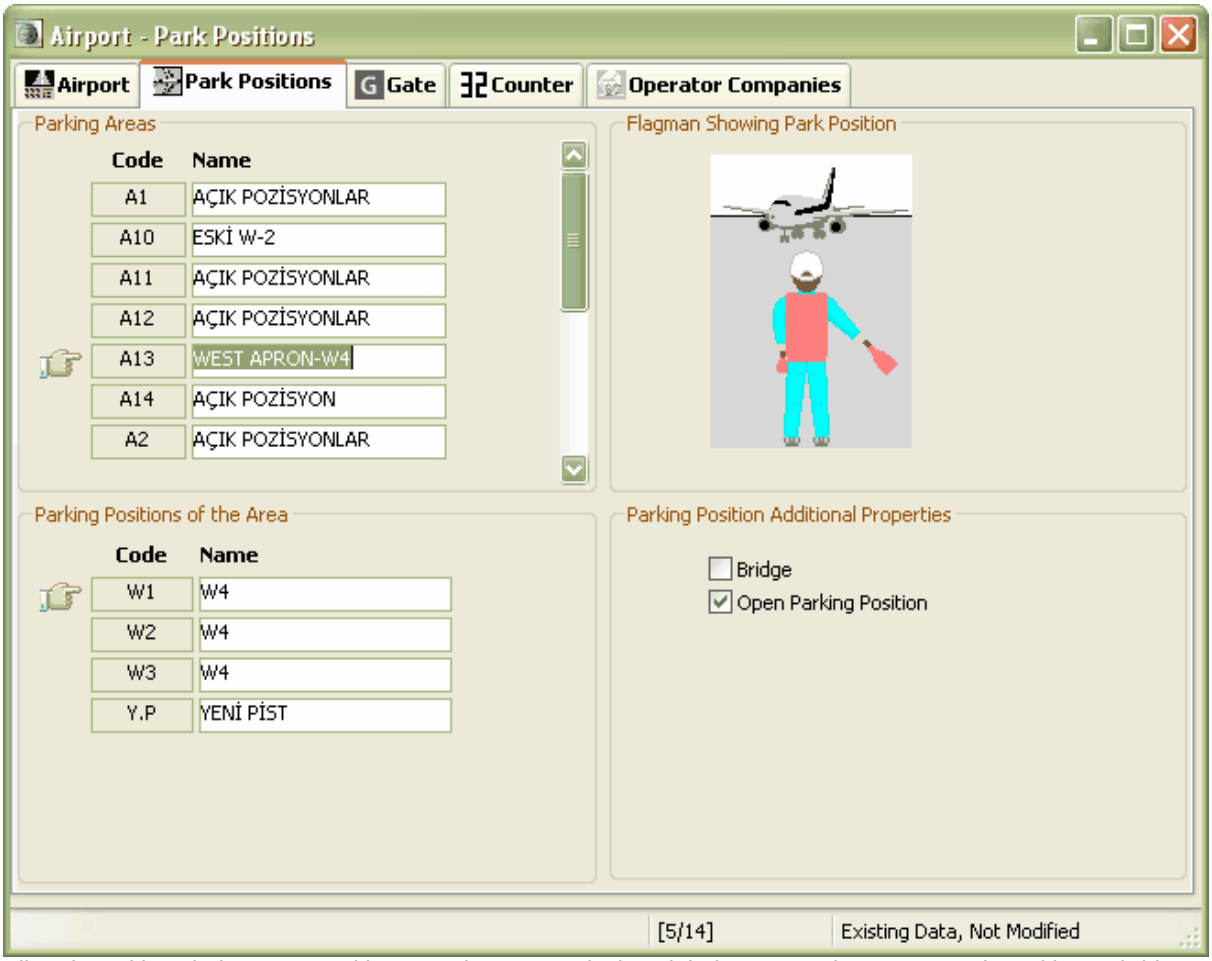
7.2.2 Airport Park Positions

Airport park position per airport are defined at this screen: .



All park positions belong to a parking area (easy grouping) and their type can be a open park position or bridge (or both).

7.2.3 Gate

Gate definitions for that airport are made in this tab. A gate can be selected to be used by domestic, international or both domestic and international boarding.

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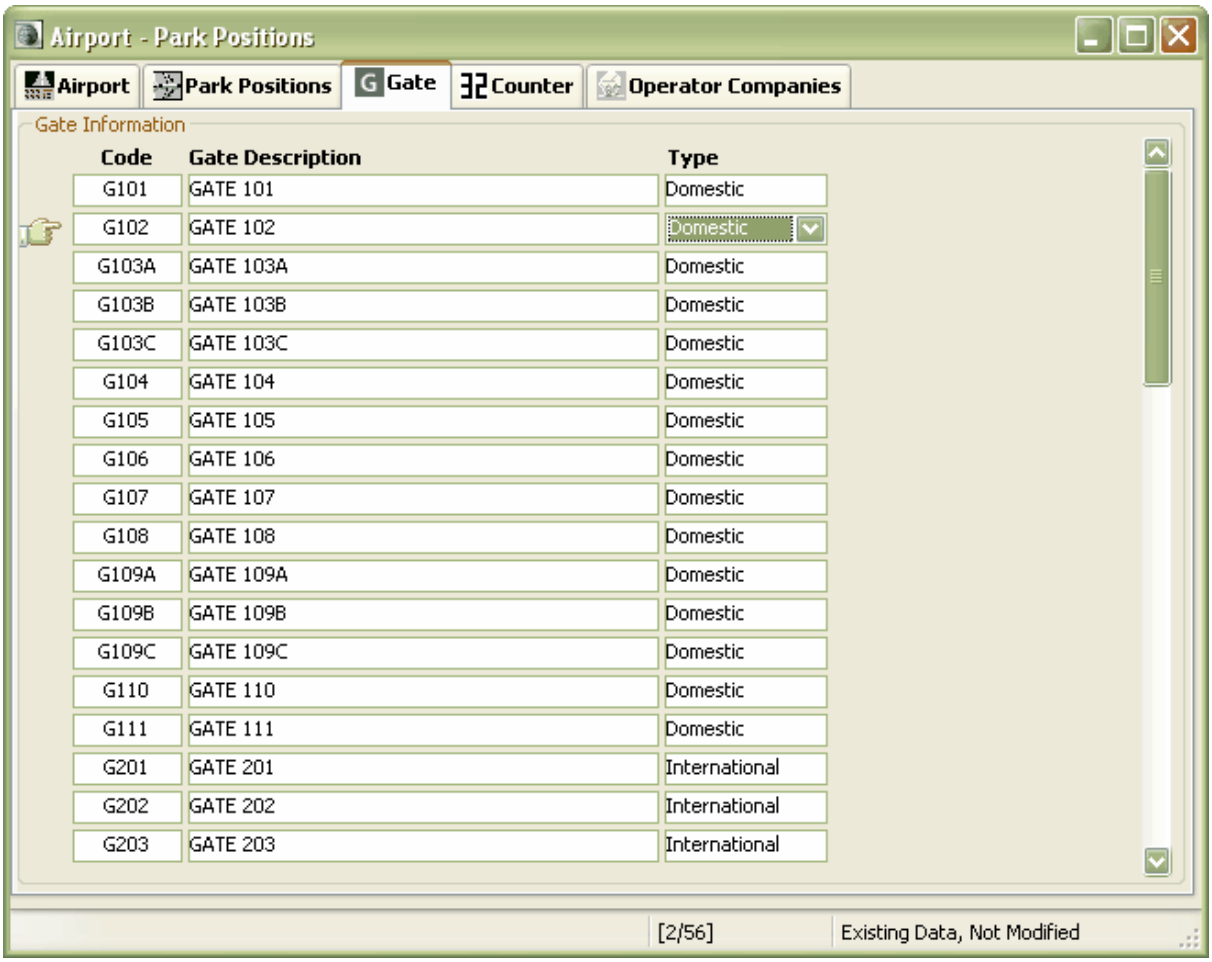

In Celebris, gate definitions are for descriptive purposes. However, they can be in operational use by the 3rd party roster software like Inform GroundStar.

7.2.4 Counter

Counter information for that airport is defined in this tab. A counter can be marked as either domestic, international or both domestic and international.

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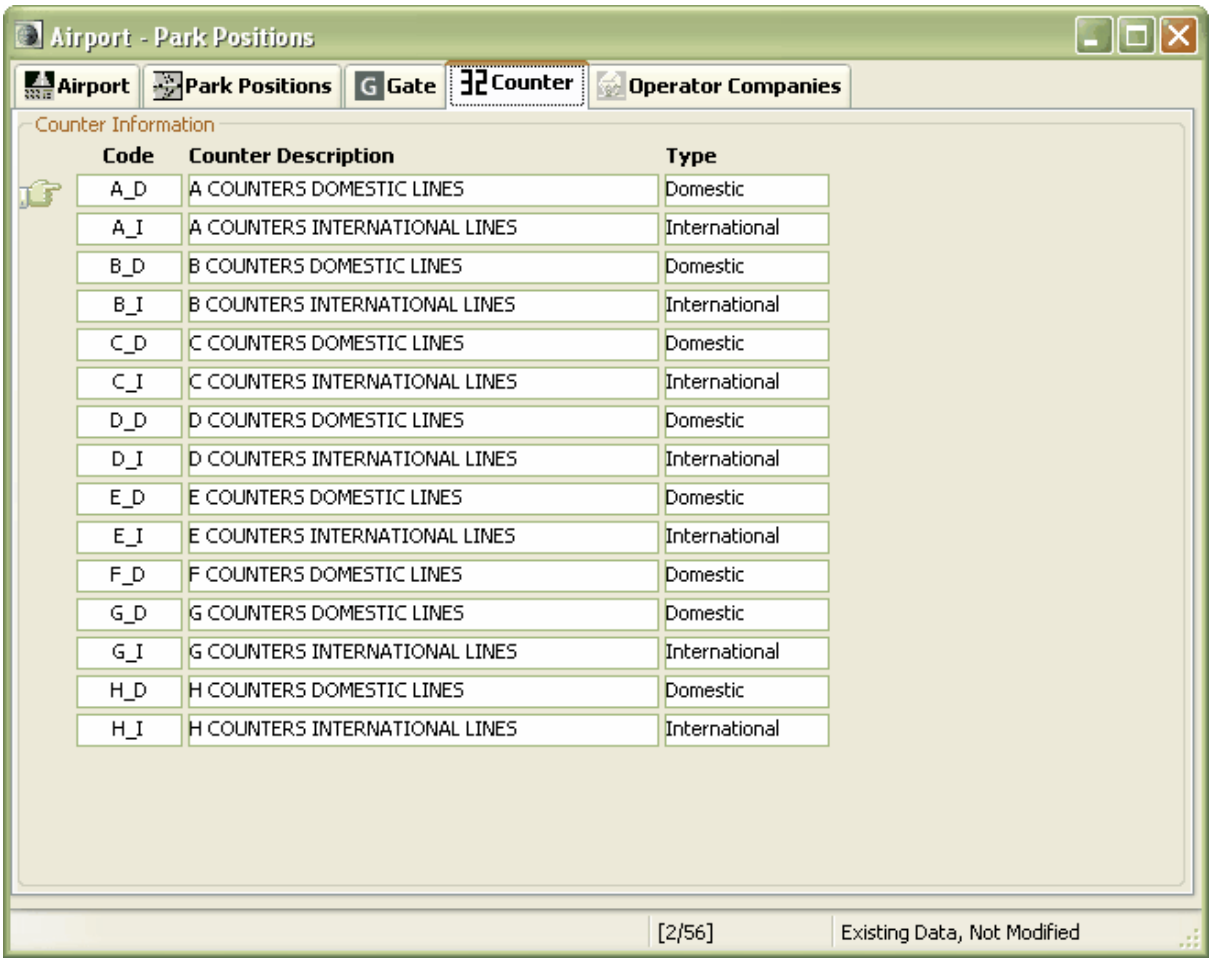

In Celebris, counter definitions are for descriptive purposes. However, they can be in operational use by the 3rd party roster software like Inform GroundStar.

7.2.5 Operator Companies

Companies that exist and are approved to give services on that airport are defined here. These definitions will be used in the service charge form screen on external company selections for that airport. For example, like Shell on fuel-oil service.

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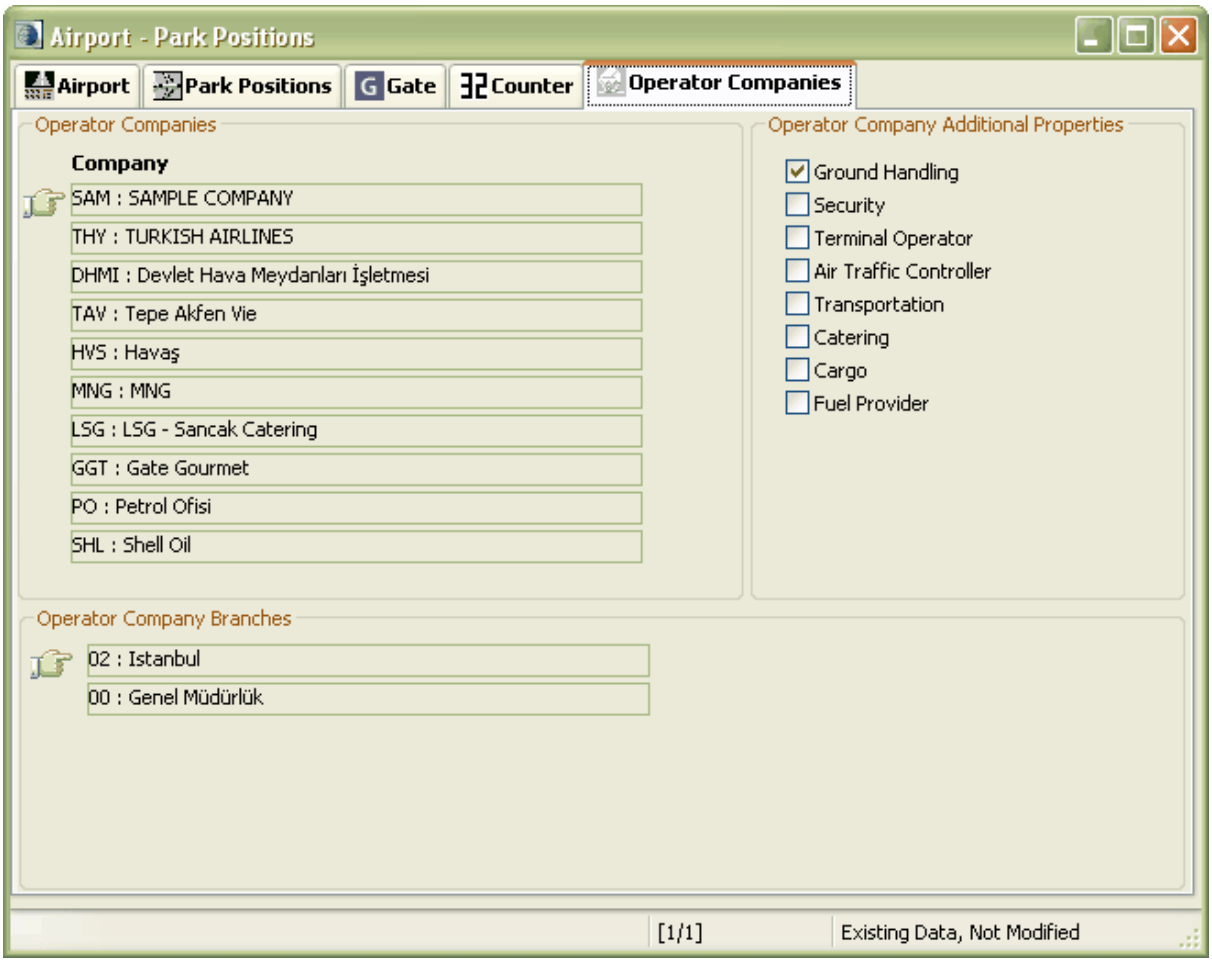

The operator company branches of the ground handling company must be defined only if this airport is an operational airport.

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7.3 Airport Groups

Airports can be grouped to make up airport groups for reporting purposes or to be used at the pricing formulas.

7.4 Registration Codes By Country

This screen is used to define the registration prefixes by a country. The definitions in this screen is used for importing aircraft fleet data from Buchair JP, otherwise it is only informational.

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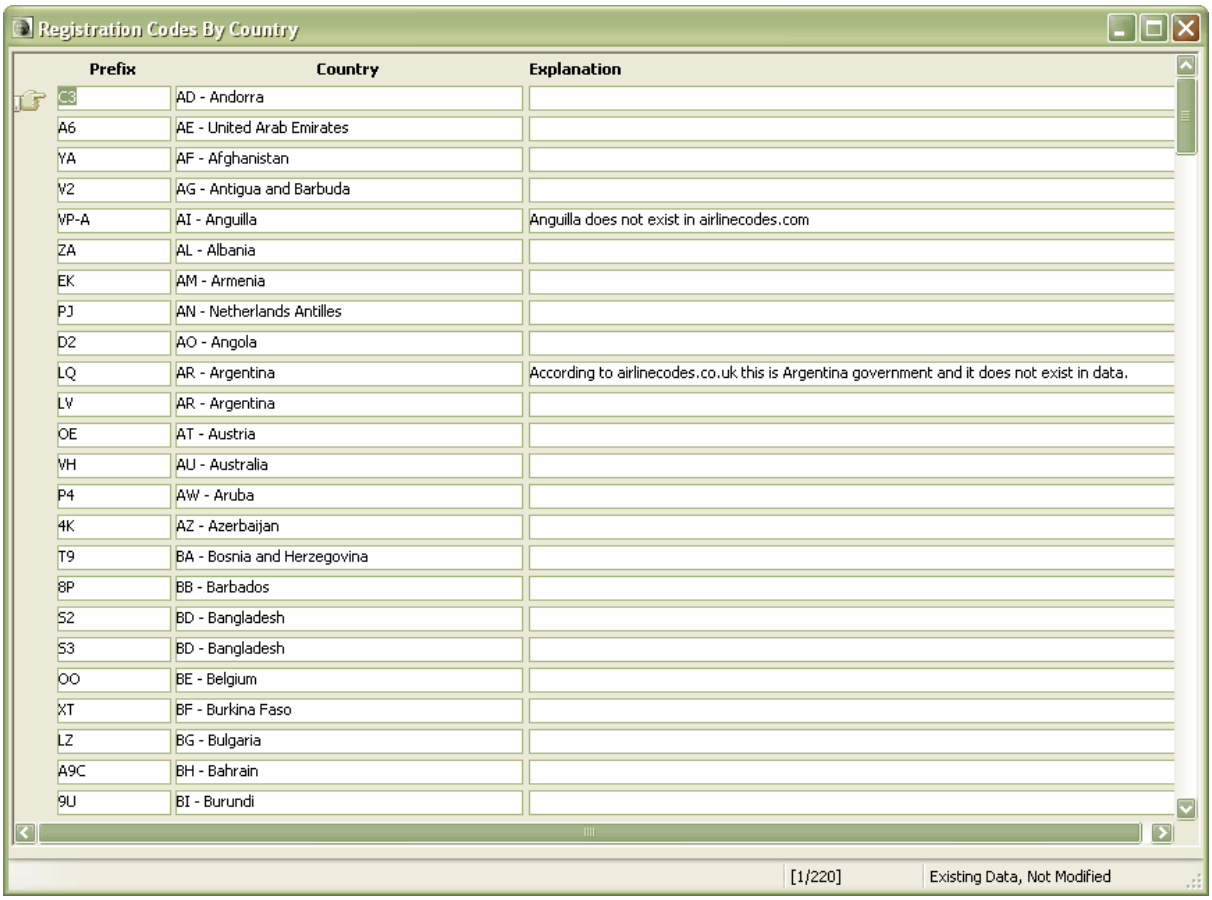

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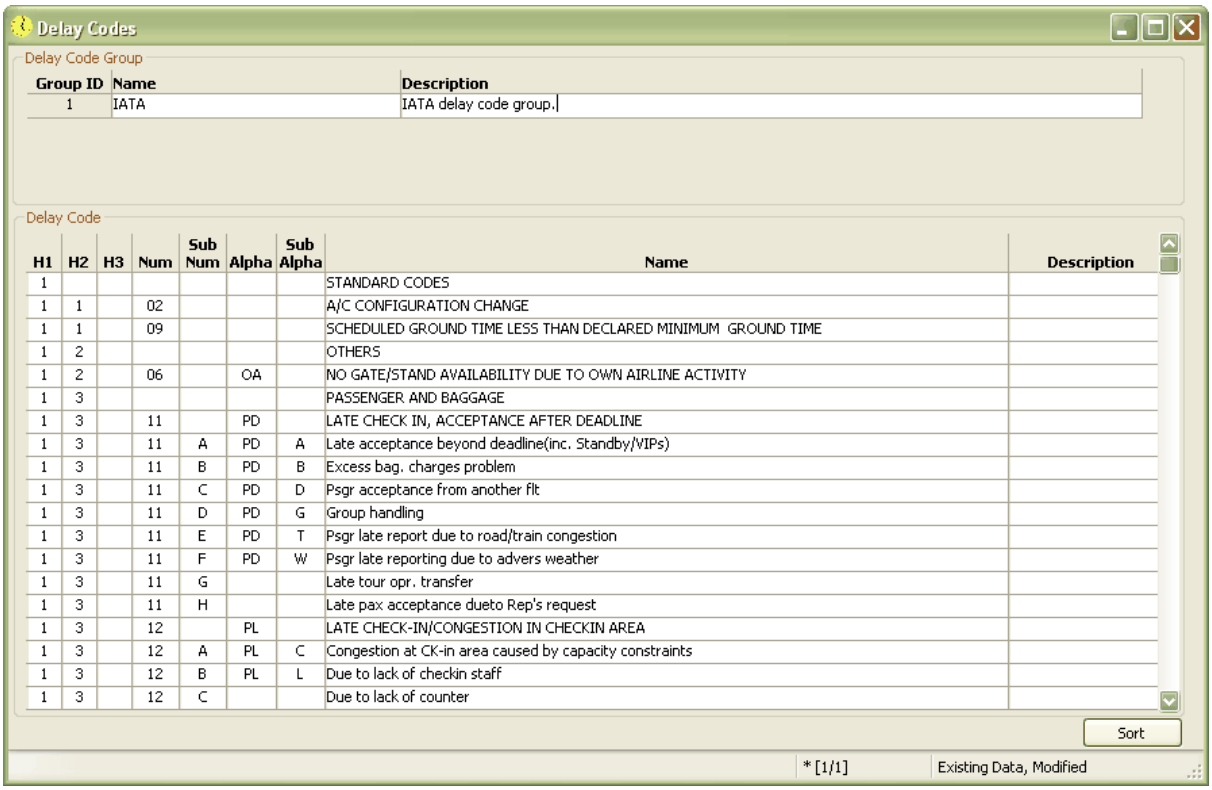
7.5 Delay Codes



Delay codes are for the delay code groups. It is possible to define delay code groups when necessary. For example, if an airline uses its own delay codes, those delay codes can also be defined at this screen.

Both numeric and alphanumeric delay code definitions can be made. The delay code group that airline uses and sub codes (numeric or alphanumeric) are specified at the airline screen after they are defined here.

The delay codes will then be used in sita message generation.

H1, H2 and H3 are the headers so that it is possible to generate sequential, well-justified delay code group reports.

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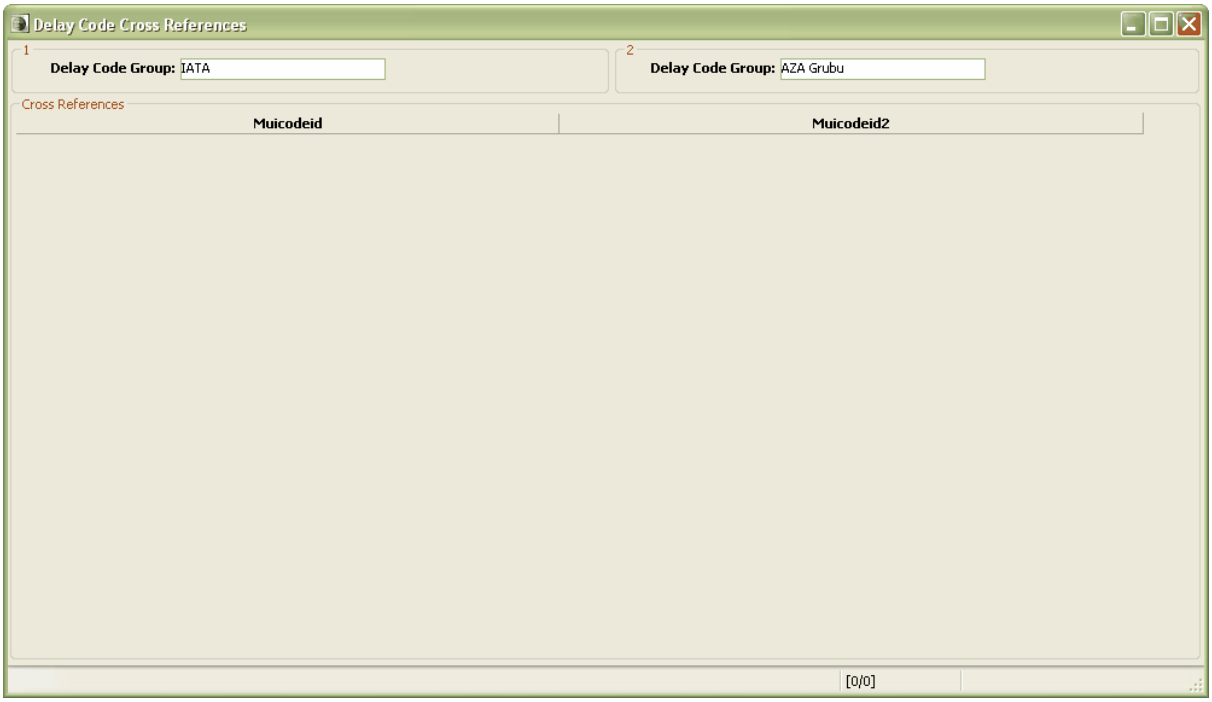
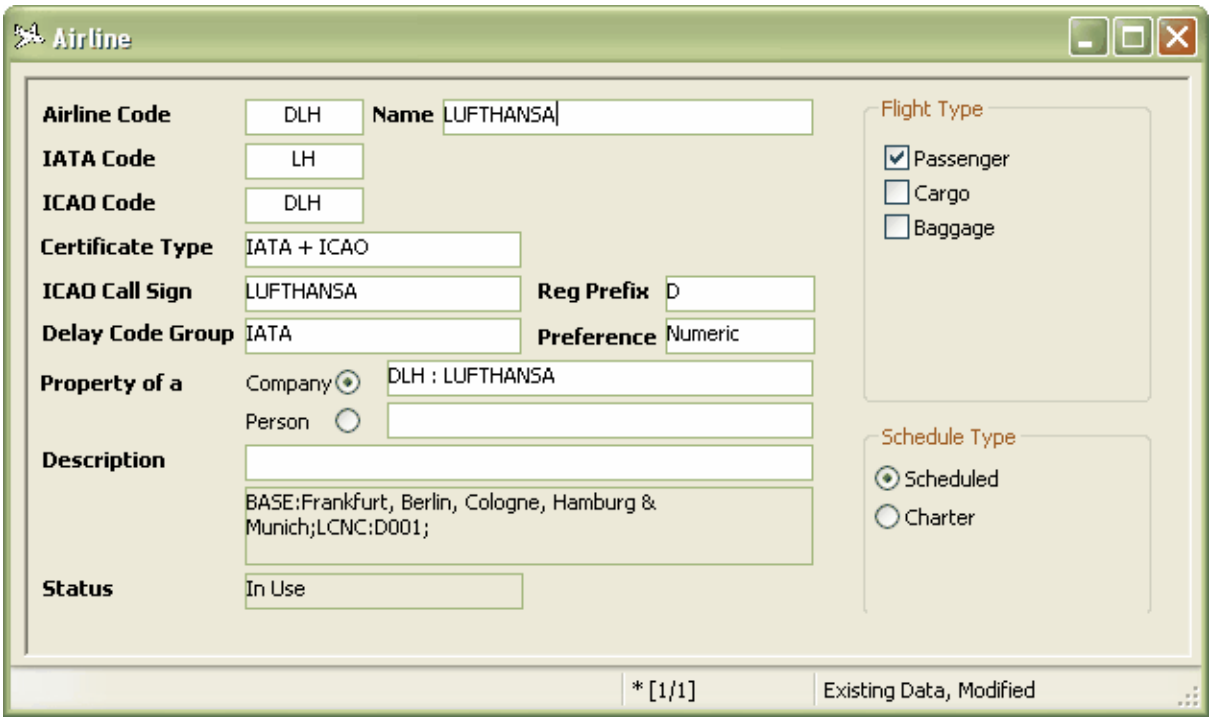
7.6 Delay Code Cross References

Delay code cross references defines the cross references between two different delay code groups.



7.7 Airline



Iata and Icao codes of the airline, registration prefix, delay code group and code preference is defined here. On

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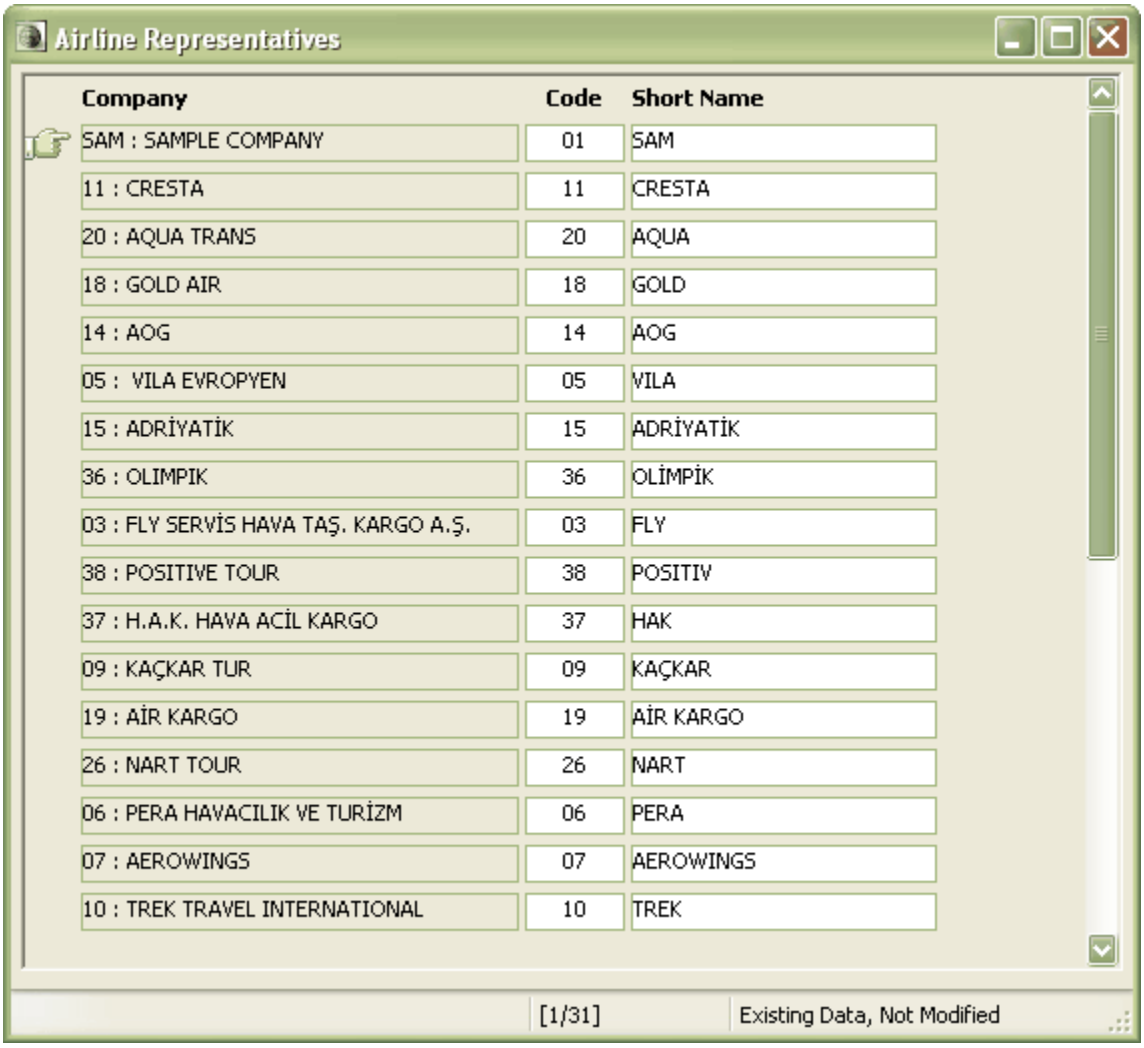
the right side of the screen, flight type and schedule types indicate the most frequent use of those fields by this airline. The value of those fields will be used by the flight information screen data entry validations.

An airline can be a property of either a company or a person. In this screen, airline specific information is entered. Additional information about the airline's company is entered separately using the company screen.

7.8 Airline Representatives



Airline representative companies are defined here. The company details of the representative companies are defined using the company screen. Here in this screen, the previously defined companies are marked as airline representatives. In the flight information entry screen, it will be possible to choose the representative companies from a drop down.

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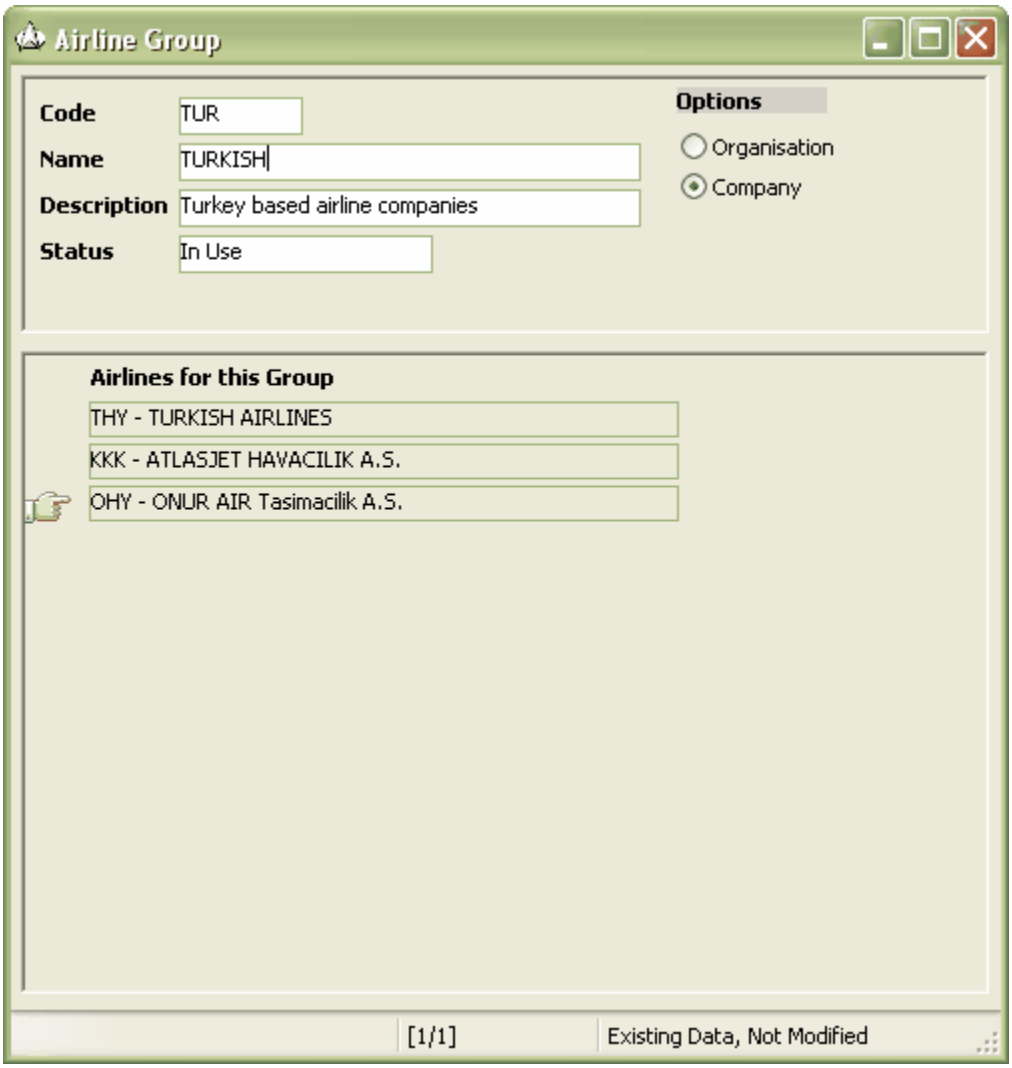
7.9 Airline Groups



Airline groups can be defined here. Those defined groups can be subject to pricing formula variables or they can be used in flight information reporting.

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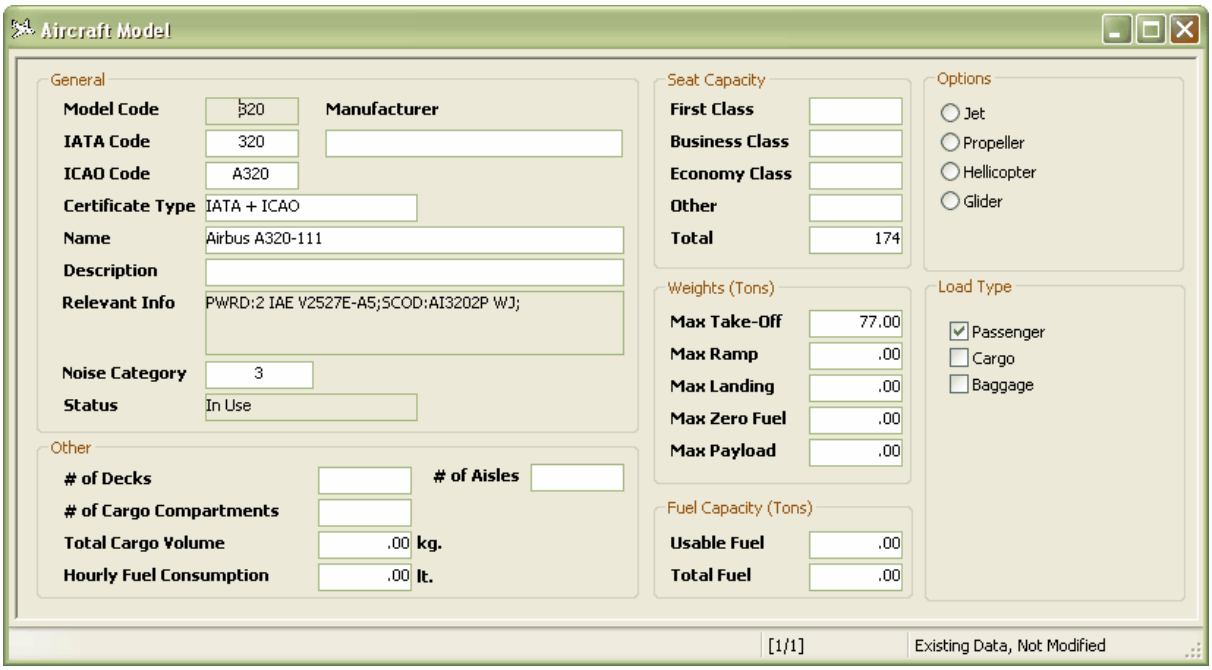
7.10 Aircraft Model



The aircraft model information is entered at this screen. This model information is used when defining aircraft fleet data. Available fields are IATA and ICAO codes, name, manufacturer company, noise category, seat capacity field for different classes, weights, fuel capacity and extra options like load type and cargo volume.

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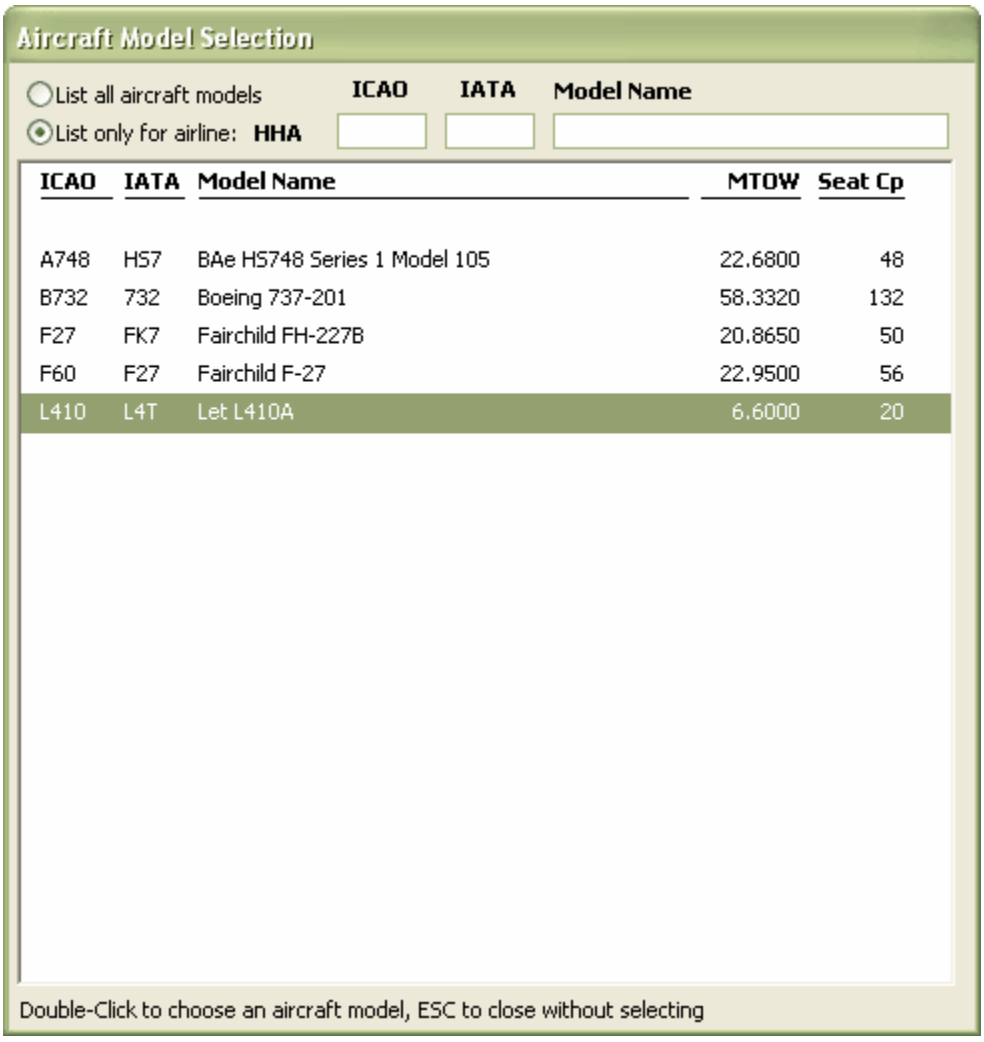
7.11 Model Selection Screen



In this utility screen, it is easy to retrieve aircraft models thru extensive filtering capabilities. The filter field include: airline, icao and iata codes, and model name. Wildcard characters of % and _ can be used to specify any words or single characters.

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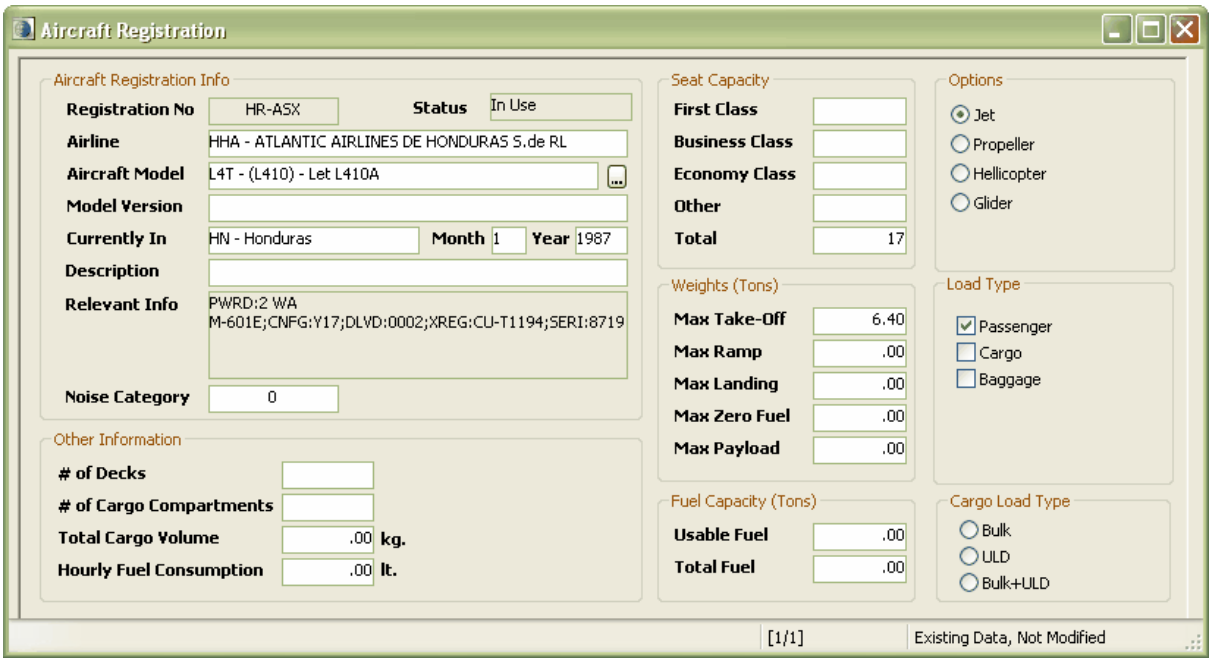
7.12 Aircraft Registration Codes



Information about a particular aircraft is entered at this window. Available fields are airline, aircraft model, model version, currently in country, production month and year, noise category, seat capacity per class, weights, cargo compartments and volume. At the right side of the screen there are load type, cargo load type and additional options which can be used as the control basis of flight information entries.

In this screen, especially important is mtow and total seat capacity fields as they can be used in the pricing formula variables.

The aircraft fleet data can be transferred from Buchair JP on a regular basis, but this is optional.

The button is used to open the aircraft model selection screen.

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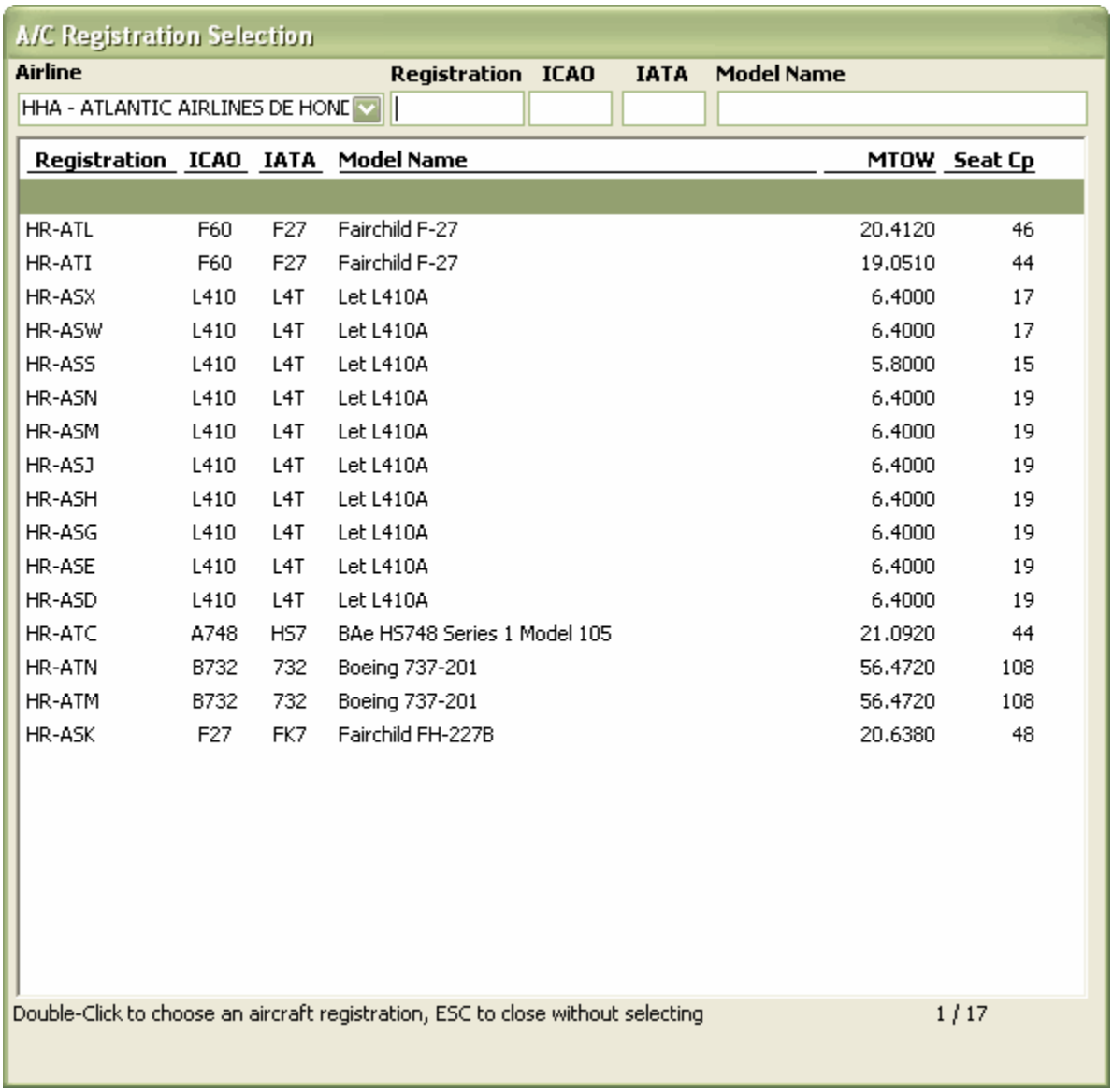
7.13 Registration Selection Screen



In this utility screen, the easy finding and selection of aircraft registrations is aimed. Filter fields are: airline, registration, icao and iata codes and model name. Wildcard characters of % and _ can be used to specify any words or single characters.

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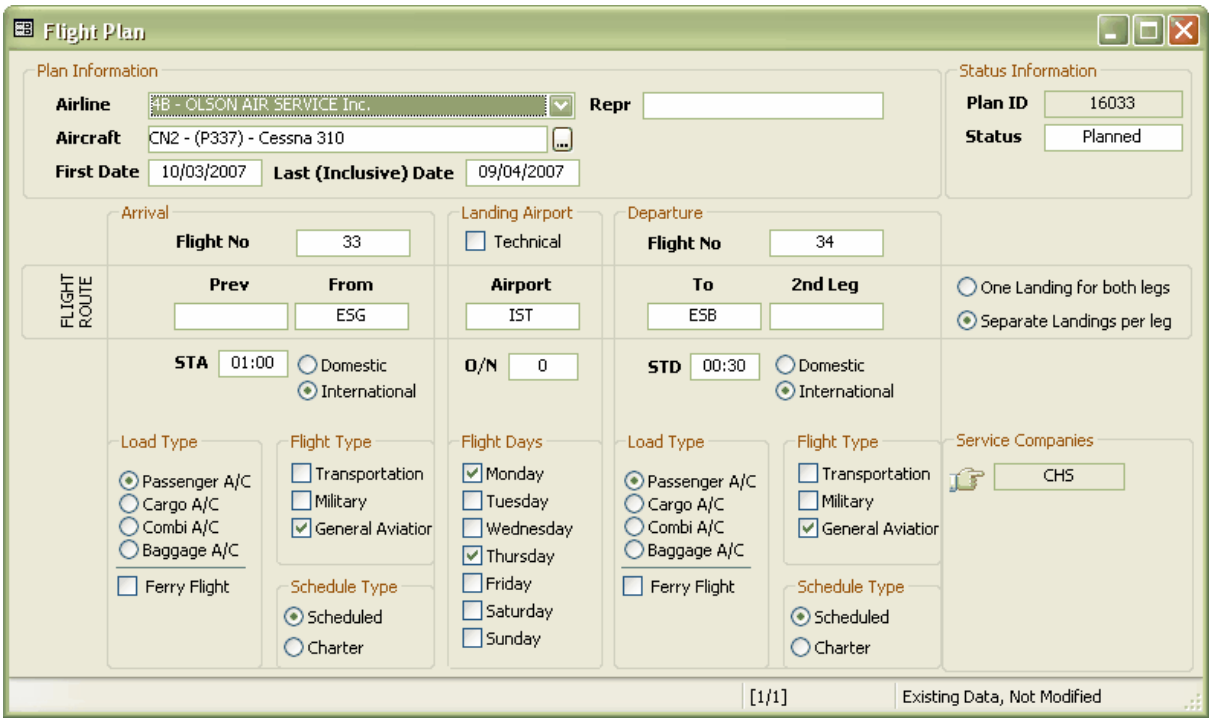
7.14 Flight Plan



Flight plan is a utility to generate scheduled flights for a particular period.

After airline and aircraft model is chosen, flight schedule dates are entered.

Arrival, departure and landing details are separated with lines. In the arrival part, flight no, previous airport, from airport, STA, domestic/international and load type, flight type and schedule type information are input. Like so, in the departure tab with one exception, STD field is used instead of STA. In the landing airport area,landing airport, overnight days (used to calculate data fields of STA and STD) and flight days are entered, and a option flag indicating if this is a known technical flight.

In Celebris, such a flight information can be generated either creating a landing record with both arrival and departure legs' information; or two separate landing records where one only have the arrival flight information and the other have only the departing flight information. It is a decision of the user or the handling company which type to choose. Our previous experience shows that handling companies use separate landings option when they want to use two different service charge forms for arrival and departure flights.

The final field in this screen is the ground handling service company. Our handling company must be entered here.

When the data entry is complete, we have to save the screen. After the screen is saved, on the upper right corner, it will display Planned in the status area. The system is now ready to generate flights for the specified period using a context sensitive menu as in the following screenshot:

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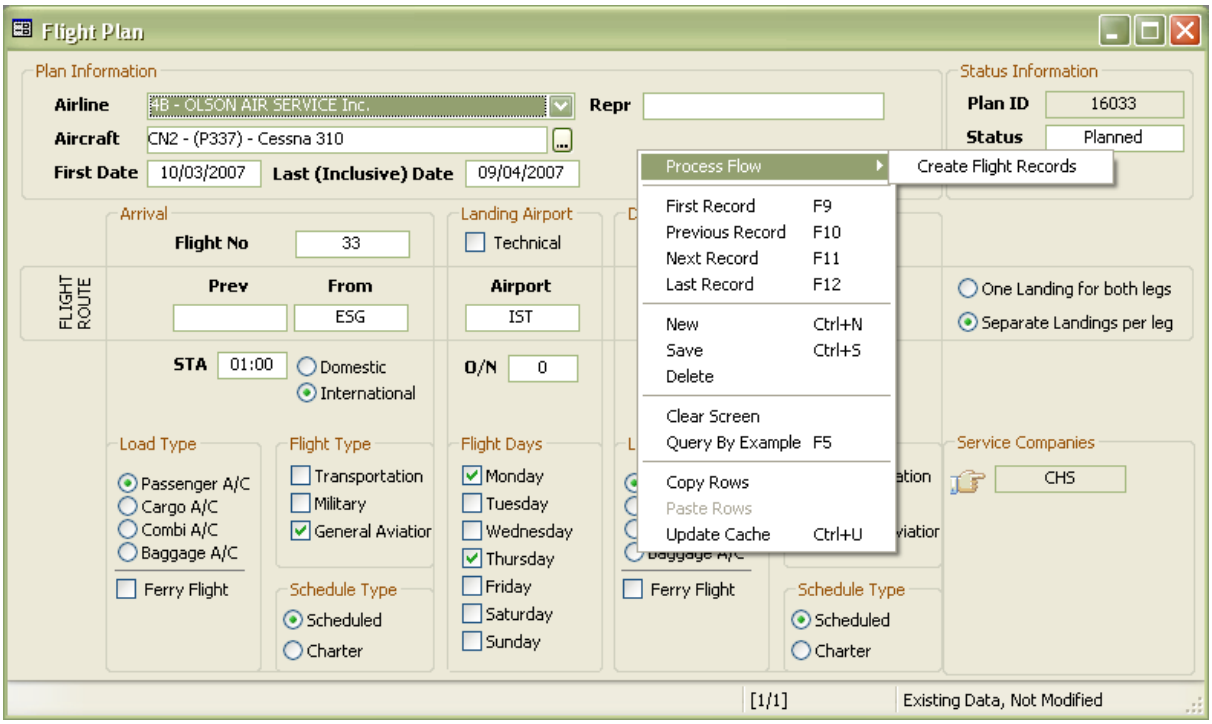
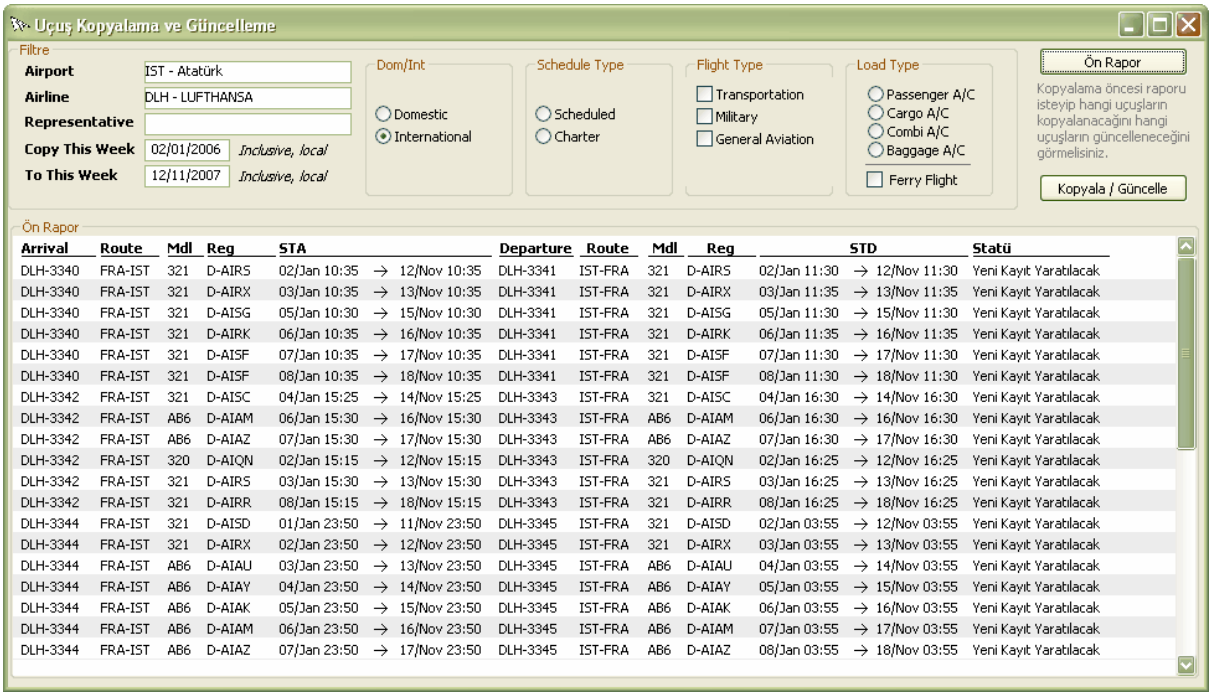


After the flight records are created, it will be possible to cancel generated (but not realized) flights using a similar context sensitive menu. Status field will show 'flights created' after the planned flights are successfully generated as flight information.

7.15 Flight Copy Utility



Flight copy utility can be used to copy the filtered flights of a week starting Monday to another week starting from Monday. The usage of this screen is like this:

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First, the filter values are entered. These are the dates, the airline, airport and the representative company as well as the flight characteristics like domestic/international, scheduled/charter, transportation/military/general aviation, passenger/cargo/baggage/combi, and ferry information. It is not required to enter any filter fields other than the dates, so that a broad range of flights selection can be made.

The first step in starting the copy operation is to request the report and visually see which flights will be copied (Upper right hand side button). If after visually checking the flights the operator approves the copy operation, he/she can push the upper bottom button to physically start the flight copy operation.

7.16 Landings

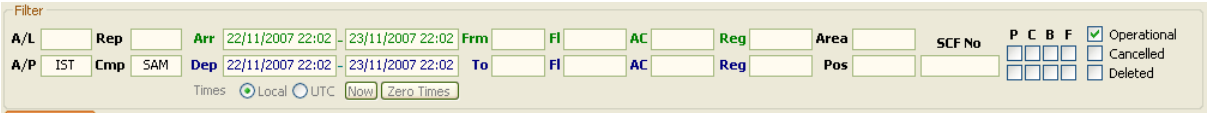
Landings screen is used to:

1. Watch the current flight information, arrivals, departures, etc.
2. Enter (input) the current flight information.
3. Enter all flight related data like flight times, delay codes, flight specific properties, messages, load types and detailed load information and all other related data about a flight.
4. See which service charge form is related to a flight and which operations employee is assigned to handle a specific flight.
5. Filter all current or past flights to find and see their detailed data.

The landings screen is the heart of the flight management and can be opened by either pressing Ctrl+Shift+L or by clicking the icon on the menu bar or by choosing Landings from Definitions - Flight Information System menu.

The very detailed landings information is entered using the landings screen which is described in the following pages:

7.16.1 Landings Filter



The landings can be chosen by this filter. In the filter there are airline, airport, representative company, handling company, arrival and departure times, from-to, flight numbers, aircraft model and registration codes, park area and position of the landed airport, service charge form number, flight characteristics of passenger, cargo, baggage, ferry and operational data can be entered.

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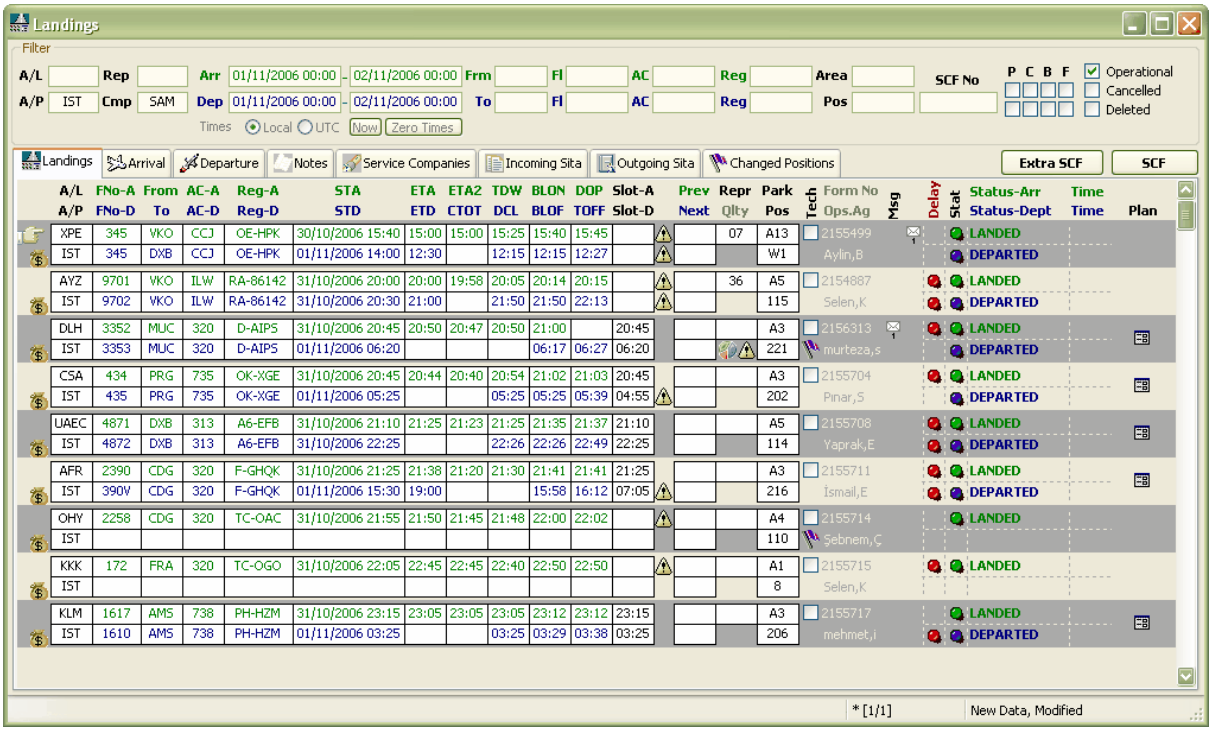
7.16.2 Landings Main Screen



In the landings main screen, there are many tab folders to group related data as well as the brief landings sheet.

A landing is represented in two different lines at this screen. The data in green fonts represent the data of the arriving flight, the data in blue fonts represent the data of the departure flight, the data in black fonts is the data common to one landing.

A landing can be a subject for two different service charge forms: Landed normal and landed extra. The requested service charge form screen can be opened using the correct button in the top-right area.

A landing can have one arrival and one departure flight or both. It is totally the handling company's decision whether to enter the landings separately for arrival and departure flights or as a single landed with arrival and departure flights. The choice usually depends on how many service charge forms should be kept per landing. (If the overnight value is more than 1 day, handling companies can consider creating separate landings for arrival and departure flights in order not to face delays in invoice generation). Please have a look at the flight plan screen too.

The landings screen has user friendly icons to better visualize the flight details and to make sure the handling staff is ready before the aircraft lands:

This icon indicates whether this landing contains services that are required to be collected as cash. This icon is just a heads-up because real warning is given in the service charge form screen after the services are entered. Each service can be a member of one billing group and the initial agreements define the billing periods for a company. So, before finding the initial agreements it is impossible to really decide if this landing has some cash services. Since Celebris uses the obligatory service definitions when creating a service charge form, it can decide by looking at these obligatory services and make a fore-decision whether this landing has some cash services or not. (The service charge form must be created in order for this icon to be visible).

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This exclamation icon indicates that the arrival or departure slot times are out of the 20 minutes tolerable period. If this icon is visible near the performance sampling icon, it means that the sampling questionnaire needs user attention (there are questions to be answered about this flight).

This flag indicates that the aircraft has changed its park position during its stay. Double clicking this icon opens the park position change tab where the position change history can be tracked or new position change events can be saved. Double clicking this icon opens the changed positions tab.

This icon indicates that the aircraft is approaching. It first becomes visible before two hours of the landing time and starts to flash before half an hour.

This icon indicates that the aircraft has landed.

If flashing, this icon shows that there is less than half an hour before the aircraft departs. If not flashing, it means the aircraft has departed.

This icon indicates a delay in the arrival or departure of the aircraft. If flashing, it means although the scheduled arrival or departure times have passed, there is no related time data entered like touch down or take off.

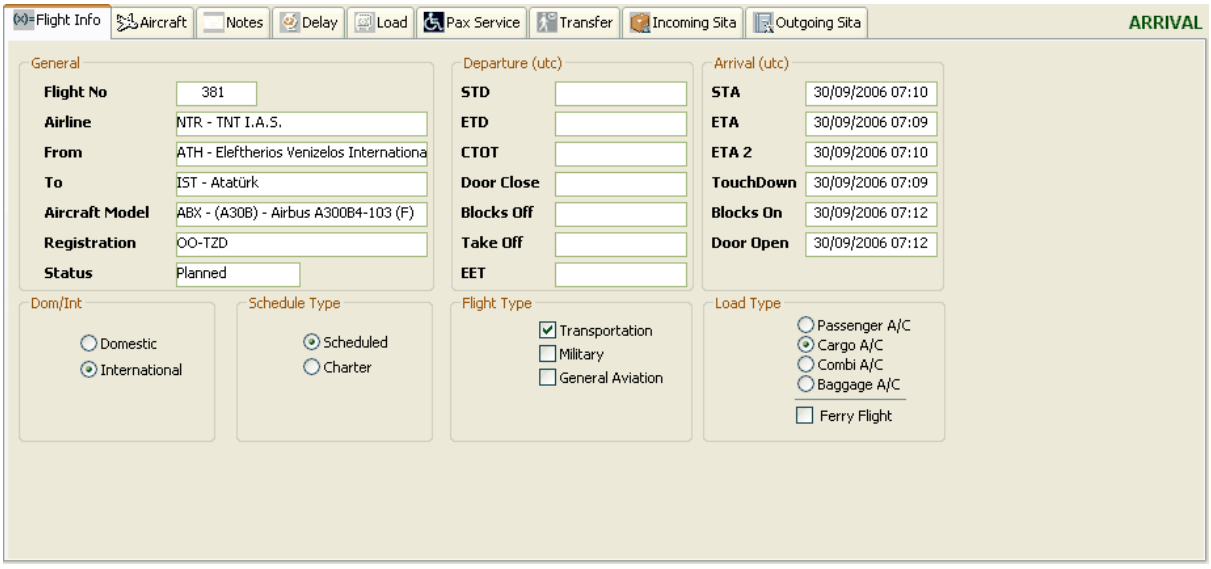
This icon indicates that there are user-entered messages (not sita) for this landing and/or arrival/departure flights. Double clicking a visible message icon opens the related tab.

This icon means that the landing is picked for quality performance sampling. Double clicking on this icon will open the performance criteria information input screen for this landed.

7.16.3 Flight Details of a Landed

Arrival Flight and Departure Flight tabs of the landed screen details are explained here.

7.16.3.1 General Flight Info



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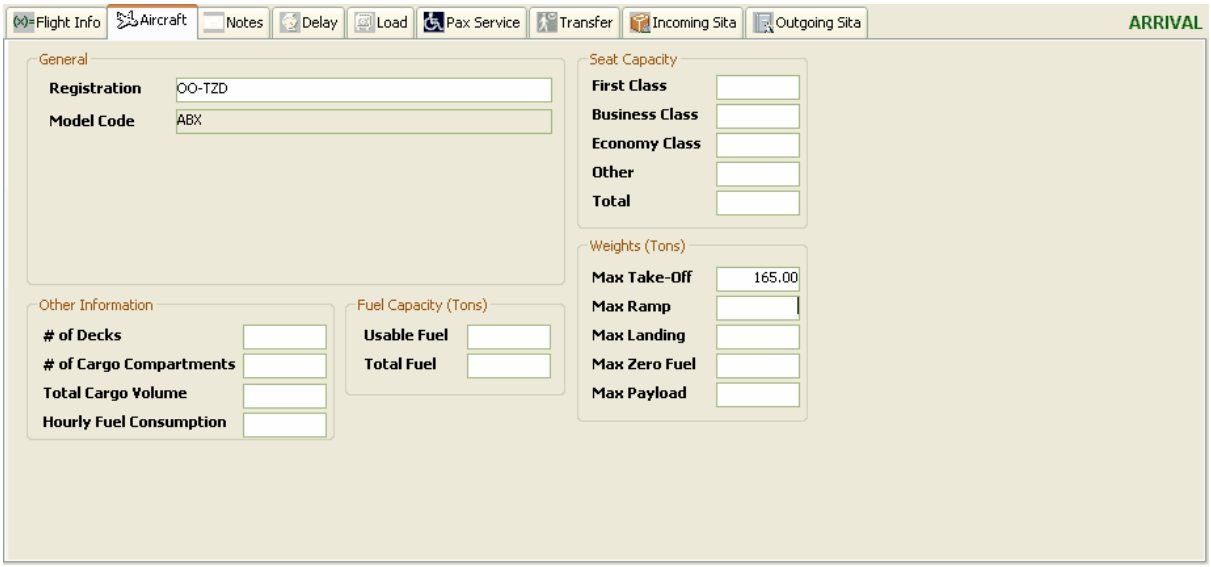
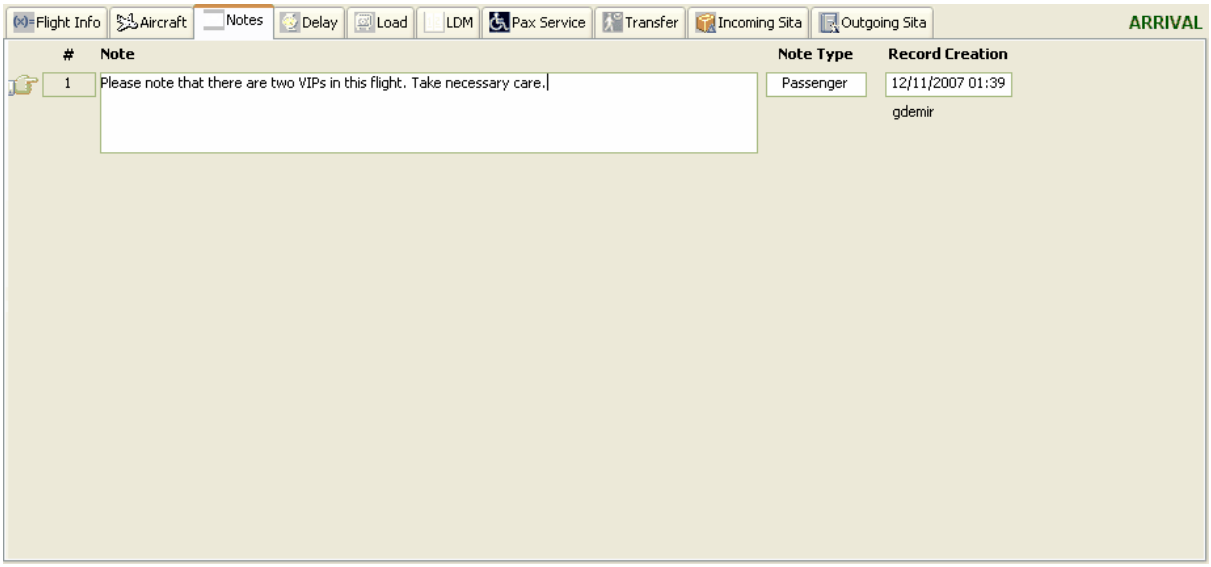
In the general flight information tab, there are the flight type fields (domestic/international, scheduled/charter, transportation/military/general aviation, and load type information like passenger/cargo/combi/baggage and/or ferry flight) as well as the aircraft and flight time details.

7.16.3.2 Flight Aircraft Info



Flight aircraft info tab is used when the aircraft related information differs from the usual aircraft information for that particular flight only. If this tab is filled with data, this data overrides the aircraft registration data for this landed only. Otherwise (if this tab is not filled with data) the aircraft registration data remains intact.

7.16.3.3 Flight Notes



Flight notes is a facility provided by Celebris. It is not related with sita messages.

In Celebris, It is possible to enter a note about a flight with the idea of internal messaging about a flight. When a message is created about a flight, it will be seen in the landings main screen too (see main landings screen).

In Celebris, a flight and a landed are separate entities. A landed consists of two flights: one arrival and one

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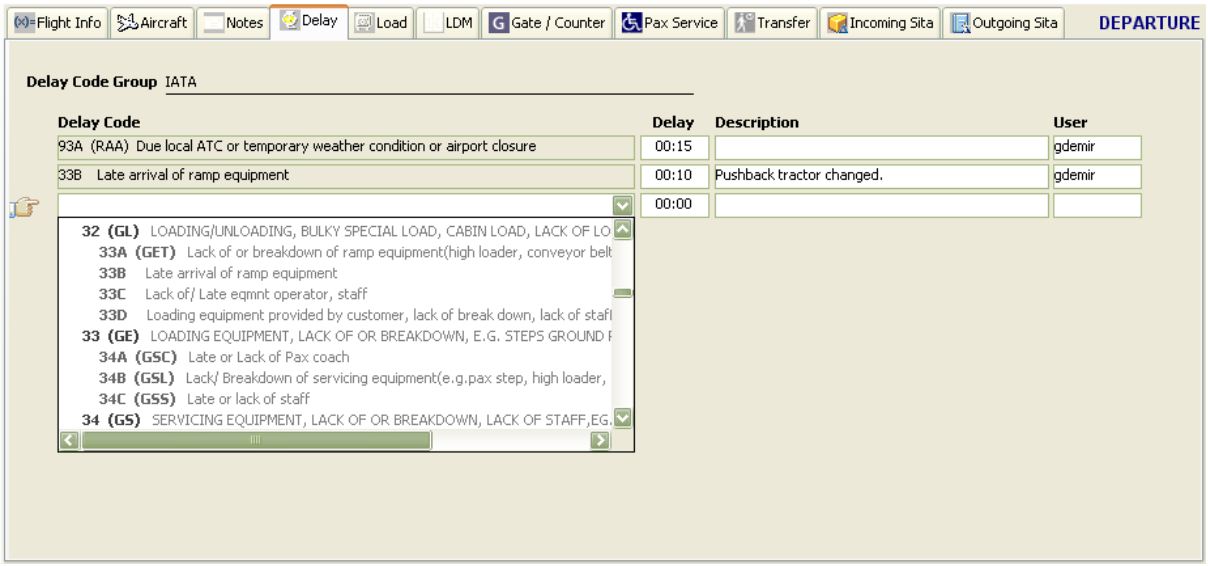
departure. It is possible that the arrival flight of a landed is the departure flight of another landed in another airport. Celebris cleverly assigns the previously created flight to a landed if the flight is generated using one of the two provided utilities: flight copy and flight plan. Therefore, it is possible that a message about a flight entered by the staff at the departing airport is seen as a message to a flight in the arrival airport.

Flight messages are not to be confused with landing related messages.

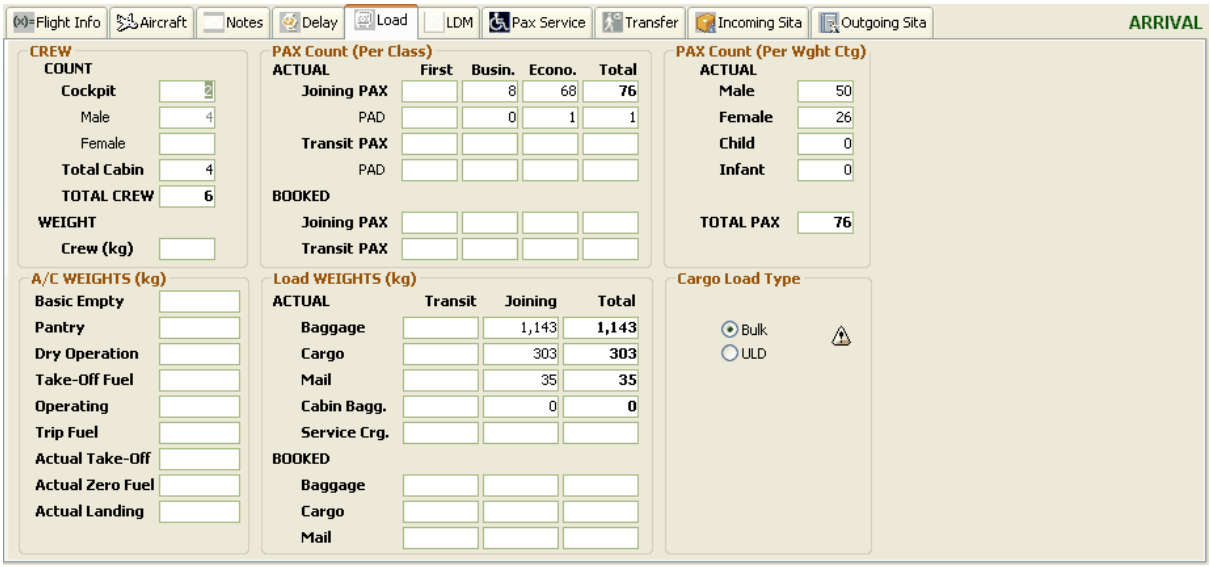
7.16.3.4 Flight Delay Information



Flight delay codes are entered here. Delay codes belong to delay code groups (see Delay Codes). A delay code group of an airline is specified in the airline screen. According to this specification, the possible delay codes appear in the delay code selection drop down (see image). A further description area is provided so that more specific information can be entered by the user. The entered descriptions appear in the SI section of the generated sita MVT messages.

The delay information from the incoming sita messages will update this tab automatically.

7.16.3.5 Flight Load Information



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Flight load summary information is entered at the flight load information tab. The entered data is often used in resource planning and price calculations as well as reporting, so it is important to enter correct data in this tab.

Incoming sita messages of CPM and LDM will automatically update the information contained in this tab. But it is also possible to manually enter data and save.

All transit information about a flight should be entered at the departure flight's load tab. The transit information in the arrival tab shows the previous airport's information and should be considered as informative for the current landed airport.

Booked information is used by resource planning and is optional to enter.

All PAX fields include the corresponding PADs.

Some calculations that are using information in this tab can be formulized like this:

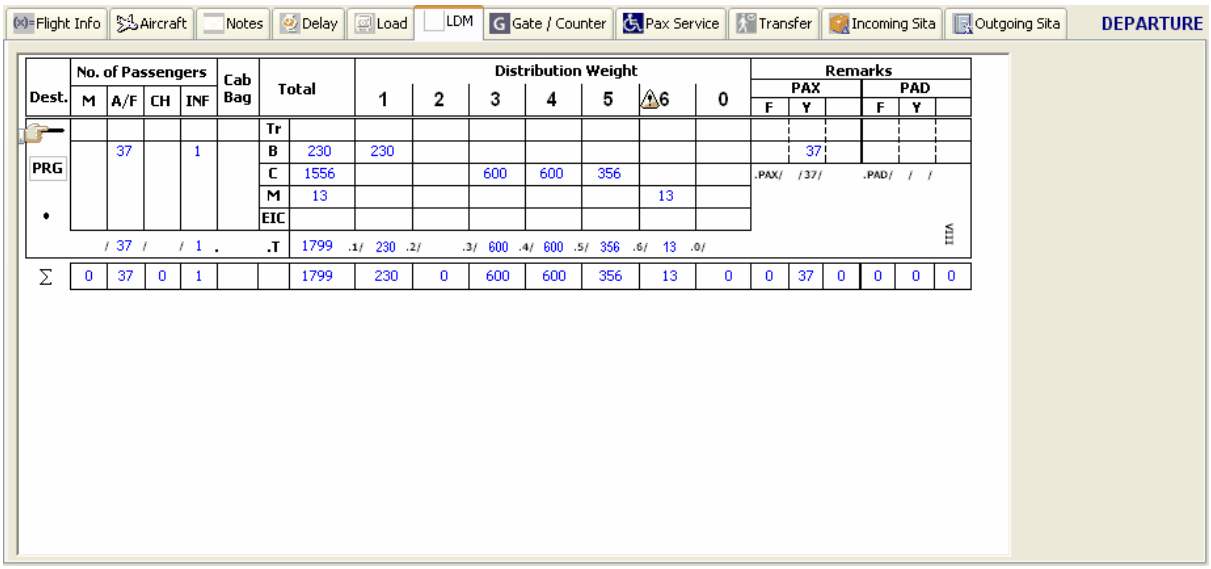
PAXIN (including PAD) : Arrival TOTAL PAX - Departure TOTAL PAX + Departure Joining PAX
PAXOUT (including PAD) : Departure Joining PAX

PAXIN (excluding PAD) : Arrival TOTAL PAX - Departure TOTAL PAX + Departure Joining PAX - Departure Joining PAD
PAXOUT (excluding PAD) : Departure Joining PAX - Departure Joining PAD

Cargo IN : Arrival Cargo Total - Departure Cargo Total + Departure Joining Cargo
Cargo OUT : Departure Joining Cargo

Celebris makes the following integrity input checks:
- Is load type consistent with the aircraft's specified load types?
- Are PAX counts per class and per category consistent?

7.16.3.6 Flight LDM Information



Celebris can generate sita LDM message for passenger air crafts. This tab is used to enter the data that is necessary to produce an LDM message. LDM message generation supports more than one destination airports.

Incoming LDM messages are also parsed to update the data contained in this tab.

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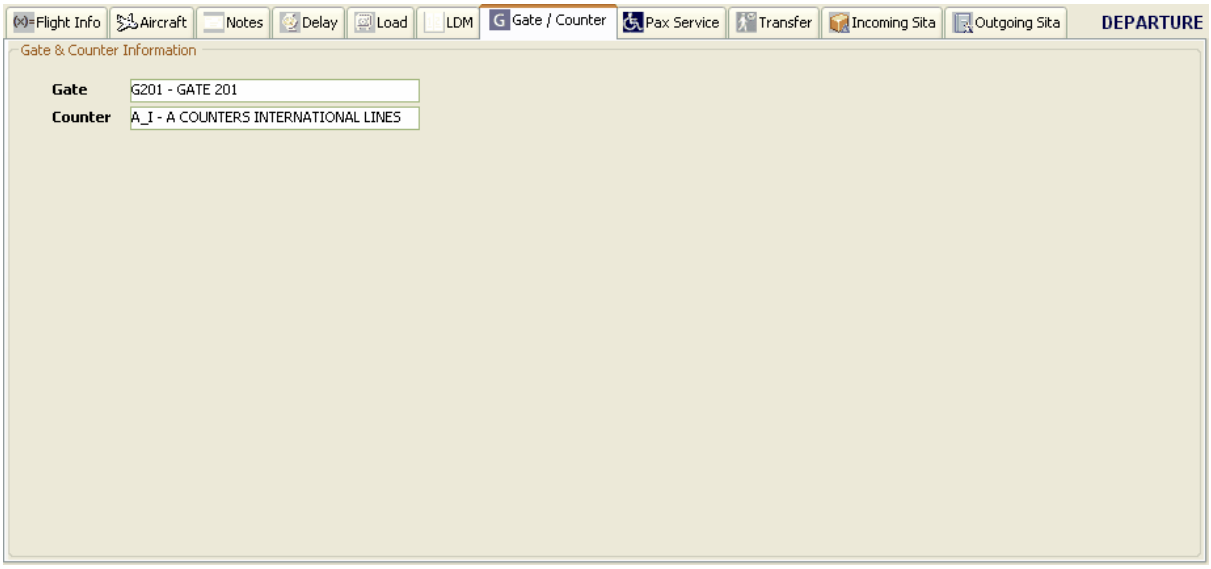
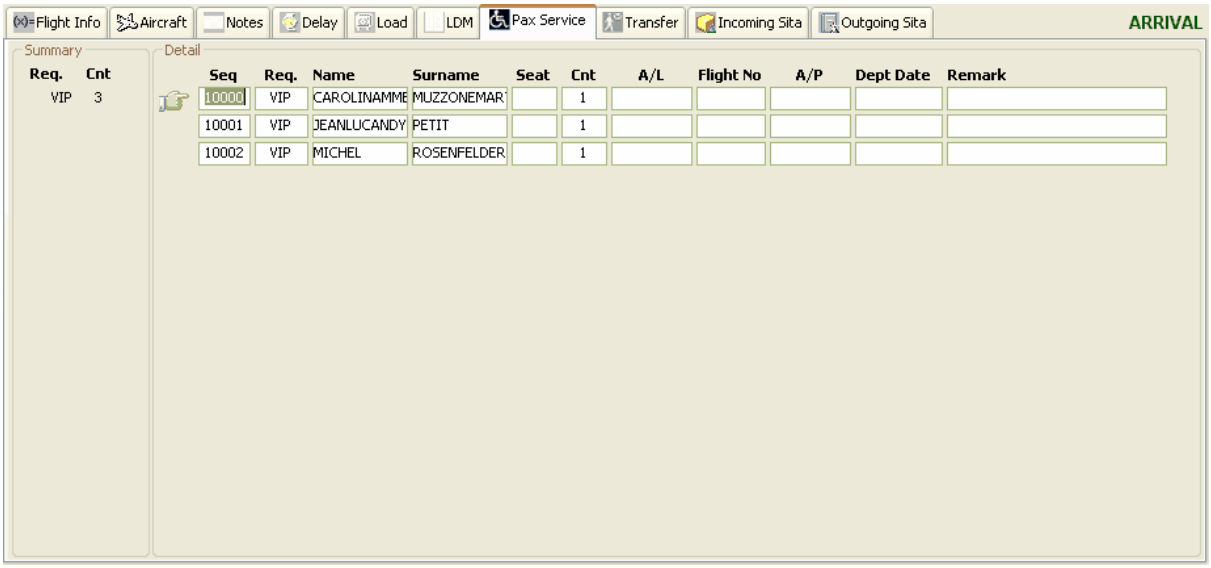
7.16.3.7 Flight Gate and Counter



Gate and counter information about a departing flight is entered in this tab. The entered data is used by 3rd party roster software. If no roster software is used, this tab's data is informative only.

7.16.3.8 Flight Pax Service Information



Flight pax service tab is used to show requested materials via a PSM message. At the left side of the screen, a summary of requested services/goods can be seen. At the right side, there is the detailed information, which passenger at which seat requests what together with the transferring flight info if any.

Requested service information is also used by the 3rd party roster software.

Imported PSM messages updates the contents of this tab. In a future release, Celebris generated PSM messages will use the information in this tab, but currently no PSM message is automatically generated by Celebris.

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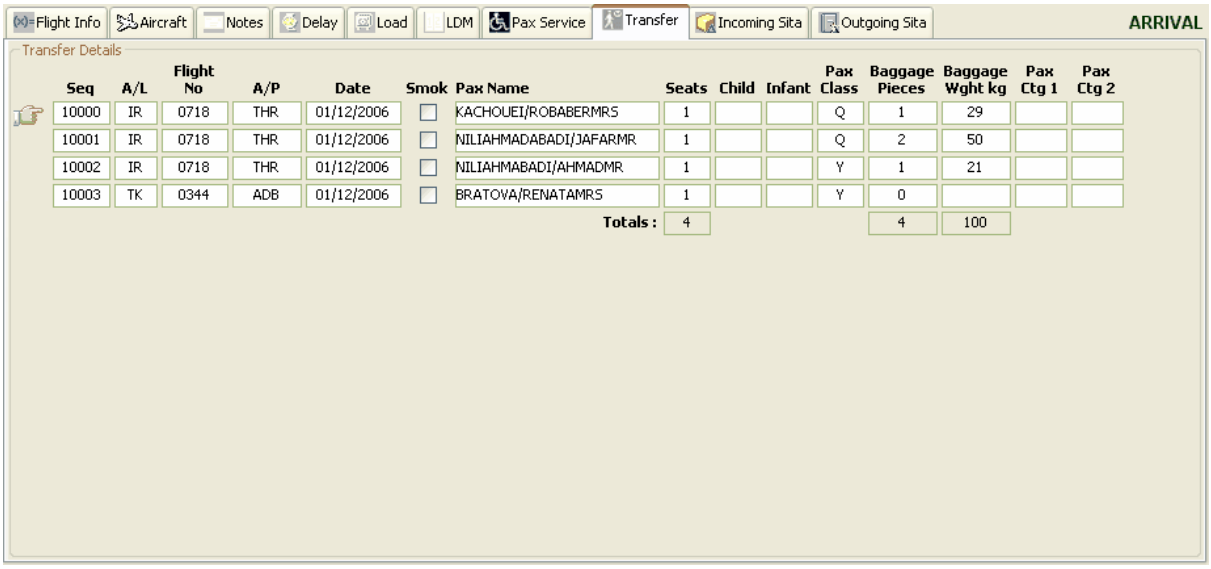
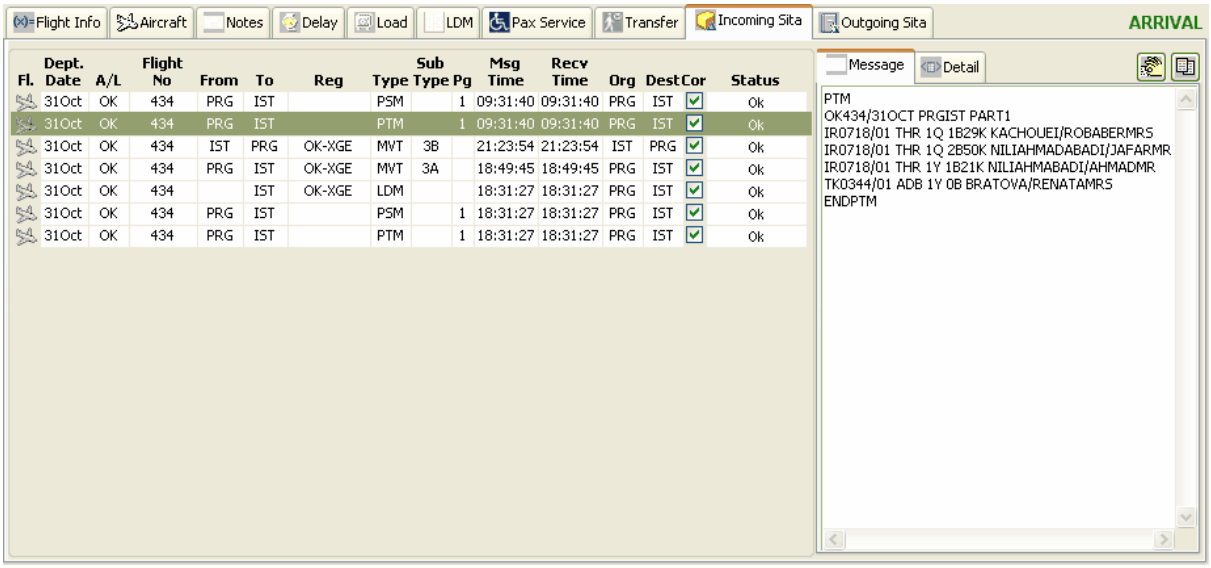
7.16.3.9 Flight Transfer Information



Transfer tab is used to show the contents of the imported PTM messages.

In a future Celebris release, the generated PTM messages will use the information contained in this tab, but currently Celebris does not generate PTM messages automatically.

7.16.3.10 Flight Incoming Sita



All imported incoming sita messages can be seen in this tab.

The import status column shows the status of the imported message. It is possible that a sita message might contain errors. An erroneous (non-standard, contains user made errors in its text, etc.) sita message is reported by the pre parser. Even these erroneous messages can be tracked in this screen manually.

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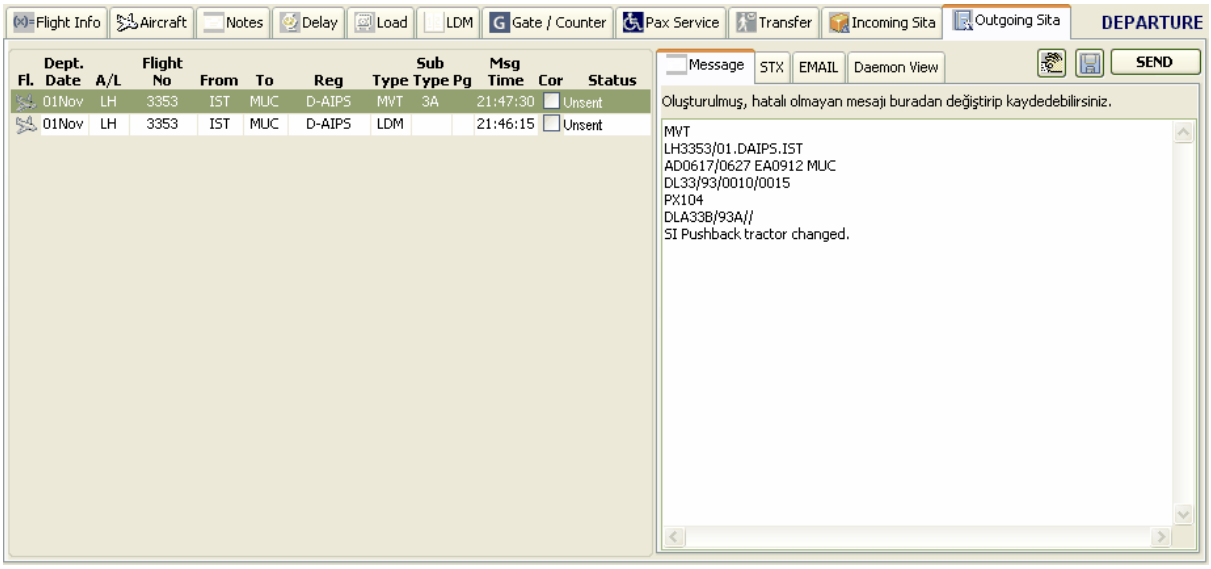
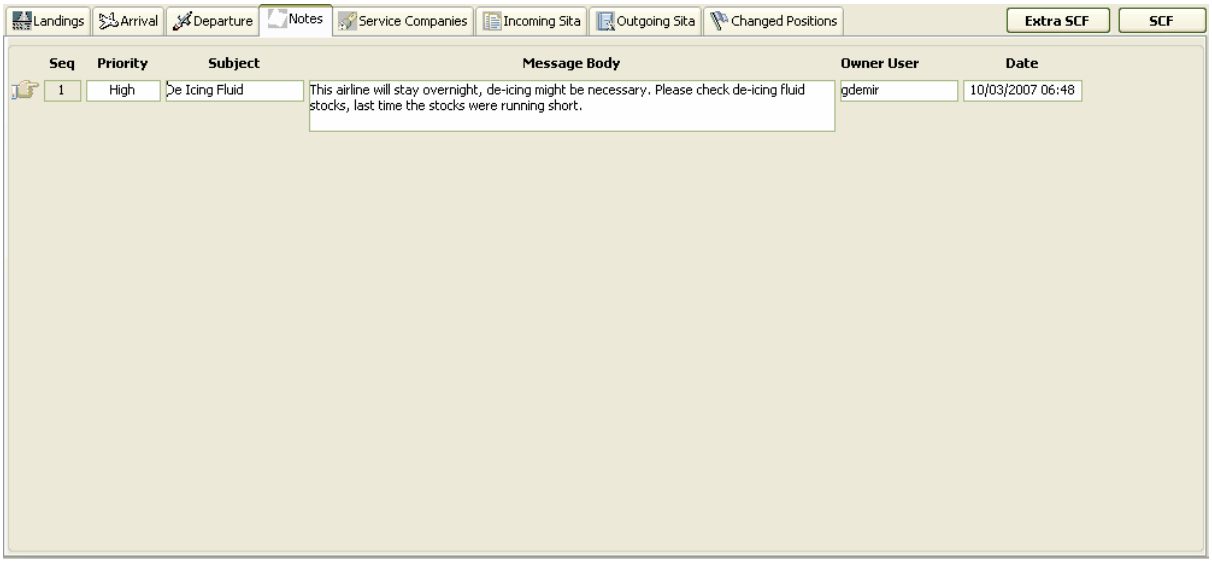
7.16.3.11 Flight Outgoing Sita



Celebris can generate MVT arrival and MVT departure for all aircraft types and LDM messages for passenger air crafts. In the outgoing sita tab, you can see what messages are generated for this flight. To generate outgoing sita messages and more information, see Outgoing Sita tab of the Landings screen.

7.16.4 Landing Related Messages



In this tab, the landed related messages can be input. The input messages are shown as an icon in the main landings screen.

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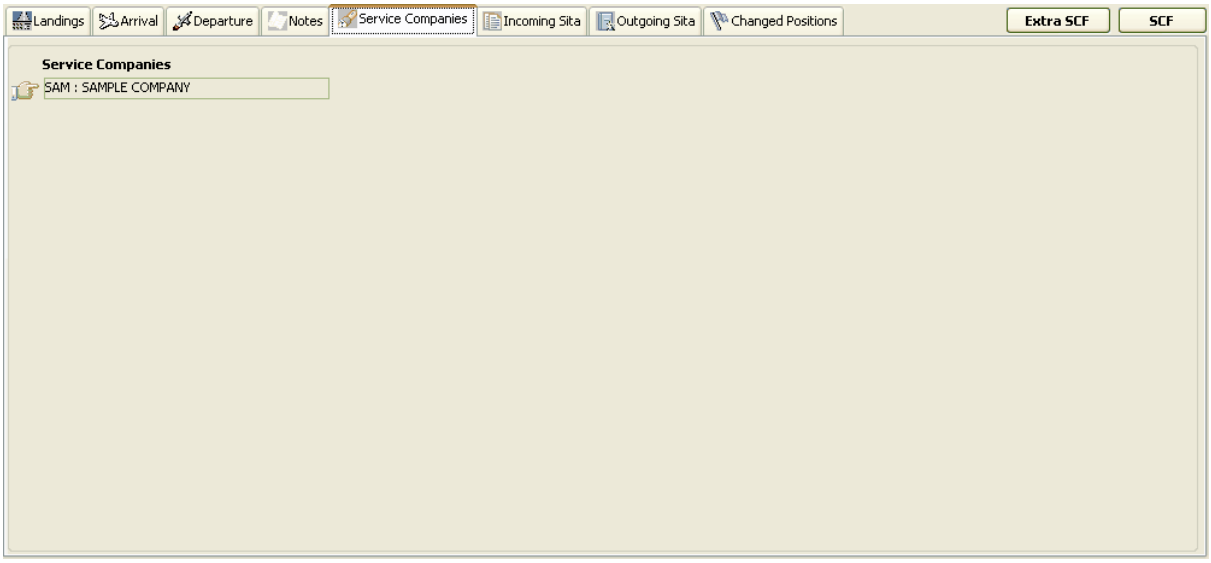
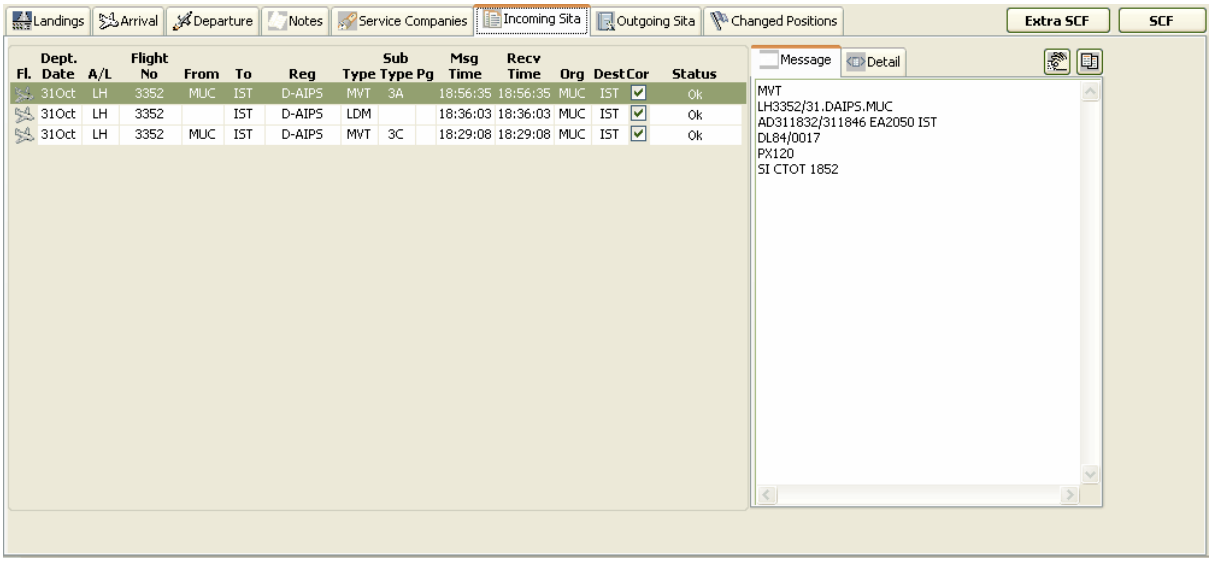
7.16.5 Landing Service Companies



Each landings can have one or more service companies. The handling company must be entered as a service company in order to be able to create a service charge form. Other different entity handling companies like security handling etc. can be input here. The main reason for inputting service companies is to be able to track which flights are serviced by which handling companies in an airport. It is of significant importance when tracking competitors flight data.

When generating flights through the utilities flight plan or flight copy, the service company is generated automatically.

7.16.6 Landing Incoming Sita



All imported sita messages about this landed (which is arrival flight + departure flight) can be seen altogether in this tab. Remember, in the flight related incoming sita tab, only those sita messages that are related with that flight (either arrival or departure) can be seen.

The import status column shows the status of the imported message. It is possible that a sita message might contain errors. An erroneous (non-standard, contains user made errors in its text, etc.) sita message is reported

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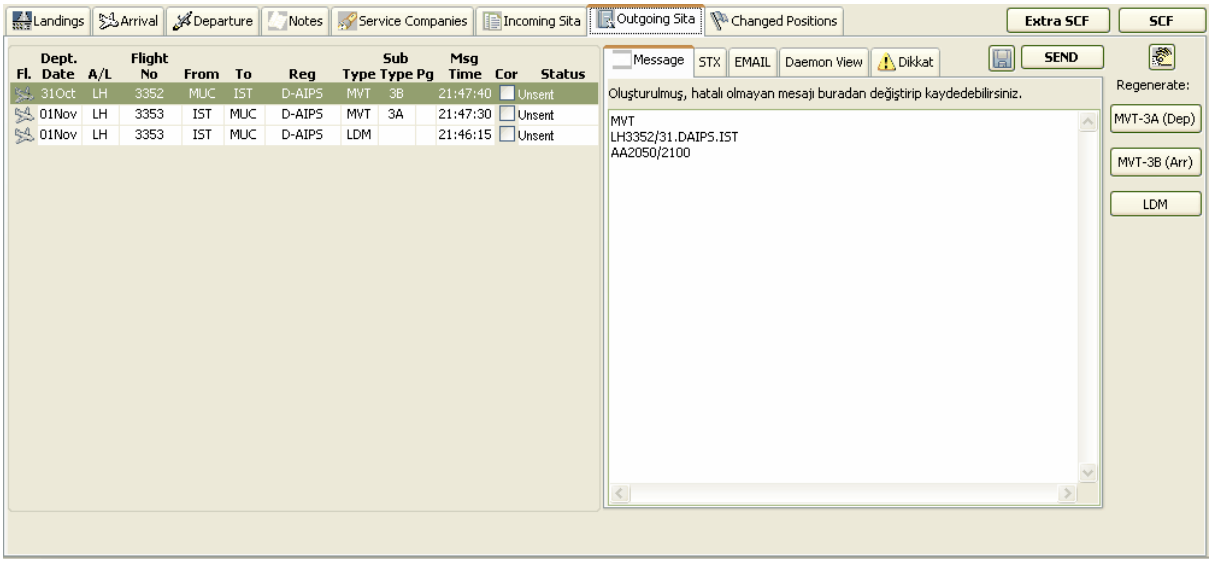
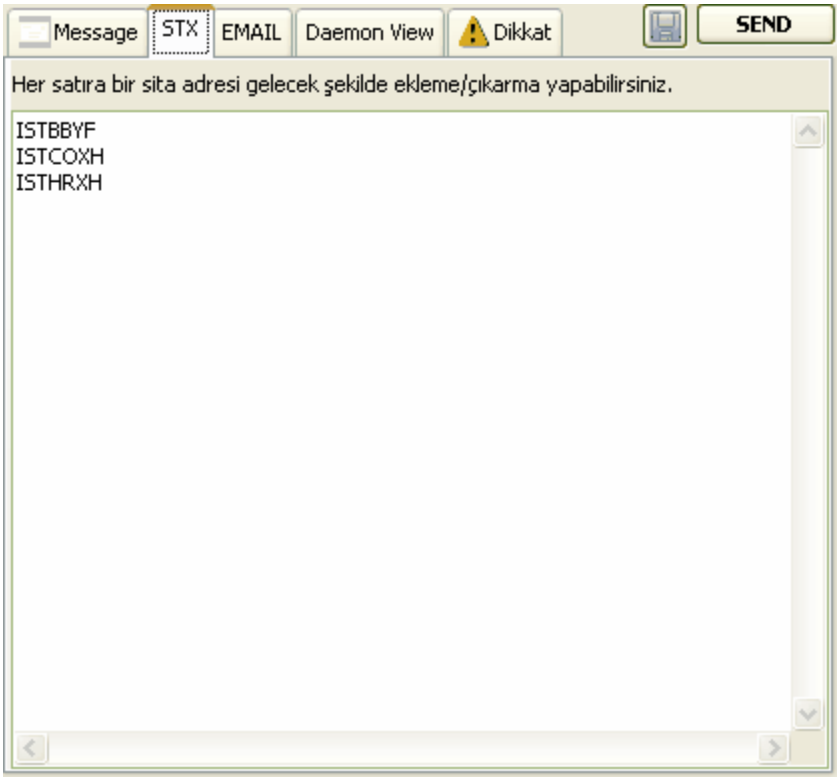
by the pre parser. Even these erroneous messages can be tracked in this screen manually.

7.16.7 Landing Outgoing Sita



This is the tab, where outgoing sita messages can be generated. Celebris currently generates MVT arrival and MVT departure for all flight types, and LDM for passenger air crafts. Future Celebris versions may support the generation of other sita message types.

On the right of this tab, we see details about the generated message. In the first tab, the message in a brief form;



In the second tab, the STX addresses where this message will be sent, one per line, with the option of adding

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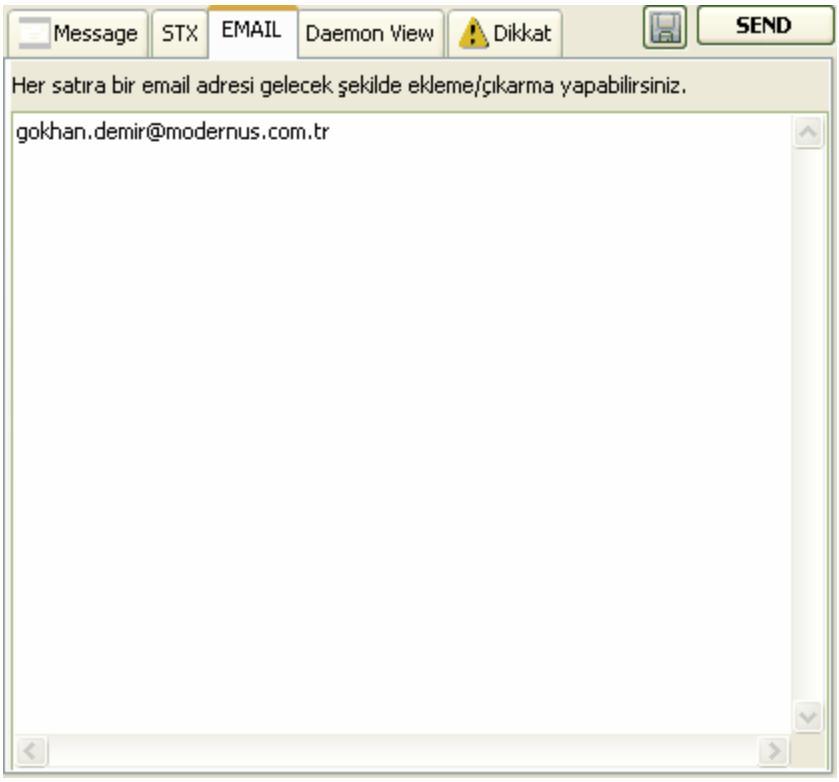
and removing STX addresses as necessary;



In the third tab, the email addresses where this sita message will reach (email sending uses an SMTP server, not the sita message daemon, so saving money) with the option of adding and removing email addresses as necessary;

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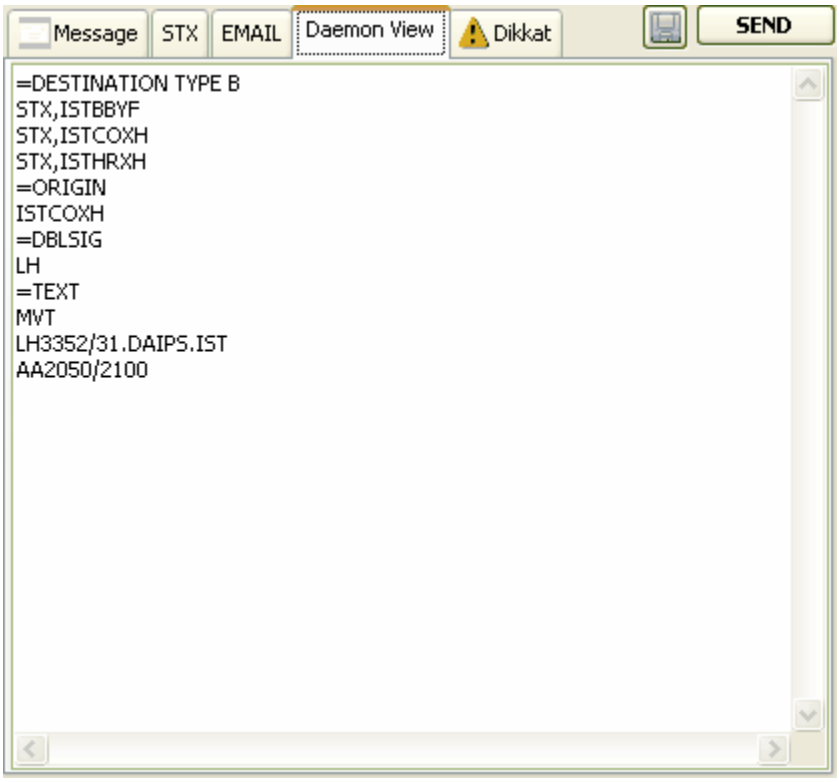
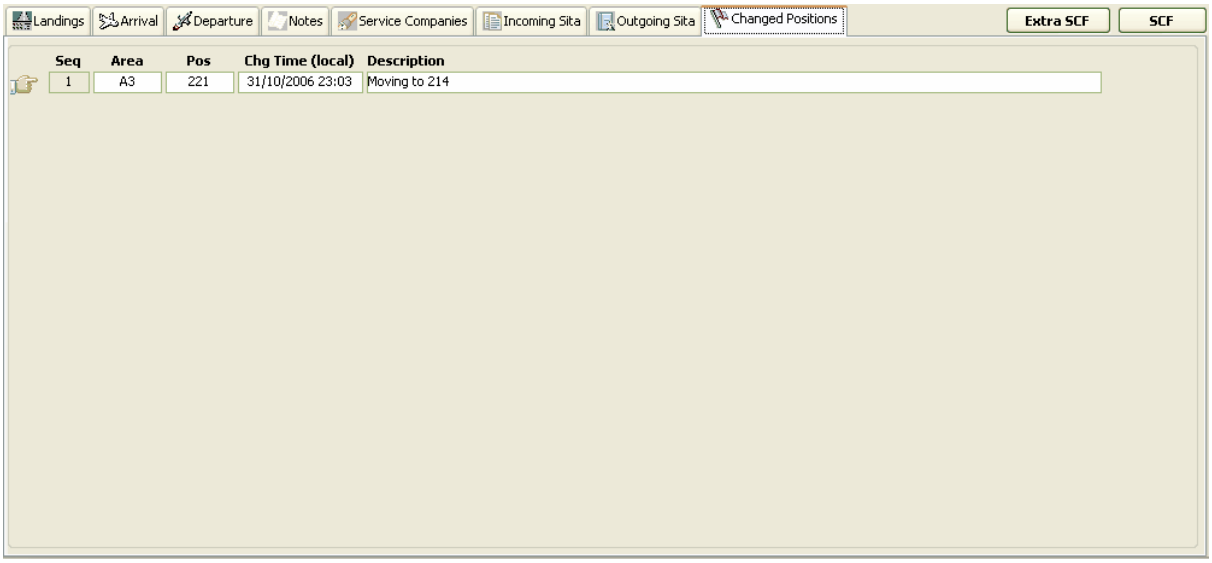


In the fourth tab, the sita message daemon view of the sita message. Sita message daemon is the software which is used as a bridge between Celebris and sita gateway and must exists for Celebris to be able to send sita messages.

And on the fifth tab, some errors and warnings about the sita message generation is reported.

The sita addresses are first prepared using the user-defined rules. Please see Sita Addresses for more information.

7.16.8 Landing Changed Positions



You can see the changed parking positions of the aircraft in this changed positions tab. In the main landing

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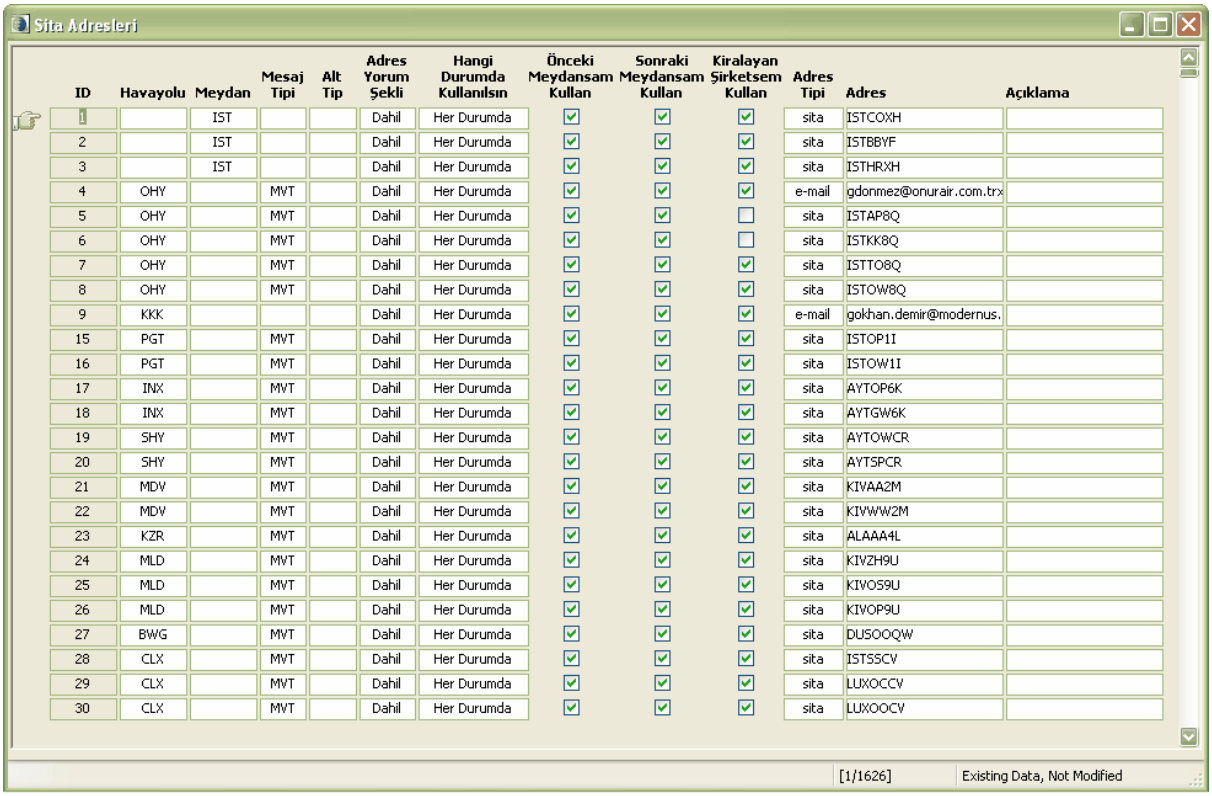
screen, there are input fields of park area and park position. When, for the first time the flight data is saved, that parking position becomes the parking position of the aircraft. On subsequent save operations, Celebris checks if the parking position data is the same as before. If not, it adds a line to this tab and considers the aircraft has changed its parking position during its stay. If the user has changed the park position data for another reason, like correction for example, the position change record can be
deleted from this tab.

7.17 Sita Addresses



The sita addresses are defined by the operations department and are used to lookup sita addresses for a particular route. When a sita message is generated via Celebris, these defined addresses will be filtered and used.

In this screen, when information is provided for any column, this information will be used, otherwise it will be treated as valid for every possible value of that column. For example, when we provide airline 3-digit code, that line will be valid for that airline, but if we don't provide a 3-digit airline code, that line will be valid for all possible airlines. This makes entering necessary addresses very flexible.

The columns in this screen are: id (system automatically assigns a unique id to each line), airline 3-digit code, airport 3-digit code, message type, message subtype, a flag showing whether this line should be included or excluded, a option with the possible values of arrival only/departure only/both arrival and departure, a flag indicating whether this address should be used when the previous airport is on the flight route, similarly another flag indicating whether this address should be used when the next airport is on the flight route, a flag indicating whether to use this address if the current airline is the airline who rented the aircraft, the address type (sita/email), the address itself, and description.

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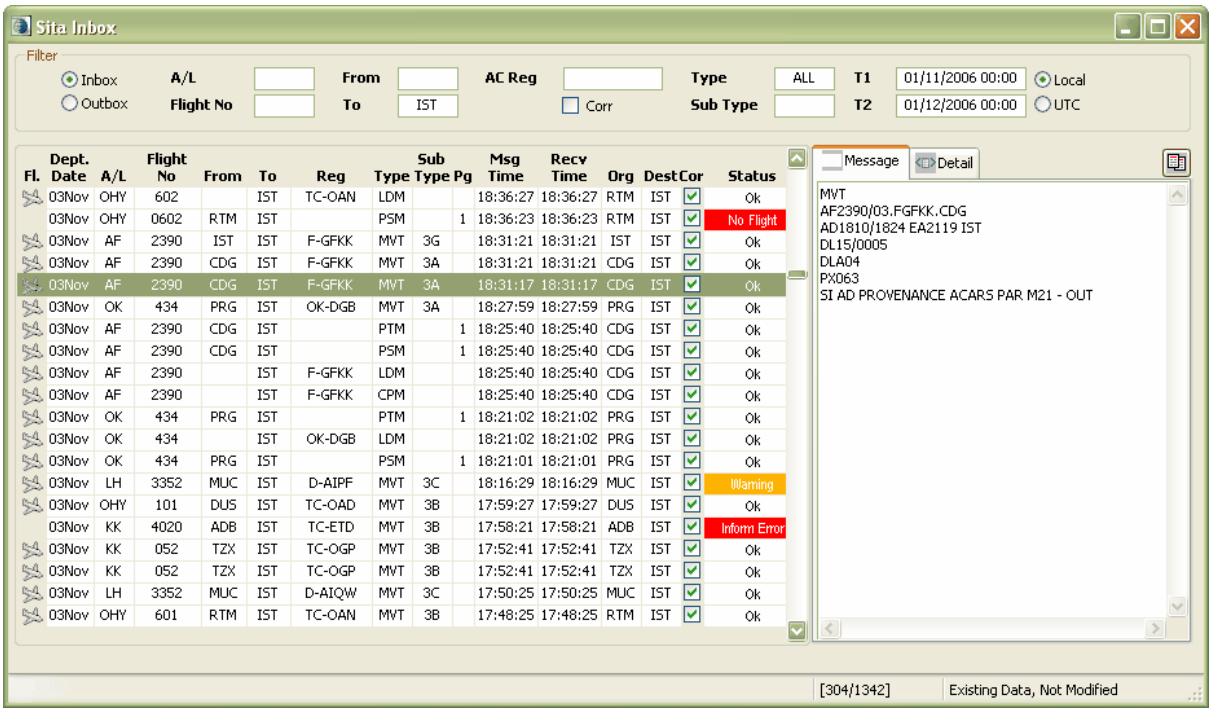
7.18 Sita Inbox and Outbox



The sita inbox-outbox screen lists the all imported and generated sita messages as requested by the display filter on top of the screen.

The status of the sita message can be the following:

Ok	No errors or warnings in the sita message. A flight for this message has been found and associated.
Warning	The sita message contains no parsing errors but in the import process, some Celebris produced warnings has been reported. Users should check the message to see what warnings have been produced.
Inform error	The sita message cannot be parsed by the pre-parser. So, Celebris didn't try to import this sita message. Such erroneous messages can be tracked using this screen and if necessary, manual data entry to the flight information system is done by the operator.
No flight	The sita message is ok, contains no errors or warnings, but in Celebris, no matching flight could be located. The operations department should take such cases into consideration and create the flight if necessary.

The airplane icon in the beginning of the line indicates that a flight has been found and associated with this message. Double clicking the airplane icon will open the landings screen and locate the associated flight.

7.19 Flight Information System Data Input Controls

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7.19.1 Data Controls Explained

The Celebris system includes a lot of system controls to minimize the user data input errors. When inconsistent data is detected, the system can prevent it by either restricting the persistence of the inconsistent data or by supplying warning or informative messages to the user to make sure the user is aware of the condition.

There are three levels: Error, Warning and Information.

The **ERROR** messages appear when the system detects an inconsistency that should never be present in the system. When an Error level message is displayed, the user has to fix the inconsistent data in order to be able to save it..

The **WARNING** messages appear when the system detects an inconsistency in the input data, but the user can decide to keep it .

The **INFORMATION** messages appear when the system detects not inconsistent but uncommon data, and reminds the user to double check it in case that it might be a faulty input.

The messages appear in the language that was chosen by the user during the log in process.

7.19.2 Flight Plan Data Input Controls

The flight plan screen has the following data input controls:

General controls:

LEVEL	DESCRIPTION
ERROR	Neither STA nor STD is entered.
ERROR	No Airline information entered.
ERROR	Aircraft Model information not entered.
ERROR	Airport information not entered.
ERROR	Flight Plan start date not entered.
ERROR	Flight Plan end date not entered.
ERROR	Flight Plan start date is later than Flight Plan end date.
ERROR	No weekdays is selected as a day of flight.
ERROR	Generation type not specified.
ERROR	STA is input but Arrival Flight No information is missing.
ERROR	STA is input but arrival flight FROM Airport information is missing.
ERROR	STA is input but Arrival Load Type information is missing.
ERROR	STA is input but Arrival Flight Type information is missing.
ERROR	STA is input but Arrival Flight scheduled/charter information is missing.
ERROR	STA is input but Arrival Flight International/Domestic information is missing.
WARNING	Arrival Flight International/Domestic information is inconsistent (when the from airport, destination airport and the country of the handling company are the same, the flight is considered to be domestic)
ERROR	STD is input but Departure Flight No information is missing.
ERROR	STD is input but departure flight Destination Airport (TO) information is missing.
ERROR	STD is input but Departure Load Type information is missing.
ERROR	STD is input but Departure Flight Type information is missing.
ERROR	STD but Departure Flight scheduled/charter information is missing.
ERROR	STA is input but Departure Flight International/Domestic information is missing.
WARNING	Departure Flight International/Domestic information is inconsistent (when the from airport, destination airport and the country of the handling company are the same, the flight is considered to be domestic).
INFORMATION	If the input contains information for only one leg (arrival or departure).
ERROR	The selected handling company is not the company of the logged in user.

Controls applied when both STA and STD information is entered:

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LEVEL	DESCRIPTION
WARNING	Arrival and Departure Flight Domestic/International information are different.
WARNING	Arrival and Departure Flight scheduled/charter information are different.
WARNING	Arrival and Departure Flight Types (transportation, military, general aviation) are different.
WARNING	Arrival and Departure Flight Load Type information mismatch, one is ferry the other not.
WARNING	Arrival and Departure Flight Load Type (psg, crg, bagg, combi) information mismatch.
WARNING	The airline is domestic and the generation type is one landed record for both legs, or the airline is international and the generation type is separate landed record for each leg.

7.19.3 Landings Data Input Controls

The landings screen has the following data input controls:

General controls:

LEVEL	DESCRIPTION
WARNING	The country information is missing at the logged in user's company's country definition.
WARNING	The company information at the company tab is missing or is not identical with the logged in user's company..
WARNING	The Airport information at the landed record is not the default airport of the logged in user.

Integrity controls:

LEVEL	DESCRIPTION
ERROR	Arrival is after Departure.
ERROR	Airport information at the landed record is different from the arriving flight's destination airport information.
ERROR	Airport information at the landed record is different from the departure flight's from airport information.

Controls applied to landing records that have both legs Arrival and Departure:

LEVEL	DESCRIPTION
WARNING	The time difference between STD and STA times is greater than two days.
WARNING	Arrival and Departure Flight registration codes are not identical.
WARNING	Arrival and Departure Flight domestic/international information are not identical.
WARNING	Arrival and Departure Flight scheduled/charter information are not identical.
WARNING	Arrival and Departure Flight Types(transportation, military, general aviation) are not identical.
WARNING	Arrival and Departure Flight Load Type information mismatch, one is marked as Ferry the other not.
WARNING	Arrival Flight and Departure Flight Load Type (psg, crg, bagg, combi) information mismatch.

7.19.4 Flights Data Input Controls

The Arrival and Departure flight tabs at the landings screen has the following data input controls:

General controls applicable to both Arrival Flight and Departure Flight tabs:

LEVEL	DESCRIPTION

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WARNING	Registration code is missing.
ERROR	Flight Load Type (passenger, cargo, baggage, combi) information is missing.
WARNING	Default Load Type (passenger, cargo, baggage, combi) of the aircraft Registration is missing.
WARNING	Flight Load Type and the default Load Type at the aircraft Registration are inconsistent.
ERROR	Airline information is missing.
ERROR	Flight Number is missing.
ERROR	Departure Airport is missing.
ERROR	Arrival Airport is missing.
WARNING	Aircraft Model information is missing.
ERROR	Domestic/International information is missing.
ERROR	Flight Type(transportation, military, general aviation) information is missing.
ERROR	Scheduled/charter information is missing.
WARNING	The domestic/international information is inconsistent (when the from airport, destination airport and the country of the handling company are the same, the flight is considered to be domestic).
WARNING	PAX totals are inconsistent (male + female + children <>total pax). This warning is also displayed as an icon.
WARNING	Total number of passengers is more than the aircraft seat capacity.
WARNING	Default cargo load type (bulk/uld) is missing from the Registration information.
WARNING	Cargo Load Type(bulk/uld) information is missing.
WARNING	Cargo Load Type(bulk/uld) information is inconsistent with the default Cargo Load Type(bulk/uld) information at the aircraft registration.
WARNING	Total delay time calculated from the scheduled and estimated time information is more than 1 day.
WARNING	The flight has delay calculated and no delays are found at the delay tab.
WARNING	The delay time information at the delay tab is longer than the calculated delay time.
WARNING	Delay times are not present for some of the input delay codes.
WARNING	Some delay times are longer than 1 hour.

Controls applicable to the Departure Flight tab:

LEVEL	DESCRIPTION
WARNING	Gate and Counter information are missing.
WARNING	Gate information is missing.
WARNING	Counter information is missing.

7.20 Flight Information Reports

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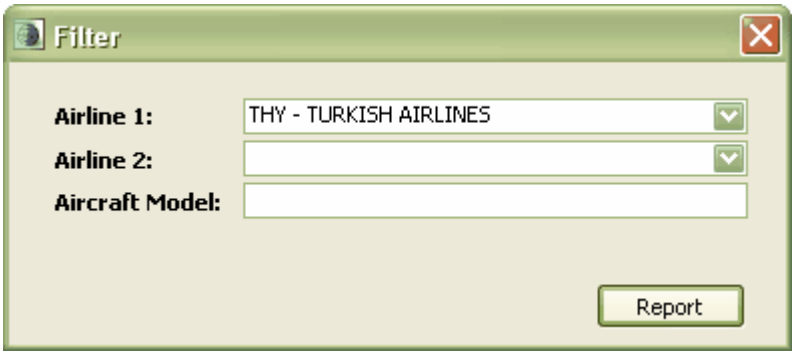
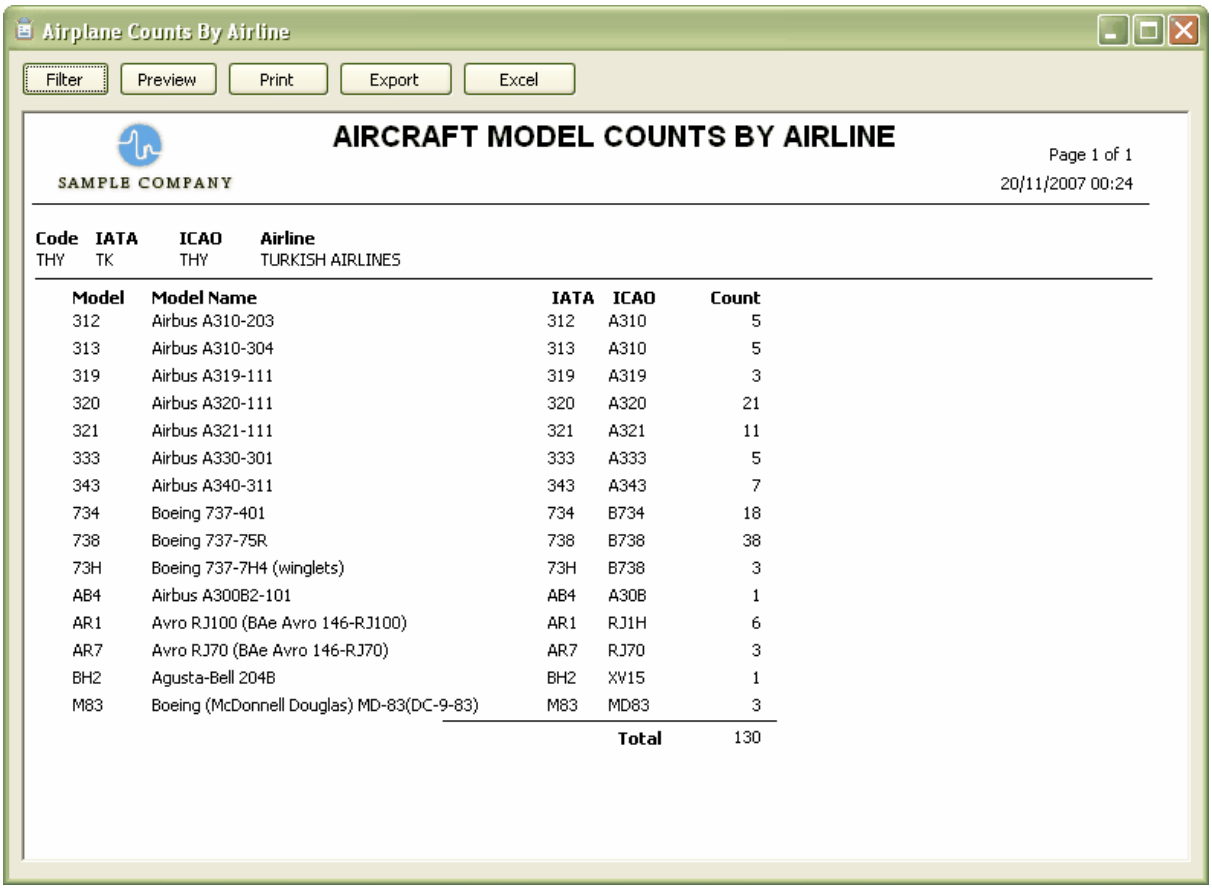
7.20.1 Aircraft Counts By Airline

This report reports the aircraft model counts by airline. Here is the report filter:



It is possible to choose a range of airlines, and optionally an aircraft model. Here is a sample output for this report:



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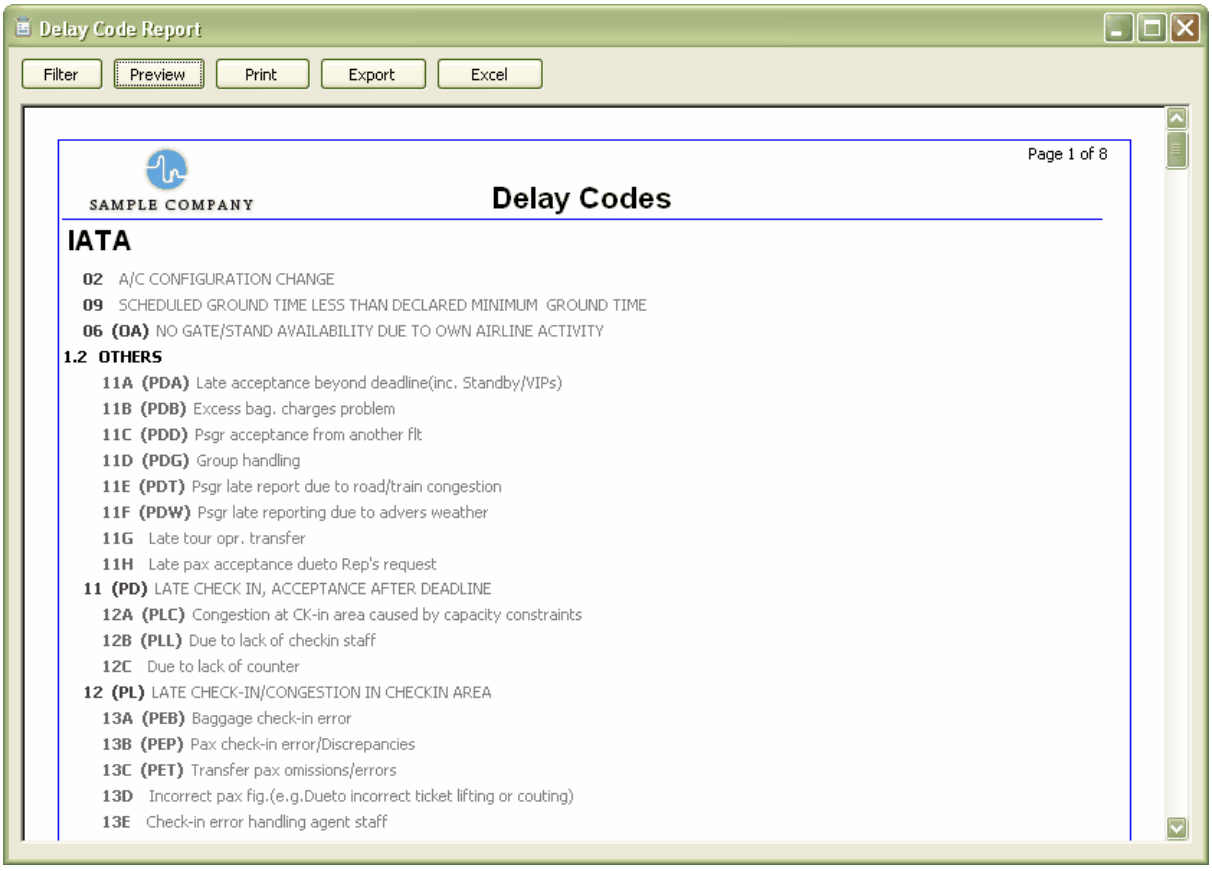
7.20.2 Delay Codes

The delay codes report reports the delay codes defined in the system. Here is the report filter:

It is possible to choose a range of delay code groups. Here is a sample output for this report:



The group name is printed on the top left corner.

7.20.3 Departure Delays

The departure delay report reports the total delay times for the departure flights. The filter used to retrieve this report is the same as the landings filter. Here is a sample output for this report:

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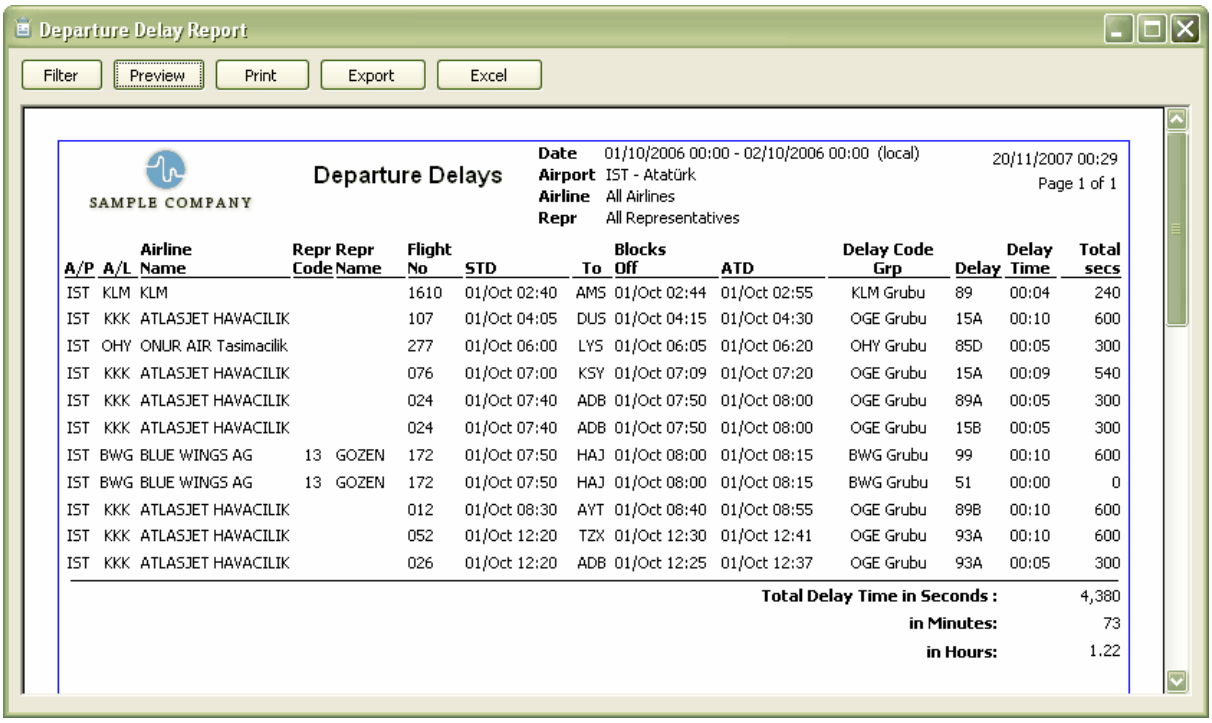
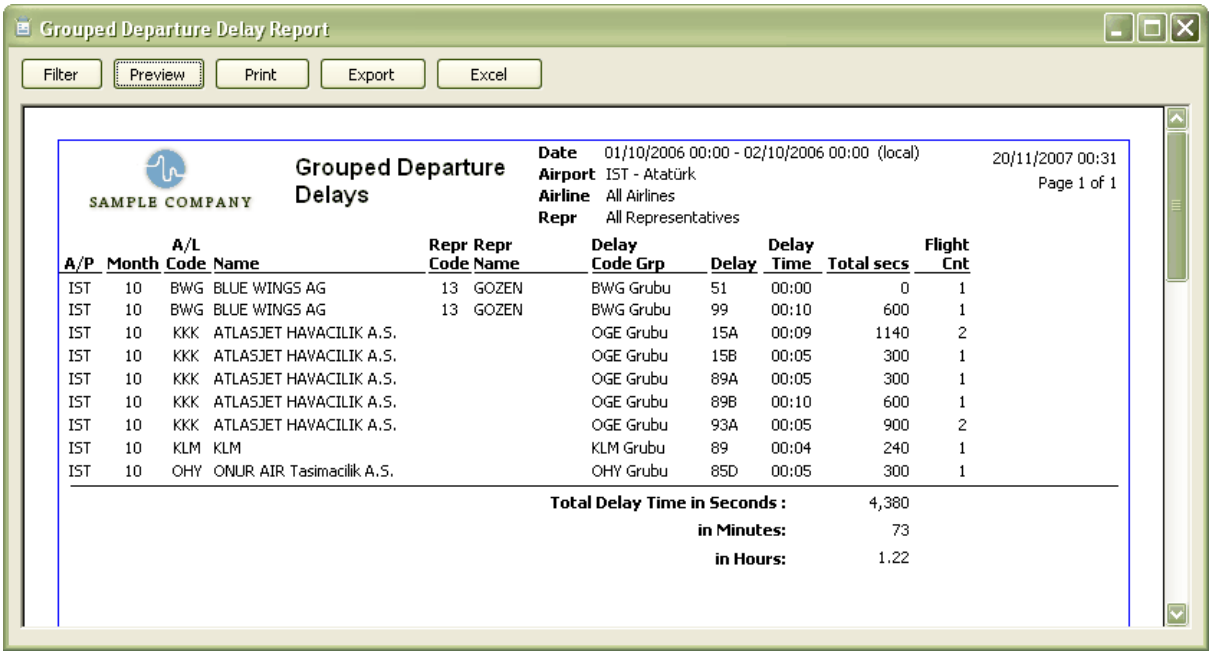


7.20.4 Grouped Departure Delays

Grouped departure delays report is similar to the departure delay report but it differs in that this report is grouped by the delay code group that the airline uses. The filter for this report is the same as the landings filter. Here is a sample output for this report:



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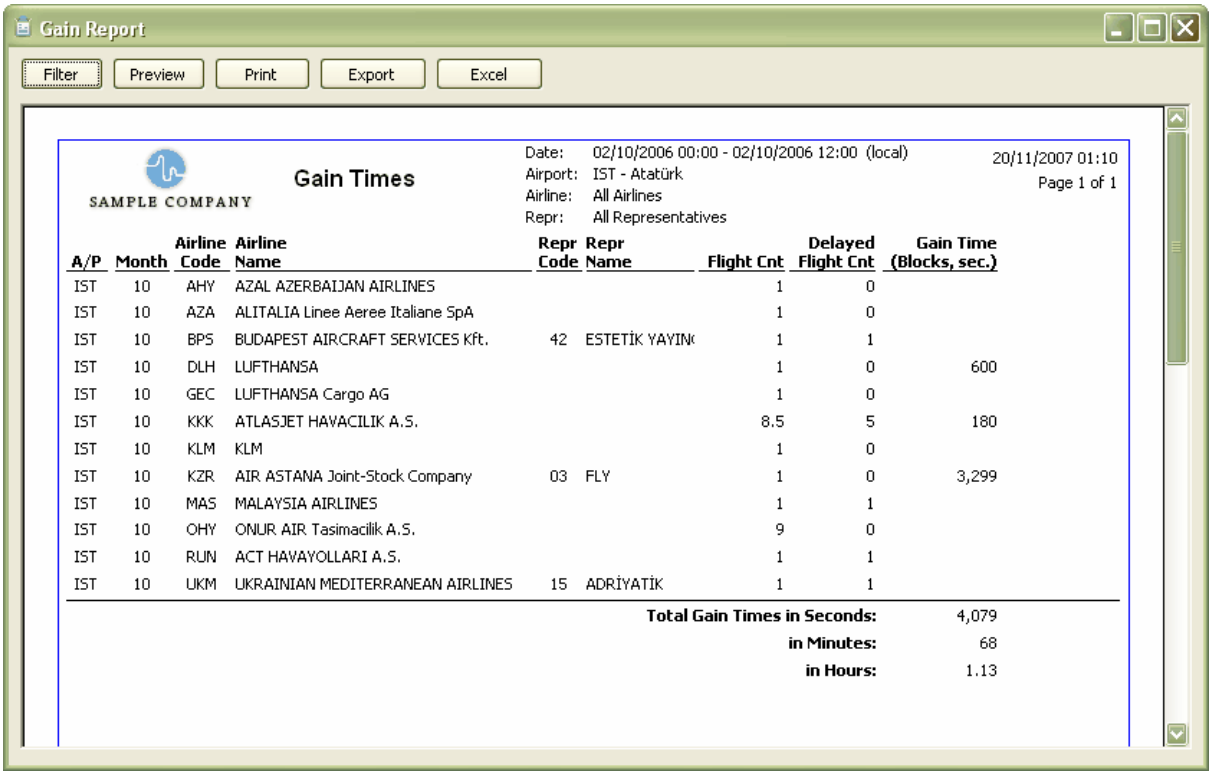
7.20.5 Gain Report

Gain report reports the gain times achieved. Gain time is the difference of (STD - STA) and (Blocks Off - Blocks On). Landings filter is used as the filter for this report. Here is a sample output for the gain times report:



A/P	Month	Airline Code	Airline Name	Repr Code	Repr Name	Flight Cnt	Delayed Flight Cnt	Gain Time (Blocks, sec.)
IST	10	AHY	AZAL AZERBAIJAN AIRLINES			1	0	
IST	10	AZA	ALITALIA Linee Aeree Italiane SpA			1	0	
IST	10	BPS	BUDAPEST AIRCRAFT SERVICES Kft.	42	ESTETİK YAYIN	1	1	
IST	10	DLH	LUFTHANSA			1	0	600
IST	10	GEC	LUFTHANSA Cargo AG			1	0	
IST	10	KKK	ATLASJET HAVACILIK A.S.			8.5	5	180
IST	10	KLM	KLM			1	0	
IST	10	KZR	AIR ASTANA Joint-Stock Company	03	FLY	1	0	3,299
IST	10	MAS	MALAYSIA AIRLINES			1	1	
IST	10	OHY	ONUR AIR Tasimacilik A.S.			9	0	
IST	10	RUN	ACT HAVAYOLLARI A.S.			1	1	
IST	10	UKM	UKRAINIAN MEDITERRANEAN AIRLINES	15	ADRİYATİK	1	1	
					Total Gain Times in Seconds:			4,079
					in Minutes:			68
					in Hours:			1.13

7.20.6 Landings Sheet

The landings sheet report is used by the operations department and it is the main flights report in the system. Landings filter is used as the filter to retrieve this report. Here is a sample report output:

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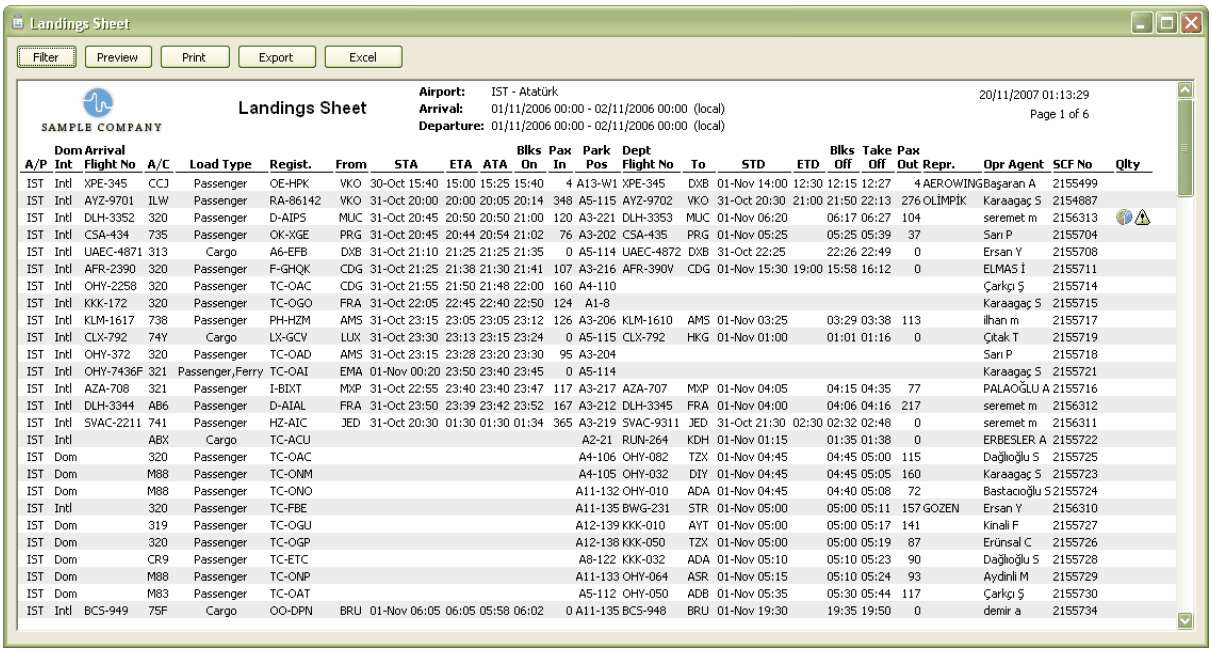

A/P	Dom Int	Arrival Flight No	A/C	Load Type	Regist.	From	STA	ETA	ATA	Blks On	Pax In	Park Pos	Dept Flight No	To	STD	ETD	Blks Off	Take Off	Pax Out	Repr.	Opr Agent	SCF No	Qlty
IST	Intl	XPE-345	CCJ	Passenger	OE-HPK	VKO	30-Oct 15:40	15:00	15:25	15:40	4	A13-W1	XPE-345	DXB	01-Nov 14:00	12:30	12:15	12:27	4	AEROWING	Başaran A	2155499	
IST	Intl	AYZ-9701	ILW	Passenger	RA-86142	VKO	31-Oct 20:00	20:00	20:05	20:14	348	A5-115	AYZ-9702	VKO	31-Oct 20:30	21:00	21:50	22:13	276	OLİMPİK	Karaagaç S	2154887	
IST	Intl	DLH-3352	320	Passenger	D-AIPS	MUC	31-Oct 20:45	20:50	20:50	21:00	120	A3-221	DLH-3353	MUC	01-Nov 06:20		06:17	06:27	104		seremet m	2156313	
IST	Intl	CSA-434	735	Passenger	OK-XGE	PRG	31-Oct 20:45	20:44	20:54	21:02	76	A3-202	CSA-435	PRG	01-Nov 05:25		05:25	05:39	37		Sarı P	2155704	
IST	Intl	UAEC-4871	313	Cargo	A6-EFB	DXB	31-Oct 21:10	21:25	21:25	21:35	0	A5-114	UAEC-4872	DXB	31-Oct 22:25		22:26	22:49	0		Ersan Y	2155708	
IST	Intl	AFR-2390	320	Passenger	F-GHQK	CDG	31-Oct 21:25	21:38	21:30	21:41	107	A3-216	AFR-390V	CDG	01-Nov 15:30	19:00	15:58	16:12	0		ELMAS İ	2155711	
IST	Intl	OHY-2258	320	Passenger	TC-OAC	CDG	31-Oct 21:55	21:50	21:48	22:00	160	A4-110									Çarkçı Ş	2155714	
IST	Intl	KKK-172	320	Passenger	TC-OGO	FRA	31-Oct 22:05	22:45	22:40	22:50	124	A1-8									Karaagaç S	2155715	
IST	Intl	KLM-1617	738	Passenger	PH-HZM	AMS	31-Oct 23:15	23:05	23:05	23:12	126	A3-206	KLM-1610	AMS	01-Nov 03:25		03:29	03:38	113		ilhan m	2155717	
IST	Intl	CLX-792	74Y	Cargo	LX-GCV	LUX	31-Oct 23:30	23:13	23:15	23:24	0	A5-115	CLX-792	HKG	01-Nov 01:00		01:01	01:16	0		Çıtak T	2155719	
IST	Intl	OHY-372	320	Passenger	TC-OAD	AMS	31-Oct 23:15	23:28	23:20	23:30	95	A3-204									Sarı P	2155718	
IST	Intl	OHY-7436F	321	Passenger,Ferry	TC-OAI	EMA	01-Nov 00:20	23:50	23:40	23:45	0	A5-114									Karaagaç S	2155721	
IST	Intl	AZA-708	321	Passenger	I-BIXT	MXP	31-Oct 22:55	23:40	23:40	23:47	117	A3-217	AZA-707	MXP	01-Nov 04:05		04:15	04:35	77		PALAOĞLU A	2155716	
IST	Intl	DLH-3344	AB6	Passenger	D-AIAL	FRA	31-Oct 23:50	23:39	23:42	23:52	167	A3-212	DLH-3345	FRA	01-Nov 04:00		04:06	04:16	217		seremet m	2156312	
IST	Intl	SVAC-2211	741	Passenger	HZ-AIC	JED	31-Oct 20:30	01:30	01:30	01:34	365	A3-219	SVAC-9311	JED	31-Oct 21:30	02:30	02:32	02:48	0		seremet m	2156311	
IST	Intl		ABX	Cargo	TC-ACU							A2-21	RUN-264	KDH	01-Nov 01:15		01:35	01:38	0		ERBESLER A	2155722	
IST	Dom		320	Passenger	TC-OAC							A4-106	OHY-082	TZX	01-Nov 04:45		04:45	05:00	115		Dağlioğlu S	2155725	
IST	Dom		M88	Passenger	TC-ONM							A4-105	OHY-032	DIY	01-Nov 04:45		04:45	05:05	160		Karaagaç S	2155723	
IST	Dom		M88	Passenger	TC-ONO							A11-132	OHY-010	ADA	01-Nov 04:45		04:40	05:08	72		Bastacıoğlu S	2155724	
IST	Intl		320	Passenger	TC-FBE							A11-135	BWG-231	STR	01-Nov 05:00		05:00	05:11	157	GOZEN	Ersan Y	2156310	
IST	Dom		319	Passenger	TC-OGU							A12-139	KKK-010	AYT	01-Nov 05:00		05:00	05:17	141		Kinali F	2155727	
IST	Dom		320	Passenger	TC-OGP							A12-138	KKK-050	TZX	01-Nov 05:00		05:00	05:19	87		Erünsal C	2155726	
IST	Dom		CR9	Passenger	TC-ETC							A8-122	KKK-032	ADA	01-Nov 05:10		05:10	05:23	90		Dağlioğlu S	2155728	
IST	Dom		M88	Passenger	TC-ONP							A11-133	OHY-064	ASR	01-Nov 05:15		05:10	05:24	93		Aydinli M	2155729	
IST	Dom		M83	Passenger	TC-OAT							A5-112	OHY-050	ADB	01-Nov 05:35		05:30	05:44	117		Çarkçı Ş	2155730	
IST	Intl	BCS-949	75F	Cargo	OO-DPN	BRU	01-Nov 06:05	06:05	05:58	06:02	0	A11-135	BCS-948	BRU	01-Nov 19:30		19:35	19:50	0		demir a	2155734	

This report is interactive. If the flight is selected to be used in ground handling company performance evaluation statistics, then the icon is displayed. Double clicking on this icon will open the questionnaire in the Quality Module.

7.20.7 Landings Report

This report is used by the operations department to track the daily flight information. The landings filter is used as the filter to retrieve this report. Here is a sample output:

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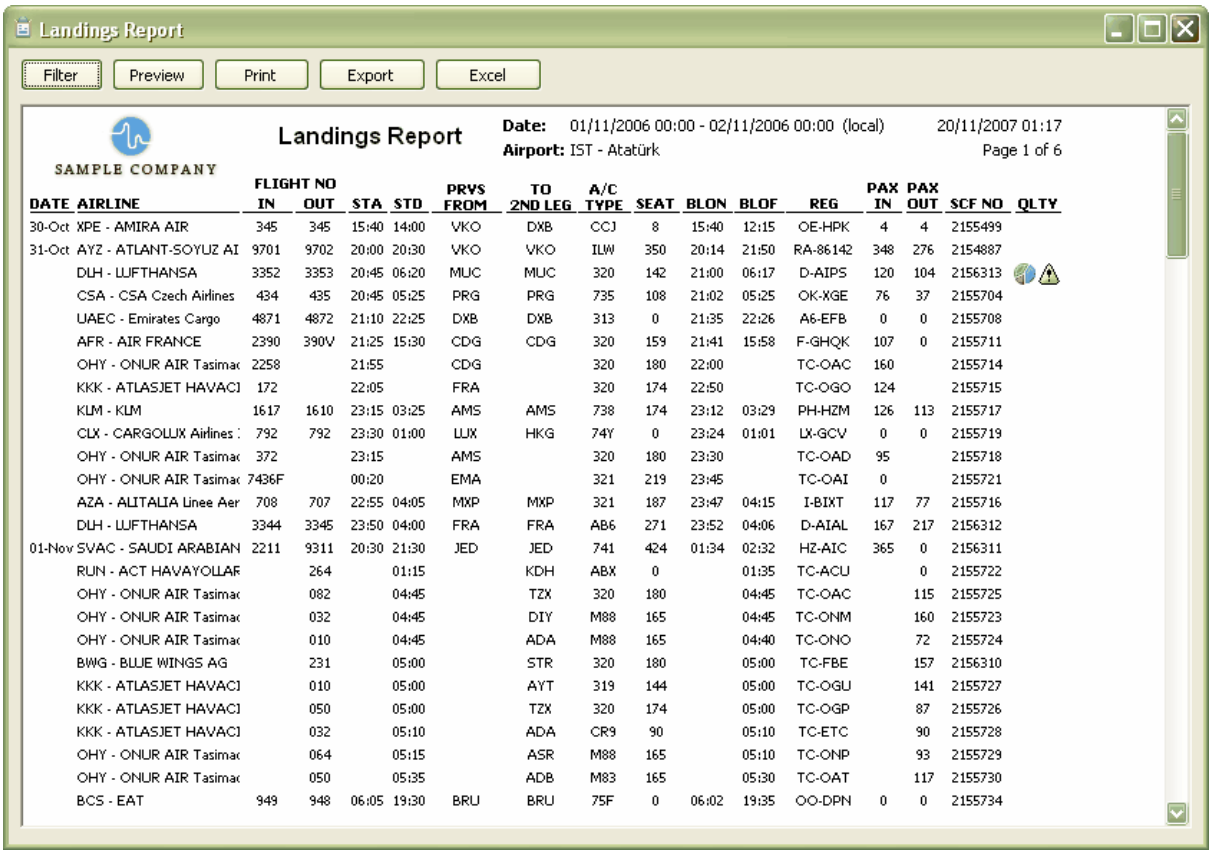

DATE	AIRLINE	FLIGHT NO IN	FLIGHT NO OUT	STA	STD	PRVS FROM	TO 2ND LEG	A/C TYPE	SEAT	BLON	BLOF	REG	PAX IN	PAX OUT	SCF NO	QLTY
30-Oct	XPE - AMIRA AIR	345	345	15:40	14:00	VKO	DXB	CCJ	8	15:40	12:15	OE-HPK	4	4	2155499	
31-Oct	AYZ - ATLANT-SOYUZ AI	9701	9702	20:00	20:30	VKO	VKO	ILW	350	20:14	21:50	RA-86142	348	276	2154887	
	DLH - LUFTHANSA	3352	3353	20:45	06:20	MUC	MUC	320	142	21:00	06:17	D-AIPS	120	104	2156313	
	CSA - CSA Czech Airlines	434	435	20:45	05:25	PRG	PRG	735	108	21:02	05:25	OK-XGE	76	37	2155704	
	UAEC - Emirates Cargo	4871	4872	21:10	22:25	DXB	DXB	313	0	21:35	22:26	A6-EFB	0	0	2155708	
	AFR - AIR FRANCE	2390	390V	21:25	15:30	CDG	CDG	320	159	21:41	15:58	F-GHQK	107	0	2155711	
	OHY - ONUR AIR Tasimac	2258		21:55		CDG		320	180	22:00		TC-OAC	160		2155714	
	KKK - ATLASJET HAVACI	172		22:05		FRA		320	174	22:50		TC-OGO	124		2155715	
	KLM - KLM	1617	1610	23:15	03:25	AMS	AMS	738	174	23:12	03:29	PH-HZM	126	113	2155717	
	CLX - CARGOLUX Airlines I	792	792	23:30	01:00	LUX	HKG	74Y	0	23:24	01:01	LX-GCV	0	0	2155719	
	OHY - ONUR AIR Tasimac	372		23:15		AMS		320	180	23:30		TC-OAD	95		2155718	
	OHY - ONUR AIR Tasimac	7436F		00:20		EMA		321	219	23:45		TC-OAI	0		2155721	
	AZA - ALITALIA Linee Aer	708	707	22:55	04:05	MXP	MXP	321	187	23:47	04:15	I-BIXT	117	77	2155716	
	DLH - LUFTHANSA	3344	3345	23:50	04:00	FRA	FRA	AB6	271	23:52	04:06	D-AIAL	167	217	2156312	
01-Nov	SVAC - SAUDI ARABIAN	2211	9311	20:30	21:30	JED	JED	741	424	01:34	02:32	HZ-AIC	365	0	2156311	
	RUN - ACT HAVAYOLLAR		264		01:15		KDH	ABX	0		01:35	TC-ACU		0	2155722	
	OHY - ONUR AIR Tasimac		082		04:45		TZX	320	180		04:45	TC-OAC		115	2155725	
	OHY - ONUR AIR Tasimac		032		04:45		DIY	M88	165		04:45	TC-ONM		160	2155723	
	OHY - ONUR AIR Tasimac		010		04:45		ADA	M88	165		04:40	TC-ONO		72	2155724	
	BWG - BLUE WINGS AG		231		05:00		STR	320	180		05:00	TC-FBE		157	2156310	
	KKK - ATLASJET HAVACI		010		05:00		AYT	319	144		05:00	TC-OGU		141	2155727	
	KKK - ATLASJET HAVACI		050		05:00		TZX	320	174		05:00	TC-OGP		87	2155726	
	KKK - ATLASJET HAVACI		032		05:10		ADA	CR9	90		05:10	TC-ETC		90	2155728	
	OHY - ONUR AIR Tasimac		064		05:15		ASR	M88	165		05:10	TC-ONP		93	2155729	
	OHY - ONUR AIR Tasimac		050		05:35		ADB	M83	165		05:30	TC-OAT		117	2155730	
	BCS - EAT	949	948	06:05	19:30	BRU	BRU	75F	0	06:02	19:35	OO-DPN	0	0	2155734	

This report is interactive. If the flight is selected to be used in ground handling company performance evaluation statistics, then the icon is displayed. Double clicking on this icon will open the questionnaire in the Quality Module.

7.20.8 Flights Report for Rostering

This is a special report that is designed to be used with general purpose 3rd party roster software. Flights are listed as arrivals first and departures next. Landings filter is used as the filter for this report. Here is a sample report output:

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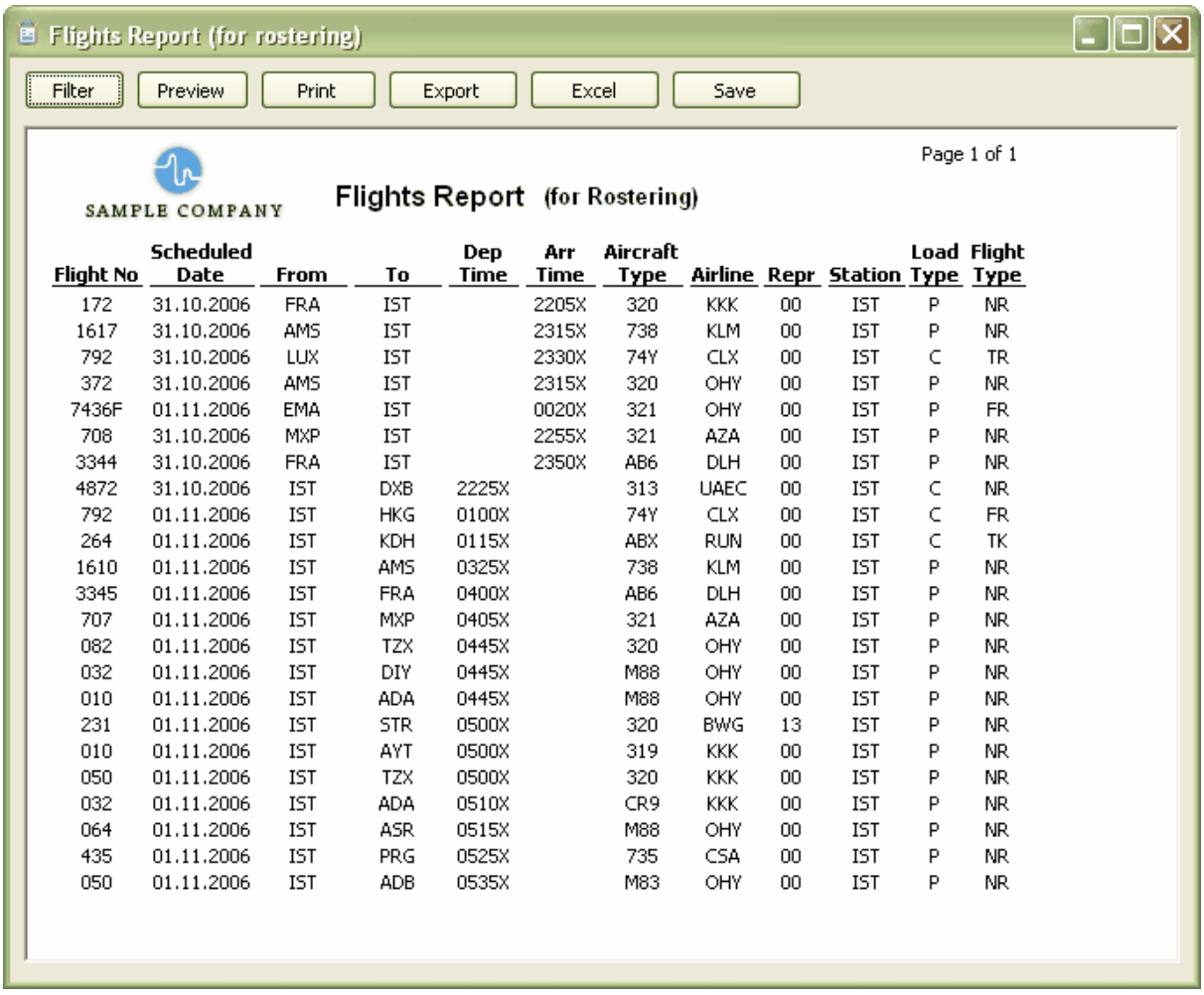

Flight No	Scheduled Date	From	To	Dep Time	Arr Time	Aircraft Type	Airline	Repr	Station	Load Type	Flight Type
172	31.10.2006	FRA	IST		2205X	320	KKK	00	IST	P	NR
1617	31.10.2006	AMS	IST		2315X	738	KLM	00	IST	P	NR
792	31.10.2006	LUX	IST		2330X	74Y	CLX	00	IST	C	TR
372	31.10.2006	AMS	IST		2315X	320	OHY	00	IST	P	NR
7436F	01.11.2006	EMA	IST		0020X	321	OHY	00	IST	P	FR
708	31.10.2006	MXP	IST		2255X	321	AZA	00	IST	P	NR
3344	31.10.2006	FRA	IST		2350X	AB6	DLH	00	IST	P	NR
4872	31.10.2006	IST	DXB	2225X		313	UAEC	00	IST	C	NR
792	01.11.2006	IST	HKG	0100X		74Y	CLX	00	IST	C	FR
264	01.11.2006	IST	KDH	0115X		ABX	RUN	00	IST	C	TK
1610	01.11.2006	IST	AMS	0325X		738	KLM	00	IST	P	NR
3345	01.11.2006	IST	FRA	0400X		AB6	DLH	00	IST	P	NR
707	01.11.2006	IST	MXP	0405X		321	AZA	00	IST	P	NR
082	01.11.2006	IST	TZX	0445X		320	OHY	00	IST	P	NR
032	01.11.2006	IST	DIY	0445X		M88	OHY	00	IST	P	NR
010	01.11.2006	IST	ADA	0445X		M88	OHY	00	IST	P	NR
231	01.11.2006	IST	STR	0500X		320	BWG	13	IST	P	NR
010	01.11.2006	IST	AYT	0500X		319	KKK	00	IST	P	NR
050	01.11.2006	IST	TZX	0500X		320	KKK	00	IST	P	NR
032	01.11.2006	IST	ADA	0510X		CR9	KKK	00	IST	P	NR
064	01.11.2006	IST	ASR	0515X		M88	OHY	00	IST	P	NR
435	01.11.2006	IST	PRG	0525X		735	CSA	00	IST	P	NR
050	01.11.2006	IST	ADB	0535X		M83	OHY	00	IST	P	NR

The save button can be used to save this report in delimited text format.

7.20.9 Merged Flights Report

In Celebris, a landings can be created in the following ways:

- A landing with one arrival and one departure flight.
- A landing with one arrival but no departure flight.
- A landing with no arrival but one departure flight.

Although not recommended, sometimes it is preferred by the operations staff to create separate landings for arrival and departure flights (with the purpose of being able to create two different service charge forms). In that case, it is desired to track an aircraft by merging those separately created landings. This report merges separate landings by using the landed airport, aircraft registration number and two hours difference in the blocks on and blocks off times.

This report uses the landings filter. Here is a sample output:

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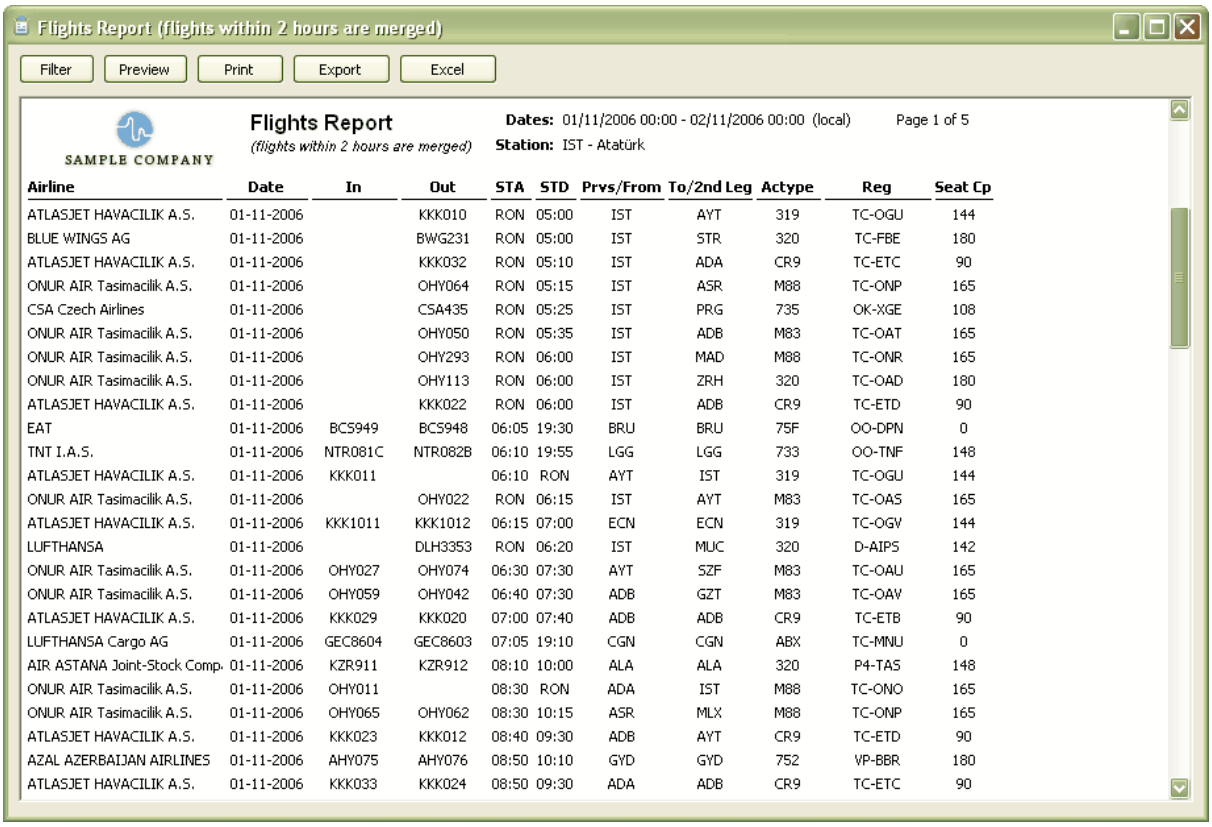

Flights Report (flights within 2 hours are merged)

Filter | Preview | Print | Export | Excel

SAMPLE COMPANY

Flights Report
(flights within 2 hours are merged)

Dates: 01/11/2006 00:00 - 02/11/2006 00:00 (local) Page 1 of 5
Station: IST - Atatürk

Airline	Date	In	Out	STA	STD	Prvs/From	To/2nd Leg	Actype	Reg	Seat Cp
ATLASJET HAVACILIK A.S.	01-11-2006		KKK010	RON	05:00	IST	AYT	319	TC-OGU	144
BLUE WINGS AG	01-11-2006		BWG231	RON	05:00	IST	STR	320	TC-FBE	180
ATLASJET HAVACILIK A.S.	01-11-2006		KKK032	RON	05:10	IST	ADA	CR9	TC-ETC	90
ONUR AIR Tasimacilik A.S.	01-11-2006		OHY064	RON	05:15	IST	ASR	M88	TC-ONP	165
CSA Czech Airlines	01-11-2006		CSA435	RON	05:25	IST	PRG	735	OK-XGE	108
ONUR AIR Tasimacilik A.S.	01-11-2006		OHY050	RON	05:35	IST	ADB	M83	TC-OAT	165
ONUR AIR Tasimacilik A.S.	01-11-2006		OHY293	RON	06:00	IST	MAD	M88	TC-ONR	165
ONUR AIR Tasimacilik A.S.	01-11-2006		OHY113	RON	06:00	IST	ZRH	320	TC-OAD	180
ATLASJET HAVACILIK A.S.	01-11-2006		KKK022	RON	06:00	IST	ADB	CR9	TC-ETD	90
EAT	01-11-2006	BCS949	BCS948	06:05	19:30	BRU	BRU	75F	OO-DPN	0
TNT I.A.S.	01-11-2006	NTR081C	NTR082B	06:10	19:55	LGG	LGG	733	OO-TNF	148
ATLASJET HAVACILIK A.S.	01-11-2006	KKK011		06:10	RON	AYT	IST	319	TC-OGU	144
ONUR AIR Tasimacilik A.S.	01-11-2006		OHY022	RON	06:15	IST	AYT	M83	TC-OAS	165
ATLASJET HAVACILIK A.S.	01-11-2006	KKK1011	KKK1012	06:15	07:00	ECN	ECN	319	TC-OGV	144
LUFTHANSA	01-11-2006		DLH3353	RON	06:20	IST	MUC	320	D-AIPS	142
ONUR AIR Tasimacilik A.S.	01-11-2006	OHY027	OHY074	06:30	07:30	AYT	SZF	M83	TC-OAU	165
ONUR AIR Tasimacilik A.S.	01-11-2006	OHY059	OHY042	06:40	07:30	ADB	GZT	M83	TC-OAV	165
ATLASJET HAVACILIK A.S.	01-11-2006	KKK029	KKK020	07:00	07:40	ADB	ADB	CR9	TC-ETB	90
LUFTHANSA Cargo AG	01-11-2006	GEC8604	GEC8603	07:05	19:10	CGN	CGN	ABX	TC-MNU	0
AIR ASTANA Joint-Stock Comp.	01-11-2006	KZR911	KZR912	08:10	10:00	ALA	ALA	320	P4-TAS	148
ONUR AIR Tasimacilik A.S.	01-11-2006	OHY011		08:30	RON	ADA	IST	M88	TC-ONO	165
ONUR AIR Tasimacilik A.S.	01-11-2006	OHY065	OHY062	08:30	10:15	ASR	MLX	M88	TC-ONP	165
ATLASJET HAVACILIK A.S.	01-11-2006	KKK023	KKK012	08:40	09:30	ADB	AYT	CR9	TC-ETD	90
AZAL AZERBAIJAN AIRLINES	01-11-2006	AHY075	AHY076	08:50	10:10	GYD	GYD	752	VP-BBR	180
ATLASJET HAVACILIK A.S.	01-11-2006	KKK033	KKK024	08:50	09:30	ADA	ADB	CR9	TC-ETC	90

RON means 'rests overnight'. This report is usually retrieved for one full day. If the RON is at the STA column, it means this aircraft stayed at night; if the RON is at STD column, it means the aircraft will depart but on next day (or more).

To illustrate the outcome of this report, let's give an example for the OHY 027 and OHY 074 flights, which can be seen in a single line in the report, are indeed separate landings. Here is a screenshot from the main landings screen for those flights:

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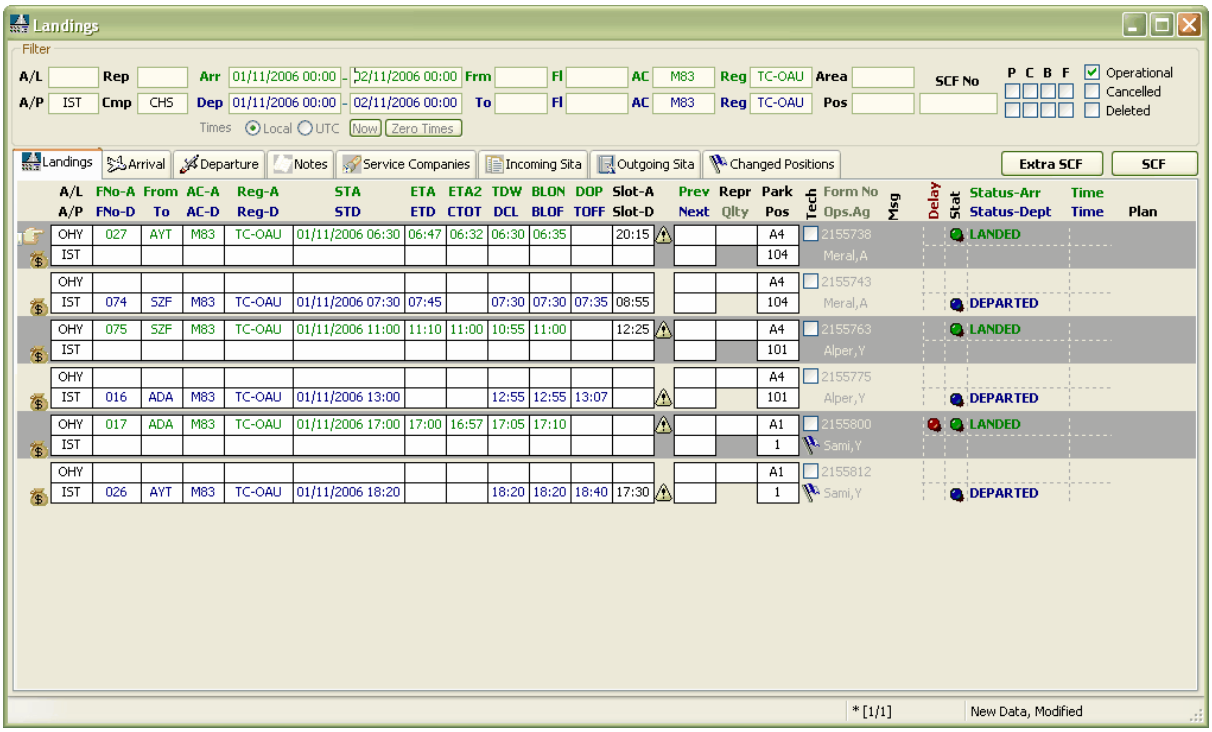
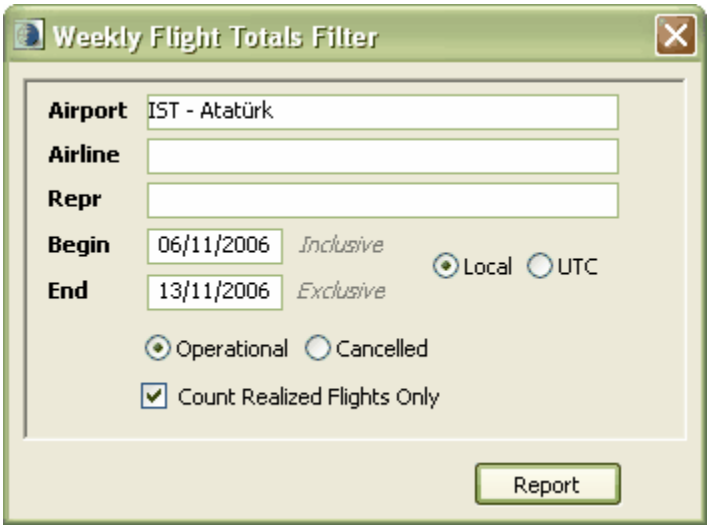


So, it can be concluded that this report gives us the look and feel where separate landings are as if single landings.

7.20.10 Weekly Flight Totals

The weekly flight totals report reports the total number of realized (or canceled) flights grouped by domestic/international. The filter of this report is:



We have the option to choose airport, airline, representative, begin and end dates (in local or utc time zone), operational or canceled flights, and whether to count only realized flights.

Here is a sample output:

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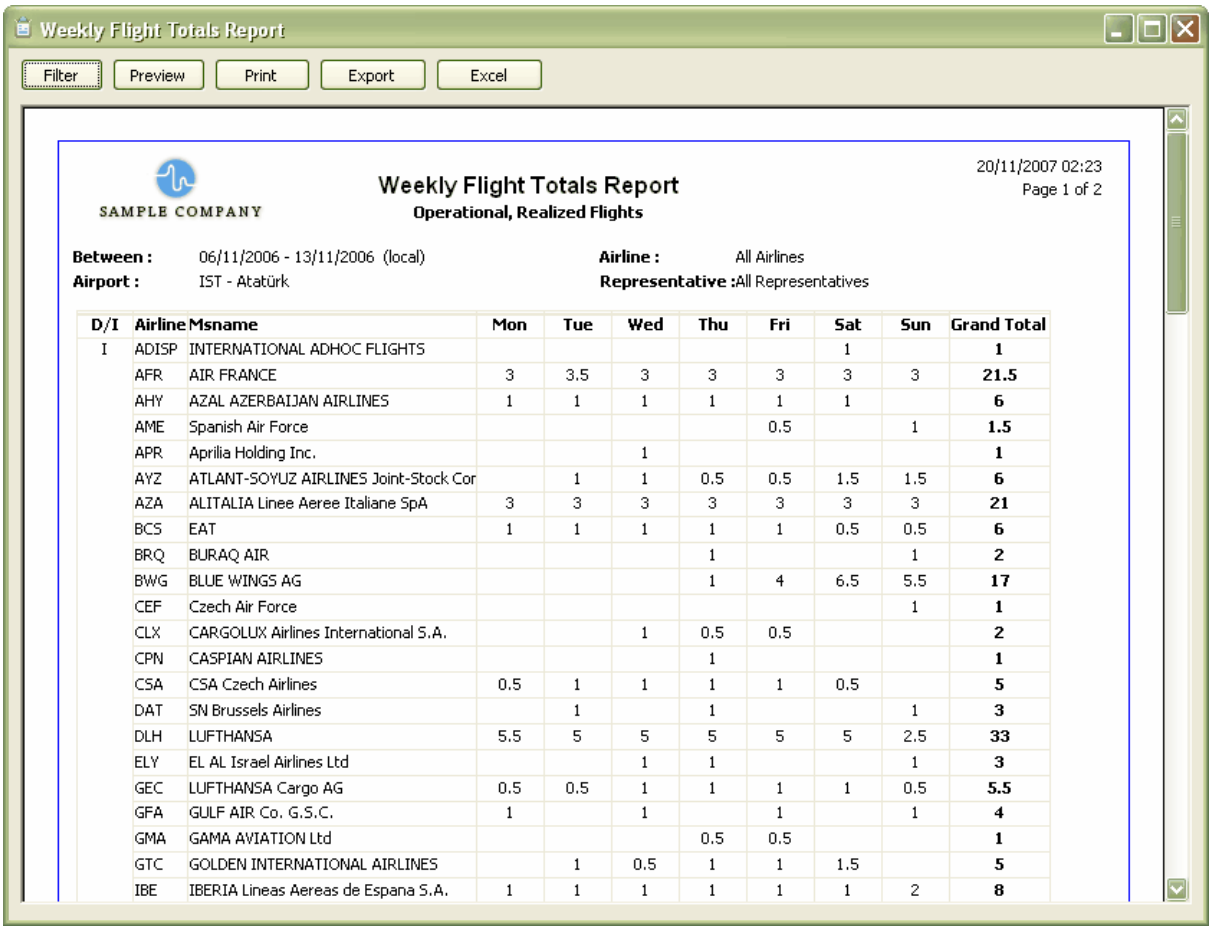

D/I	Airline	Msname	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Grand Total
I	ADISP	INTERNATIONAL ADHOC FLIGHTS						1		**1**
	AFR	AIR FRANCE	3	3.5	3	3	3	3	3	**21.5**
	AHY	AZAL AZERBAIJAN AIRLINES	1	1	1	1	1	1		**6**
	AME	Spanish Air Force					0.5		1	**1.5**
	APR	Aprilia Holding Inc.			1					**1**
	AYZ	ATLANT-SOYUZ AIRLINES Joint-Stock Cor		1	1	0.5	0.5	1.5	1.5	**6**
	AZA	ALITALIA Linee Aeree Italiane SpA	3	3	3	3	3	3	3	**21**
	BCS	EAT	1	1	1	1	1	0.5	0.5	**6**
	BRQ	BURAQ AIR				1			1	**2**
	BWG	BLUE WINGS AG				1	4	6.5	5.5	**17**
	CEF	Czech Air Force							1	**1**
	CLX	CARGOLUX Airlines International S.A.			1	0.5	0.5			**2**
	CPN	CASPIAN AIRLINES				1				**1**
	CSA	CSA Czech Airlines	0.5	1	1	1	1	0.5		**5**
	DAT	SN Brussels Airlines		1		1			1	**3**
	DLH	LUFTHANSA	5.5	5	5	5	5	5	2.5	**33**
	ELY	EL AL Israel Airlines Ltd			1	1			1	**3**
	GEC	LUFTHANSA Cargo AG	0.5	0.5	1	1	1	1	0.5	**5.5**
	GFA	GULF AIR Co. G.S.C.	1		1		1		1	**4**
	GMA	GAMA AVIATION Ltd				0.5	0.5			**1**
	GTC	GOLDEN INTERNATIONAL AIRLINES		1	0.5	1	1	1.5		**5**
	IBE	IBERIA Lineas Aereas de Espana S.A.	1	1	1	1	1	1	2	**8**

At the end of each domestic/international group, there are the group totals and in the summary part, the grand sum of both domestic and international flights.

0.5 for a flight count means a landing with only arrival or only departure or both arrival and departure but either arrival or departure stays out of the specified date criteria.

7.20.11 Grouped Flight Totals

Grouped flight totals report reports the flights grouped by airport, airline, representative, aircraft model, seat capacity, mtow, domestic/international, schedule type, flight type and the handling company defined legacy code. These detailed grouping makes it possible to generate more reports from the outcome of this report.

The landings filter is used as the filter for this report. Here is a sample outcome:

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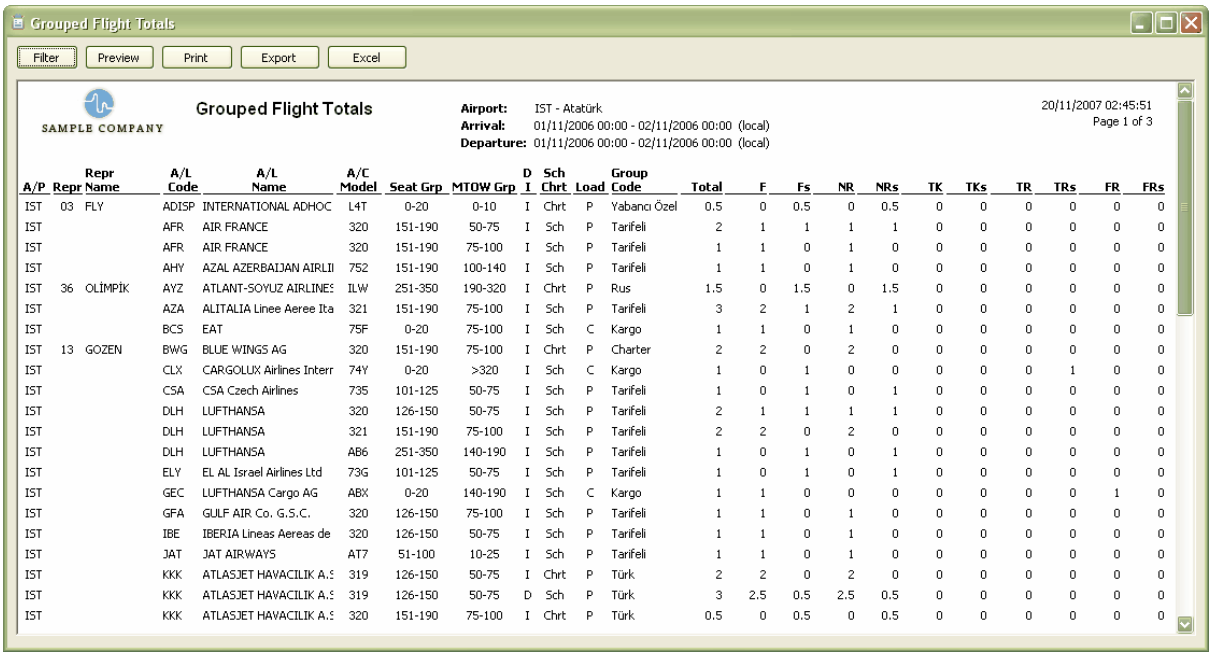

A/P	Repr	Repr Name	A/L Code	A/L Name	A/C Model	Seat Grp	MTOW Grp	D I	Sch Chrt	Load	Group Code	Total	F	Fs	NR	NRs	TK	TKs	TR	TRs	FR	FRs
IST	03	FLY	ADISP	INTERNATIONAL ADHOC	L4T	0-20	0-10	I	Chrt	P	Yabancı Özel	0.5	0	0.5	0	0.5	0	0	0	0	0	0
IST			AFR	AIR FRANCE	320	151-190	50-75	I	Sch	P	Tarifeli	2	1	1	1	1	0	0	0	0	0	0
IST			AFR	AIR FRANCE	320	151-190	75-100	I	Sch	P	Tarifeli	1	1	0	1	0	0	0	0	0	0	0
IST			AHY	AZAL AZERBAIJAN AIRLII	752	151-190	100-140	I	Sch	P	Tarifeli	1	1	0	1	0	0	0	0	0	0	0
IST	36	OLİMPİK	AYZ	ATLANT-SOYUZ AIRLINES	ILW	251-350	190-320	I	Chrt	P	Rus	1.5	0	1.5	0	1.5	0	0	0	0	0	0
IST			AZA	ALITALIA Linee Aeree Ita	321	151-190	75-100	I	Sch	P	Tarifeli	3	2	1	2	1	0	0	0	0	0	0
IST			BCS	EAT	75F	0-20	75-100	I	Sch	C	Kargo	1	1	0	1	0	0	0	0	0	0	0
IST	13	GOZEN	BWG	BLUE WINGS AG	320	151-190	75-100	I	Chrt	P	Charter	2	2	0	2	0	0	0	0	0	0	0
IST			CLX	CARGOLUX Airlines Interr	74Y	0-20	>320	I	Sch	C	Kargo	1	0	1	0	0	0	0	0	1	0	0
IST			CSA	CSA Czech Airlines	735	101-125	50-75	I	Sch	P	Tarifeli	1	0	1	0	1	0	0	0	0	0	0
IST			DLH	LUFTHANSA	320	126-150	50-75	I	Sch	P	Tarifeli	2	1	1	1	1	0	0	0	0	0	0
IST			DLH	LUFTHANSA	321	151-190	75-100	I	Sch	P	Tarifeli	2	2	0	2	0	0	0	0	0	0	0
IST			DLH	LUFTHANSA	AB6	251-350	140-190	I	Sch	P	Tarifeli	1	0	1	0	1	0	0	0	0	0	0
IST			ELY	EL AL Israel Airlines Ltd	73G	101-125	50-75	I	Sch	P	Tarifeli	1	0	1	0	1	0	0	0	0	0	0
IST			GEC	LUFTHANSA Cargo AG	ABX	0-20	140-190	I	Sch	C	Kargo	1	1	0	0	0	0	0	0	0	1	0
IST			GFA	GULF AIR Co. G.S.C.	320	126-150	75-100	I	Sch	P	Tarifeli	1	1	0	1	0	0	0	0	0	0	0
IST			IBE	IBERIA Lineas Aereas de	320	126-150	50-75	I	Sch	P	Tarifeli	1	1	0	1	0	0	0	0	0	0	0
IST			JAT	JAT AIRWAYS	AT7	51-100	10-25	I	Sch	P	Tarifeli	1	1	0	1	0	0	0	0	0	0	0
IST			KKK	ATLASJET HAVACILIK A.Ş	319	126-150	50-75	I	Chrt	P	Türk	2	2	0	2	0	0	0	0	0	0	0
IST			KKK	ATLASJET HAVACILIK A.Ş	319	126-150	50-75	D	Sch	P	Türk	3	2.5	0.5	2.5	0.5	0	0	0	0	0	0
IST			KKK	ATLASJET HAVACILIK A.Ş	320	151-190	75-100	I	Chrt	P	Türk	0.5	0	0.5	0	0.5	0	0	0	0	0	0

Some column definitions in this report:

Total	Total number of flights in the group.
F	Total flight count in the group and out of the surcharge period.
Fs	Total flight count in the group an in the surcharge period. (F + Fs = Total)
NR	Normal flight. Normal can be defined as a flight, which is not ferry or is transit.
NRs	Normal flight in the surcharge period.
TR	Transit flight. A transit flight is not ferry, and arrival and departure flight numbers are the same.
TRs	Transit flight in a surcharge period.
TK	Technical flight.
TKs	Technical flight in a surcharge period.
FR	Ferry flights
FRs	Ferry flights in the surcharge period.

7.20.12 Pax Density Report

This report reports the passenger densities for the realized flights grouped by the handling company defined legacy code, airline and domestic/international flag. The passenger density is the ratio of number of passengers divided by the aircraft seat capacity.

The landings filter is used as the filter for this report. Here is a sample outcome:

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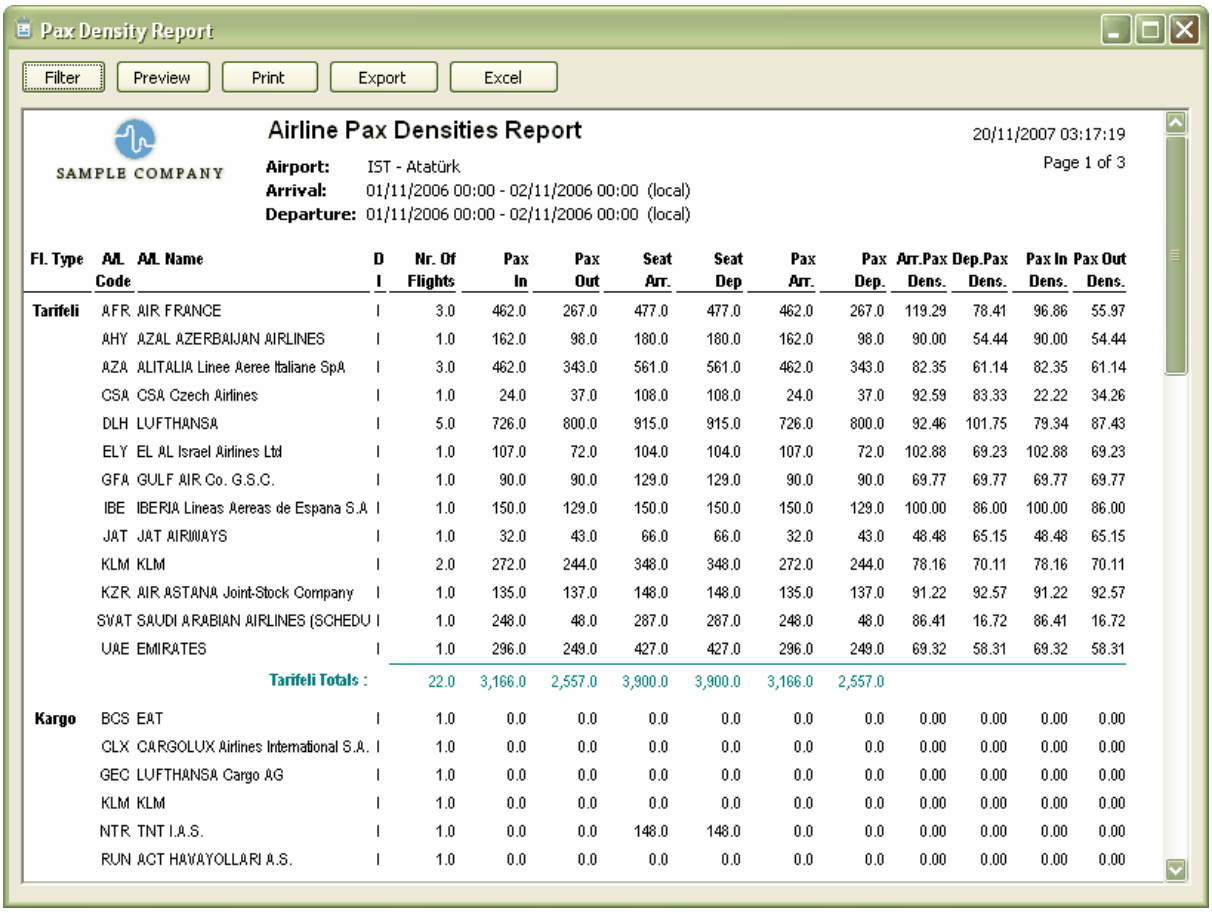

Fl. Type	Al. Code	Al. Name	D I	Nr. Of Flights	Pax In	Pax Out	Seat Arr.	Seat Dep	Pax Arr.	Pax Dep.	Arr.Pax Dens.	Dep.Pax Dens.	Pax In Dens.	Pax Out Dens.
Tarifeli	AFR	AIR FRANCE	I	3.0	462.0	267.0	477.0	477.0	462.0	267.0	119.29	78.41	96.86	55.97
	AHY	AZAL AZERBAIJAN AIRLINES	I	1.0	162.0	98.0	180.0	180.0	162.0	98.0	90.00	54.44	90.00	54.44
	AZA	ALITALIA Linee Aeree Italiane SpA	I	3.0	462.0	343.0	561.0	561.0	462.0	343.0	82.35	61.14	82.35	61.14
	CSA	CSA Czech Airlines	I	1.0	24.0	37.0	108.0	108.0	24.0	37.0	92.59	83.33	22.22	34.26
	DLH	LUFTHANSA	I	5.0	726.0	800.0	915.0	915.0	726.0	800.0	92.46	101.75	79.34	87.43
	ELY	EL AL Israel Airlines Ltd	I	1.0	107.0	72.0	104.0	104.0	107.0	72.0	102.88	69.23	102.88	69.23
	GFA	GULF AIR Co. G.S.C.	I	1.0	90.0	90.0	129.0	129.0	90.0	90.0	69.77	69.77	69.77	69.77
	IBE	IBERIA Lineas Aereas de Espana S.A	I	1.0	150.0	129.0	150.0	150.0	150.0	129.0	100.00	86.00	100.00	86.00
	JAT	JAT AIRWAYS	I	1.0	32.0	43.0	66.0	66.0	32.0	43.0	48.48	65.15	48.48	65.15
	KLM	KLM	I	2.0	272.0	244.0	348.0	348.0	272.0	244.0	78.16	70.11	78.16	70.11
	KZR	AIR ASTANA Joint-Stock Company	I	1.0	135.0	137.0	148.0	148.0	135.0	137.0	91.22	92.57	91.22	92.57
	SVA	SAUDI ARABIAN AIRLINES (SCHEDU	I	1.0	248.0	48.0	287.0	287.0	248.0	48.0	86.41	16.72	86.41	16.72
	UAE	EMIRATES	I	1.0	296.0	249.0	427.0	427.0	296.0	249.0	69.32	58.31	69.32	58.31
		Tarifeli Totals :		22.0	3,166.0	2,557.0	3,900.0	3,900.0	3,166.0	2,557.0				
Kargo	BCS	EAT	I	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	0.00	0.00	0.00
	CLX	CARGOLUX Airlines International S.A.	I	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	0.00	0.00	0.00
	GEC	LUFTHANSA Cargo AG	I	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	0.00	0.00	0.00
	KLM	KLM	I	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	0.00	0.00	0.00
	NTR	TNT I.A.S.	I	1.0	0.0	0.0	148.0	148.0	0.0	0.0	0.00	0.00	0.00	0.00
	RUN	ACT HAVAYOLLARI A.S.	I	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	0.00	0.00	0.00

7.20.13 Periodic Pax Report

This report reports the passenger counts grouped by airport, airline and domestic/international. The landings filter is used as the filter. Here is a sample outcome:

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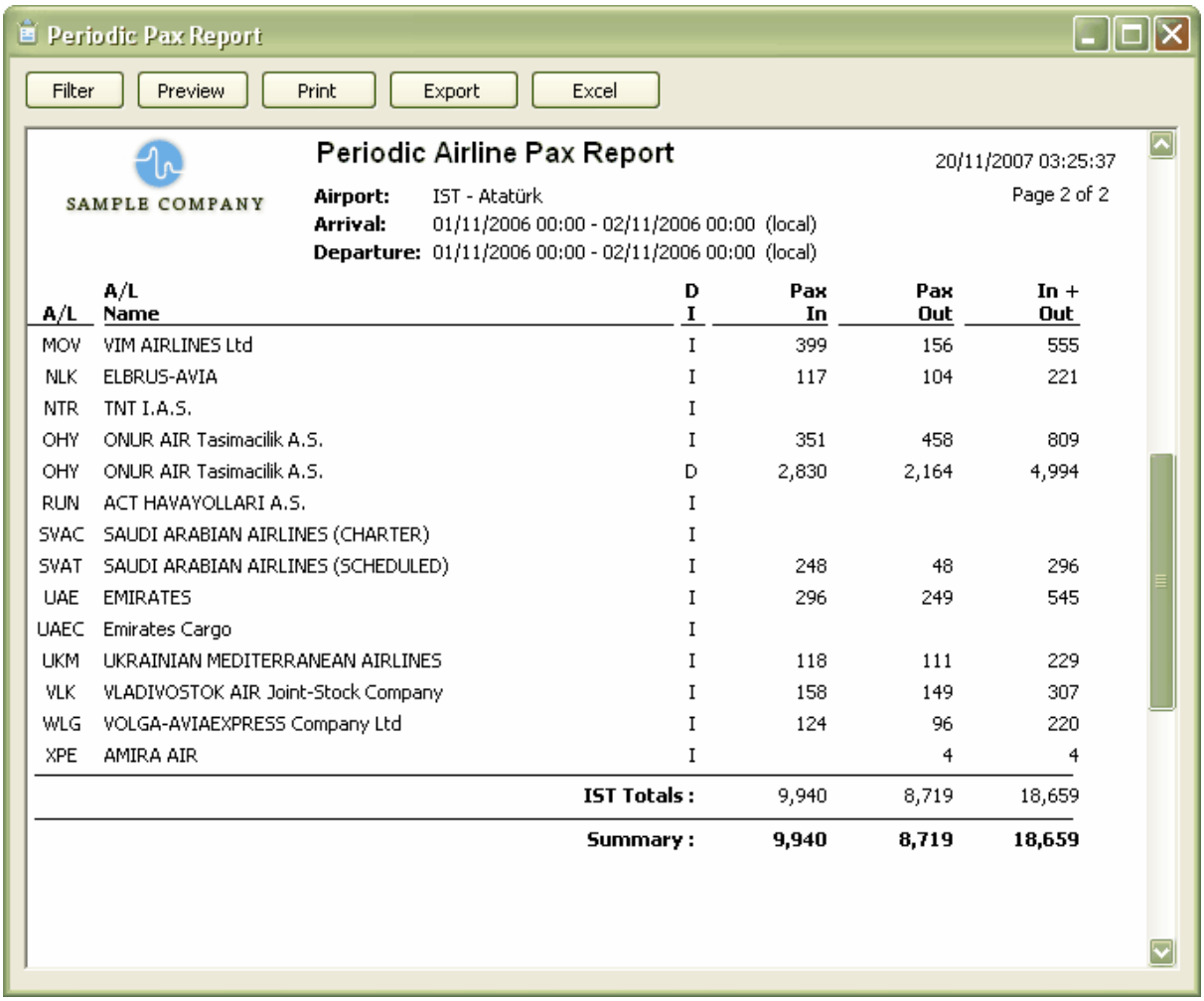

A/L	A/L Name	D I	Pax In	Pax Out	In + Out
MOV	VIM AIRLINES Ltd	I	399	156	555
NLK	ELBRUS-AVIA	I	117	104	221
NTR	TNT I.A.S.	I			
OHY	ONUR AIR Tasimacilik A.S.	I	351	458	809
OHY	ONUR AIR Tasimacilik A.S.	D	2,830	2,164	4,994
RUN	ACT HAVAYOLLARI A.S.	I			
SVAC	SAUDI ARABIAN AIRLINES (CHARTER)	I			
SVAT	SAUDI ARABIAN AIRLINES (SCHEDULED)	I	248	48	296
UAE	EMIRATES	I	296	249	545
UAEC	Emirates Cargo	I			
UKM	UKRAINIAN MEDITERRANEAN AIRLINES	I	118	111	229
VLK	VLADIVOSTOK AIR Joint-Stock Company	I	158	149	307
WLG	VOLGA-AVIAEXPRESS Company Ltd	I	124	96	220
XPE	AMIRA AIR	I		4	4
		IST Totals :	9,940	8,719	18,659
		Summary :	**9,940**	**8,719**	**18,659**

7.20.14 Park Position Statistics

This report can be used to track the park positions used per seat capacity and mtow group. This report is grouped by park area code, park position code, airport, airline, representative, aircraft model, legacy code, passenger/cargo/baggage/combi, ferry, domestic/international, seat capacity group, mtow group and the park position type.

The filter for the park position statistics report is as follows:

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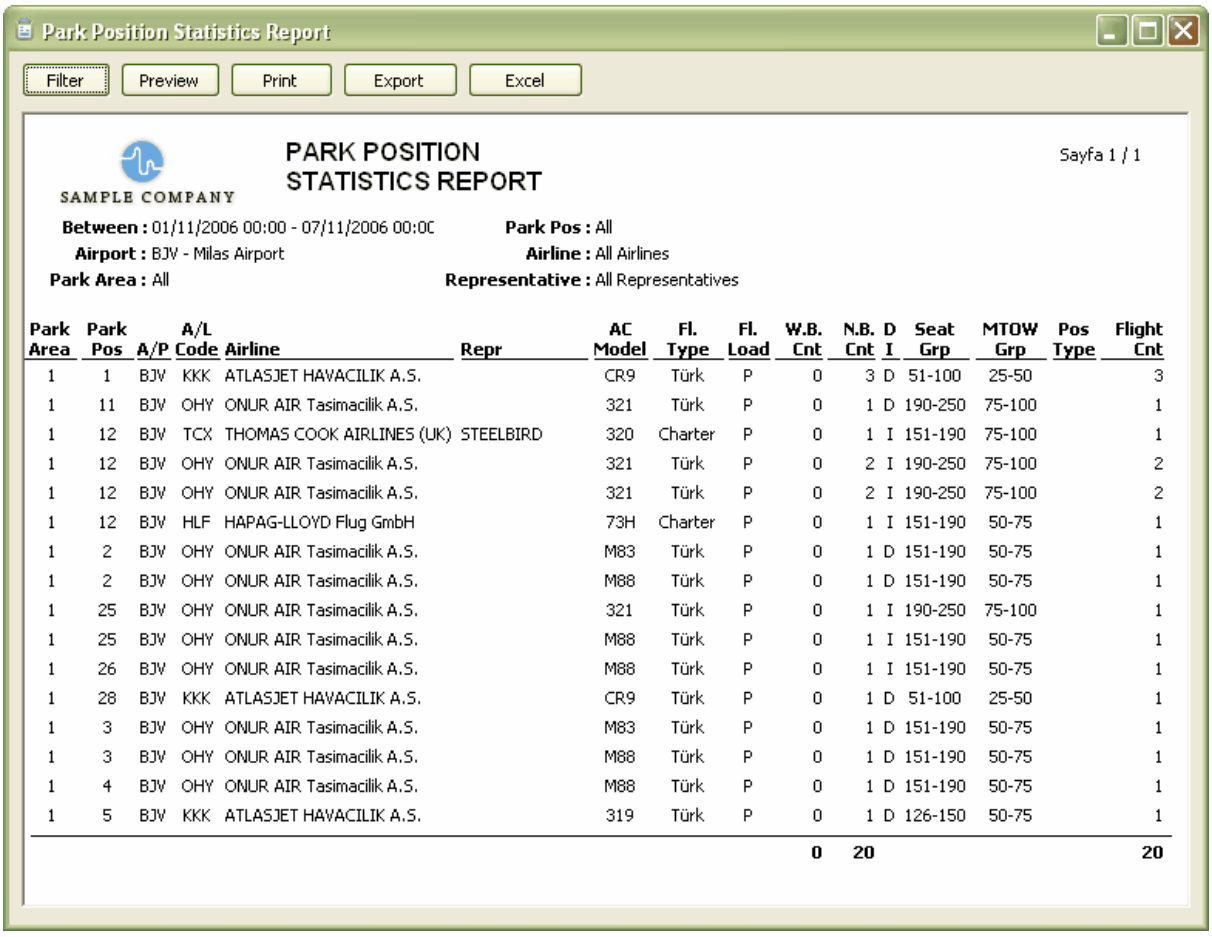
Dates, airport, airline, representative, park area and position as well as the position properties can be specified. Here is a sample outcome for this report:



Park Position Statistics Report

Filter | Preview | Print | Export | Excel

SAMPLE COMPANY

PARK POSITION STATISTICS REPORT

Sayfa 1 / 1

Between : 01/11/2006 00:00 - 07/11/2006 00:0C **Park Pos :** All
Airport : BJV - Milas Airport **Airline :** All Airlines
Park Area : All **Representative :** All Representatives

Park Area	Park Pos	A/P	A/L Code	Airline	Repr	AC Model	Fl. Type	Fl. Load	W.B. Cnt	N.B. Cnt	D I	Seat Grp	MTOW Grp	Pos Type	Flight Cnt
1	1	BJV	KKK	ATLASJET HAVACILIK A.S.		CR9	Türk	P	0	3	D	51-100	25-50		3
1	11	BJV	OHY	ONUR AIR Tasimacilik A.S.		321	Türk	P	0	1	D	190-250	75-100		1
1	12	BJV	TCX	THOMAS COOK AIRLINES (UK)	STEELBIRD	320	Charter	P	0	1	I	151-190	75-100		1
1	12	BJV	OHY	ONUR AIR Tasimacilik A.S.		321	Türk	P	0	2	I	190-250	75-100		2
1	12	BJV	OHY	ONUR AIR Tasimacilik A.S.		321	Türk	P	0	2	I	190-250	75-100		2
1	12	BJV	HLF	HAPAG-LLOYD Flug GmbH		73H	Charter	P	0	1	I	151-190	50-75		1
1	2	BJV	OHY	ONUR AIR Tasimacilik A.S.		M83	Türk	P	0	1	D	151-190	50-75		1
1	2	BJV	OHY	ONUR AIR Tasimacilik A.S.		M88	Türk	P	0	1	D	151-190	50-75		1
1	25	BJV	OHY	ONUR AIR Tasimacilik A.S.		321	Türk	P	0	1	I	190-250	75-100		1
1	25	BJV	OHY	ONUR AIR Tasimacilik A.S.		M88	Türk	P	0	1	I	151-190	50-75		1
1	26	BJV	OHY	ONUR AIR Tasimacilik A.S.		M88	Türk	P	0	1	I	151-190	50-75		1
1	28	BJV	KKK	ATLASJET HAVACILIK A.S.		CR9	Türk	P	0	1	D	51-100	25-50		1
1	3	BJV	OHY	ONUR AIR Tasimacilik A.S.		M83	Türk	P	0	1	D	151-190	50-75		1
1	3	BJV	OHY	ONUR AIR Tasimacilik A.S.		M88	Türk	P	0	1	D	151-190	50-75		1
1	4	BJV	OHY	ONUR AIR Tasimacilik A.S.		M88	Türk	P	0	1	D	151-190	50-75		1
1	5	BJV	KKK	ATLASJET HAVACILIK A.S.		319	Türk	P	0	1	D	126-150	50-75		1
									0	**20**					**20**

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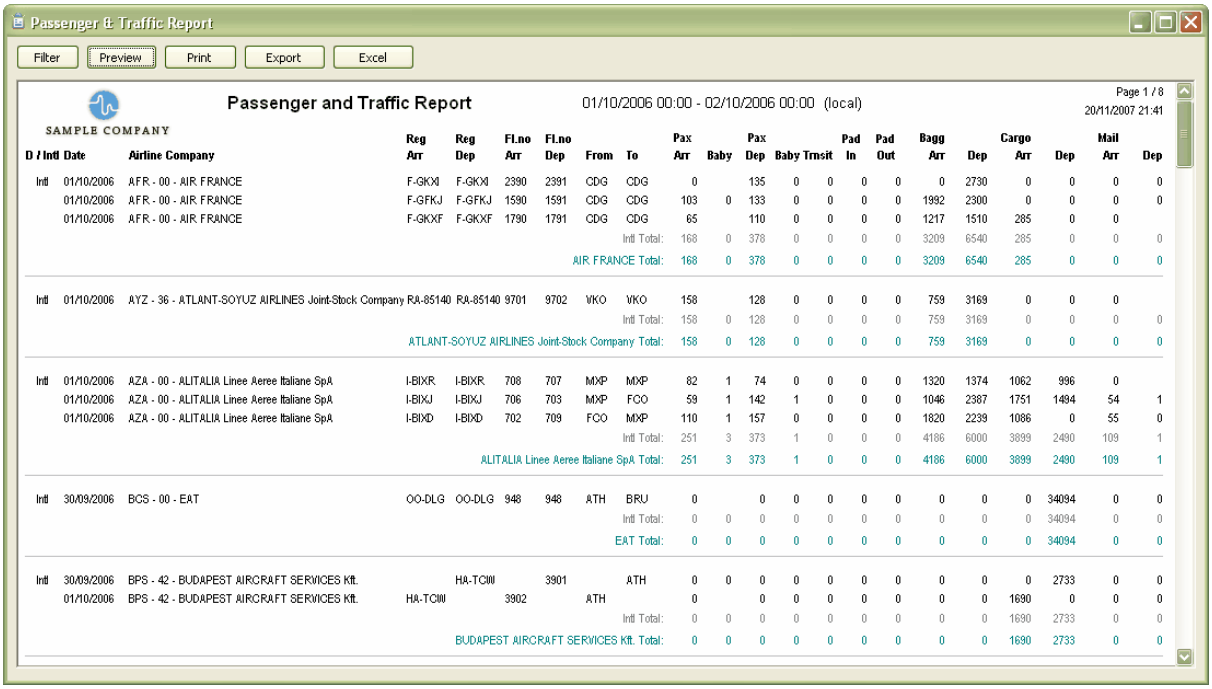
7.20.15 Passenger and Traffic Report

Passenger and traffic report is used to officially report the passenger statistics to the airport authority. This report uses the landings filter as its filter. Here is a sample screenshot:



D / Intl	Date	Airline Company	Reg Arr	Reg Dep	Fl.no Arr	Fl.no Dep	From	To	Pax Arr	Baby	Pax Dep	Baby	Trnsit	Pad In	Pad Out	Bagg Arr	Bagg Dep	Cargo Arr	Cargo Dep	Mail Arr	Mail Dep
Intl	01/10/2006	AFR - 00 - AIR FRANCE	F-GKXI	F-GKXI	2390	2391	CDG	CDG	0		135	0	0	0	0	0	2730	0	0	0	0
	01/10/2006	AFR - 00 - AIR FRANCE	F-GFKJ	F-GFKJ	1590	1591	CDG	CDG	103	0	133	0	0	0	0	1992	2300	0	0	0	0
	01/10/2006	AFR - 00 - AIR FRANCE	F-GKXF	F-GKXF	1790	1791	CDG	CDG	65		110	0	0	0	0	1217	1510	285	0	0	
								Intl Total:	168	0	378	0	0	0	0	3209	6540	285	0	0	0
								AIR FRANCE Total:	168	0	378	0	0	0	0	3209	6540	285	0	0	0
Intl	01/10/2006	AYZ - 36 - ATLANT-SOYUZ AIRLINES Joint-Stock Company	RA-85140	RA-85140	9701	9702	VKO	VKO	158		128	0	0	0	0	759	3169	0	0	0	
								Intl Total:	158	0	128	0	0	0	0	759	3169	0	0	0	0
								ATLANT-SOYUZ AIRLINES Joint-Stock Company Total:	158	0	128	0	0	0	0	759	3169	0	0	0	0
Intl	01/10/2006	AZA - 00 - ALITALIA Linee Aeree Italiane SpA	I-BIXR	I-BIXR	708	707	MXP	MXP	82	1	74	0	0	0	0	1320	1374	1062	996	0	
	01/10/2006	AZA - 00 - ALITALIA Linee Aeree Italiane SpA	I-BIXJ	I-BIXJ	706	703	MXP	FCO	59	1	142	1	0	0	0	1046	2387	1751	1494	54	1
	01/10/2006	AZA - 00 - ALITALIA Linee Aeree Italiane SpA	I-BIXD	I-BIXD	702	709	FCO	MXP	110	1	157	0	0	0	0	1820	2239	1086	0	55	0
								Intl Total:	251	3	373	1	0	0	0	4186	6000	3899	2490	109	1
								ALITALIA Linee Aeree Italiane SpA Total:	251	3	373	1	0	0	0	4186	6000	3899	2490	109	1
Intl	30/09/2006	BCS - 00 - EAT	OO-DLG	OO-DLG	948	948	ATH	BRU	0		0	0	0	0	0	0	0	0	34094	0	0
								Intl Total:	0	0	0	0	0	0	0	0	0	0	34094	0	0
								EAT Total:	0	0	0	0	0	0	0	0	0	0	34094	0	0
Intl	30/09/2006	BPS - 42 - BUDAPEST AIRCRAFT SERVICES Kft.		HA-TCIW		3901		ATH	0	0	0	0	0	0	0	0	0	0	2733	0	0
	01/10/2006	BPS - 42 - BUDAPEST AIRCRAFT SERVICES Kft.	HA-TCIW		3902		ATH		0		0	0	0	0	0	0	0	1690	0	0	0
								Intl Total:	0	0	0	0	0	0	0	0	0	1690	2733	0	0
								BUDAPEST AIRCRAFT SERVICES Kft. Total:	0	0	0	0	0	0	0	0	0	1690	2733	0	0

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Part VIII

8 Operations Management

Operations staff enters the given services' information into a service charge form. In Celebris, there are two different service charge form main types: Landed and Ground. Landed service charge form is a service charge form related with a landing, and uses all of the context details that are related to a landed. The ground service charge forms are provided to supply a facility for input and pricing of the services given to an aircraft already on the ground, where no landing context is available.

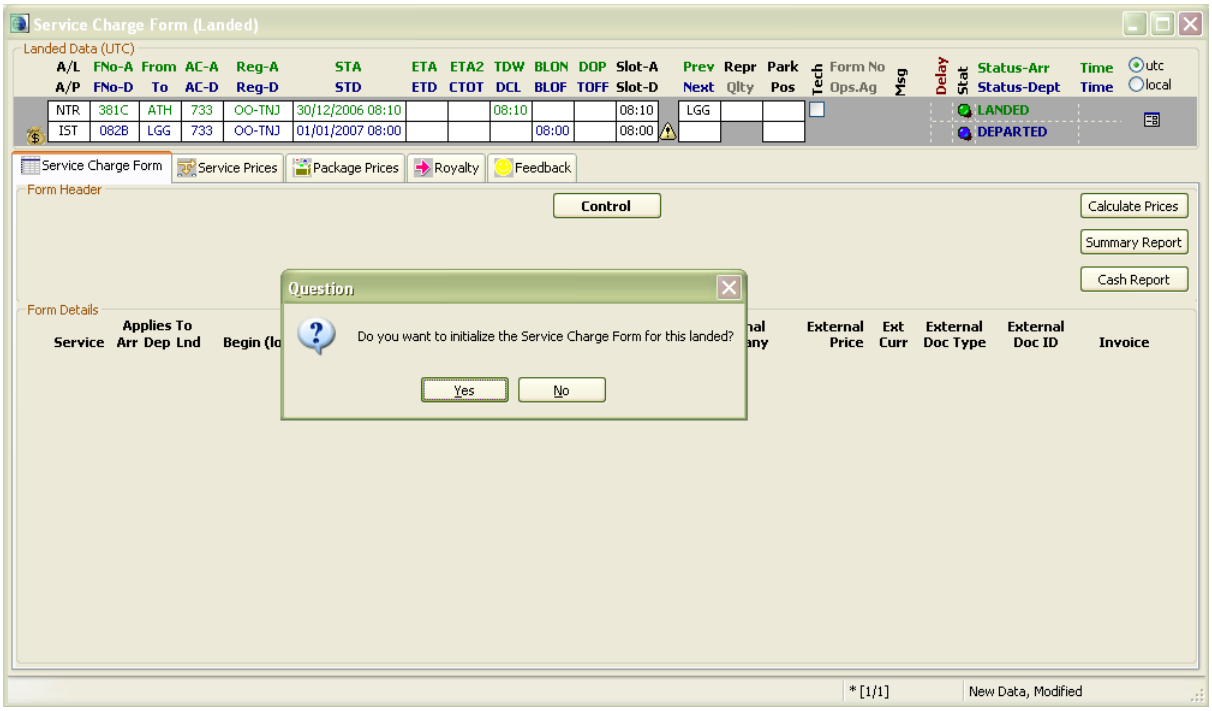
8.1 Landed Service Charge Form

A landed service charge form is the service charge form that is related with a landing. There can be two different landed service charge forms: Normal and extra. Normal forms are the forms to use in daily operations management. Extra forms are also provided so that the long staying air crafts can have two different service forms and the first (normal) service charge form can be invoiced while the second can wait.

8.1.1 Landed Service Charge Form Main Screen

A landed service charge form can be initialized using one of the two buttons in the landed screen SCF or extra SCF.

When the SCF or extra SCF button is pressed and if there is still no service charge form for that landing, the opened landed service charge form screen starts by asking a question:



Answering yes to this question will initialize the service charge form for this landed. During the initialization, Celebris will take into consideration the initial agreement and general obligatory service definitions and it will create service line entries with empty quantity and unit fields for the obligatory services. Note that on top of the service charge form screen, we can see the related landing information and if necessary we can double click on it to open the landed data in the main landings screen.

Below is an example of an initialized service charge form. The services ramp, load control and gpu are predefined obligatory services with empty service time, unit and quantity fields.

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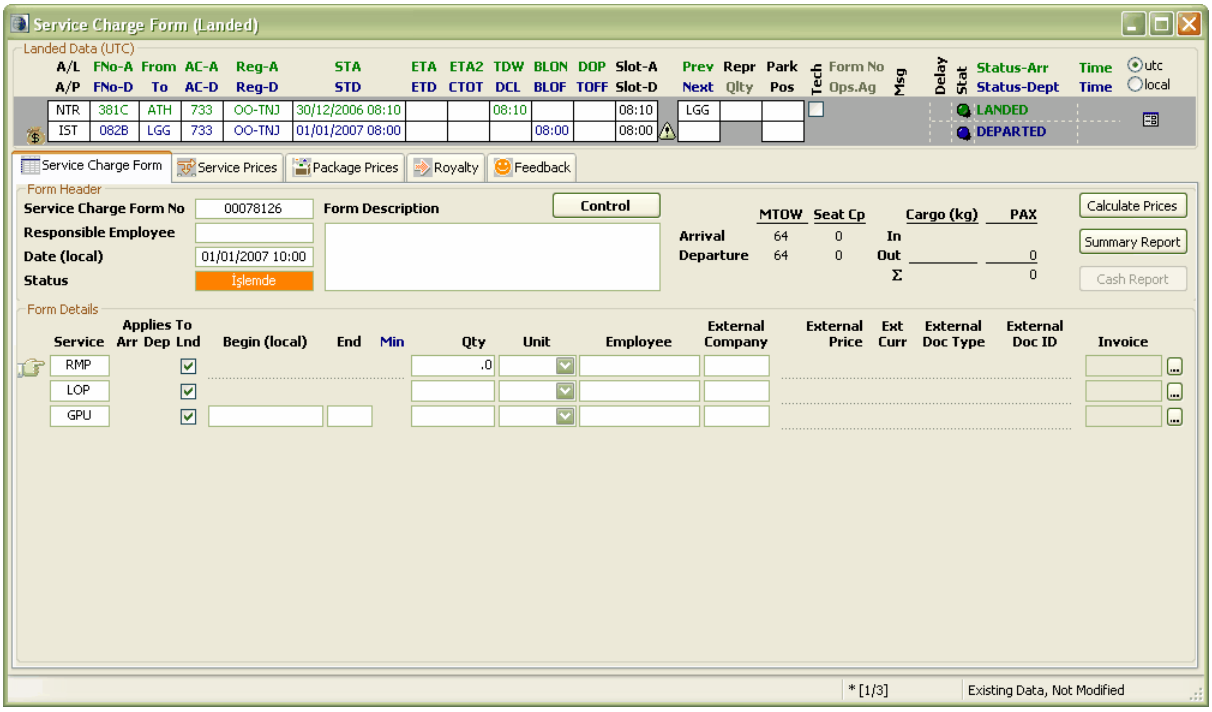

The operations staff needs to fill in the blanks for the responsible employee, service charge form number, service quantity, units and time information. The units are selectable from the predefined unit group for the service. Each service can also be assigned to a different employee at this screen, but that is just informative.

It is possible that an input service is bought from an external service provider. For example, the ground handling company might buy the catering service from Gate Gourmet and sell it to the airline. This operation is transparent to the airline. If Gate Gourmet is chosen from the external company drop down at that service line, other fields related to the external service are enabled for input. These input fields are external price, currency, external document type and external document id.

On the right-side there are read-only fields that show the invoice ids for the services if they are already invoiced. An authorized accountant can push the ellipsis button to open the related invoice's screen.

On the top-right of the screen, there are three buttons: Calculate prices manually triggers price calculation for this service charge form. Summary report is the report to give to the airline right away, if necessary. Finally, the cash report is the report when at least one of the services need to be charged as cash. The operations clerk do not see the prices when the airplane does not have a service that should be charged as cash (unless he is granted operations admin role). A cash icon is displayed to the attention of the operations employee if the service charge form includes to-be-charged-as-cash services: 💰

The below image is captured from a landed service charge form which needs to be charged in cash, so that the Cash Report button is enabled:

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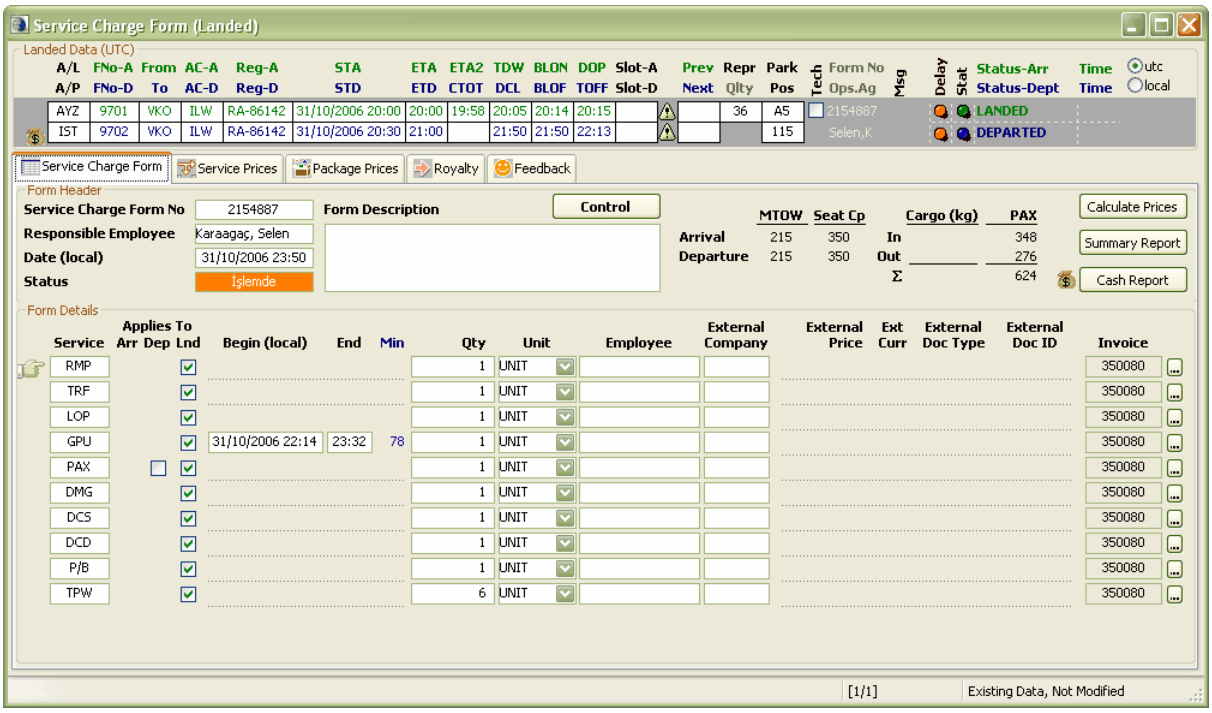

Pressing the "cash report" button brings out the service form report.

The status of the service charge form is "in progress" when the color is orange. After the service data entry finished, the responsible employee changes the service form's state to "finished" by choosing "complete" from the possible actions after right clicking and seeing the context menu on top of the status area. The completede status color is green. A service charge form is ready to be invoiced when the form status is complete.

As previously mentioned, it is possible for the agreements department to define package prices in the pricing agreements. Whether a package price exist for an airline or not should not be the concern of the operations department, so the operations department just enters the given services and their details; Celebris will calculate package prices automatically when it finds a package price defined at the valid agreement. This greatly simplifies the operations department work flow.

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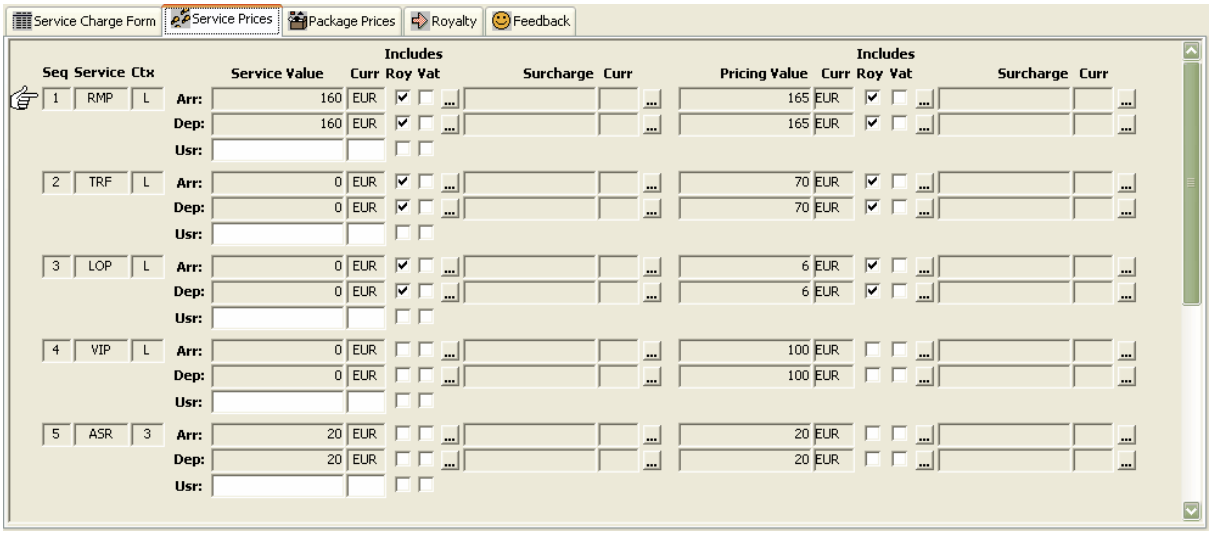
8.1.2 Service Prices



Service prices tab can only be seen by authorized personnel like the accountants. In this tab, the service prices can be seen. Pressing the ellipsis button will open the pricing agreements due line where the calculation is done using. That way it is possible to track the calculation routes.

Celebris calculates prices for arrival flight and departure flight separately. For a landed context, these prices must match otherwise the system will throw an error complaining the arrival and departure prices do not match, pointing out a potential user input error in the pricing definitions. In this screen it is possible to track both calculated prices.

Roy and Vat check boxes shows whether the calculated prices include royalty and value added tax.

Surcharges are calculated separately using the appropriate surcharge calculation schema defined in the agreement. Surcharge periods are defined using the surcharge period screen. Although calculated separately, when reporting the service prices it is shown as a single price added to the service (or package) price.

The Usr: field is provide so that an authorized user can override the calculated price. This is especially useful in situations where an arbitrary discount needs to be given or where the calculated price is not the desired one whether because of wrong pricing formula (or because of a system bug just in case), and an emergency solution is required.

In Celebris there are different kinds of agreements as described in the agreements screen. Agreement type-4 (which is the agreement of the handling company with itself) defines the handling company's default pricing schema. Celebris calculates real prices searching the agreements in a specific order until finds the valid price (agreement types 1, 2, 3 or 4) and every time calculates the default price as well (from type 4 agreement) so that comparison reports can be produced: "What would my income be if I charged this airline using my default pricing schema?"

The service price fields for the services that were included in a package and were priced as a package will appear empty at this screen.

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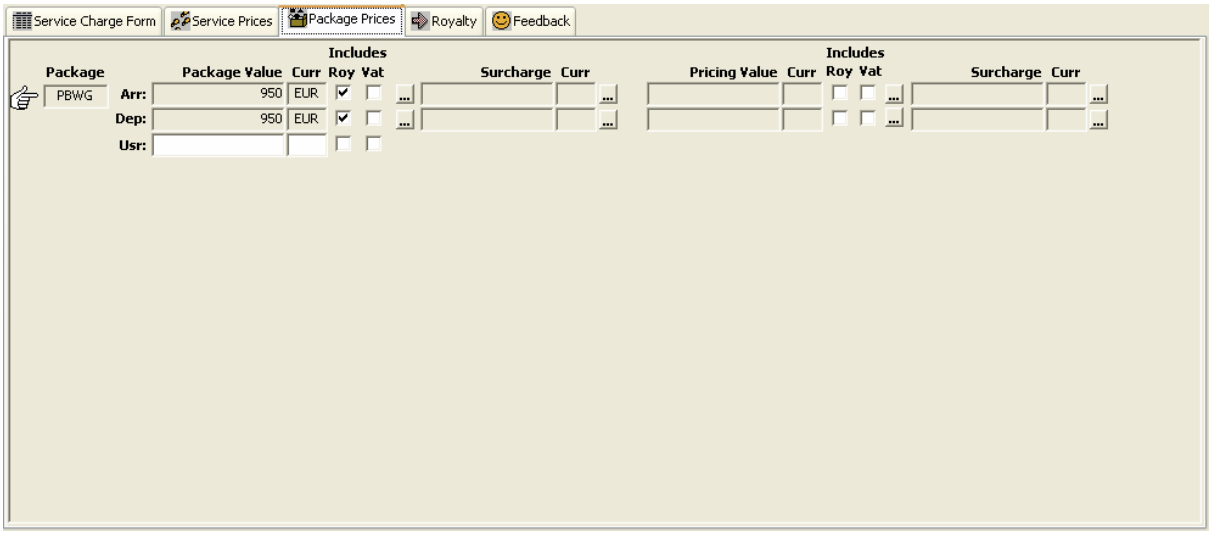
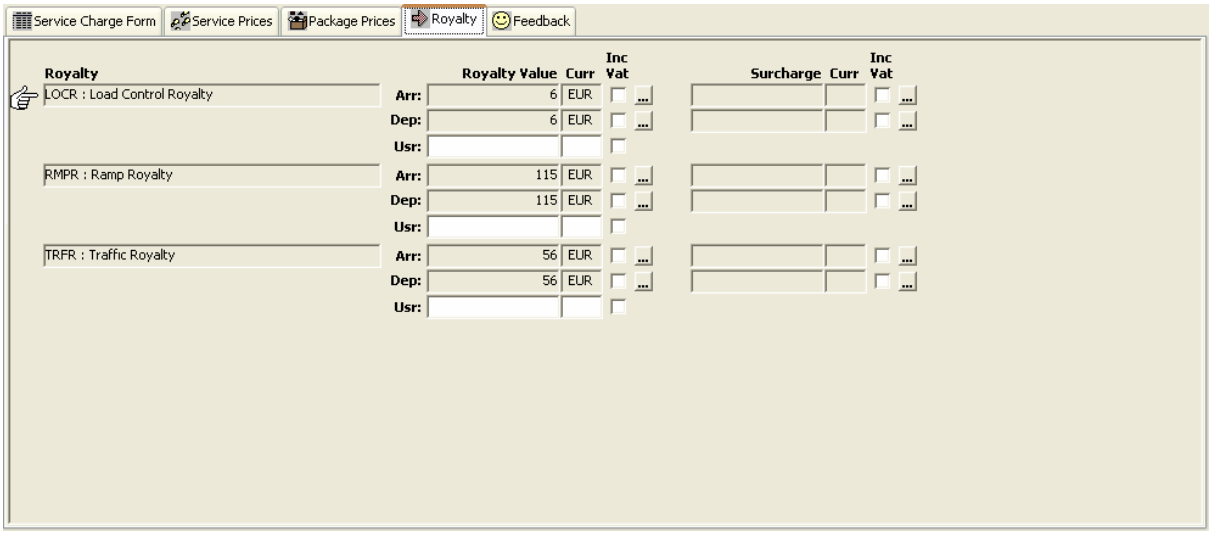
8.1.3 Package Prices



This package prices tab also is only active for the authorized user(the accountants). The package prices tab is very similar to the service prices tab.

8.1.4 Royalty Prices



Royalties are the services of the airport authority where the handling company is in service. The airport authority gives authorization to the handling company for giving certain services and for granting this authorization, the airport authority company charges the company for certain services each time the service is given.

The royalty services are not true services but service lines to be priced as royalties. They are defined as if they are true services of the airport authority company at the services definition screen (after logging in to Celebris with a user that is defined to be a personnel of the airport authority company). Afterwards, the services of the airport authority and the handling company are matched using the service cross references screen. Whenever a service that was matched to a royalty service is given, Celebris automatically calculates the royalty price for the related royalty services. The airport authority services should be considered as just royalties which are to be calculated and charged.

The royalty prices are calculated using the airport authority company pricing schema. That is, a type-4 pricing agreement defined for the airport authority company.

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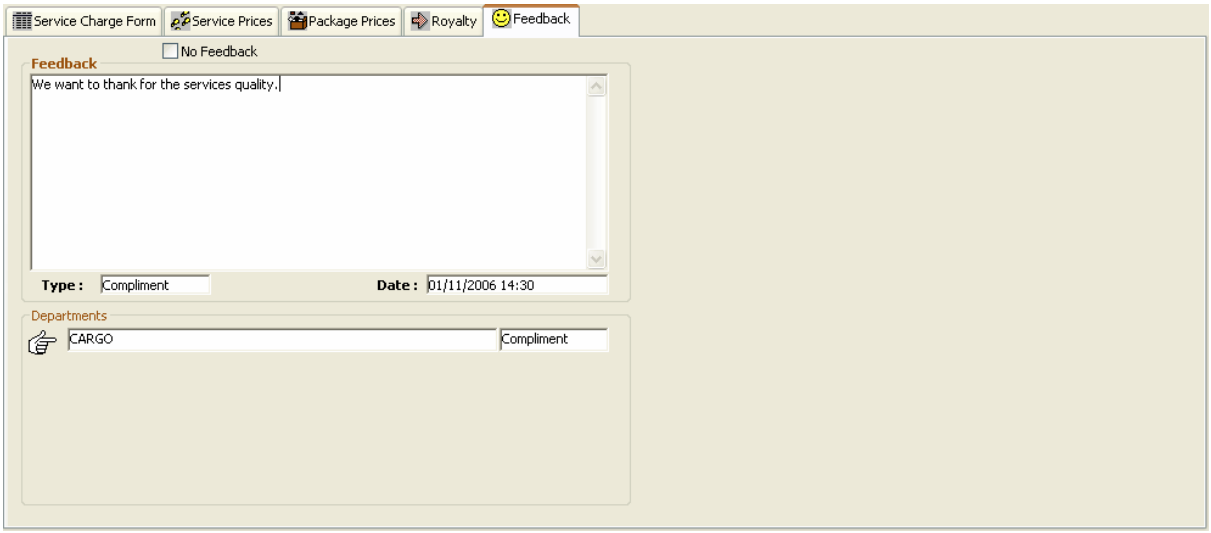
8.1.5 Compliments and Complaints Form



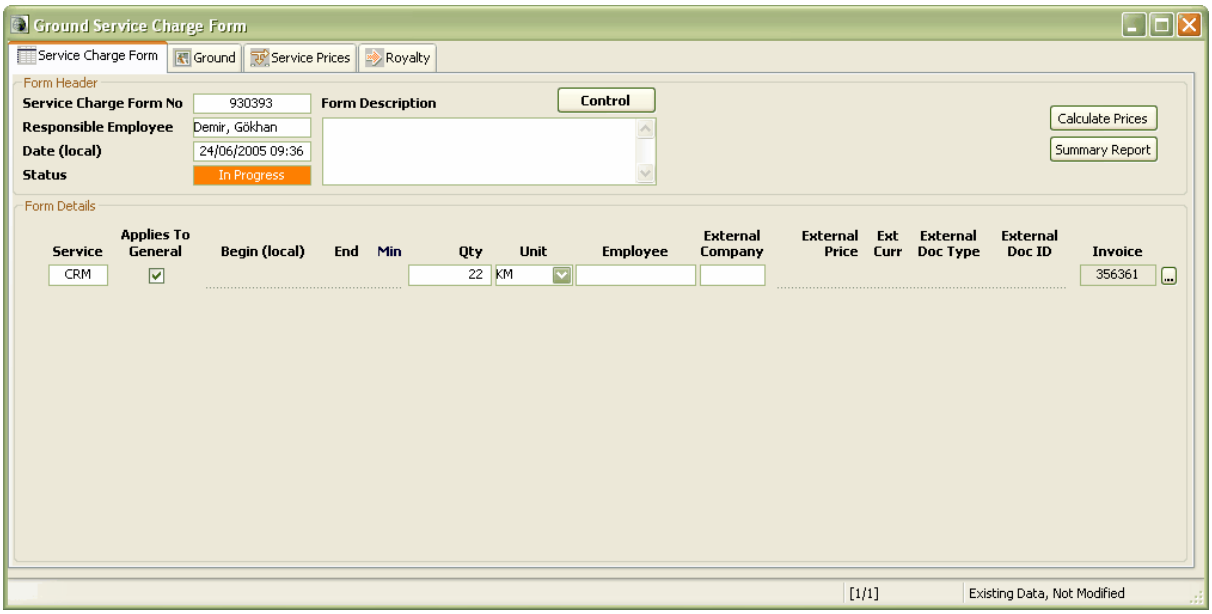
The final tab in the landed service charge form screen is the compliments and complaints feedback form. Any received feedback about the given services belonging to this particular service charge form can be entered at this screen in a categorized way (whether it is a complaint or a compliment, the related departments) for later evaluation and reporting.

No feedback can explicitly be specified using the no feedback checkbox.

8.2 Ground Service Charge Form

Ground service charge form is provided for giving services to the non-operative air crafts (air crafts that have parked in that airport for repair for example; i.e., no flight or landed context is available) or for the non-airline companies.

8.2.1 Ground Service Charge Form Main Screen



This screen is very similar to the landed service charge form, except that there is no related landing information

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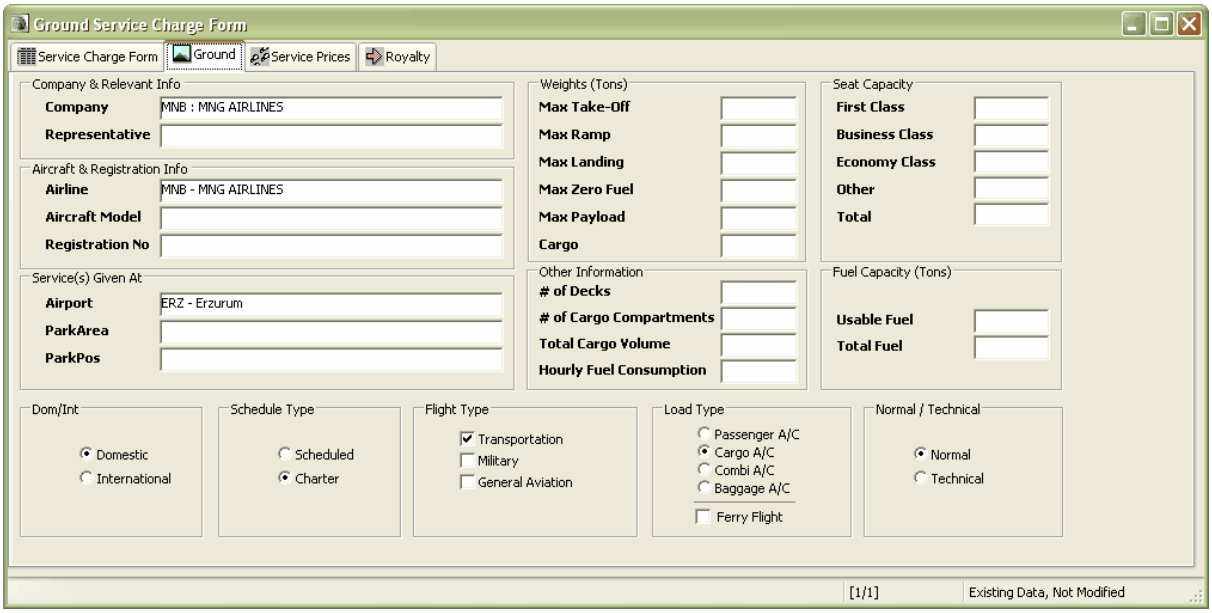
provided on the top of the screen. Instead, the ground related details will be asked in the second tab: The ground details.

8.2.2 Ground Details



This is the tab where the ground related information can be input. This is a very flexible screen. The information entered to this screen might either belong to an aircraft, an airline; or might just be a company, a regular non-airline company, information for charging any services that does not need the airline or aircraft context.

First, either the company or the airline information is entered. No matter which one is entered, Celebris inspects the airline-company relations and sets the related entity as well. If the services are given to an aircraft of an airline, the registration number is entered so that the Context variables about aircraft registration details like mtow, seat capacity, etc. will be available at the price calculations. It is possible to override this data at this screen.

All of the input fields at this screen other than the airport and the company fields are optional. If aircraft registration information is entered then domestic/international. schedule type, flight type, load type and normal/technical flag data is also required to be input.

8.2.3 Ground Service Prices

This tab is similar to the service prices tab in the landed service charge form details.

8.2.4 Ground Royalty

This tab is similar to the royalty prices tab in the landed service charge form details.

8.3 Service Form Control Mechanism

Service charge form inputs are where the information about the given services that will be charged is input along with the service amounts, so it is very crucial to have the correct information input in order to prevent any under charging or over charging occasions.

Although Celebris supplies numerous reports where any inconsistency resulting from data input can be identified, it also supplies a Service Form Control Mechanism where the service charge form input information is controlled and approved and all the changes to it after approval are reported by email and logged in a work flow .

Celebris lets authorized control clerks be defined at the following screen per airport:

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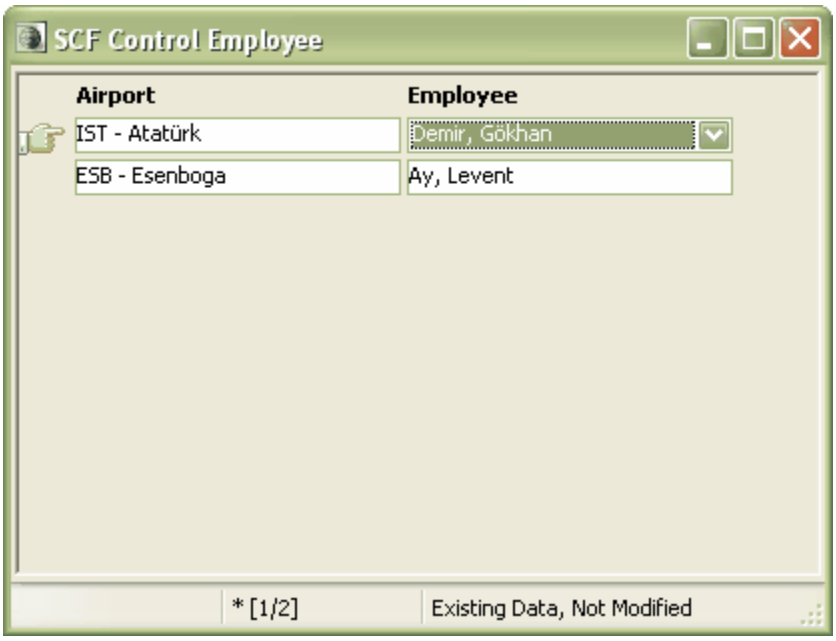
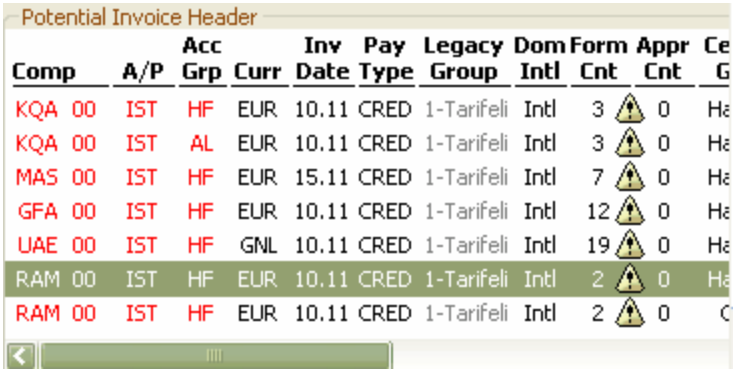


When a service charge form is first created at the system, it is in In Progress status. When the data input for that form is complete, the responsible employee changes its status to Completed state. It is the job of the control clerks to check the data of the forms that are in the Completed state, and change their state into Approved.

The state of all service charge forms included in a prepared potential invoice should be Approved before invoice generation, except for some accounting users which have a special authorization to be able to generate invoices from the forms that are in Completed state. The potential invoice screen, potential invoice headers part shows the number of service charge forms included in the invoice according to their states. If there are forms that are still in the Completed state that are included in that potential invoice, the screen displays a warning sign and does not allow the invoice to be generated when attempted if the user does not have a special authorization for it.



On the above image, the exclamation marks imply that the forms included in the potential invoices have not been approved yet.

The accounting clerk can request the unapproved forms to be approved by just clicking a button and the system generates two types of automatic e-mail:

1- An e-mail to be prepared and sent separately to each responsible employee of the forms that are included in that specific potential invoice. The e-mail lists all the forms of that responsible employee that are included in that potential invoice.

2- An e-mail to be sent to the control clerks of the related airports that lists all the forms waiting to be approved with the responsible employees of the forms in that potential invoice.

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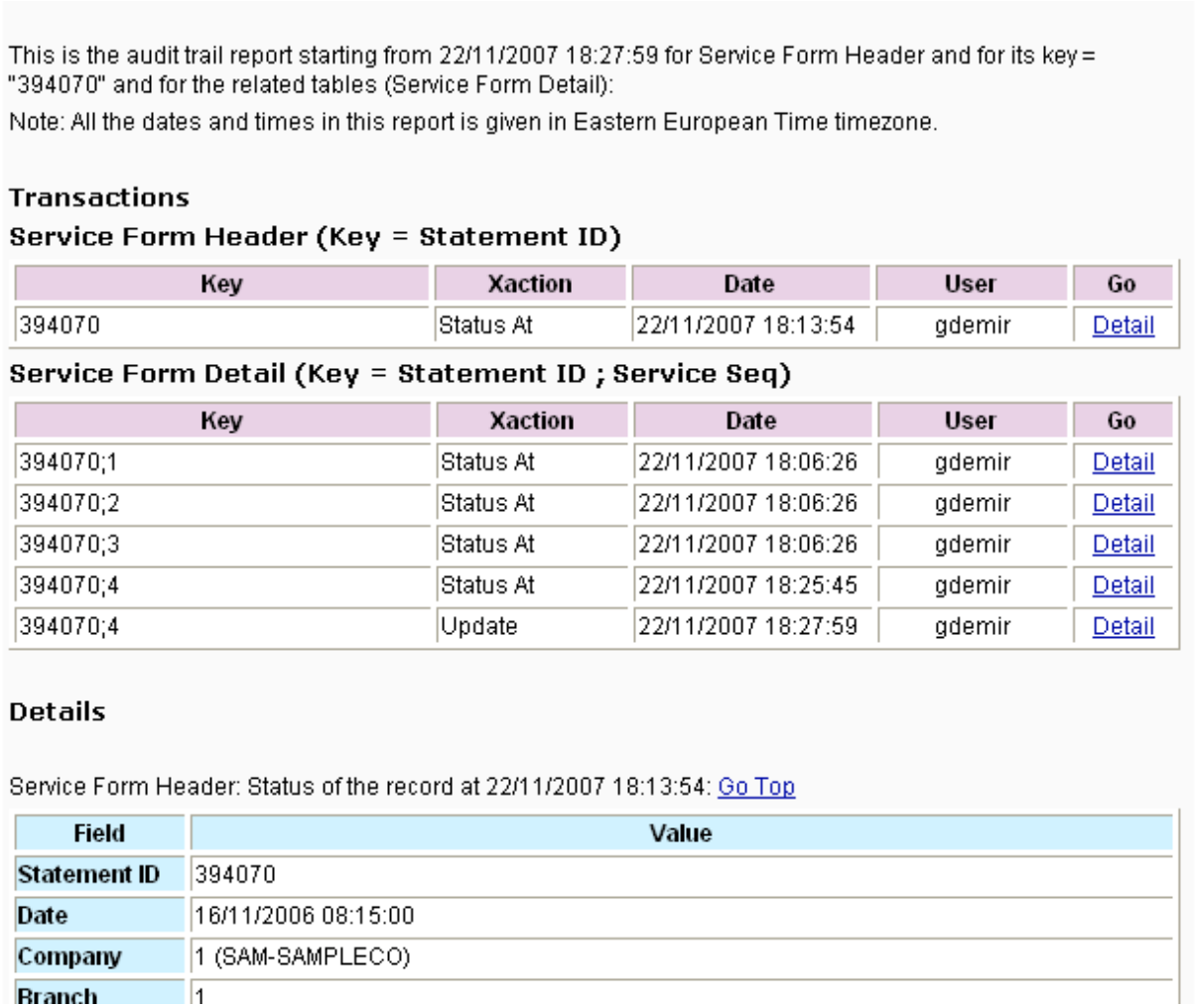
If a form in the Approved state needs to be altered, it has to be taken back to a previous state and made Completed after applying the changes, so that these later changes can also be controlled and approved by the control clerks and the state can be made Approved by them.

In some cases the normal work flow might need to be bypassed, for example when an accounting clerk realizes a need for a change in a form just before the invoice generation process. Then he/she can alter the form while it is still in Approved state, but all the changes to the form will then be logged in the system and an e-mail explaining the changes made to the form will automatically be generated by the system and will be sent to the responsible employees and the control clerks of the altered service charge form. The e-mail is specially formatted in html and contains hyperlinks.

The below image shows a snapshot from the header part of a sample audit trail mail:



This is the audit trail report starting from 22/11/2007 18:27:59 for Service Form Header and for its key = "394070" and for the related tables (Service Form Detail):

Note: All the dates and times in this report is given in Eastern European Time timezone.

Transactions

Service Form Header (Key = Statement ID)

Key	Xaction	Date	User	Go
394070	Status At	22/11/2007 18:13:54	gdemir	Detail

Service Form Detail (Key = Statement ID ; Service Seq)

Key	Xaction	Date	User	Go
394070;1	Status At	22/11/2007 18:06:26	gdemir	Detail
394070;2	Status At	22/11/2007 18:06:26	gdemir	Detail
394070;3	Status At	22/11/2007 18:06:26	gdemir	Detail
394070;4	Status At	22/11/2007 18:25:45	gdemir	Detail
394070;4	Update	22/11/2007 18:27:59	gdemir	Detail

Details

Service Form Header: Status of the record at 22/11/2007 18:13:54: Go Top

Field	Value
Statement ID	394070
Date	16/11/2006 08:15:00
Company	1 (SAM-SAMPLECO)
Branch	1

The below image shows a snapshot from the detail part of a sample audit trail mail:

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Service Form Detail: Status of the record at 22/11/2007 18:25:45: Go Top

Field	Value
Statement ID	394070
Service Seq	4
Company	1 (SAM-SAMPLECO)
Package Code	
Service Code	GPU
Context Type	2
External Company	
Svc Begin Time	16/11/2006 07:00:00
Svc End Time	01/01/1900 08:03:56
Quantity	1.0000
Unit	8 (UNIT-Unit)
Employee	
Ext.Price	
Ext.Currency	
Ext.Doc.Type	
Ext.Doc.ID	
Process ID	71 (Statement Services)
State ID	1

Service Form Detail: Record updated at 22/11/2007 18:27:59 by user gdemir: Go Top

Field	Old Value	New Value
Svc End Time	01/01/1900 08:03:56	01/01/1900 08:04:56

This report is generated automatically by the Modernus J2EE framework.

When a service in a service charge form is invoiced, the system does not let further changes (that might have an affect on service price) to be saved on the service charge form. If a change is required after the invoice is generated, first the invoice has to be canceled in the system, then the changes can be applied on the form and another invoice can be generated with the applied changes.

8.4 Operations Data Input Controls

For general information about the data input controls, see the Data Controls Explained section.

Data input controls applied on operational data are explained in this section.

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8.4.1 Service Charge Form Data Controls

General controls applied to landed Service Charge Forms and ground Service Charge Forms:

LEVEL	DESCRIPTION MESSAGE
ERROR	SCF code is not entered.
WARNING	Responsible Employee Information is missing.

Service based data controls applied to landed Service Charge Forms and ground Service Charge Forms:

LEVEL	DESCRIPTION
ERROR	No services are entered to the Service Charge Form.
ERROR	Service code is missing at the service line.
ERROR	Service start and/or end times are missing for a service that requires time input.
WARNING	Service start time is before the minimum acceptable service start time. Minimum acceptable service start time is the touchdown time for landed forms, and (service form time - 7 days) for ground forms.
WARNING	Service end time is after the maximum acceptable service end time. Maximum acceptable service end time is the takeoff time for landed forms, and (service form time + 7 days) for ground forms.
WARNING	Service duration exceeds 3 hours. (also the font color of the duration field in minutes turns to red in this situation).
ERROR	Unit information is missing.
ERROR	Quantity information is missing.
INFORMATION	Service is entered more than once in separate lines.
ERROR	Service is entered more than once and the start and end times at the separate lines of the same service overlap.
WARNING	External company information is present for the service, but either the external price, external currency, document type, or document number information is missing.

8.4.2 Ground Service Charge Form Specific Controls

General controls applied to General Tab of the ground service charge forms:

LEVEL	DESCRIPTION
ERROR	Ground information is not entered at the ground tab.
ERROR	Company information is missing at the ground tab.
ERROR	Airport information is missing at the ground tab.
ERROR	Domestic/international information is missing at the ground tab.
WARNING	Domestic/International information is inconsistent (when the airport, country of the company/airline and the country of the handling company are the same, the ground form is considered to be domestic).

Controls applied to General Tab of the ground service charge forms when Aircraft Registration information is supplied:

LEVEL	DESCRIPTION
WARNING	Aircraft Registration information is present but Airline information is missing.
WARNING	Aircraft Registration information is present but Load Type information (passenger, cargo, baggage, combi) is missing.
WARNING	Aircraft Registration information is present but registration Load Type information(passenger, cargo, baggage) is missing for that registration.
WARNING	Input Load Type information and the Aircraft Registration Load Type information are inconsistent.
ERROR	Aircraft Registration information is present but Scheduled/charter information is missing.
ERROR	Aircraft Registration information is present but Flight Type information(transportation, military, general aviation) is missing.
ERROR	Aircraft Registration information is present but Normal/technical flight information is missing.

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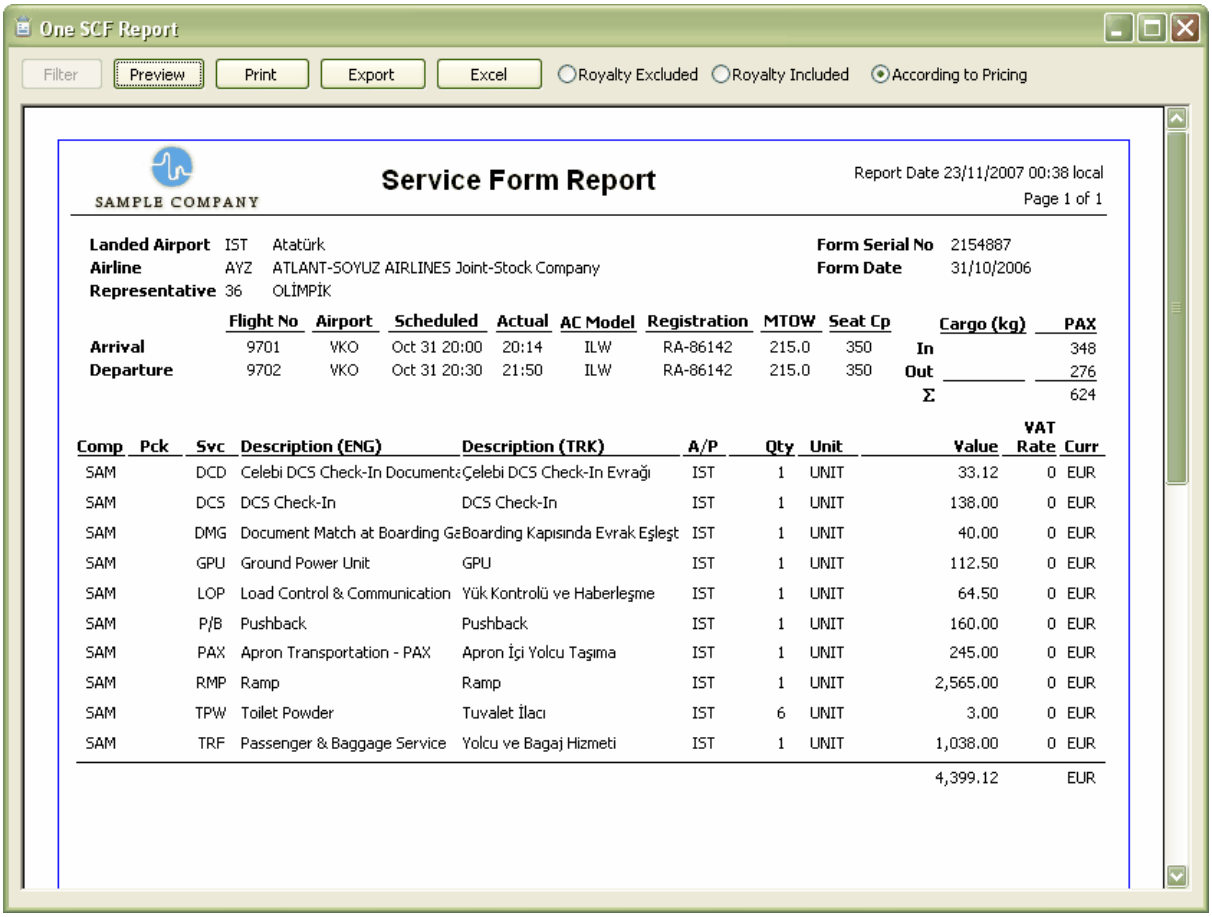
8.5 Operations Reports

In this section, you can find the reports which can be used by the operations staff.

8.5.1 Service Form Report

The service form report (sometimes referred as the cash report) is the price report of -one and only one- service charge form. Let us now see some examples with screen captures. The first one does not include a package:



It is possible to display this report using the following three different pricing formats:

- **According to Pricing:** This format is the most preferred format and uses the pricing rules that are defined by the agreements department in the pricing agreements.
- **Royalty Excluded:** Royalties will be shown separately in detail lines.
- **Royalty Included:** Royalties will not be shown in detail lines. The above screen capture is according to pricing (and the pricing rules are defined as royalty included).

Let's now see the same report this time using royalty excluded format:

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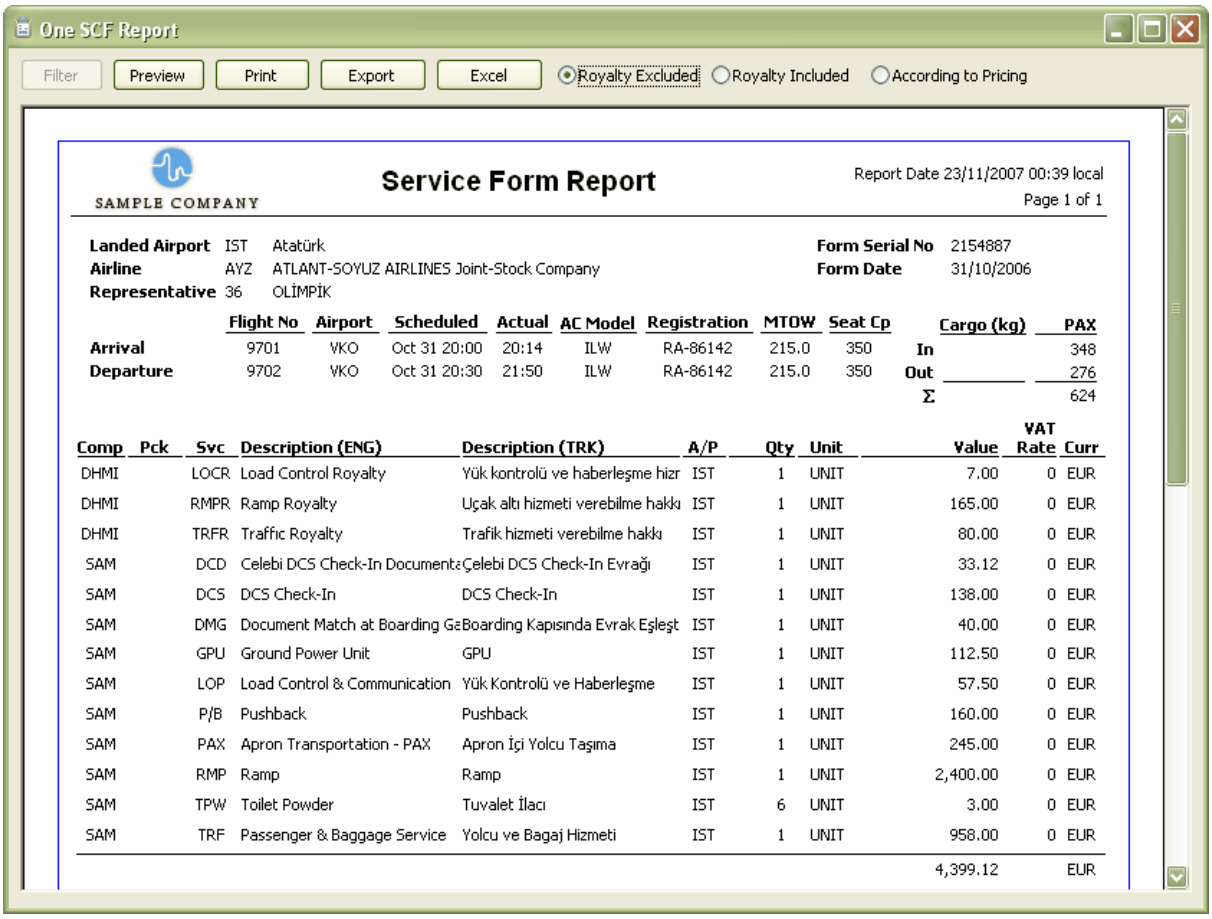

As you can see, the summary is the same but this time the royalties are shown in separate lines. In the cross service references, it was previously defined what service causes what royalty. According to these definitions, we see that the handling company (SAM the sample handling company in this example) services of LOP, RMP and TRF causes the airport authority (DHMI in this example) royalties of LOCR, RPMR and TRFR accordingly.

Let us now see an example that includes package prices:

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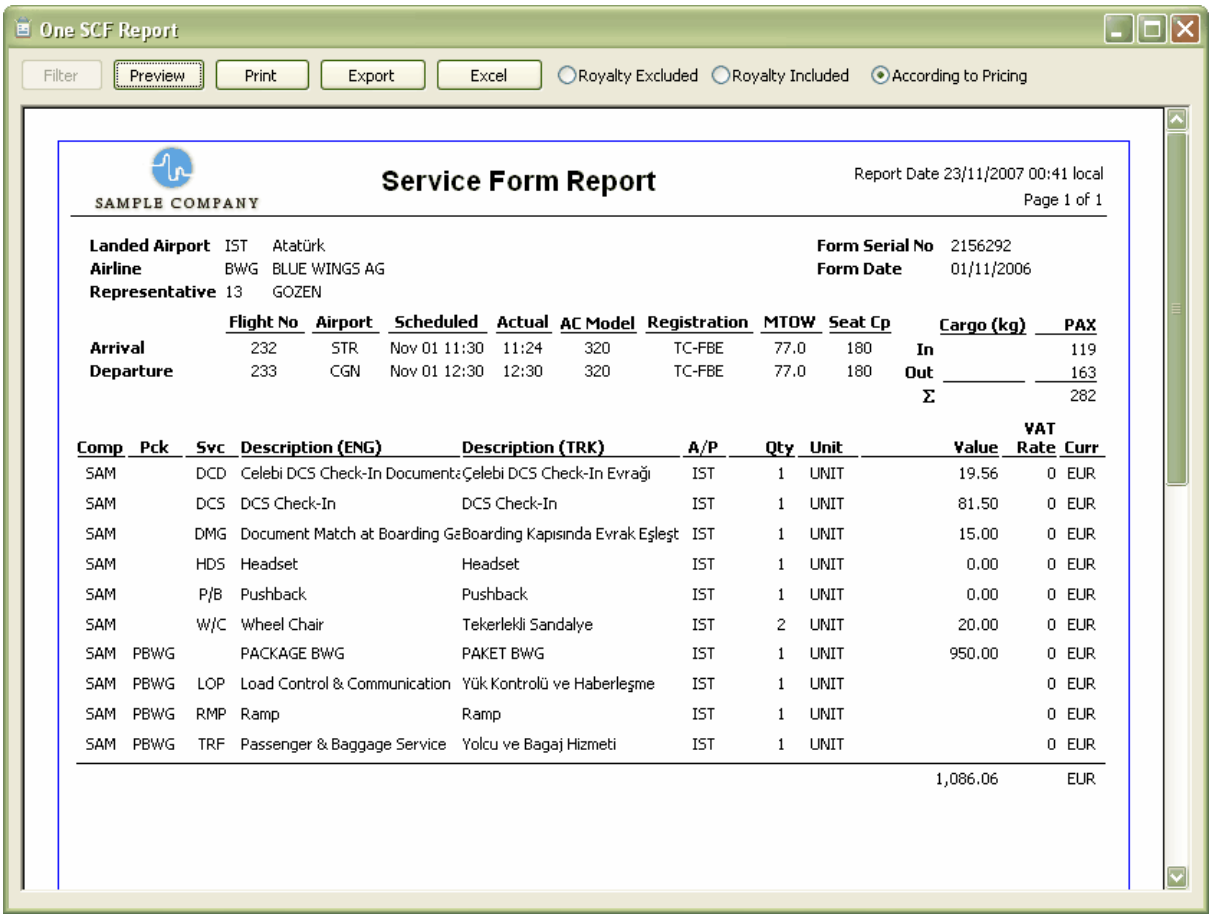

In all of the three formats, the currencies are reported according to what invoice currency is defined in the main agreements. In Celebris it is possible to use any currency.

8.5.2 Service Form Control Report

Service form control report is one of the most commonly used comprehensive reports in Celebris. It shows all-in-one information for a landing (or the ground), the service charge form and the given services, their quantities, etc. in a pivot table. This report is grouped by service form id and the service code. Here is the filter used to retrieve this report:

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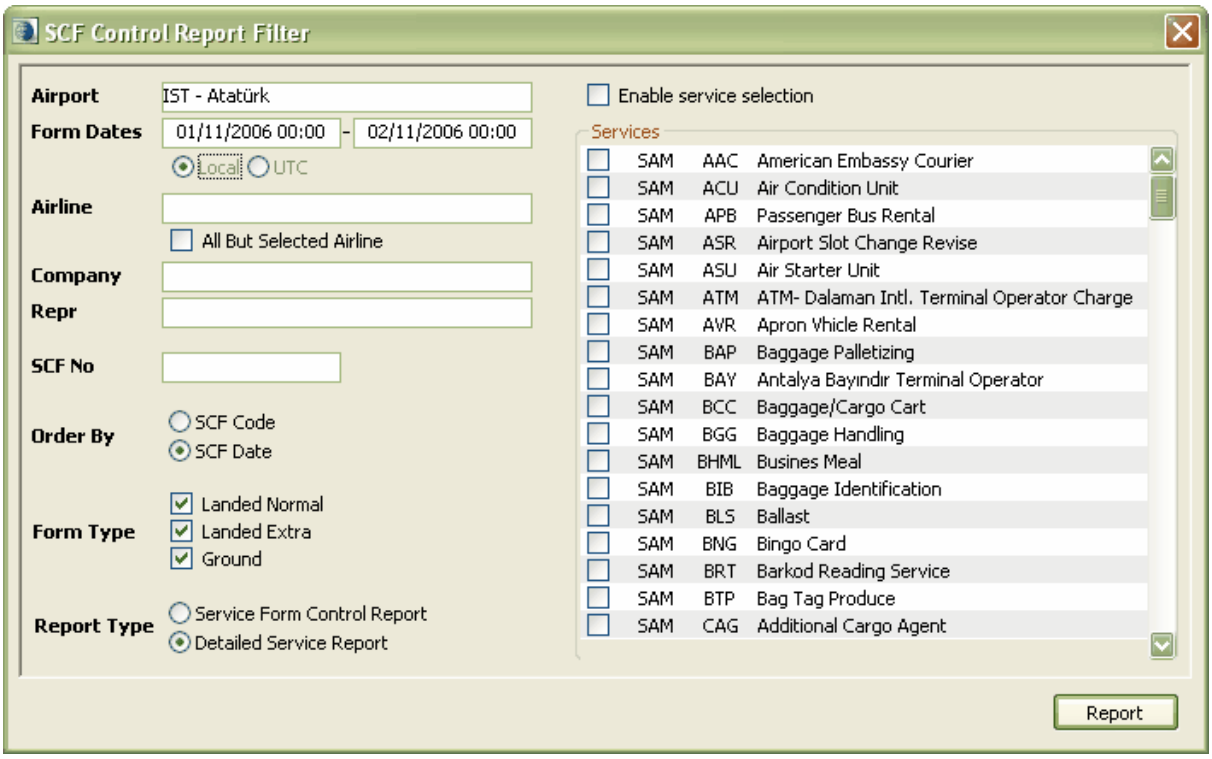

Airport, form dates, airline (with the option to use all but the selected airline), company, representative, a single service charge form number, service form types (landed normal, landed extra and/or ground) makes a huge filter. It is also in the hands of the user to prepare this report for the selected services only.

There are two different outcome types for this report. In both formats the service pivot tables are the same. But, detailed service report differs from the service form control report by also including the seat capacity and mtow groups. We will attach sample screenshots for both of them. Here is a sample screenshot for the service form control report (We will divide the screenshots into three different images because of the reports dimensions):

Screenshot 1: The first fields for the Service form control report:

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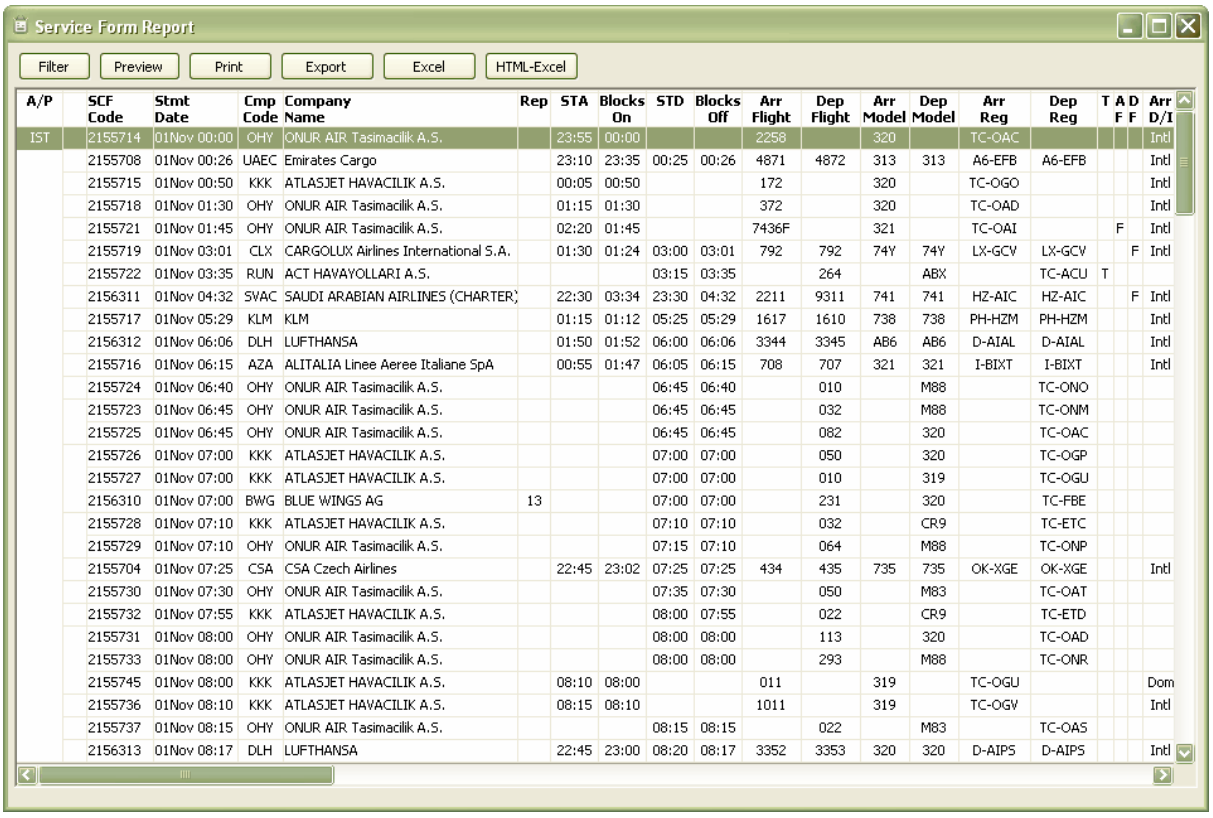
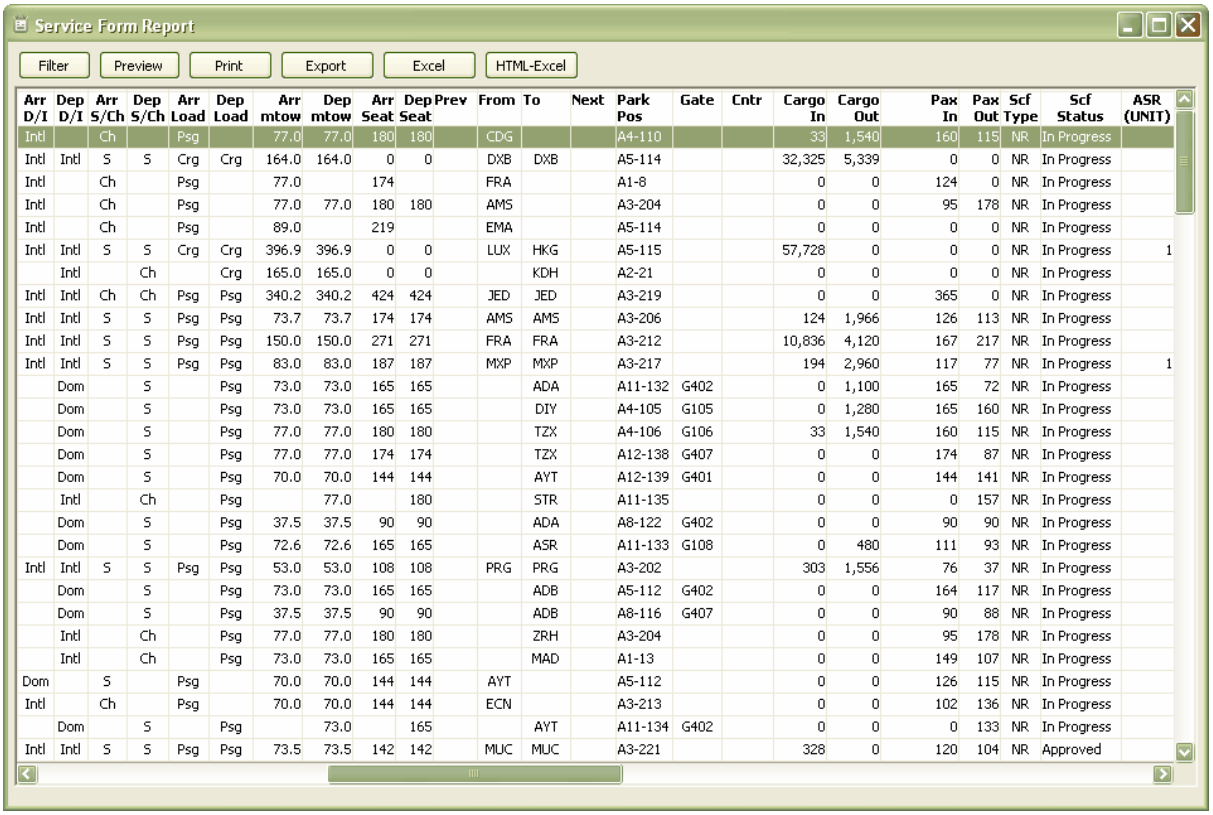


A/P	SCF Code	Stmt Date	Cmp Code	Company Name	Rep	STA	Blocks On	STD	Blocks Off	Arr Flight	Dep Flight	Arr Model	Dep Model	Arr Reg	Dep Reg	T	A F	D F	Arr D/I
IST	2155714	01Nov 00:00	OHY	ONUR AIR Tasimacilik A.S.		23:55	00:00			2258		320		TC-OAC					Intl
	2155708	01Nov 00:26	UAEC	Emirates Cargo		23:10	23:35	00:25	00:26	4871	4872	313	313	A6-EFB	A6-EFB				Intl
	2155715	01Nov 00:50	KKK	ATLASJET HAVACILIK A.S.		00:05	00:50			172		320		TC-OGO					Intl
	2155718	01Nov 01:30	OHY	ONUR AIR Tasimacilik A.S.		01:15	01:30			372		320		TC-OAD					Intl
	2155721	01Nov 01:45	OHY	ONUR AIR Tasimacilik A.S.		02:20	01:45			7436F		321		TC-OAI			F		Intl
	2155719	01Nov 03:01	CLX	CARGOLUX Airlines International S.A.		01:30	01:24	03:00	03:01	792	792	74Y	74Y	LX-GCV	LX-GCV			F	Intl
	2155722	01Nov 03:35	RUN	ACT HAVAYOLLARI A.S.				03:15	03:35		264		ABX		TC-ACU	T			
	2156311	01Nov 04:32	SVAC	SAUDI ARABIAN AIRLINES (CHARTER)		22:30	03:34	23:30	04:32	2211	9311	741	741	HZ-AIC	HZ-AIC			F	Intl
	2155717	01Nov 05:29	KLM	KLM		01:15	01:12	05:25	05:29	1617	1610	738	738	PH-HZM	PH-HZM				Intl
	2156312	01Nov 06:06	DLH	LUFTHANSA		01:50	01:52	06:00	06:06	3344	3345	AB6	AB6	D-AIAL	D-AIAL				Intl
	2155716	01Nov 06:15	AZA	ALITALIA Linee Aeree Italiane SpA		00:55	01:47	06:05	06:15	708	707	321	321	I-BIXT	I-BIXT				Intl
	2155724	01Nov 06:40	OHY	ONUR AIR Tasimacilik A.S.				06:45	06:40		010		M88		TC-ONO				
	2155723	01Nov 06:45	OHY	ONUR AIR Tasimacilik A.S.				06:45	06:45		032		M88		TC-ONM				
	2155725	01Nov 06:45	OHY	ONUR AIR Tasimacilik A.S.				06:45	06:45		082		320		TC-OAC				
	2155726	01Nov 07:00	KKK	ATLASJET HAVACILIK A.S.				07:00	07:00		050		320		TC-OGP				
	2155727	01Nov 07:00	KKK	ATLASJET HAVACILIK A.S.				07:00	07:00		010		319		TC-OGU				
	2156310	01Nov 07:00	BWG	BLUE WINGS AG	13			07:00	07:00		231		320		TC-FBE				
	2155728	01Nov 07:10	KKK	ATLASJET HAVACILIK A.S.				07:10	07:10		032		CR9		TC-ETC				
	2155729	01Nov 07:10	OHY	ONUR AIR Tasimacilik A.S.				07:15	07:10		064		M88		TC-ONP				
	2155704	01Nov 07:25	CSA	CSA Czech Airlines		22:45	23:02	07:25	07:25	434	435	735	735	OK-XGE	OK-XGE				Intl
	2155730	01Nov 07:30	OHY	ONUR AIR Tasimacilik A.S.				07:35	07:30		050		M83		TC-OAT				
	2155732	01Nov 07:55	KKK	ATLASJET HAVACILIK A.S.				08:00	07:55		022		CR9		TC-ETD				
	2155731	01Nov 08:00	OHY	ONUR AIR Tasimacilik A.S.				08:00	08:00		113		320		TC-OAD				
	2155733	01Nov 08:00	OHY	ONUR AIR Tasimacilik A.S.				08:00	08:00		293		M88		TC-ONR				
	2155745	01Nov 08:00	KKK	ATLASJET HAVACILIK A.S.		08:10	08:00			011		319		TC-OGU					Dom
	2155736	01Nov 08:10	KKK	ATLASJET HAVACILIK A.S.		08:15	08:10			1011		319		TC-OGV					Intl
	2155737	01Nov 08:15	OHY	ONUR AIR Tasimacilik A.S.				08:15	08:15		022		M83		TC-OAS				
	2156313	01Nov 08:17	DLH	LUFTHANSA		22:45	23:00	08:20	08:17	3352	3353	320	320	D-AIPS	D-AIPS				Intl

Screenshot 2: The non-pivot fields continued for the service form control report:



Arr D/I	Dep D/I	Arr S/Ch	Dep S/Ch	Arr Load	Dep Load	Arr mtow	Dep mtow	Arr Seat	Dep Seat	Prev	From	To	Next	Park Pos	Gate	Cntr	Cargo In	Cargo Out	Pax In	Pax Out	Scf Type	Scf Status	ASR (UNIT)
Intl		Ch		Psg		77.0	77.0	180	180		CDG			A4-110			33	1,540	160	115	NR	In Progress	
Intl	Intl	S	S	Crg	Crg	164.0	164.0	0	0		DXB	DXB		A5-114			32,325	5,339	0	0	NR	In Progress	
Intl		Ch		Psg		77.0		174			FRA			A1-8			0	0	124	0	NR	In Progress	
Intl		Ch		Psg		77.0	77.0	180	180		AMS			A3-204			0	0	95	178	NR	In Progress	
Intl		Ch		Psg		89.0		219			EMA			A5-114			0	0	0	0	NR	In Progress	
Intl	Intl	S	S	Crg	Crg	396.9	396.9	0	0		LUX	HKG		A5-115			57,728	0	0	0	NR	In Progress	1
	Intl		Ch		Crg	165.0	165.0	0	0			KDH		A2-21			0	0	0	0	NR	In Progress	
Intl	Intl	Ch	Ch	Psg	Psg	340.2	340.2	424	424		JED	JED		A3-219			0	0	365	0	NR	In Progress	
Intl	Intl	S	S	Psg	Psg	73.7	73.7	174	174		AMS	AMS		A3-206			124	1,966	126	113	NR	In Progress	
Intl	Intl	S	S	Psg	Psg	150.0	150.0	271	271		FRA	FRA		A3-212			10,836	4,120	167	217	NR	In Progress	
Intl	Intl	S	S	Psg	Psg	83.0	83.0	187	187		MXP	MXP		A3-217			194	2,960	117	77	NR	In Progress	1
	Dom		S		Psg	73.0	73.0	165	165			ADA		A11-132	G402		0	1,100	165	72	NR	In Progress	
	Dom		S		Psg	73.0	73.0	165	165			DIY		A4-105	G105		0	1,280	165	160	NR	In Progress	
	Dom		S		Psg	77.0	77.0	180	180			TZX		A4-106	G106		33	1,540	160	115	NR	In Progress	
	Dom		S		Psg	77.0	77.0	174	174			TZX		A12-138	G407		0	0	174	87	NR	In Progress	
	Dom		S		Psg	70.0	70.0	144	144			AYT		A12-139	G401		0	0	144	141	NR	In Progress	
	Intl		Ch		Psg		77.0		180			STR		A11-135			0	0	0	157	NR	In Progress	
	Dom		S		Psg	37.5	37.5	90	90			ADA		A8-122	G402		0	0	90	90	NR	In Progress	
	Dom		S		Psg	72.6	72.6	165	165			ASR		A11-133	G108		0	480	111	93	NR	In Progress	
Intl	Intl	S	S	Psg	Psg	53.0	53.0	108	108		PRG	PRG		A3-202			303	1,556	76	37	NR	In Progress	
	Dom		S		Psg	73.0	73.0	165	165			ADB		A5-112	G402		0	0	164	117	NR	In Progress	
	Dom		S		Psg	37.5	37.5	90	90			ADB		A8-116	G407		0	0	90	88	NR	In Progress	
	Intl		Ch		Psg	77.0	77.0	180	180			ZRH		A3-204			0	0	95	178	NR	In Progress	
	Intl		Ch		Psg	73.0	73.0	165	165			MAD		A1-13			0	0	149	107	NR	In Progress	
Dom		S		Psg		70.0	70.0	144	144		AYT			A5-112			0	0	126	115	NR	In Progress	
Intl		Ch		Psg		70.0	70.0	144	144		ECN			A3-213			0	0	102	136	NR	In Progress	
	Dom		S		Psg		73.0		165			AYT		A11-134	G402		0	0	0	133	NR	In Progress	
Intl	Intl	S	S	Psg	Psg	73.5	73.5	142	142		MUC	MUC		A3-221			328	0	120	104	NR	Approved	

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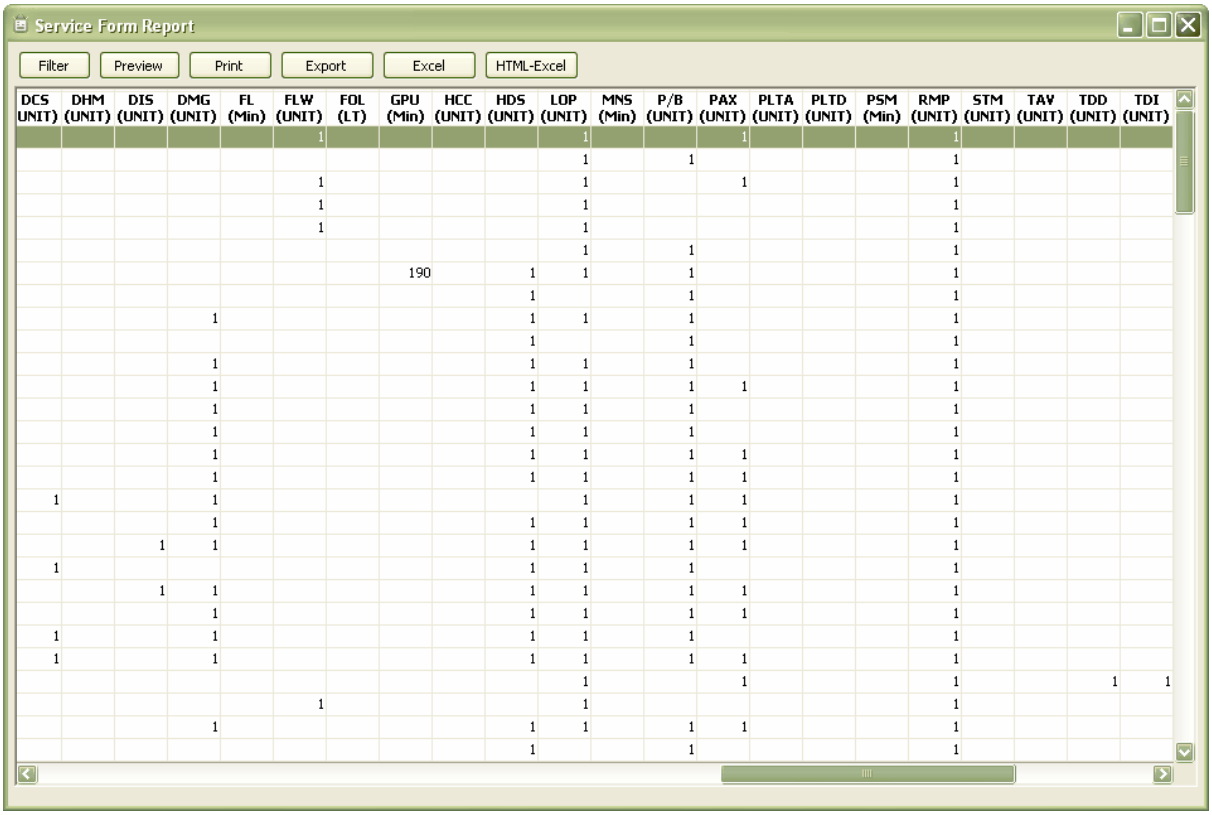
Screenshot 3: The services and their quantities pivot table (a selected part):



DCS (UNIT)	DHM (UNIT)	DIS (UNIT)	DMG (UNIT)	FL (Min)	FLW (UNIT)	FOL (LT)	GPU (Min)	HCC (UNIT)	HDS (UNIT)	LOP (UNIT)	MNS (Min)	P/B (UNIT)	PAX (UNIT)	PLTA (UNIT)	PLTD (UNIT)	PSM (Min)	RMP (UNIT)	STM (UNIT)	TAV (UNIT)	TDD (UNIT)	TDI (UNIT)
					1					1			1				1				
										1		1					1				
					1					1			1				1				
					1					1							1				
					1					1							1				
										1		1					1				
							190		1	1		1					1				
									1			1					1				
			1						1	1		1					1				
									1			1					1				
			1						1	1		1					1				
			1						1	1		1	1				1				
			1						1	1		1					1				
			1						1	1		1					1				
			1						1	1		1	1				1				
			1						1	1		1	1				1				
1			1							1		1	1				1				
			1						1	1		1	1				1				
		1	1						1	1		1	1				1				
1									1	1		1					1				
		1	1						1	1		1	1				1				
			1						1	1		1	1				1				
1			1						1	1		1					1				
1			1						1	1		1	1				1				
										1			1				1			1	1
					1					1							1				
			1						1	1		1	1				1				
									1			1					1				

Screenshot 4: The detailed services control report 1st part (a different format that includes the seat capacity and mtow groups, but the services pivot table is the same) :

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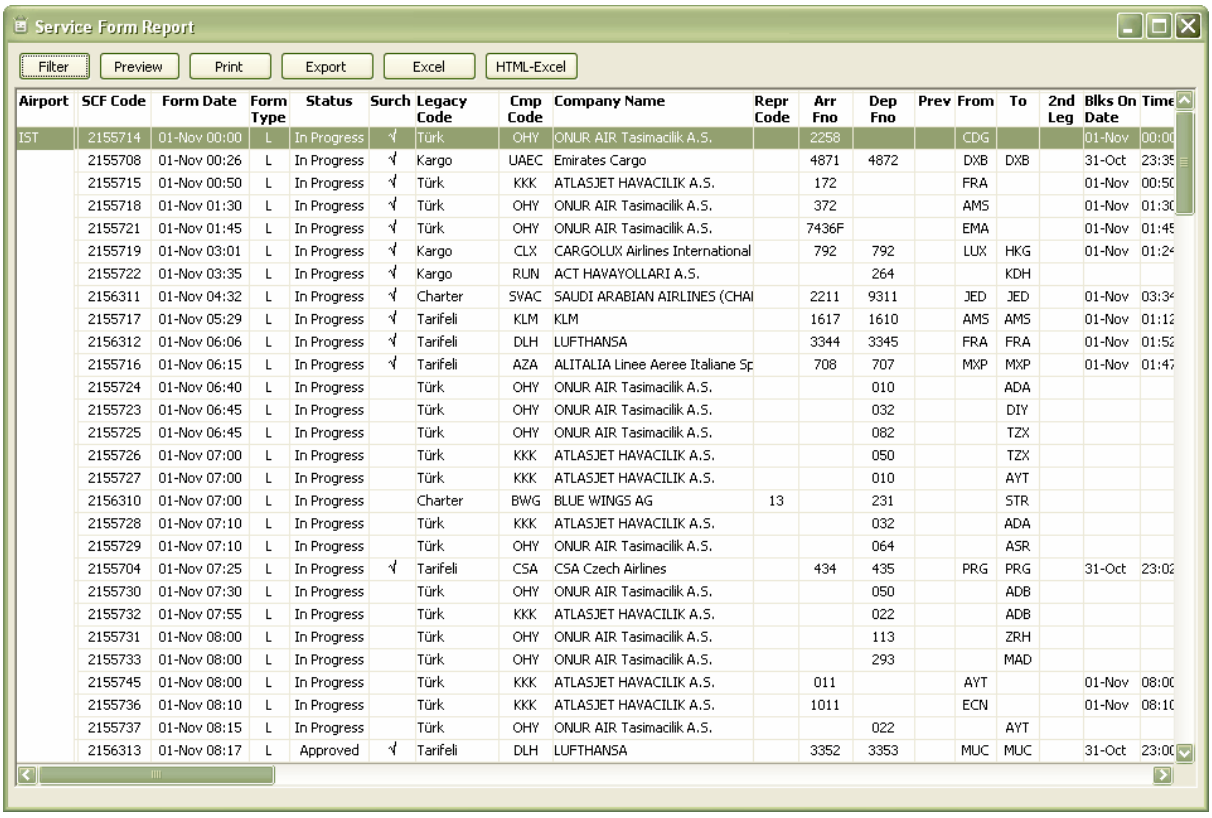
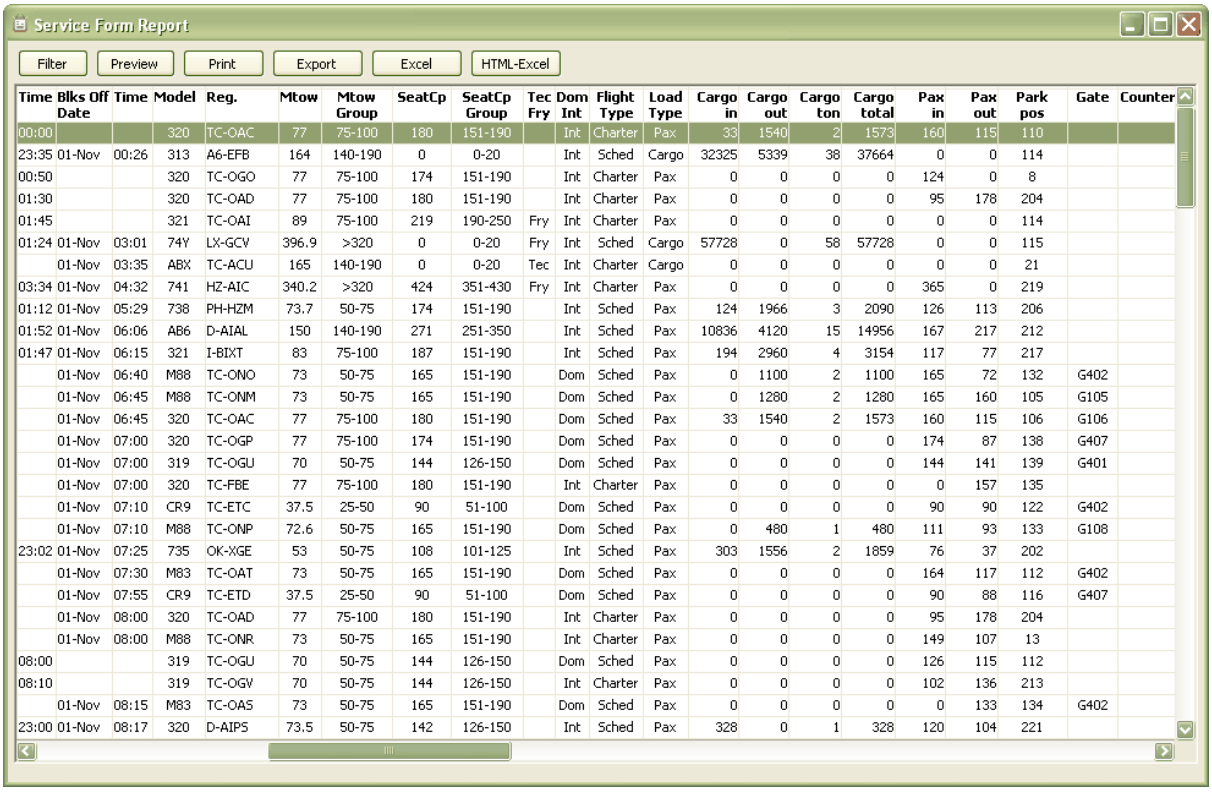


Airport	SCF Code	Form Date	Form Type	Status	Surch	Legacy Code	Cmp Code	Company Name	Repr Code	Arr Fno	Dep Fno	Prev	From	To	2nd Leg	Blks On Date	Time
IST	2155714	01-Nov 00:00	L	In Progress	√	Türk	OHY	ONUR AIR Tasimacilik A.S.		2258			CDG			01-Nov	00:00
	2155708	01-Nov 00:26	L	In Progress	√	Kargo	UAEC	Emirates Cargo		4871	4872		DXB	DXB		31-Oct	23:35
	2155715	01-Nov 00:50	L	In Progress	√	Türk	KKK	ATLASJET HAVACILIK A.S.		172			FRA			01-Nov	00:50
	2155718	01-Nov 01:30	L	In Progress	√	Türk	OHY	ONUR AIR Tasimacilik A.S.		372			AMS			01-Nov	01:30
	2155721	01-Nov 01:45	L	In Progress	√	Türk	OHY	ONUR AIR Tasimacilik A.S.		7436F			EMA			01-Nov	01:45
	2155719	01-Nov 03:01	L	In Progress	√	Kargo	CLX	CARGOLUX Airlines International		792	792		LUX	HKG		01-Nov	01:24
	2155722	01-Nov 03:35	L	In Progress	√	Kargo	RUN	ACT HAVAYOLLARI A.S.			264			KDH			
	2156311	01-Nov 04:32	L	In Progress	√	Charter	SVAC	SAUDI ARABIAN AIRLINES (CHAI		2211	9311		JED	JED		01-Nov	03:34
	2155717	01-Nov 05:29	L	In Progress	√	Tarifeli	KLM	KLM		1617	1610		AMS	AMS		01-Nov	01:12
	2156312	01-Nov 06:06	L	In Progress	√	Tarifeli	DLH	LUFTHANSA		3344	3345		FRA	FRA		01-Nov	01:52
	2155716	01-Nov 06:15	L	In Progress	√	Tarifeli	AZA	ALITALIA Linee Aeree Italiane Sp		708	707		MXP	MXP		01-Nov	01:47
	2155724	01-Nov 06:40	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			010			ADA			
	2155723	01-Nov 06:45	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			032			DIY			
	2155725	01-Nov 06:45	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			082			TZX			
	2155726	01-Nov 07:00	L	In Progress		Türk	KKK	ATLASJET HAVACILIK A.S.			050			TZX			
	2155727	01-Nov 07:00	L	In Progress		Türk	KKK	ATLASJET HAVACILIK A.S.			010			AYT			
	2156310	01-Nov 07:00	L	In Progress		Charter	BWG	BLUE WINGS AG	13		231			STR			
	2155728	01-Nov 07:10	L	In Progress		Türk	KKK	ATLASJET HAVACILIK A.S.			032			ADA			
	2155729	01-Nov 07:10	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			064			ASR			
	2155704	01-Nov 07:25	L	In Progress	√	Tarifeli	CSA	CSA Czech Airlines		434	435		PRG	PRG		31-Oct	23:02
	2155730	01-Nov 07:30	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			050			ADB			
	2155732	01-Nov 07:55	L	In Progress		Türk	KKK	ATLASJET HAVACILIK A.S.			022			ADB			
	2155731	01-Nov 08:00	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			113			ZRH			
	2155733	01-Nov 08:00	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			293			MAD			
	2155745	01-Nov 08:00	L	In Progress		Türk	KKK	ATLASJET HAVACILIK A.S.		011			AYT			01-Nov	08:00
	2155736	01-Nov 08:10	L	In Progress		Türk	KKK	ATLASJET HAVACILIK A.S.		1011			ECN			01-Nov	08:10
	2155737	01-Nov 08:15	L	In Progress		Türk	OHY	ONUR AIR Tasimacilik A.S.			022			AYT			
	2156313	01-Nov 08:17	L	Approved	√	Tarifeli	DLH	LUFTHANSA		3352	3353		MUC	MUC		31-Oct	23:00

Screenshot 5: The detailed services control report 2nd part (cont) :



Time	Blks Off Date	Time	Model	Reg.	Mtow	Mtow Group	SeatCp	SeatCp Group	Tec Fry	Dom Int	Flight Type	Load Type	Cargo in	Cargo out	Cargo ton	Cargo total	Pax in	Pax out	Park pos	Gate	Counter
00:00			320	TC-OAC	77	75-100	180	151-190		Int	Charter	Pax	33	1540	2	1573	160	115	110		
23:35	01-Nov	00:26	313	A6-EFB	164	140-190	0	0-20		Int	Sched	Cargo	32325	5339	38	37664	0	0	114		
00:50			320	TC-OGO	77	75-100	174	151-190		Int	Charter	Pax	0	0	0	0	124	0	8		
01:30			320	TC-OAD	77	75-100	180	151-190		Int	Charter	Pax	0	0	0	0	95	178	204		
01:45			321	TC-OAI	89	75-100	219	190-250	Fry	Int	Charter	Pax	0	0	0	0	0	0	114		
01:24	01-Nov	03:01	74Y	LX-GCV	396.9	>320	0	0-20	Fry	Int	Sched	Cargo	57728	0	58	57728	0	0	115		
	01-Nov	03:35	ABX	TC-ACU	165	140-190	0	0-20	Tec	Int	Charter	Cargo	0	0	0	0	0	0	21		
03:34	01-Nov	04:32	741	HZ-AIC	340.2	>320	424	351-430	Fry	Int	Charter	Pax	0	0	0	0	365	0	219		
01:12	01-Nov	05:29	738	PH-HZM	73.7	50-75	174	151-190		Int	Sched	Pax	124	1966	3	2090	126	113	206		
01:52	01-Nov	06:06	AB6	D-AIAL	150	140-190	271	251-350		Int	Sched	Pax	10836	4120	15	14956	167	217	212		
01:47	01-Nov	06:15	321	I-BIXT	83	75-100	187	151-190		Int	Sched	Pax	194	2960	4	3154	117	77	217		
	01-Nov	06:40	M88	TC-ONO	73	50-75	165	151-190		Dom	Sched	Pax	0	1100	2	1100	165	72	132	G402	
	01-Nov	06:45	M88	TC-ONM	73	50-75	165	151-190		Dom	Sched	Pax	0	1280	2	1280	165	160	105	G105	
	01-Nov	06:45	320	TC-OAC	77	75-100	180	151-190		Dom	Sched	Pax	33	1540	2	1573	160	115	106	G106	
	01-Nov	07:00	320	TC-OGP	77	75-100	174	151-190		Dom	Sched	Pax	0	0	0	0	174	87	138	G407	
	01-Nov	07:00	319	TC-OGU	70	50-75	144	126-150		Dom	Sched	Pax	0	0	0	0	144	141	139	G401	
	01-Nov	07:00	320	TC-FBE	77	75-100	180	151-190		Int	Charter	Pax	0	0	0	0	0	157	135		
	01-Nov	07:10	CR9	TC-ETC	37.5	25-50	90	51-100		Dom	Sched	Pax	0	0	0	0	90	90	122	G402	
	01-Nov	07:10	M88	TC-ONP	72.6	50-75	165	151-190		Dom	Sched	Pax	0	480	1	480	111	93	133	G108	
23:02	01-Nov	07:25	735	OK-XGE	53	50-75	108	101-125		Int	Sched	Pax	303	1556	2	1859	76	37	202		
	01-Nov	07:30	M83	TC-OAT	73	50-75	165	151-190		Dom	Sched	Pax	0	0	0	0	164	117	112	G402	
	01-Nov	07:55	CR9	TC-ETD	37.5	25-50	90	51-100		Dom	Sched	Pax	0	0	0	0	90	88	116	G407	
	01-Nov	08:00	320	TC-OAD	77	75-100	180	151-190		Int	Charter	Pax	0	0	0	0	95	178	204		
	01-Nov	08:00	M88	TC-ONR	73	50-75	165	151-190		Int	Charter	Pax	0	0	0	0	149	107	13		
08:00			319	TC-OGU	70	50-75	144	126-150		Dom	Sched	Pax	0	0	0	0	126	115	112		
08:10			319	TC-OGV	70	50-75	144	126-150		Int	Charter	Pax	0	0	0	0	102	136	213		
	01-Nov	08:15	M83	TC-OAS	73	50-75	165	151-190		Dom	Sched	Pax	0	0	0	0	0	133	134	G402	
23:00	01-Nov	08:17	320	D-AIPS	73.5	50-75	142	126-150		Int	Sched	Pax	328	0	1	328	120	104	221		

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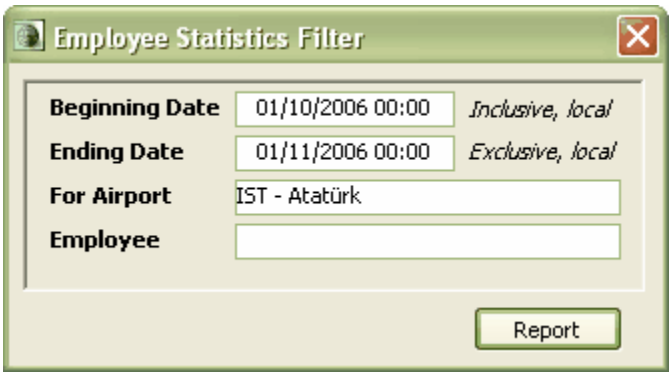
The rest (the services pivot) is the same. Please have a look at screenshot 3.

8.5.3 Employee Statistics Report

The employee statistics report shows the service form counts the employees have been responsible. The filter for the employee statistics report:



And here is a sample output from the report:

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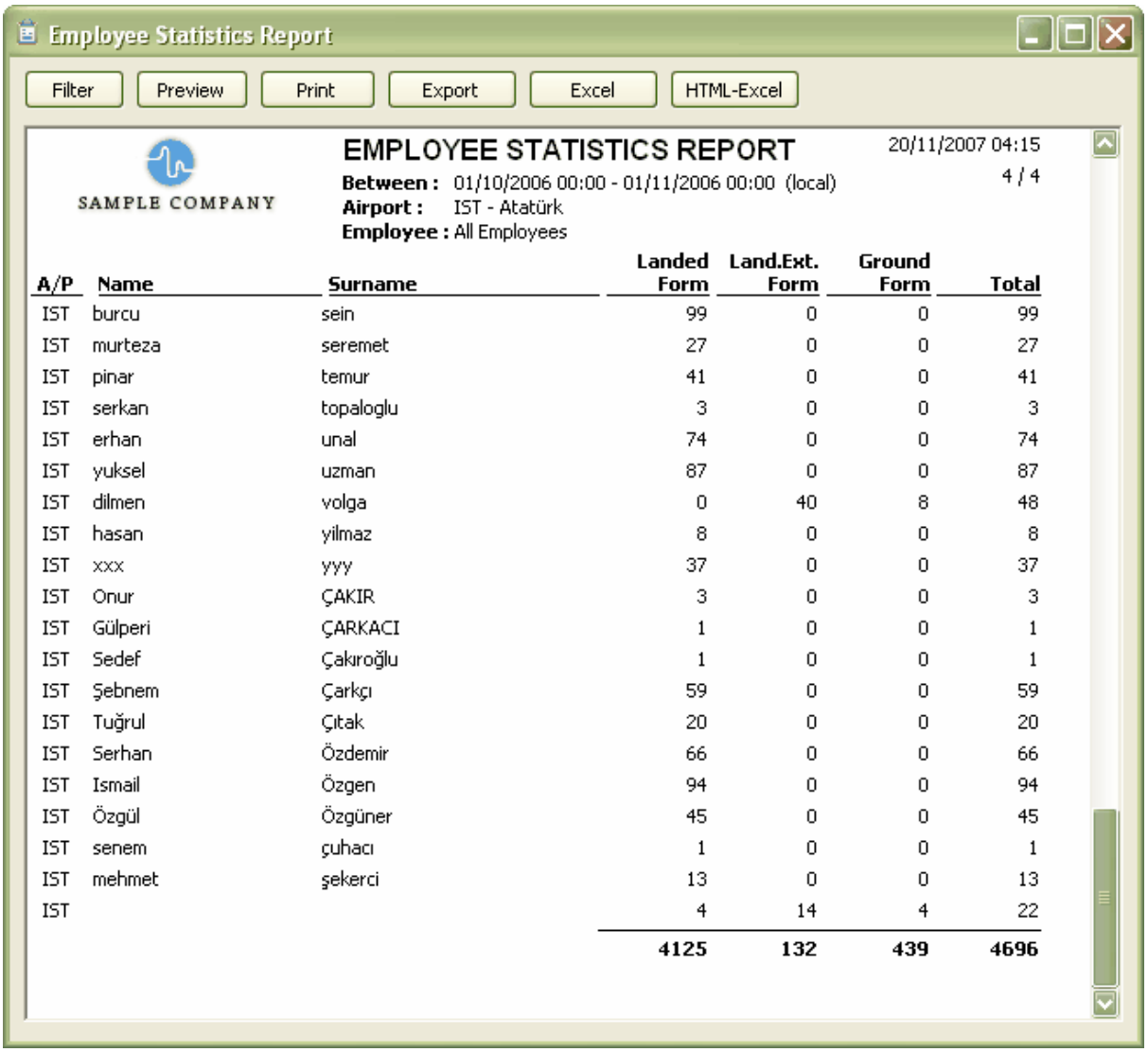
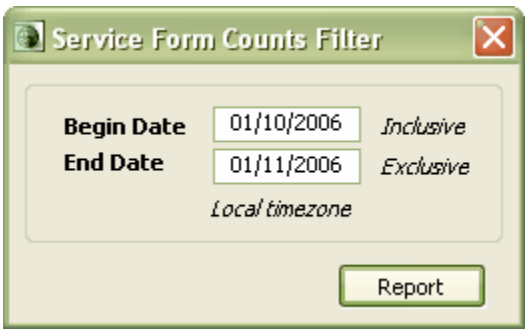


A/P	Name	Surname	Landed Form	Land.Ext. Form	Ground Form	Total
IST	burcu	sein	99	0	0	99
IST	murteza	seremet	27	0	0	27
IST	pinar	temur	41	0	0	41
IST	serkan	topaloglu	3	0	0	3
IST	erhan	unal	74	0	0	74
IST	yuksel	uzman	87	0	0	87
IST	dilmen	volga	0	40	8	48
IST	hasan	yilmaz	8	0	0	8
IST	xxx	yyy	37	0	0	37
IST	Onur	ÇAKIR	3	0	0	3
IST	Gülperi	ÇARKACI	1	0	0	1
IST	Sedef	Çakıroğlu	1	0	0	1
IST	Şebnem	Çarkçı	59	0	0	59
IST	Tuğrul	Çıtak	20	0	0	20
IST	Serhan	Özdemir	66	0	0	66
IST	Ismail	Özgen	94	0	0	94
IST	Özgül	Özgüner	45	0	0	45
IST	senem	çuhacı	1	0	0	1
IST	mehmet	şekerci	13	0	0	13
IST			4	14	4	22
			4125	**132**	**439**	**4696**

This report can be used in performance evaluation for an operations employee.

8.5.4 Service Form Counts Report

This report is used to show the total number of used service charge forms per operational airport for the selected date range. The filter for this report is:



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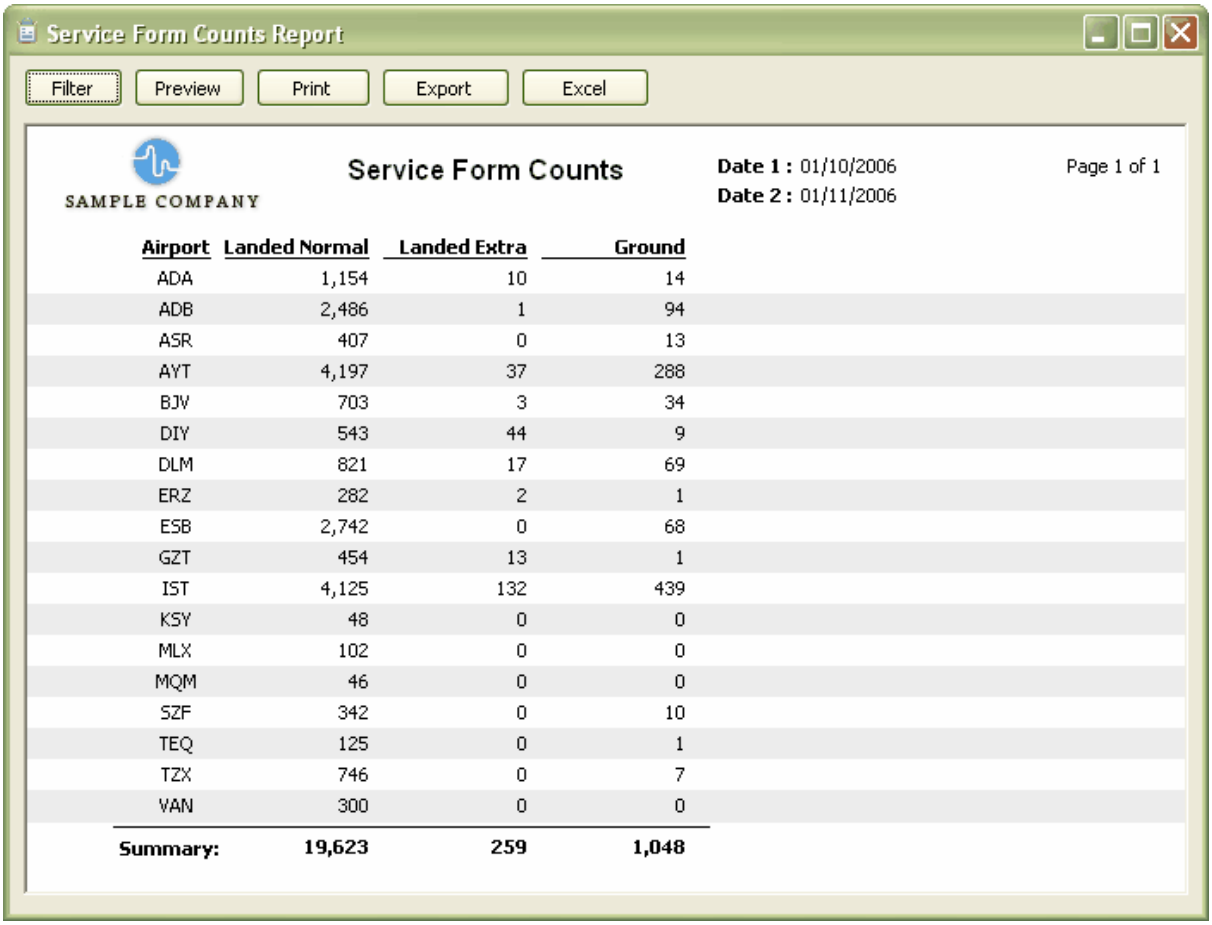
And here is a sample output for this report:



Airport	Landed Normal	Landed Extra	Ground
ADA	1,154	10	14
ADB	2,486	1	94
ASR	407	0	13
AYT	4,197	37	288
BJV	703	3	34
DIY	543	44	9
DLM	821	17	69
ERZ	282	2	1
ESB	2,742	0	68
GZT	454	13	1
IST	4,125	132	439
KSY	48	0	0
MLX	102	0	0
MQM	46	0	0
SZF	342	0	10
TEQ	125	0	1
TZX	746	0	7
VAN	300	0	0
Summary:	**19,623**	**259**	**1,048**

8.5.5 Form Number Control Report

In Celebris, the service charge form numbers are assigned manually by the operations department. With the help of this report, the operations department can see if they miss a number in a range for the service forms. Also reported in this report are the used service forms, their types and the responsible employee assigned.

Here is the filter for this report:

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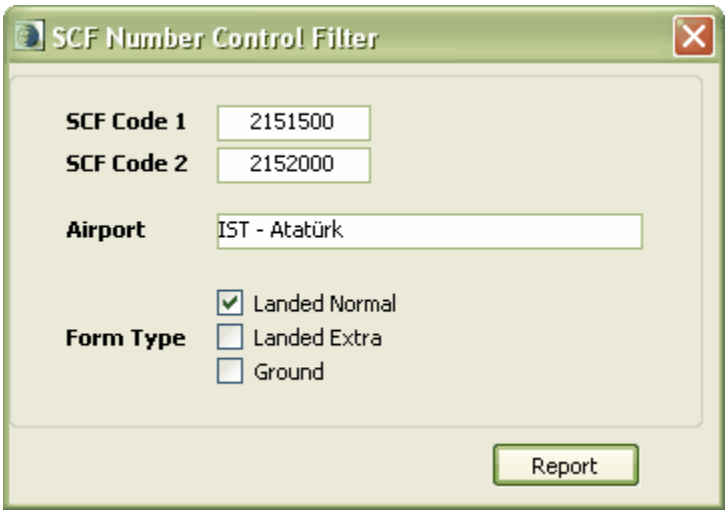
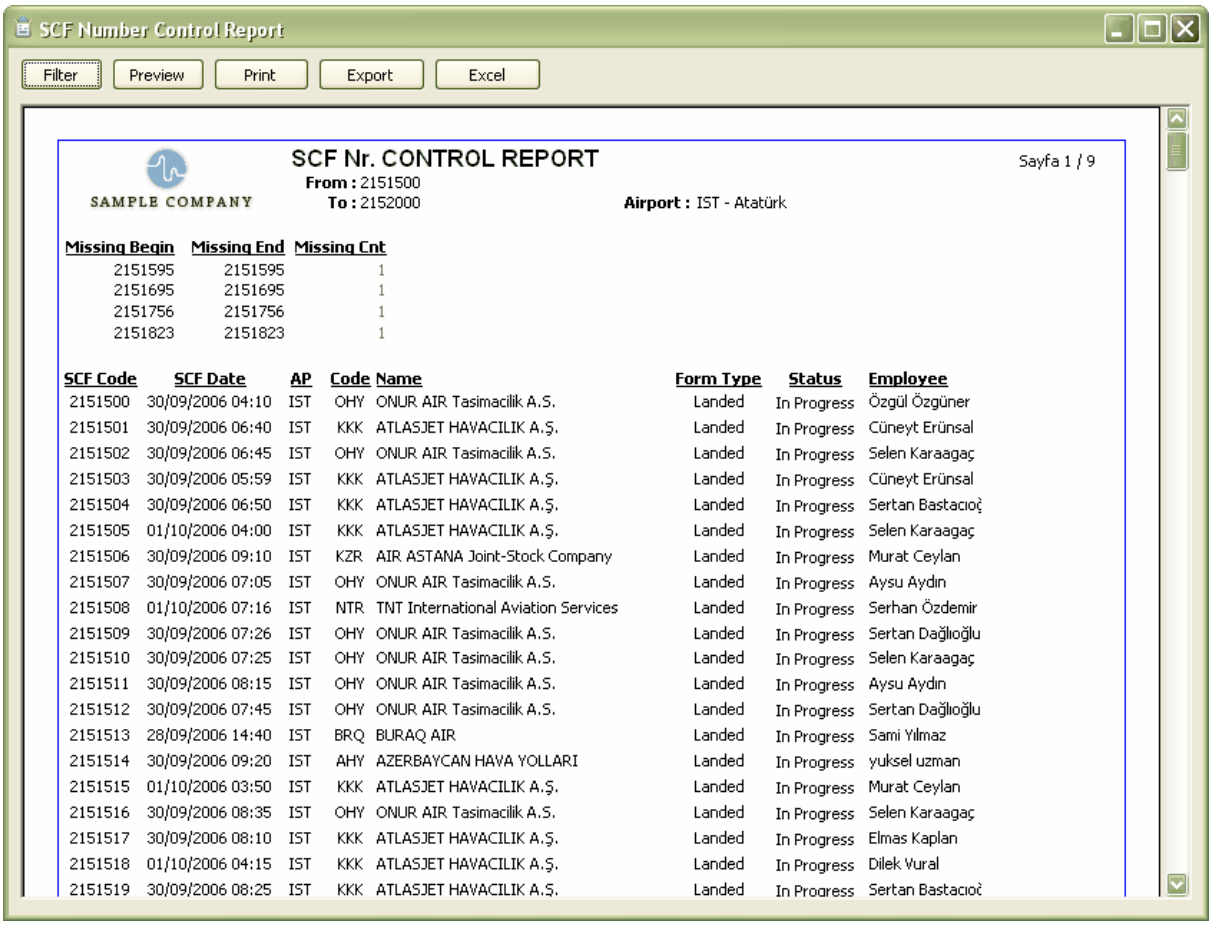


We request to control SCF numbers in the specified range for the IST airport for only the landed normal forms. Here is a sample outcome for this report:



First of all, the missing scf numbers are reported. And then the used form details follow.

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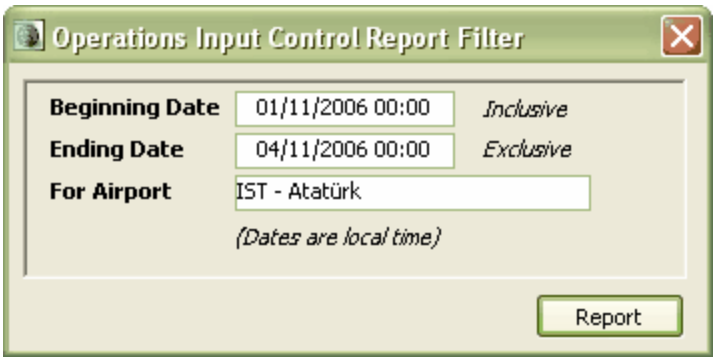
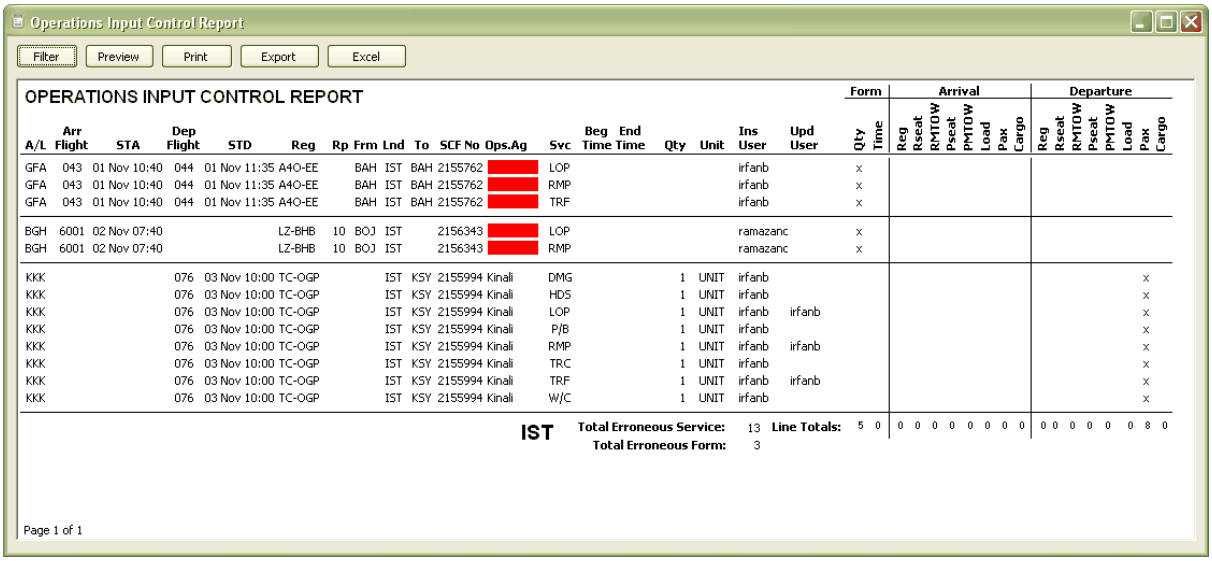
8.5.6 Operations Input Control Report

Operations input control report is an interactive report used to roughly control the landing and service form inputs against potential user input errors. The main objective is to get an empty report, meaning no user input error. If there are suspicious user inputs, X signs occur in the report and double clicking on the X signs opens the appropriate user input form (landings screen with the related tab or the service charge form screen) to easily correct the error.

The filter for this report is:



And here is a sample outcome for this report:



A/L	Arr Flight	STA	Dep Flight	STD	Reg	Rp	Frm	Lnd	To	SCF No	Ops.Ag	Svc	Beg Time	End Time	Qty	Unit	Ins User	Upd User	Form Qty	Form Time	Arrival Reg	Arrival Rseat	Arrival RMTOW	Arrival Pseat	Arrival PMTOW	Arrival Load	Arrival Pax	Arrival Cargo	Departure Reg	Departure Rseat	Departure RMTOW	Departure Pseat	Departure PMTOW	Departure Load	Departure Pax	Departure Cargo
GFA	043	01 Nov 10:40	044	01 Nov 11:35	A4O-EE			BAH	IST	BAH	2155762	LOP					irfanb		x																	
GFA	043	01 Nov 10:40	044	01 Nov 11:35	A4O-EE			BAH	IST	BAH	2155762	RMP					irfanb		x																	
GFA	043	01 Nov 10:40	044	01 Nov 11:35	A4O-EE			BAH	IST	BAH	2155762	TRF					irfanb		x																	
BGH	6001	02 Nov 07:40			LZ-BHB	10	BOJ	IST		2156343		LOP					ramazanc		x																	
BGH	6001	02 Nov 07:40			LZ-BHB	10	BOJ	IST		2156343		RMP					ramazanc		x																	
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	DMG			1	UNIT	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	HDS			1	UNIT	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	LOP			1	UNIT	irfanb	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	P/B			1	UNIT	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	RMP			1	UNIT	irfanb	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	TRC			1	UNIT	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	TRF			1	UNIT	irfanb	irfanb																			x
KKK			076	03 Nov 10:00	TC-OGP			IST	KSY	2155994	Kinali	W/C			1	UNIT	irfanb																			x
											IST	Total Erroneous Service:			13	Line Totals:			5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	0
												Total Erroneous Form:			3																				

The red area means no employee specified for this form. X means an error. In the first two flights, the service quantities are not entered in the service charge form and in the third flight, the departure pax counts are not entered.

User input errors are the main reason for errors in the price calculations, so this report should be checked by the operation staff frequently.

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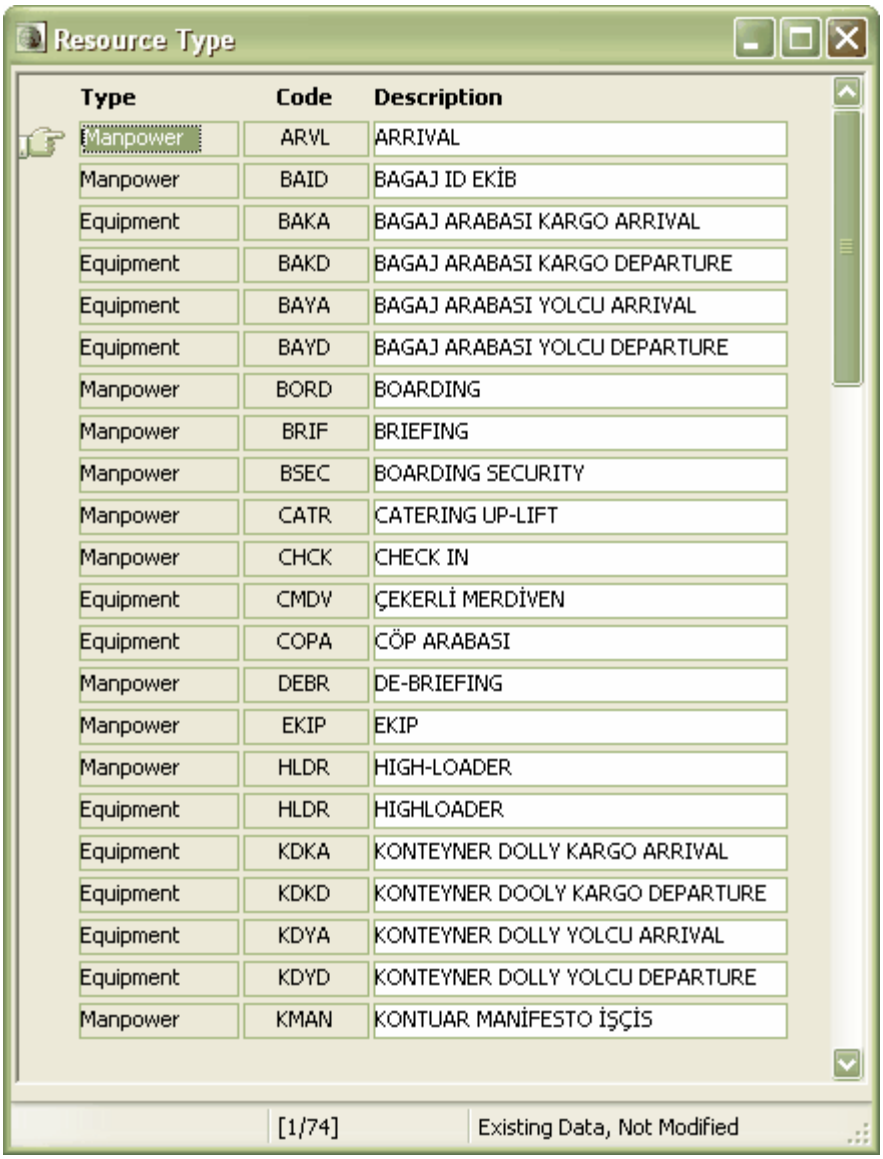
Part

9 Resource Planning

9.1 Resource Type



The first step in resource planning is defining the resources. A resource can be either an equipment or manpower. Each resource has a user-defined resource code together with the description.

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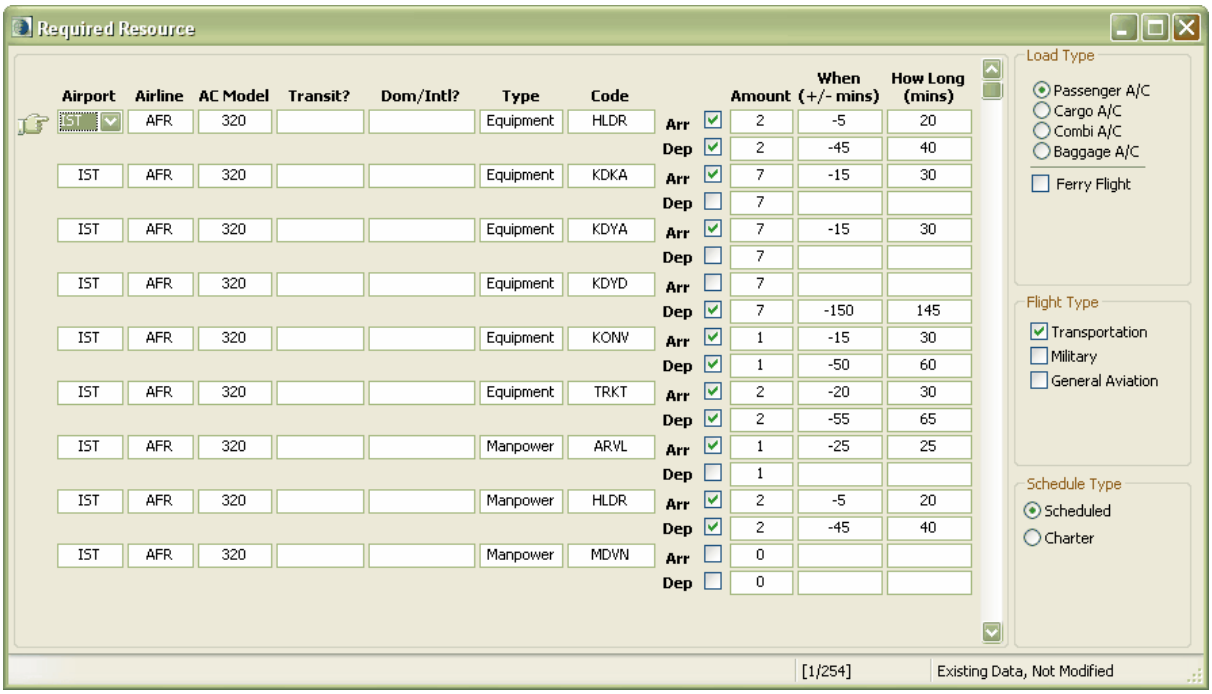
9.2 Required Resource



The required resources are defined here. A required resource can be defined in a flexible manner such that if a field is supplied a value that value is used if not a generic definition is considered. For instance, if airport is explicitly chosen, then the required resource is for that airport only; if not, it is considered as defined for all of the operational airports.

The required resources can be defined specifying the landed airport, airline, aircraft type, transit or not transit flag, domestic/international, equipment/manpower, the resource code, flight load type (passenger, cargo, combi, baggage flight or ferry), flight type (transportation, military, general aviation), scheduled/charter and the necessary timing definitions which include whether this resource is for arrival, departure or both, resource amount, when and how long that resource will be needed.

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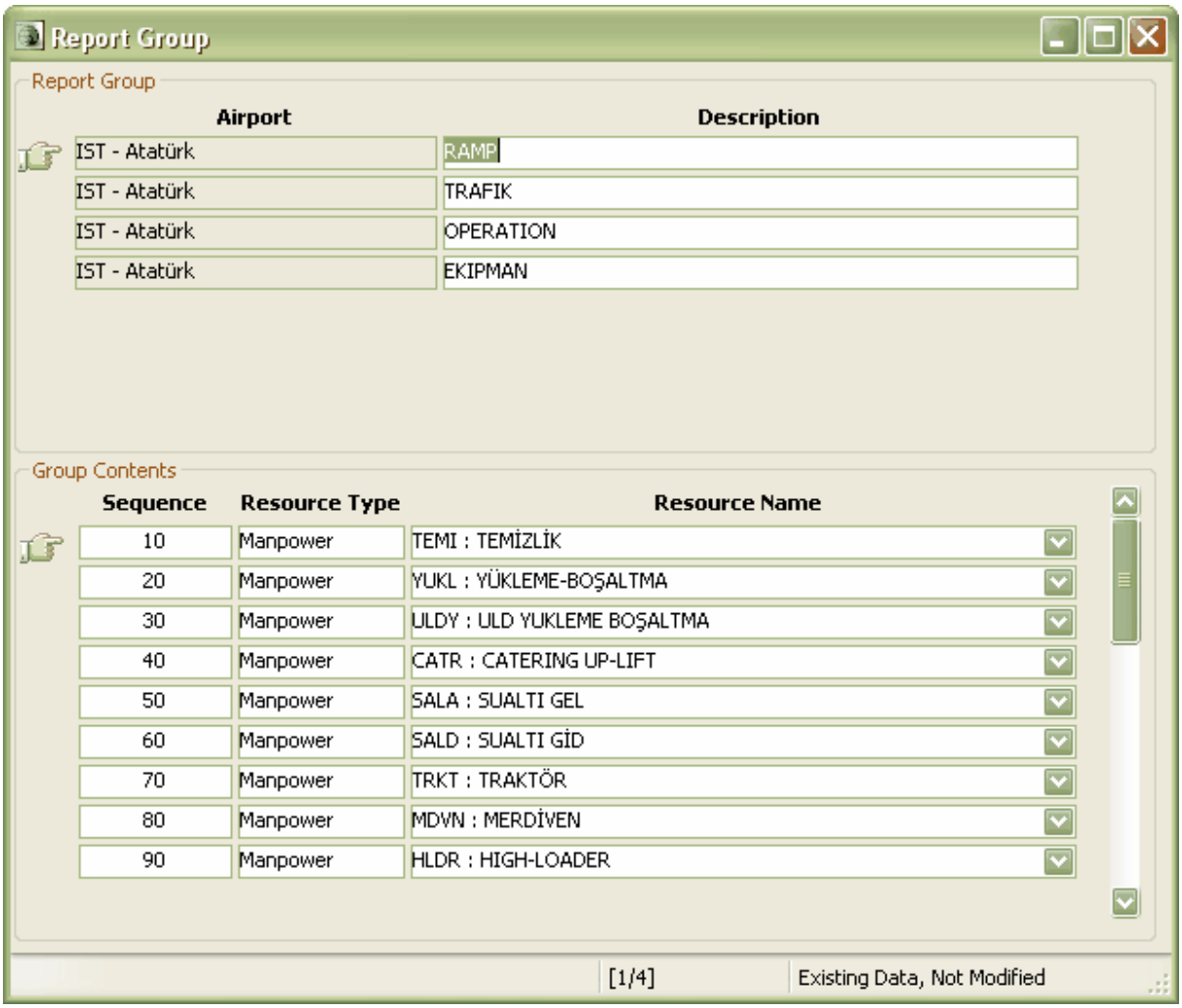
9.3 Resource Planning Report Group



A resource planning report group is one department's particular duty's required resources. Each department can define any number of resource report groups as they wish. The required resources calculation will need at least one resource group to be input.

In the example image, ramp department's required resource group is shown. They need cleaning, loading, uld loading, tractor driver etc. man powers. The list continues and includes equipment as well.

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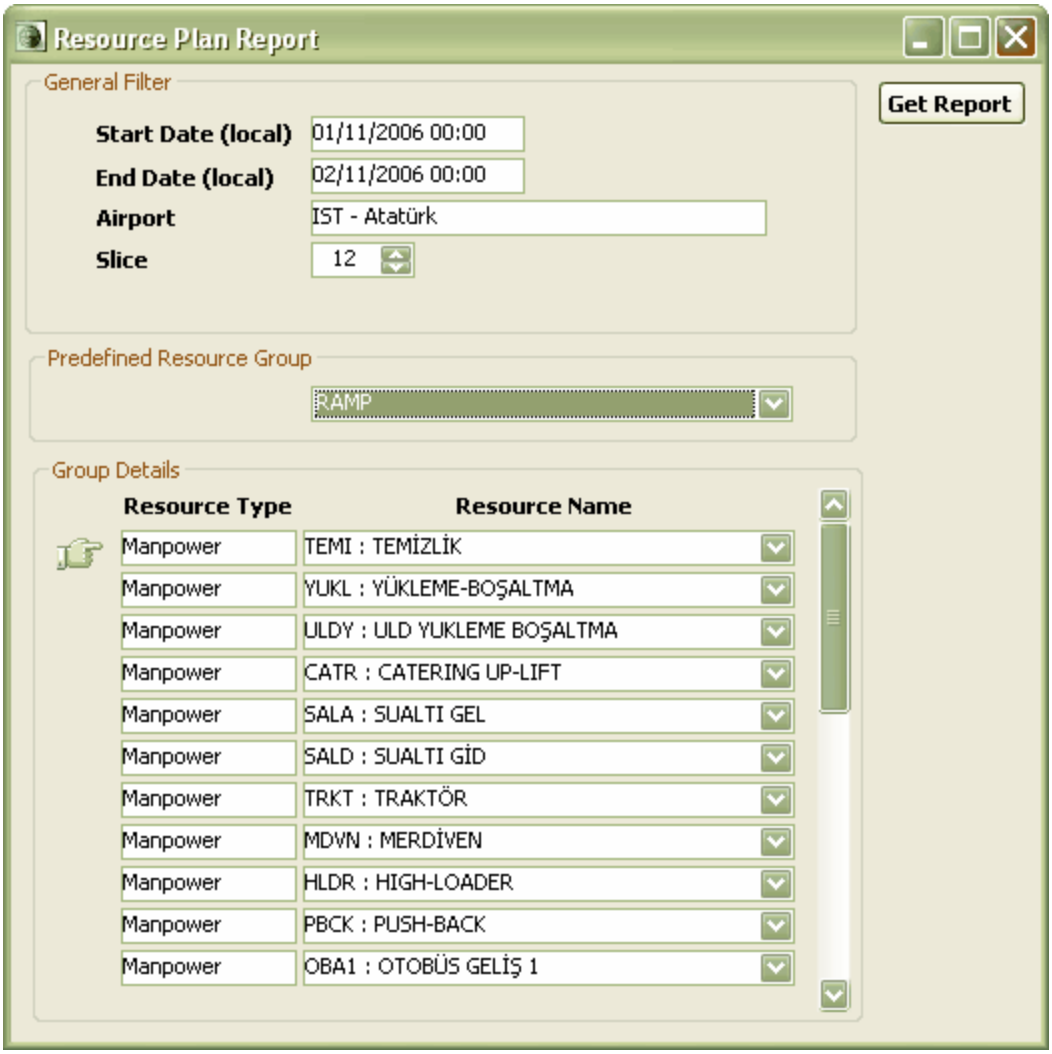
9.4 Resource Plan Report

The resource plan report is an excel based report produced using the following filter:



The report uses the required resource definitions along with the planned flights information. Below is a sample one-day resource plan report:

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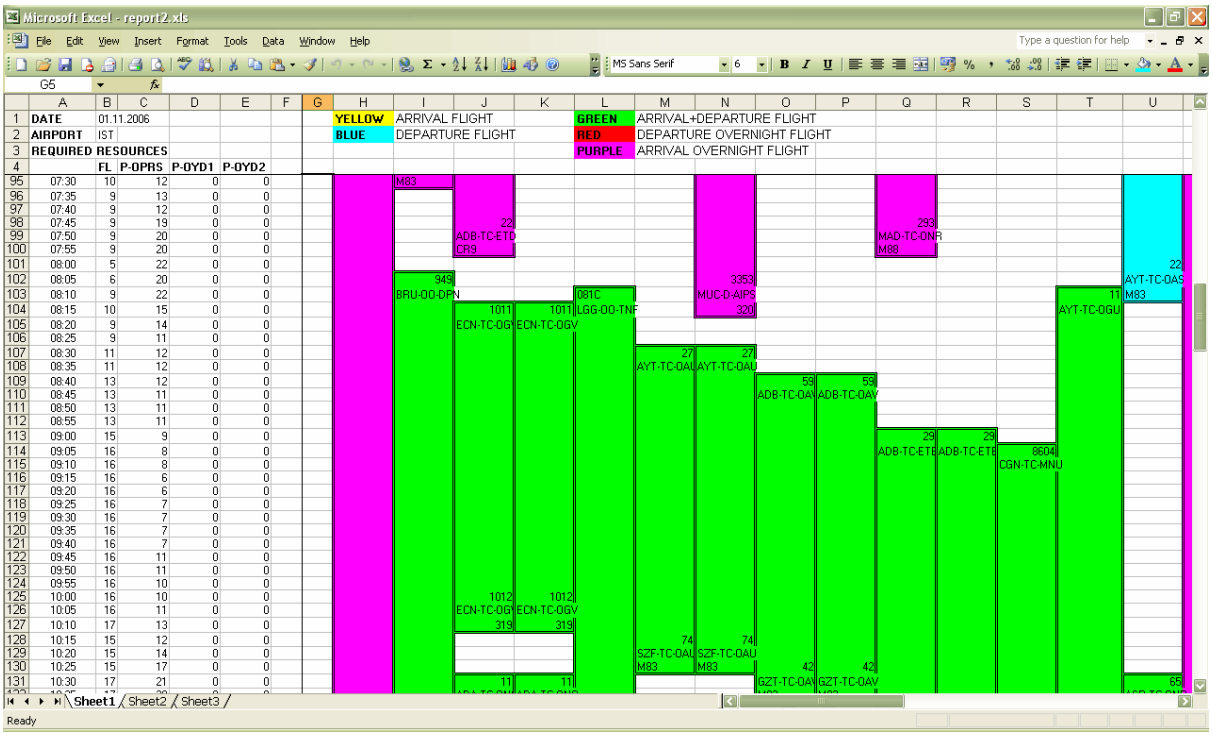

The excel report will be in a planner-report format. On the left side there are the time slices. In this case there time slices of 5 minutes. FL column shows how many airplanes are currently in the field that needs to be serviced. The rest of the fields show the required resource types as defined by the system user.

Resource report is produced for a whole day. In this report, on the planner side, the green, yellow, blues, red and purple colors indicate the flight properties. Yellow means an arrival flight (and no departure, the aircraft will stay on that airport with no scheduled departure), blue means a departure only flight, green means an arrival+departure on the 24-hour range, red means arrival+departure but departure will be tomorrow, and purple means departure flight but that flight has an arrival on the previous day. So, red and purple are complements.

The planner like report gives both the required resource amounts and visual feeling to the user. Have a look at the following zoomed print-out of the previous sample resource plan report:

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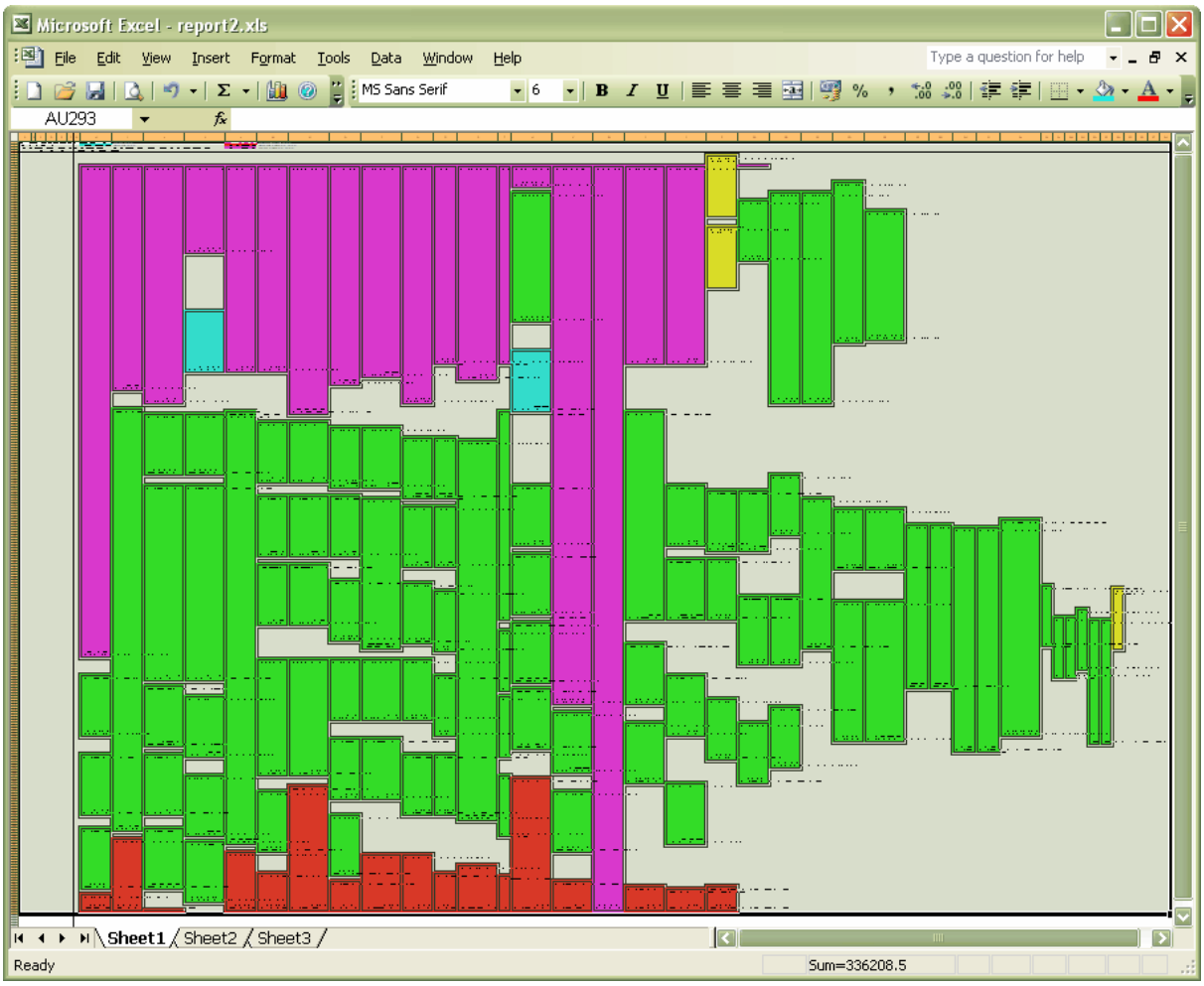

Here you can see the planner interface showing the flights.

Celebris does not appoint resources by distinction whether they are manpower or equipment, just reports the number of resources assigned. In other words, Celebris resource planning is not a roster interface. However, Celebris has real-time support for 3rd party roster software Inform RosterControl which gives unlimited flexibility into resource assignment and shift regulations.

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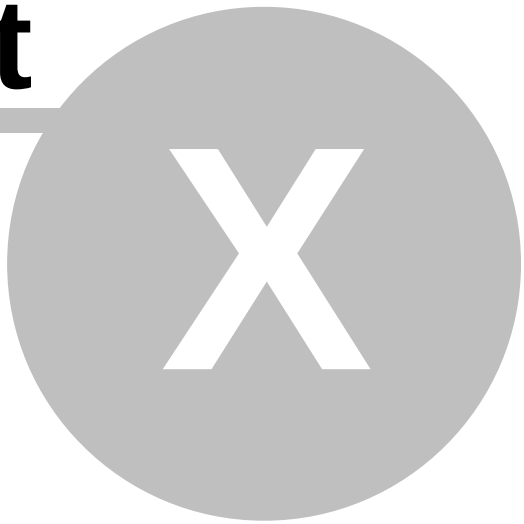
Part

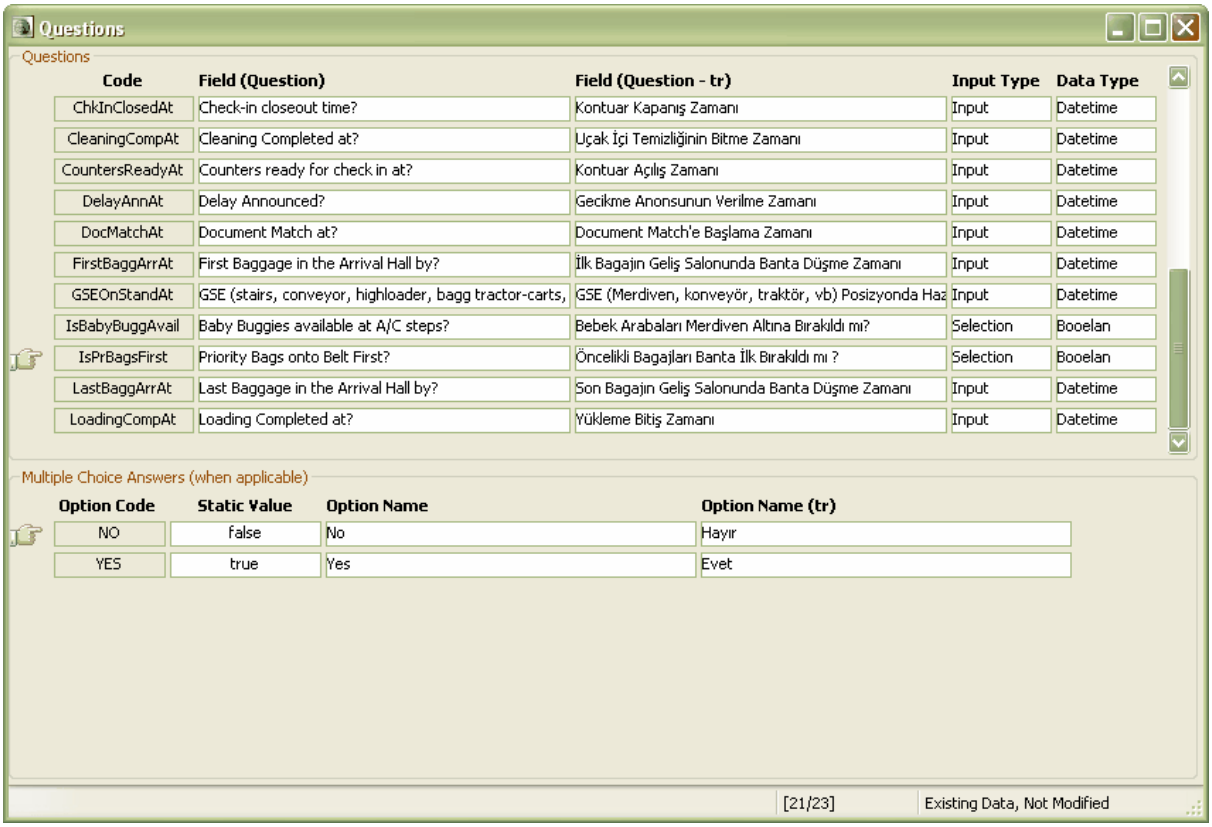


10 Quality Module

10.1 Performance Measurement

Celebris supports a very flexible module for performance measurement of service delivery standards (AHM-804 and AHM-803).

10.1.1 Performance Measurement Questions



Performance measurement questions can be defined by the quality department. The answers to these questions are later to be used as variables in the performance measurement formulas. Any number of questions can be defined and it is possible to supply multiple choice answers to the questions (as can be seen in the example image).

Input type can either be an input or selection. Supported data types for the answers are numeric, string, Boolean, date, time and date time.

The defined questions will later be associated with the performance measurement groups.

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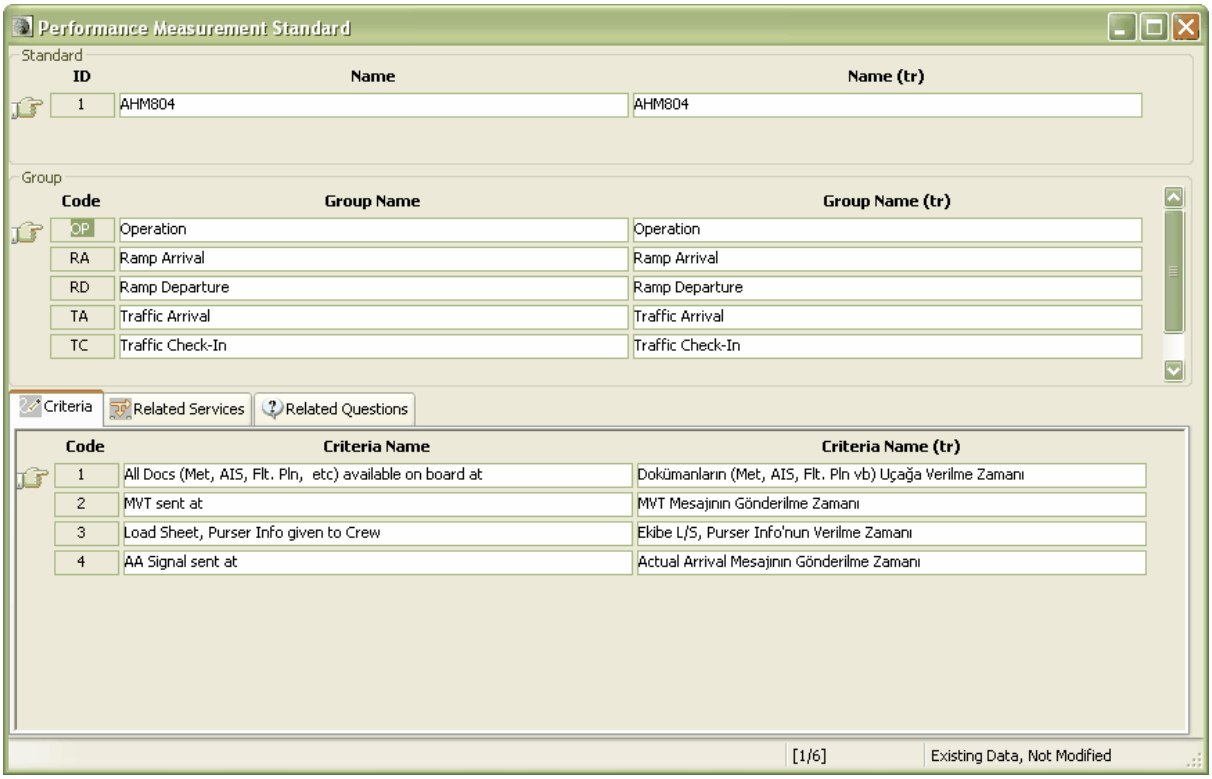
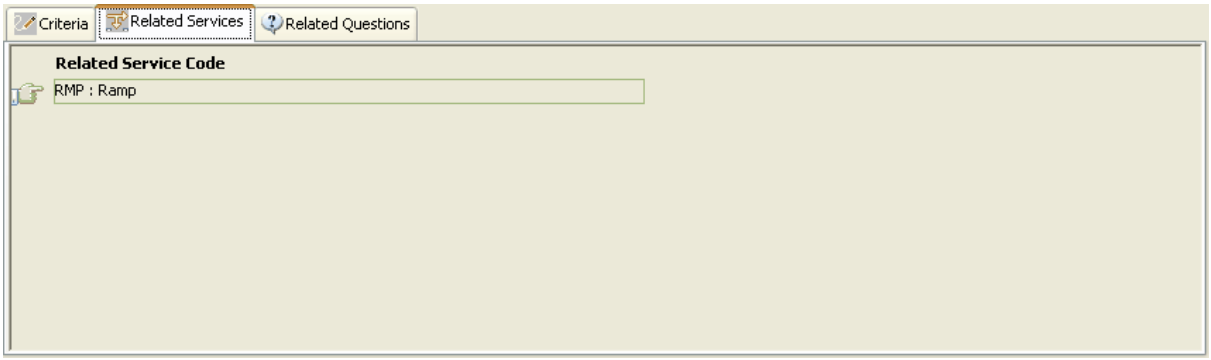
10.1.2 Performance Measurement Standard



Here, the performance measurement standards can be defined. It is possible to define any number of performance measurement standards.

Each standard have performance measurement groups. The groups have user-defined codes and names. Each group has one or more criteria defined in the first tab at the bottom of the window. Group criteria have code and names.



In the related services section, any number of previously defined services can be associated with this group criteria. It will later cause the performance measurement group questions to be input if at least one of the services associated here exist in the service charge form.

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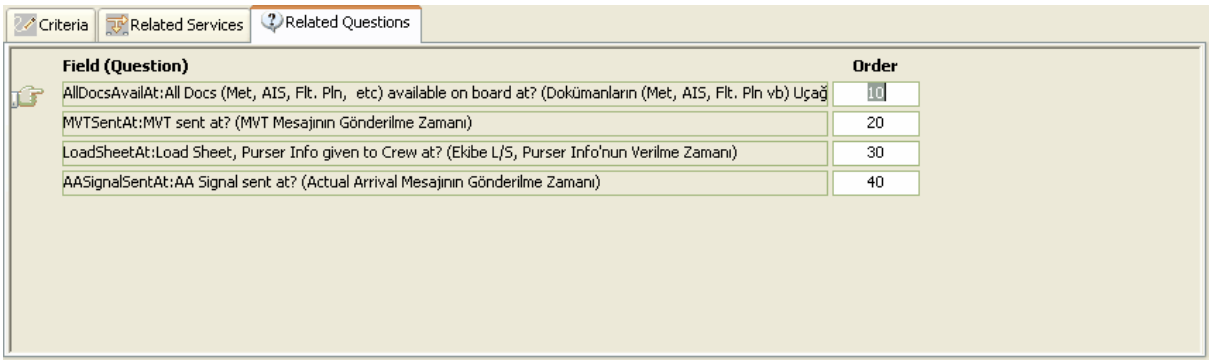
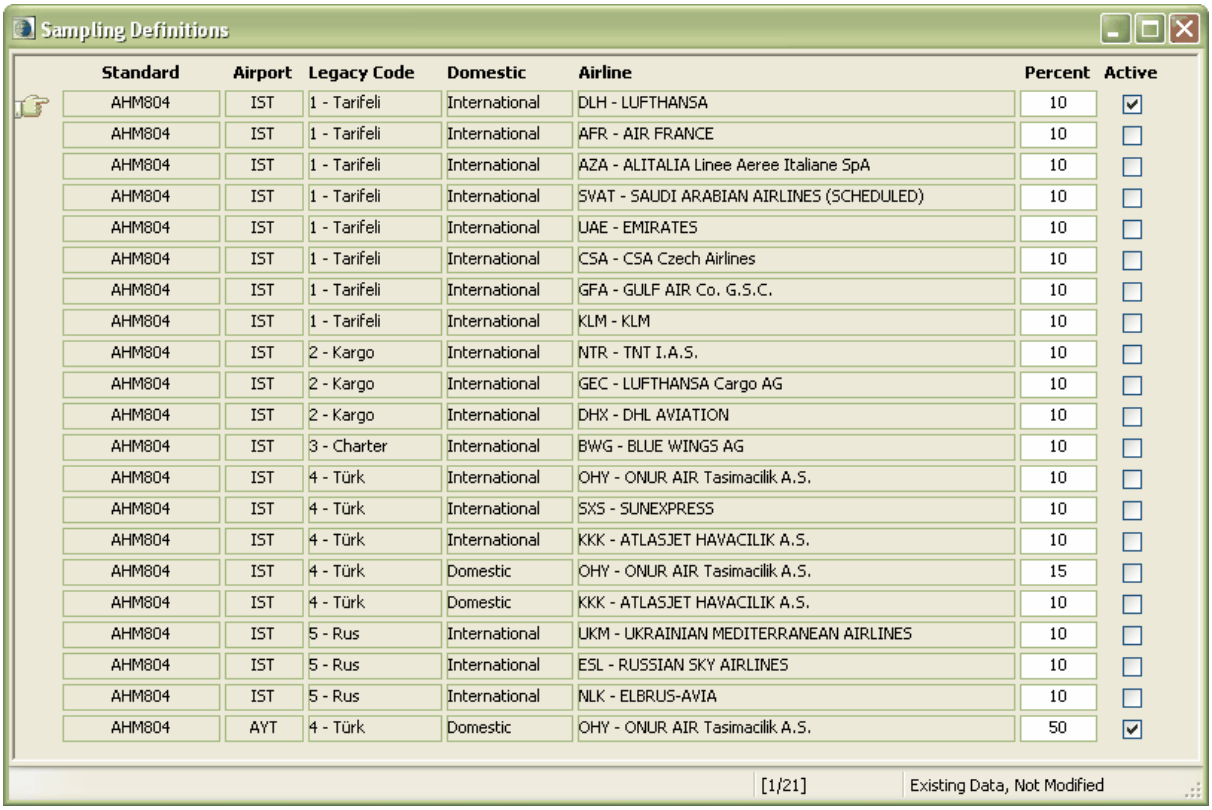


In the related questions tab, we can associate the previously defined performance measurement questions and the order in which the questions will be asked on the questionnaire.

10.1.3 Sampling Definitions



Performance measurement is to be performed on the selected flights which is accomplished by sampling the flight according to some rules. In this screen, the rules for sampling are defined.

The sampling definitions start by specifying the performance measurement standard. Then comes the airport in which this sampling should be done. The third column is legacy code, which is a handling company defined group according to the flight properties. See legacy code mappings for more information. Then follows the domestic/international property together with the airline. Percent will be used for the flights by that airline in that airport and matching both legacy code and domestic/international properties. An additional checkbox is provided to temporarily enable/disable a sampling definition.

Sampling process starts each night (local time 04:00 am) and according to the definitions here, marks flights to be sampled. The sampled flights can be seen with this icon in the main landings screen. Double clicking the icon will open performance measurement questionnaire.

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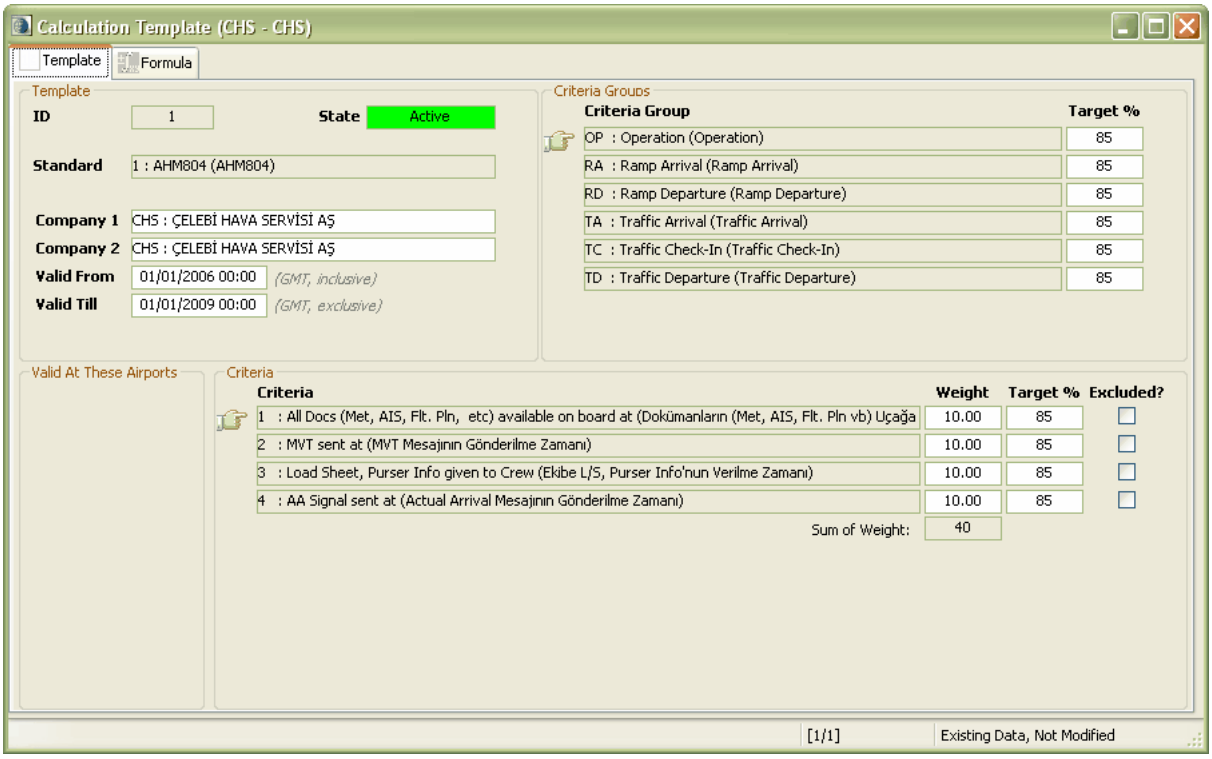
10.1.4 Calculation Templates



Calculation templates defines the whole schema as recommended in AHM-803 section 5 (AHM 27th edition, Random Sampling).

A calculation template (of a performance measurement standard) is defined between two companies. The first company must be the handling company, but the second company can be either an airline or the handling company (again) itself. A template with the handling company itself defines the standard schema for all airlines, while a template with the airline either defines the standard with that airline only or it overrides some of the sections. target percents etc. of the main template.

It is possible to restrict a template to be applicable for only some airports. If airport is not specified, it means the template is valid at all operational airports.

In the template, the first definitions are the definitions for all the criteria groups and their target success rates. Then comes the criteria and weights of each criteria in the group together with target percent. The excluded field is useful if we want to override a default template and exclude one criteria for a particular airline. Excluded criteria will not add to the sum of weight, hence enabling correct weight calculations.

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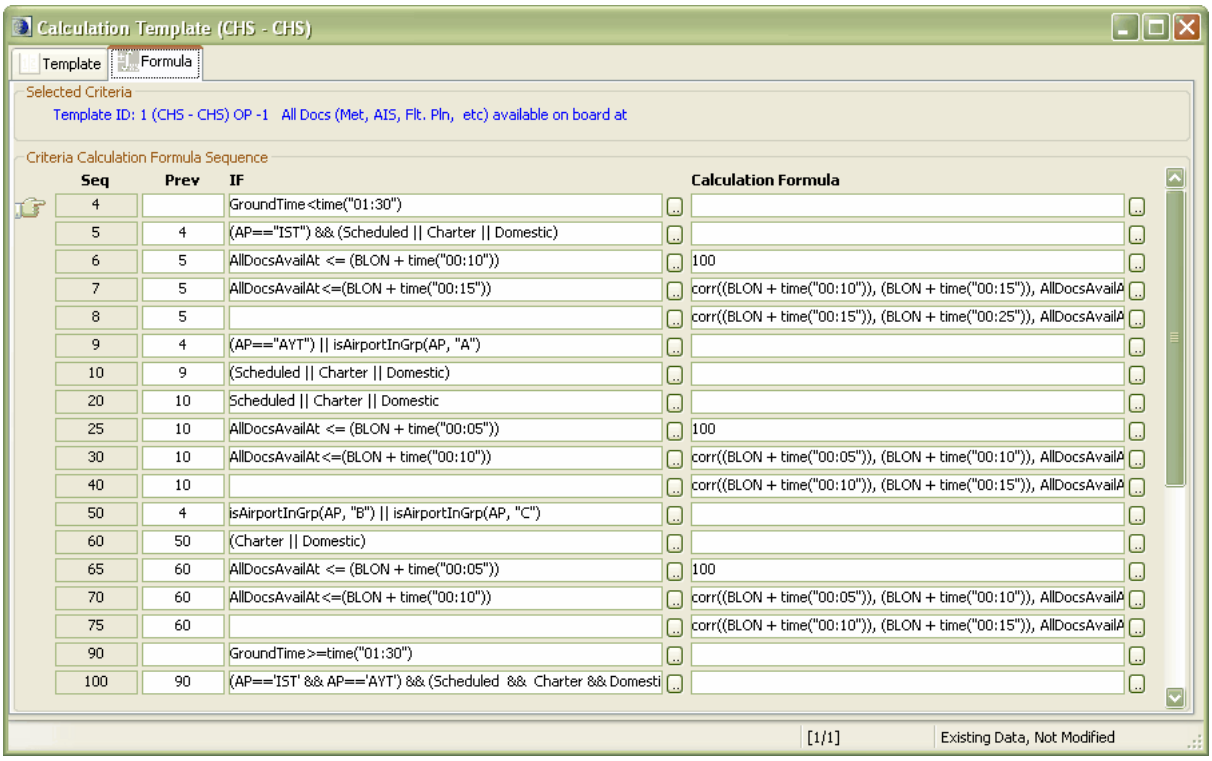

In the second tab, the criteria calculation formulas are defined. Formula definitions are very much like pricing formula definitions and uses the same architecture. The formula editor and nested if statements can be used.

Celebris will try to satisfy an IF statement following the sequence and previous sequence orders. The calculation formula, which must produce a number between 0 and 100 is then used to calculate that criteria point. The calculated point will then be weighted according to the previous criteria and group weights.

Celebris will automatically calculate the performance each night at 05:00 am. The probable errors that might arise during the calculation (bad formula, no context found, etc.) will be highlighted to the admin user in the questionnaire screen in an additional error tab. The user will be, after making necessary corrections, able to manually trigger the performance calculation himself. The calculations will automatically be both for the default template and for the airline template (if any airline template is defined).

10.1.5 Questionnare

The sampled flight questionnaire is opened by double-clicking the icon in the main landings screen.

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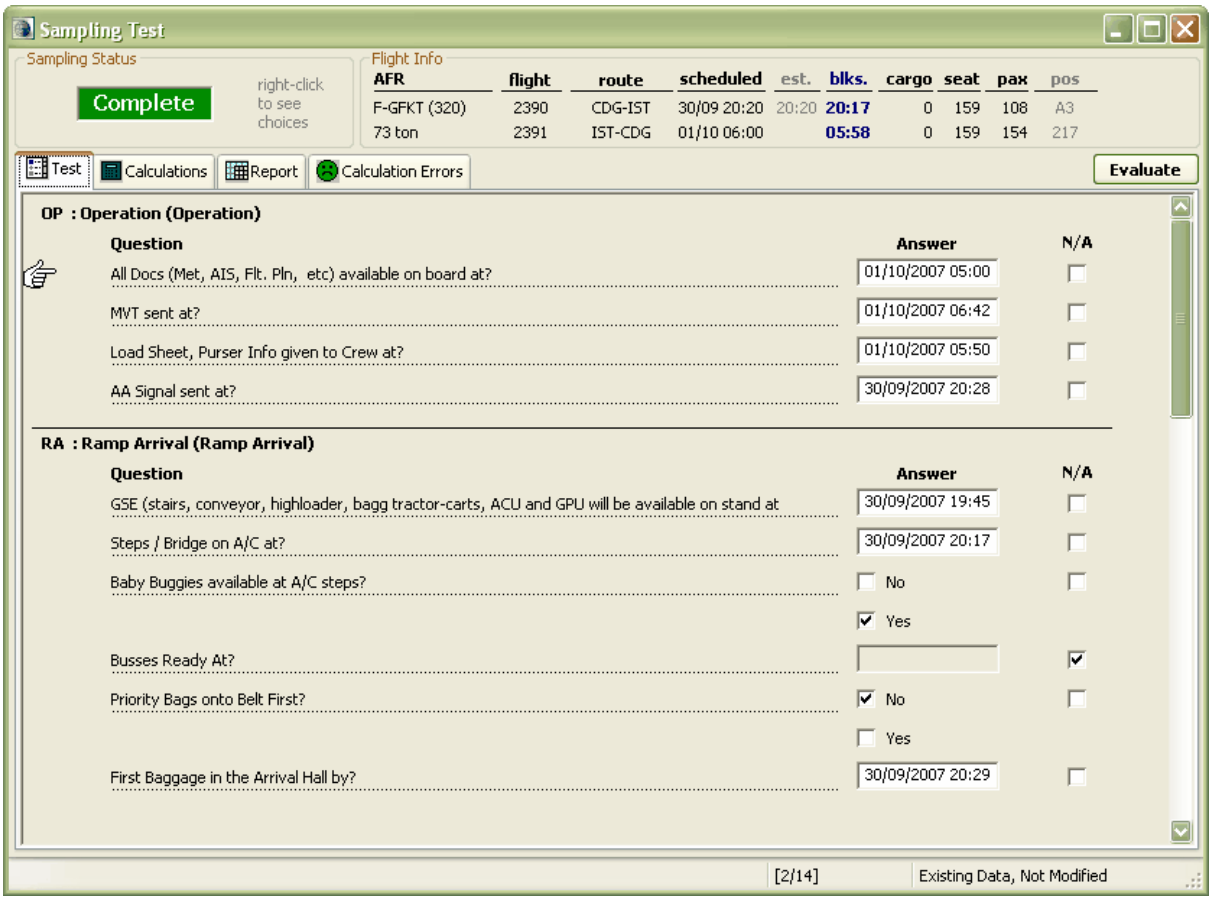

In the main test tab, there are the questions asked to the operations staff as defined by the performance measurement standard.

On the top left of the screen, the sampling status is shown. When we are done answering the questions, we can right click on that area to see the context sensitive menu and choose Complete as the process action.

On the top right, there is a summary information about the flight we are dealing with.

Tabs other than the test tab will be visible to only authorized users. Let's briefly cover their contents:

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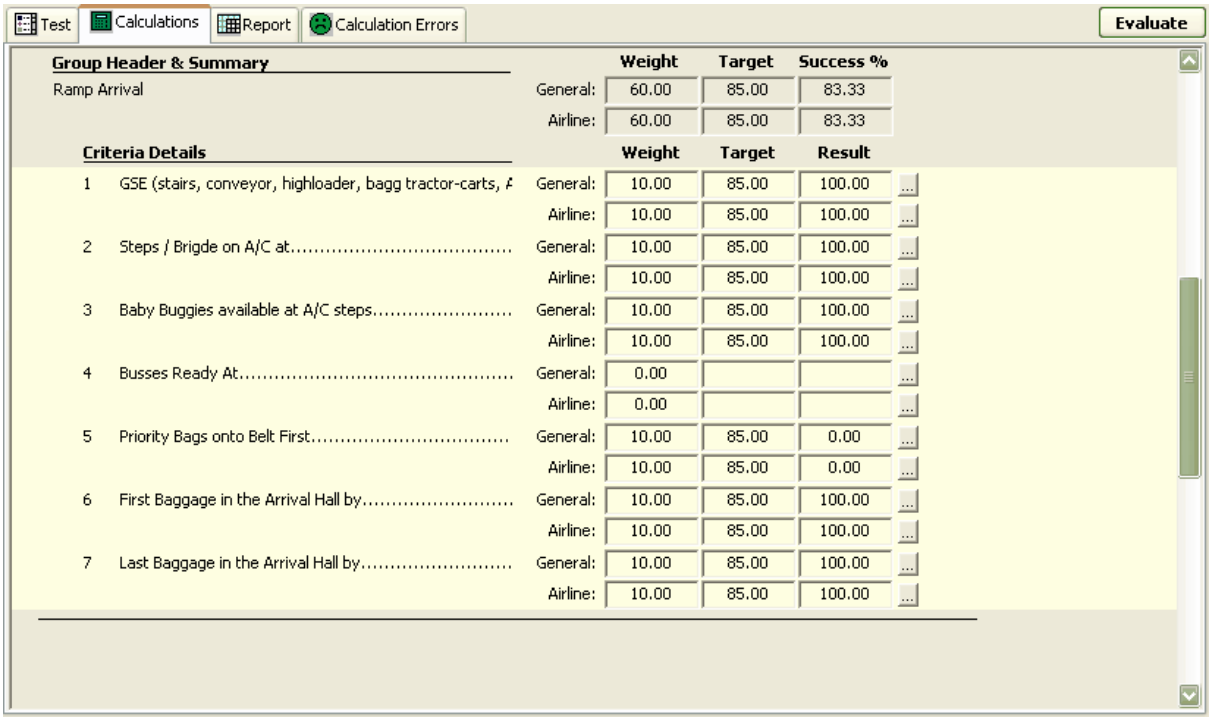
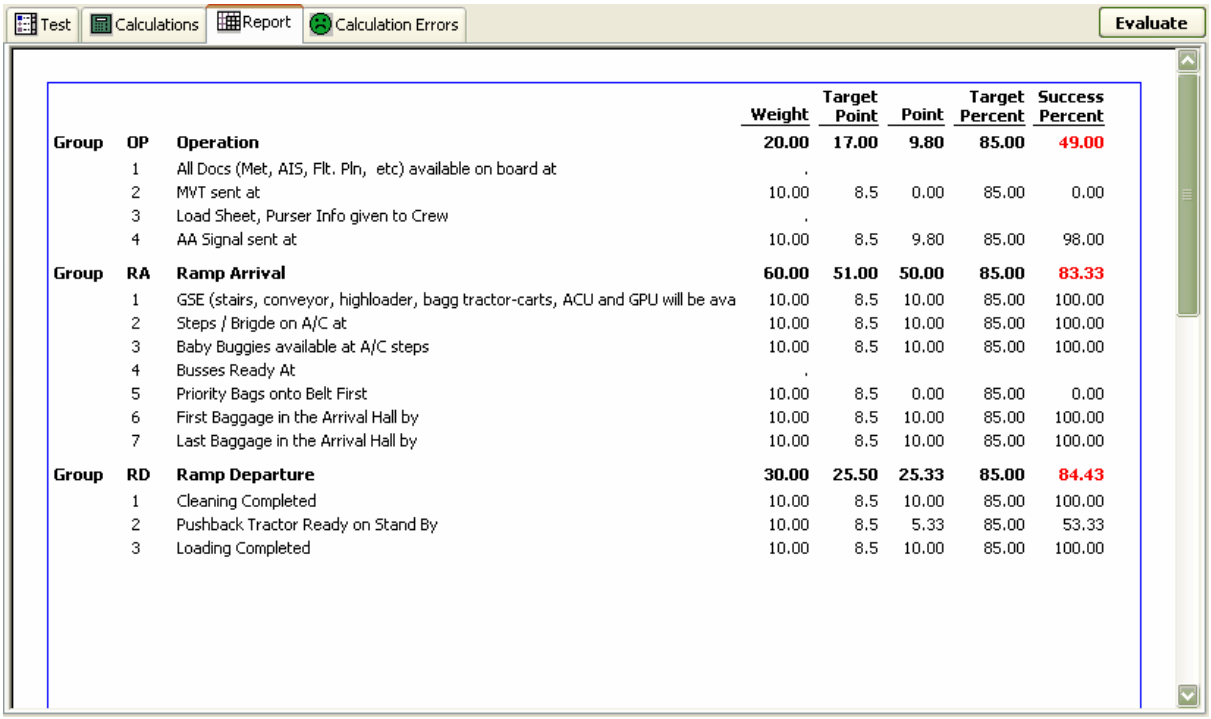


The calculations tab is a report about the evaluation results. What criteria, what was the weight and target, and what is the achieved score summing with the success ration per criteria group.

If the ellipsis icon is clicked, it will open the calculation templates line that is used in calculating this value. So, it is very easy to debug how this calculation was handled.



			Weight	Target Point	Point	Target Percent	Success Percent
Group	**OP**	**Operation**	**20.00**	**17.00**	**9.80**	**85.00**	**49.00**
	1	All Docs (Met, AIS, Flt. Pln, etc) available on board at	.				
	2	MVT sent at	10.00	8.5	0.00	85.00	0.00
	3	Load Sheet, Purser Info given to Crew	.				
	4	AA Signal sent at	10.00	8.5	9.80	85.00	98.00
Group	**RA**	**Ramp Arrival**	**60.00**	**51.00**	**50.00**	**85.00**	**83.33**
	1	GSE (stairs, conveyor, highloader, bagg tractor-carts, ACU and GPU will be ava	10.00	8.5	10.00	85.00	100.00
	2	Steps / Brigde on A/C at	10.00	8.5	10.00	85.00	100.00
	3	Baby Buggies available at A/C steps	10.00	8.5	10.00	85.00	100.00
	4	Busses Ready At	.				
	5	Priority Bags onto Belt First	10.00	8.5	0.00	85.00	0.00
	6	First Baggage in the Arrival Hall by	10.00	8.5	10.00	85.00	100.00
	7	Last Baggage in the Arrival Hall by	10.00	8.5	10.00	85.00	100.00
Group	**RD**	**Ramp Departure**	**30.00**	**25.50**	**25.33**	**85.00**	**84.43**
	1	Cleaning Completed	10.00	8.5	10.00	85.00	100.00
	2	Pushback Tractor Ready on Stand By	10.00	8.5	5.33	85.00	53.33
	3	Loading Completed	10.00	8.5	10.00	85.00	100.00

The third tab is an easy to view report that includes all the evaluation results for this sampling as a whole. If the success percent is lower than the target percent, it will show red, otherwise it will show green.

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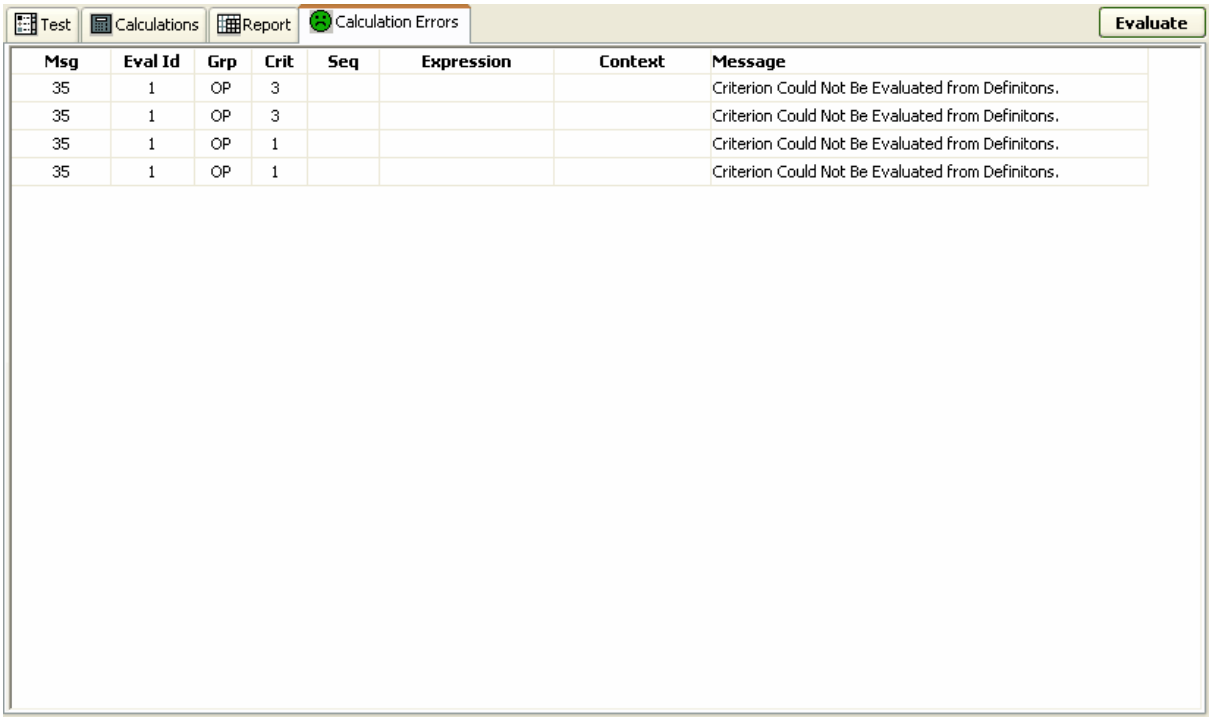

Msg	Eval Id	Grp	Crit	Seq	Expression	Context	Message
35	1	OP	3				Criterion Could Not Be Evaluated from Definitons.
35	1	OP	3				Criterion Could Not Be Evaluated from Definitons.
35	1	OP	1				Criterion Could Not Be Evaluated from Definitons.
35	1	OP	1				Criterion Could Not Be Evaluated from Definitons.

The last tab becomes visible when there are some calculation errors with this evaluation. The error messages are very descriptive and generally, once a calculation error is fixed, that fix applies all similar calculation errors that might be faced in the other evaluations.

10.2 Performance Measurement Reports

Other than the calculation and error reports in the questionnaire, there are five different reports for performance measurement system:

- Criteria Success Rates
- Group Success Rates
- Flight List Criteria Points
- Flight List Criteria Success Rates
- Flight List Group Success Rates

All of these reports shares the following report filter:

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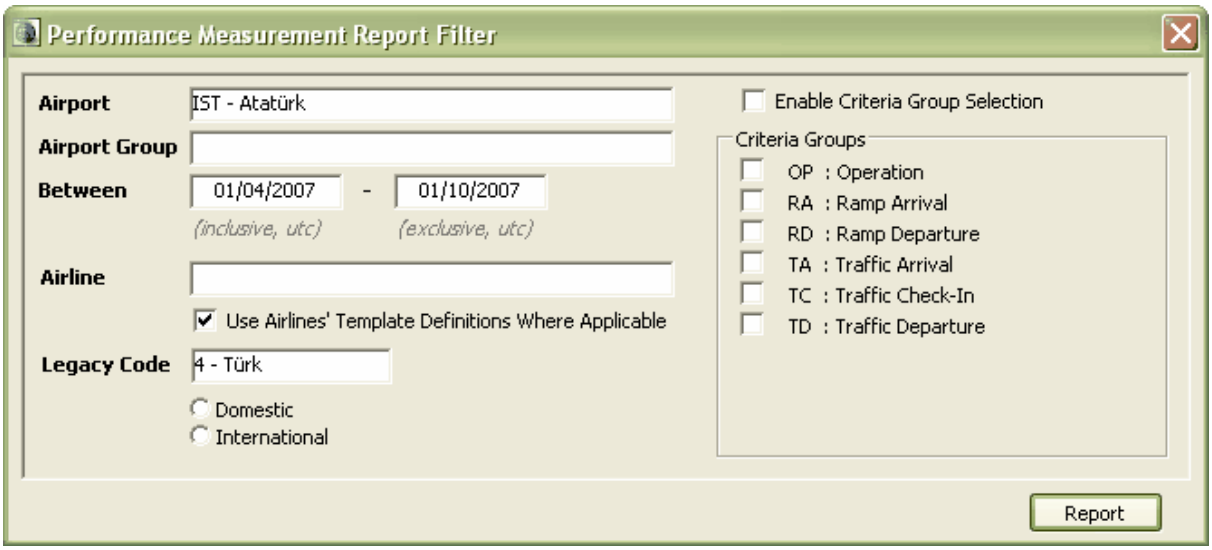
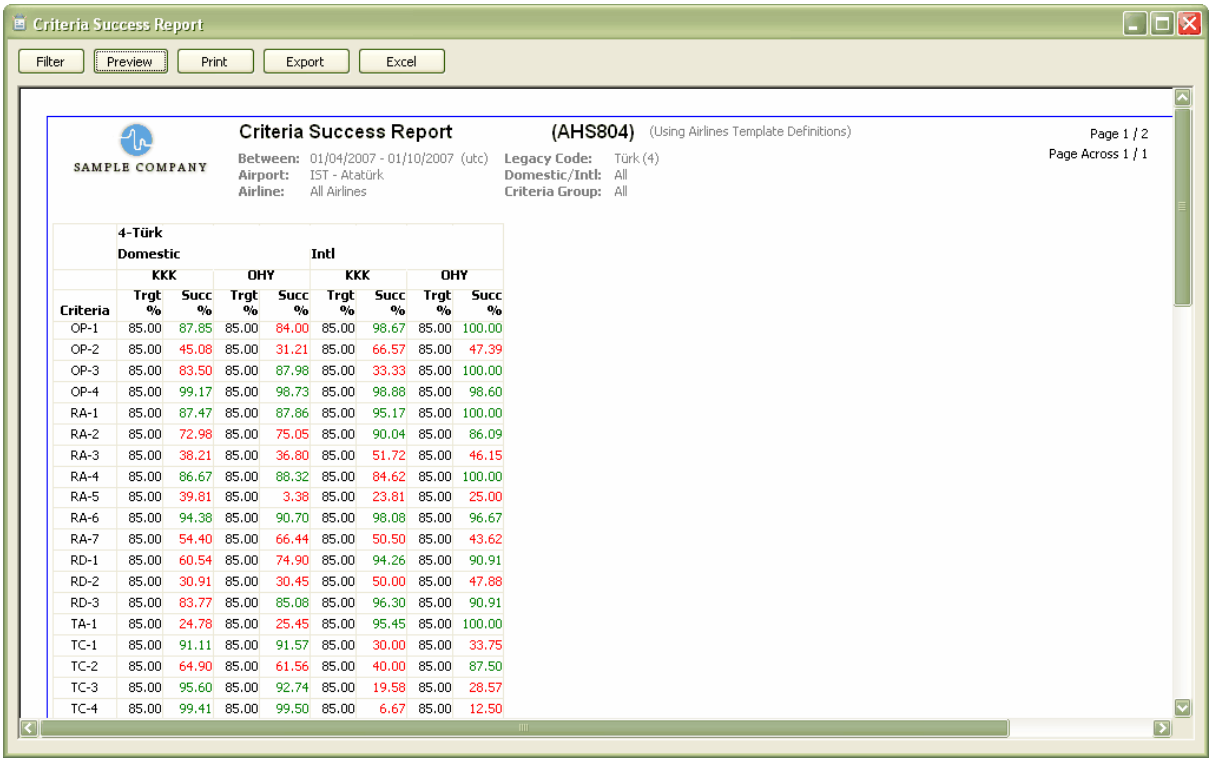


It is possible to filter the performance measurement reports using airport or airport group, airline, handling company legacy code and domestic/international. Besides it is possible to get the report for only the selected criteria groups.

Now let's see some samples for each of the reports.

10.2.1 Criteria Success Rates



	4-Türk							
	Domestic				Intl			
	KKK		OHY		KKK		OHY	
Criteria	Trgt %	Succ %	Trgt %	Succ %	Trgt %	Succ %	Trgt %	Succ %
OP-1	85.00	87.85	85.00	84.00	85.00	98.67	85.00	100.00
OP-2	85.00	45.08	85.00	31.21	85.00	66.57	85.00	47.39
OP-3	85.00	83.50	85.00	87.98	85.00	33.33	85.00	100.00
OP-4	85.00	99.17	85.00	98.73	85.00	98.88	85.00	98.60
RA-1	85.00	87.47	85.00	87.86	85.00	95.17	85.00	100.00
RA-2	85.00	72.98	85.00	75.05	85.00	90.04	85.00	86.09
RA-3	85.00	38.21	85.00	36.80	85.00	51.72	85.00	46.15
RA-4	85.00	86.67	85.00	88.32	85.00	84.62	85.00	100.00
RA-5	85.00	39.81	85.00	3.38	85.00	23.81	85.00	25.00
RA-6	85.00	94.38	85.00	90.70	85.00	98.08	85.00	96.67
RA-7	85.00	54.40	85.00	66.44	85.00	50.50	85.00	43.62
RD-1	85.00	60.54	85.00	74.90	85.00	94.26	85.00	90.91
RD-2	85.00	30.91	85.00	30.45	85.00	50.00	85.00	47.88
RD-3	85.00	83.77	85.00	85.08	85.00	96.30	85.00	90.91
TA-1	85.00	24.78	85.00	25.45	85.00	95.45	85.00	100.00
TC-1	85.00	91.11	85.00	91.57	85.00	30.00	85.00	33.75
TC-2	85.00	64.90	85.00	61.56	85.00	40.00	85.00	87.50
TC-3	85.00	95.60	85.00	92.74	85.00	19.58	85.00	28.57
TC-4	85.00	99.41	85.00	99.50	85.00	6.67	85.00	12.50

The criteria success rates report lists the target percents and the calculated success rates per legacy code group + domestic/international + airline.

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On the bottom of the report, there is a grand total part with one graph showing the rates.

10.2.2 Group Success Rates

Group success rates report is similar to the criteria success rates report but here in the first part, the group target and success rates are listed per handling company legacy code group + domestic/international + airline.

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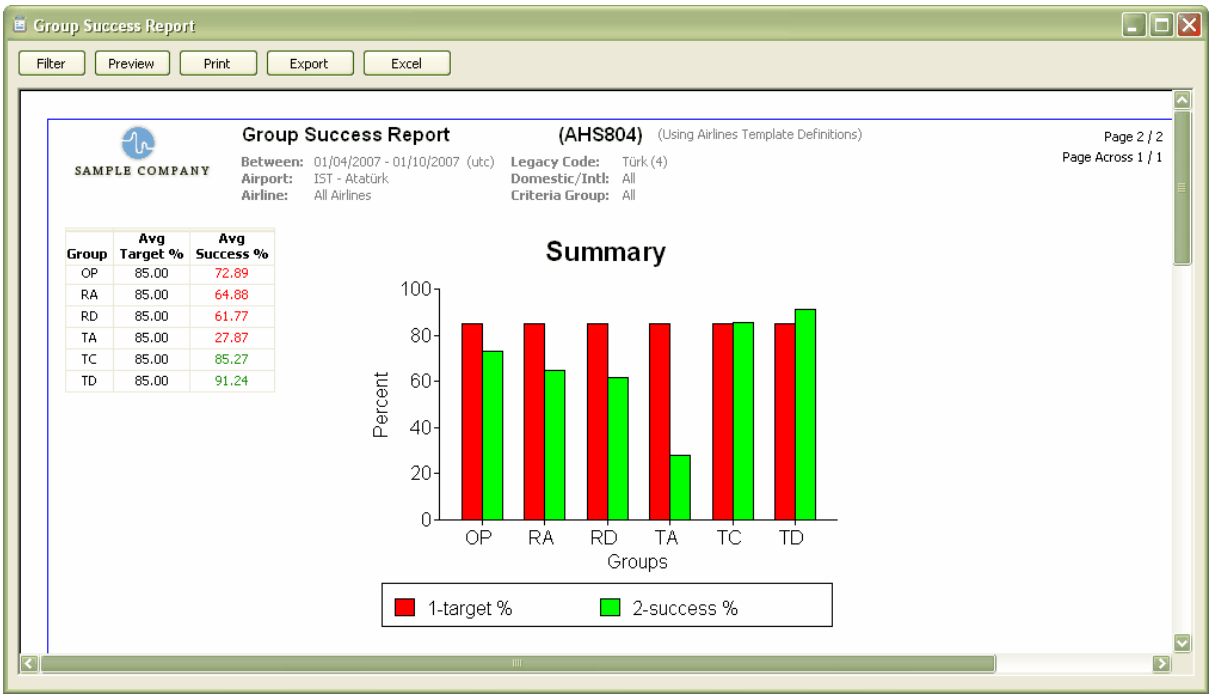
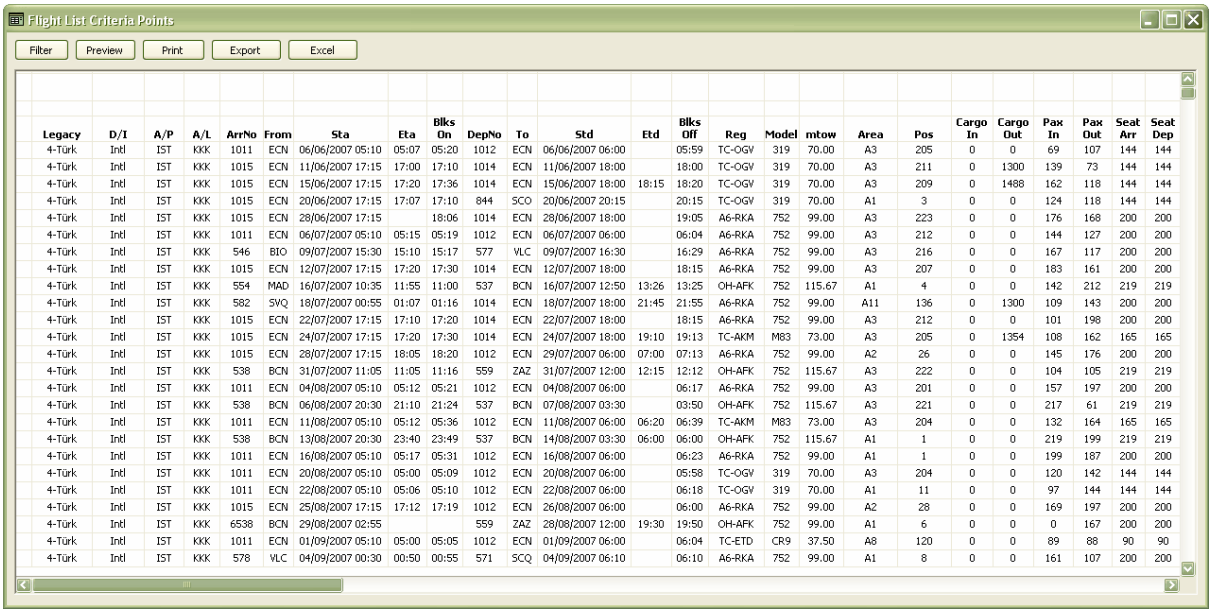
Again, at the bottom of the report, there is a summary part together with a graph:



Group	Avg Target %	Avg Success %
OP	85.00	72.89
RA	85.00	64.88
RD	85.00	61.77
TA	85.00	27.87
TC	85.00	85.27
TD	85.00	91.24

10.2.3 Flight List Criteria Points

This is the most detailed report in the performance evaluation system. On the left side of the report, there is the flight related information such as the legacy code, domestic/international, airport, airline, arrival flight no, from, sta, eta, blocks on, departure flight no, to, std, etd, blocks off, aircraft registration code, model, mtow, park area and position, cargo in/out, pax in/out and seat capacity in/out. The following image is captured from the left hand side of a sample report:



Legacy	D/I	A/P	A/L	ArrNo	From	Sta	Eta	Blks On	DepNo	To	Std	Etd	Blks Off	Reg	Model	mtow	Area	Pos	Cargo In	Cargo Out	Pax In	Pax Out	Seat Arr	Seat Dep
4-Türk	Intl	IST	KKK	1011	ECN	06/06/2007 05:10	05:07	05:20	1012	ECN	06/06/2007 06:00		05:59	TC-OGV	319	70.00	A3	205	0	0	69	107	144	144
4-Türk	Intl	IST	KKK	1015	ECN	11/06/2007 17:15	17:00	17:10	1014	ECN	11/06/2007 18:00		18:00	TC-OGV	319	70.00	A3	211	0	1300	139	73	144	144
4-Türk	Intl	IST	KKK	1015	ECN	15/06/2007 17:15	17:20	17:36	1014	ECN	15/06/2007 18:00	18:15	18:20	TC-OGV	319	70.00	A3	209	0	1488	162	118	144	144
4-Türk	Intl	IST	KKK	1015	ECN	20/06/2007 17:15	17:07	17:10	844	SCO	20/06/2007 20:15		20:15	TC-OGV	319	70.00	A1	3	0	0	124	118	144	144
4-Türk	Intl	IST	KKK	1015	ECN	28/06/2007 17:15		18:06	1014	ECN	28/06/2007 18:00		19:05	A6-RKA	752	99.00	A3	223	0	0	176	168	200	200
4-Türk	Intl	IST	KKK	1011	ECN	06/07/2007 05:10	05:15	05:19	1012	ECN	06/07/2007 06:00		06:04	A6-RKA	752	99.00	A3	212	0	0	144	127	200	200
4-Türk	Intl	IST	KKK	546	BIO	09/07/2007 15:30	15:10	15:17	577	VLC	09/07/2007 16:30		16:29	A6-RKA	752	99.00	A3	216	0	0	167	117	200	200
4-Türk	Intl	IST	KKK	1015	ECN	12/07/2007 17:15	17:20	17:30	1014	ECN	12/07/2007 18:00		18:15	A6-RKA	752	99.00	A3	207	0	0	183	161	200	200
4-Türk	Intl	IST	KKK	554	MAD	16/07/2007 10:35	11:55	11:00	537	BCN	16/07/2007 12:50	13:26	13:25	OH-AFK	752	115.67	A1	4	0	0	142	212	219	219
4-Türk	Intl	IST	KKK	582	SVQ	18/07/2007 00:55	01:07	01:16	1014	ECN	18/07/2007 18:00	21:45	21:55	A6-RKA	752	99.00	A11	136	0	1300	109	143	200	200
4-Türk	Intl	IST	KKK	1015	ECN	22/07/2007 17:15	17:10	17:20	1014	ECN	22/07/2007 18:00		18:15	A6-RKA	752	99.00	A3	212	0	0	101	198	200	200
4-Türk	Intl	IST	KKK	1015	ECN	24/07/2007 17:15	17:20	17:30	1014	ECN	24/07/2007 18:00	19:10	19:13	TC-AKM	M83	73.00	A3	205	0	1354	108	162	165	165
4-Türk	Intl	IST	KKK	1015	ECN	28/07/2007 17:15	18:05	18:20	1012	ECN	29/07/2007 06:00	07:00	07:13	A6-RKA	752	99.00	A2	26	0	0	145	176	200	200
4-Türk	Intl	IST	KKK	538	BCN	31/07/2007 11:05	11:05	11:16	559	ZAZ	31/07/2007 12:00	12:15	12:12	OH-AFK	752	115.67	A3	222	0	0	104	105	219	219
4-Türk	Intl	IST	KKK	1011	ECN	04/08/2007 05:10	05:12	05:21	1012	ECN	04/08/2007 06:00		06:17	A6-RKA	752	99.00	A3	201	0	0	157	197	200	200
4-Türk	Intl	IST	KKK	538	BCN	06/08/2007 20:30	21:10	21:24	537	BCN	07/08/2007 03:30		03:50	OH-AFK	752	115.67	A3	221	0	0	217	61	219	219
4-Türk	Intl	IST	KKK	1011	ECN	11/08/2007 05:10	05:12	05:36	1012	ECN	11/08/2007 06:00	06:20	06:39	TC-AKM	M83	73.00	A3	204	0	0	132	164	165	165
4-Türk	Intl	IST	KKK	538	BCN	13/08/2007 20:30	23:40	23:49	537	BCN	14/08/2007 03:30	06:00	06:00	OH-AFK	752	115.67	A1	1	0	0	219	199	219	219
4-Türk	Intl	IST	KKK	1011	ECN	16/08/2007 05:10	05:17	05:31	1012	ECN	16/08/2007 06:00		06:23	A6-RKA	752	99.00	A1	1	0	0	199	187	200	200
4-Türk	Intl	IST	KKK	1011	ECN	20/08/2007 05:10	05:00	05:09	1012	ECN	20/08/2007 06:00		05:58	TC-OGV	319	70.00	A3	204	0	0	120	142	144	144
4-Türk	Intl	IST	KKK	1011	ECN	22/08/2007 05:10	05:06	05:10	1012	ECN	22/08/2007 06:00		06:18	TC-OGV	319	70.00	A1	11	0	0	97	144	144	144
4-Türk	Intl	IST	KKK	1015	ECN	25/08/2007 17:15	17:12	17:19	1012	ECN	26/08/2007 06:00		06:00	A6-RKA	752	99.00	A2	28	0	0	169	197	200	200
4-Türk	Intl	IST	KKK	6538	BCN	29/08/2007 02:55			559	ZAZ	28/08/2007 12:00	19:30	19:50	OH-AFK	752	99.00	A1	6	0	0	0	167	200	200
4-Türk	Intl	IST	KKK	1011	ECN	01/09/2007 05:10	05:00	05:05	1012	ECN	01/09/2007 06:00		06:04	TC-ETD	CR9	37.50	A8	120	0	0	89	88	90	90
4-Türk	Intl	IST	KKK	578	VLC	04/09/2007 00:30	00:50	00:55	571	SCQ	04/09/2007 06:10		06:10	A6-RKA	752	99.00	A1	8	0	0	161	107	200	200

On the right side of the report (the lines are continuing) there are the detailed calculation results grouped by criteria group and criteria. The reported items are max points, target point, realized points. The following image is

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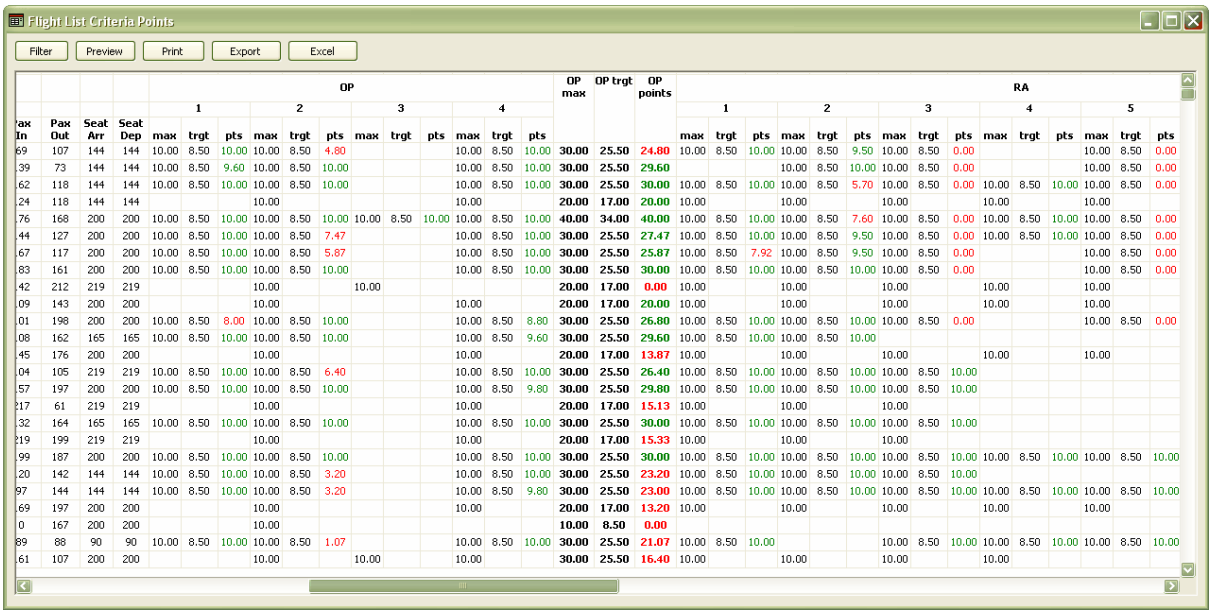
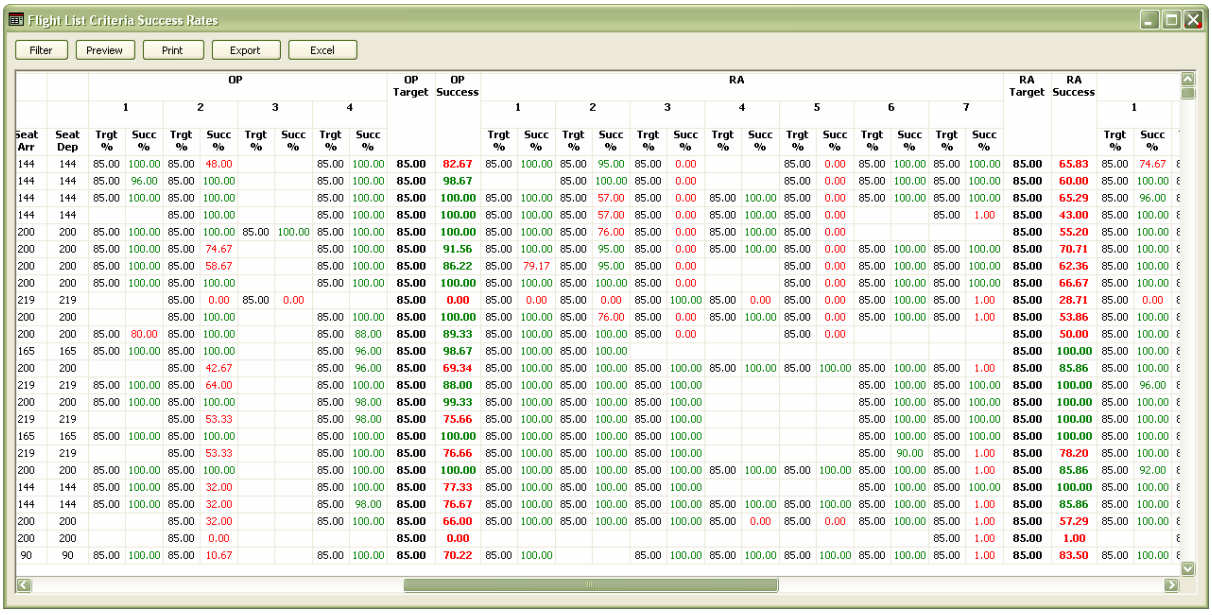
captured from a sample report:



This report is very suitable to make a through check about the calculations.

10.2.4 Flight List Criteria Success Rates

The left hand side of this report is the same as in flight list criteria points. In the right hand side, target and success percents of the criteria are reported grouped by criteria groups including an overall group target and success rate summaries. The following image is captured from a live report:



10.2.5 Flight List Group Success Rates

The left hand side of this report is the same as in flight list criteria points. In the right hand side the target and success rates of the criteria groups are reported. The following image is captured from a sample report:

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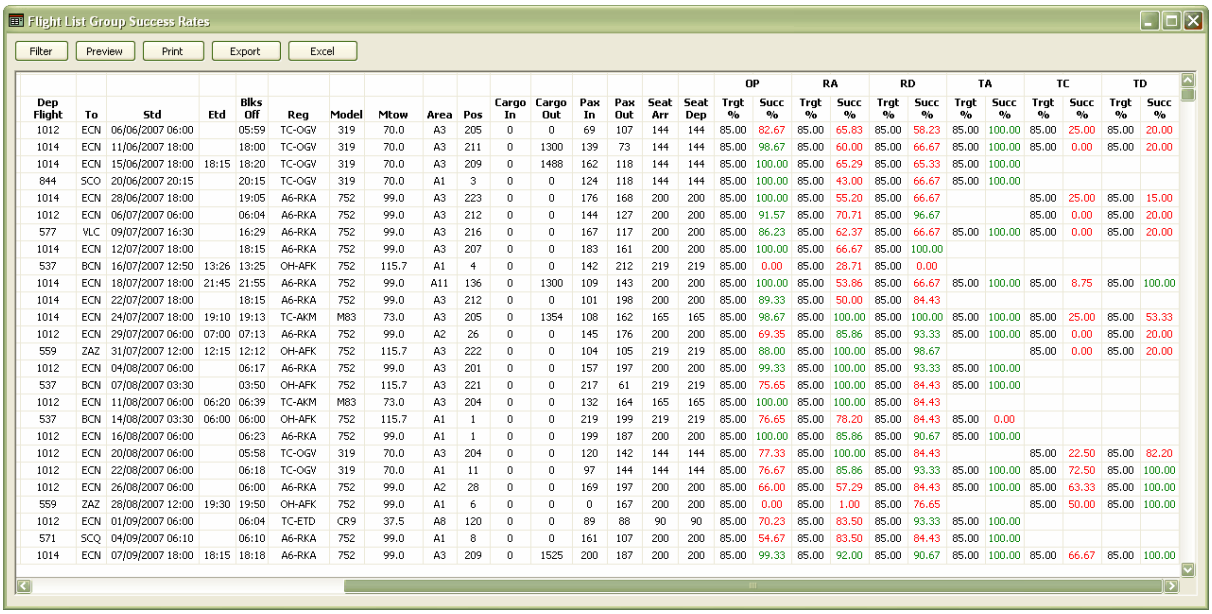

																OP		RA		RD		TA		TC		TD	
Dep Flight	To	Std	Etd	Blks Off	Reg	Model	Mtow	Area	Pos	Cargo In	Cargo Out	Pax In	Pax Out	Seat Arr	Seat Dep	Trgt %	Succ %	Trgt %	Succ %	Trgt %	Succ %	Trgt %	Succ %	Trgt %	Succ %	Trgt %	Succ %
1012	ECN	06/06/2007 06:00		05:59	TC-OGV	319	70.0	A3	205	0	0	69	107	144	144	85.00	82.67	85.00	65.83	85.00	58.23	85.00	100.00	85.00	25.00	85.00	20.00
1014	ECN	11/06/2007 18:00		18:00	TC-OGV	319	70.0	A3	211	0	1300	139	73	144	144	85.00	98.67	85.00	60.00	85.00	66.67	85.00	100.00	85.00	0.00	85.00	20.00
1014	ECN	15/06/2007 18:00	18:15	18:20	TC-OGV	319	70.0	A3	209	0	1488	162	118	144	144	85.00	100.00	85.00	65.29	85.00	65.33	85.00	100.00				
844	SCO	20/06/2007 20:15		20:15	TC-OGV	319	70.0	A1	3	0	0	124	118	144	144	85.00	100.00	85.00	43.00	85.00	66.67	85.00	100.00				
1014	ECN	28/06/2007 18:00		19:05	A6-RKA	752	99.0	A3	223	0	0	176	168	200	200	85.00	100.00	85.00	55.20	85.00	66.67			85.00	25.00	85.00	15.00
1012	ECN	06/07/2007 06:00		06:04	A6-RKA	752	99.0	A3	212	0	0	144	127	200	200	85.00	91.57	85.00	70.71	85.00	96.67			85.00	0.00	85.00	20.00
577	VLC	09/07/2007 16:30		16:29	A6-RKA	752	99.0	A3	216	0	0	167	117	200	200	85.00	86.23	85.00	62.37	85.00	66.67	85.00	100.00	85.00	0.00	85.00	20.00
1014	ECN	12/07/2007 18:00		18:15	A6-RKA	752	99.0	A3	207	0	0	183	161	200	200	85.00	100.00	85.00	66.67	85.00	100.00						
537	BCN	16/07/2007 12:50	13:26	13:25	OH-AFK	752	115.7	A1	4	0	0	142	212	219	219	85.00	0.00	85.00	28.71	85.00	0.00						
1014	ECN	18/07/2007 18:00	21:45	21:55	A6-RKA	752	99.0	A11	136	0	1300	109	143	200	200	85.00	100.00	85.00	53.86	85.00	66.67	85.00	100.00	85.00	8.75	85.00	100.00
1014	ECN	22/07/2007 18:00		18:15	A6-RKA	752	99.0	A3	212	0	0	101	198	200	200	85.00	89.33	85.00	50.00	85.00	84.43						
1014	ECN	24/07/2007 18:00	19:10	19:13	TC-AKM	M83	73.0	A3	205	0	1354	108	162	165	165	85.00	98.67	85.00	100.00	85.00	100.00	85.00	100.00	85.00	25.00	85.00	53.33
1012	ECN	29/07/2007 06:00	07:00	07:13	A6-RKA	752	99.0	A2	26	0	0	145	176	200	200	85.00	69.35	85.00	85.86	85.00	93.33	85.00	100.00	85.00	0.00	85.00	20.00
559	ZAZ	31/07/2007 12:00	12:15	12:12	OH-AFK	752	115.7	A3	222	0	0	104	105	219	219	85.00	88.00	85.00	100.00	85.00	98.67			85.00	0.00	85.00	20.00
1012	ECN	04/08/2007 06:00		06:17	A6-RKA	752	99.0	A3	201	0	0	157	197	200	200	85.00	99.33	85.00	100.00	85.00	93.33	85.00	100.00				
537	BCN	07/08/2007 03:30		03:50	OH-AFK	752	115.7	A3	221	0	0	217	61	219	219	85.00	75.65	85.00	100.00	85.00	84.43	85.00	100.00				
1012	ECN	11/08/2007 06:00	06:20	06:39	TC-AKM	M83	73.0	A3	204	0	0	132	164	165	165	85.00	100.00	85.00	100.00	85.00	84.43						
537	BCN	14/08/2007 03:30	06:00	06:00	OH-AFK	752	115.7	A1	1	0	0	219	199	219	219	85.00	76.65	85.00	78.20	85.00	84.43	85.00	0.00				
1012	ECN	16/08/2007 06:00		06:23	A6-RKA	752	99.0	A1	1	0	0	199	187	200	200	85.00	100.00	85.00	85.86	85.00	90.67	85.00	100.00				
1012	ECN	20/08/2007 06:00		05:58	TC-OGV	319	70.0	A3	204	0	0	120	142	144	144	85.00	77.33	85.00	100.00	85.00	84.43			85.00	22.50	85.00	82.20
1012	ECN	22/08/2007 06:00		06:18	TC-OGV	319	70.0	A1	11	0	0	97	144	144	144	85.00	76.67	85.00	85.86	85.00	93.33	85.00	100.00	85.00	72.50	85.00	100.00
1012	ECN	26/08/2007 06:00		06:00	A6-RKA	752	99.0	A2	28	0	0	169	197	200	200	85.00	66.00	85.00	57.29	85.00	84.43	85.00	100.00	85.00	63.33	85.00	100.00
559	ZAZ	28/08/2007 12:00	19:30	19:50	OH-AFK	752	99.0	A1	6	0	0	0	167	200	200	85.00	0.00	85.00	1.00	85.00	76.65			85.00	50.00	85.00	100.00
1012	ECN	01/09/2007 06:00		06:04	TC-ETD	CR9	37.5	A8	120	0	0	89	88	90	90	85.00	70.23	85.00	83.50	85.00	93.33	85.00	100.00				
571	SCQ	04/09/2007 06:10		06:10	A6-RKA	752	99.0	A1	8	0	0	161	107	200	200	85.00	54.67	85.00	83.50	85.00	84.43	85.00	100.00				
1014	ECN	07/09/2007 18:00	18:15	18:18	A6-RKA	752	99.0	A3	209	0	1525	200	187	200	200	85.00	99.33	85.00	92.00	85.00	90.67	85.00	100.00	85.00	66.67	85.00	100.00

10.3 Compliments and Complaints

In the service charge form, there is a tab to enter the customers' feedback like compliments and complaints. Those entered compliments and complaints are later reported according to the department. The departments about the compliments or complaints are defined separately.

Compliments and complaints reporting will be documented in a future documentation release.

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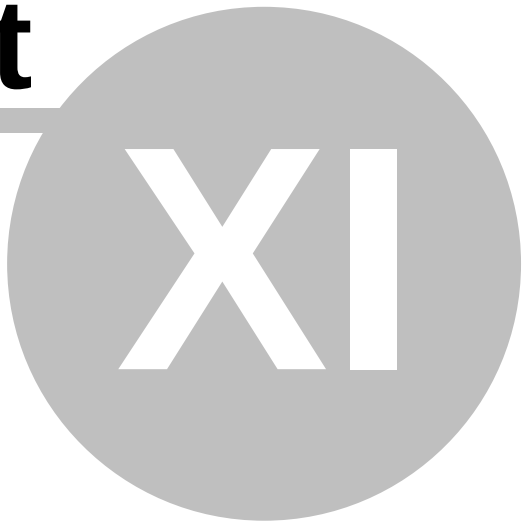
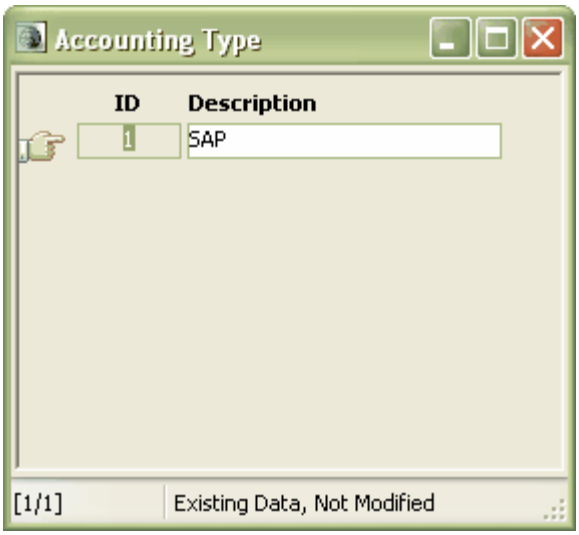
Part



11 Accounting Module

Accounting module is used for invoice generation, transfer to the 3rd party general ledger software and reporting.

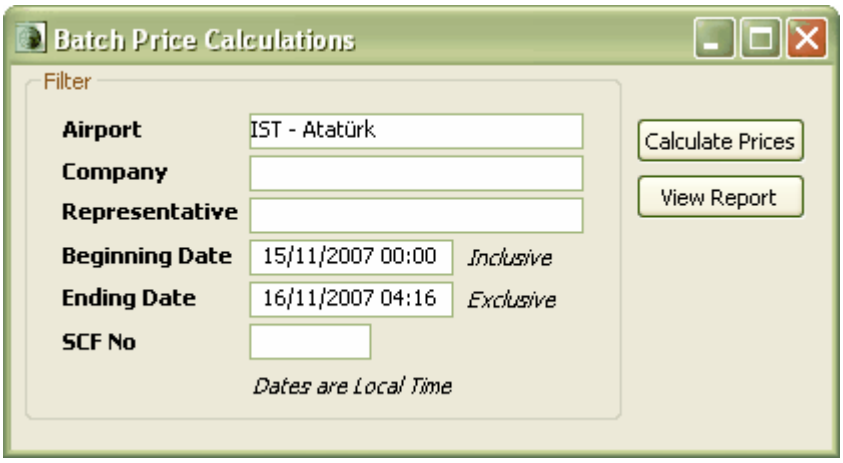
11.1 Accounting Type



The accounting type window is used to define the accounting type(s) that are in use at the handling company. The definition here will later be used when defining accounting integration to the 3rd party general ledger software in service accounting integration and package accounting integration.

11.2 Price Calculations

In Celebris prices for the service charge forms are calculated behind the scenes and normally it is not necessary to manually calculate prices. However, because of the complex calculation schema, some prices may not be calculated because of faulty price definition or incomplete flight or service charge form information. These need to be fixed before creating invoices. In the invoice generation screen, there is a utility to manually calculate and check the prices. However a separate utility window also exists.



Airport, company, representative, beginning and ending service charge form dates and if required, the service charge form number can be specified here. The calculate prices button will trigger the batch price calculation synchronously.

After the price calculation is finished, the price calculation error report can be requested. The aim is to get an

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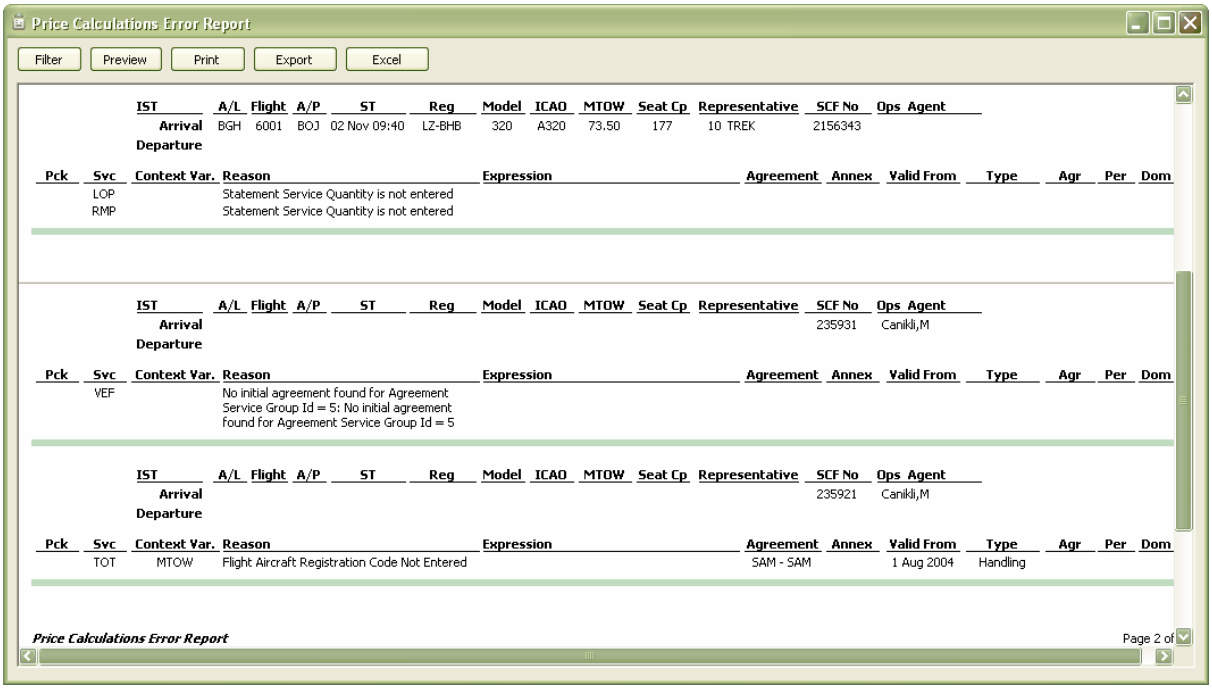
empty error report. The error report reports the produced errors by the price calculations in a very detailed manner. See the following screenshot:



The price calculations error report gives very detailed information specifying the error context, the reason, if the error is in the pricing formula, the erroneous formula expression etc. This report is designed to ease the control employee's job and so it is interactive. For example when the service charge form number is double clicked, the related service charge form screen will be opened for that form (whether it is a landed or ground service charge form). Similarly, double clicking on the agreement will open the agreement that produces the error. Double clicking on the expression will go one step further and locate the erroneous formula line in the related pricing agreements expression line. Double clicking on the flight will open the landed window to further trace the situation.

11.3 Invoice Generation

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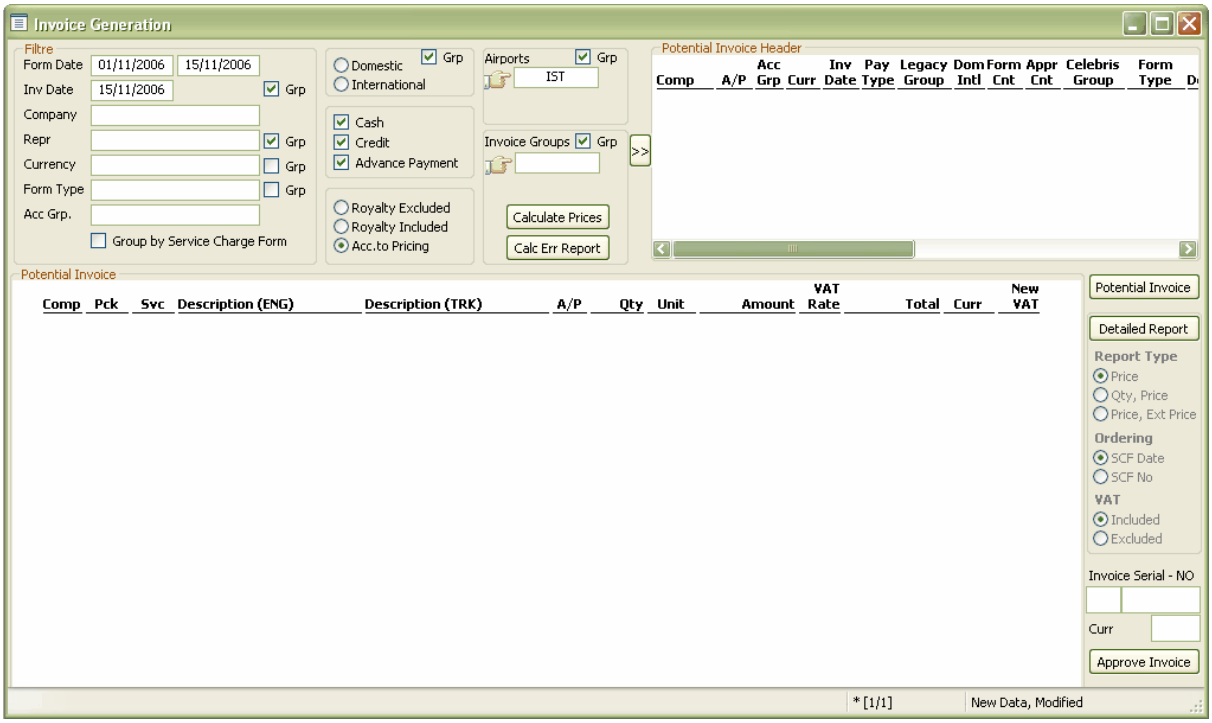
11.3.1 Invoice Generation Filter



Celebris has a very flexible invoice generation utility. On the top left of the invoice generation window, there is a grouping filter to construct potential invoice headers. Lets see the elements in this filter:

Form Date There are two input fields to define the service charge form date range that will be the subject to the invoice generation.

Inv Date & Grp Inv date can have two meanings: If the grp checkbox is checked, it means group by invoice dates that are known to the Celebris by the initial agreements, but use no value that is greater than the specified invoice date. If the grp is not checked, then this field means use the specified date as the invoice date bypassing any invoice dates that are caused by the initial agreements.

Form Type & Grp Form types can either be landed or ground. If no form type is specified it is considered including both landed and ground forms. If the grp checkbox is checked different potential invoice headers will be produced for different form types. If not checked a potential invoice header may include both landed and ground forms.

Currency & Grp Specifies the invoice currency that comes from the initial agreements. If grp is checked and if there are more than one currency types defined per invoice group for one company, it is possible to divide one service charge form into two or more potential invoice headers.

Company The desired company to generate potential invoice headers.

Repr If selected only the service charge forms that have this representative marked as the representative company are listed.

Inv Grp If selected it instructs Celebris to use the invoice group that has been defined by the accountants in the 3rd party accounting integration rules screen. Potential

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invoice headers are always grouped according to the defined integration invoice group.

Dom / Intl & Grp With the help of this field, it is possible to produce separate potential invoice headers for domestic and/or international flights and the grp is checked. If grp is not checked, then it is possible to narrow down the potential invoice header production to the selected flight characteristic only.

Invoice Groups & Grp It is possible to specify one or more Celebris invoice groups (agreement types). If the grp is checked (recommended) then separate potential invoice headers will be produced. If not, it is possible to merge two different agreement characteristics into one invoice. But in this case, no grouping on the invoice date is recommended (although not forced).

Group by SCF This extra grouping property is provided considering there might be cases when each invoice should include at most one service charge form details.

Pricing format Options are according to the definition at the pricing agreement , royalty included and royalty excluded. It is recommended to always choose according to pricing agreement and define correct pricing rules in the pricing agreements. However the other options are always available to give more flexibility to the accountant.

Airports & Grp It is possible to narrow down the potential invoice generation to one or more operational airports only. If the grp is checked, Celebris will produce separate potential invoice headers per airport. If not, one invoice may include services given at more than one airport.

The calculate prices button can be used to trigger price calculation action manually once more before finalizing the invoices for the selected filter values.

In Celebris, price calculations (which are very complicated since they may include so many agreements, complex formulas, parsing etc.) are automatically performed in the background as Celebris detects an action which would require the re-calculation of the service form prices. So basically there should be no need to manually trigger the price calculation once more here. But, the complex pricing schema may bring together some price calculation errors and those errors should be checked by the user just before he/she finalizes the invoice. Therefore, it is always a good idea to push the Calc Err Report button which brings the price calculations error report for the range specified by the potential invoice header generation filter. For an example of what can be produced in the price calculation error report, please see Price Calculations.

11.3.2 Potential Invoice Headers

The potential invoice headers are produced with the help of the Invoice Generation Filter. The potential invoice headers are naturally produced from the service forms that are not invoiced yet and are within the requested invoice generation filter. Consider the following screenshot:

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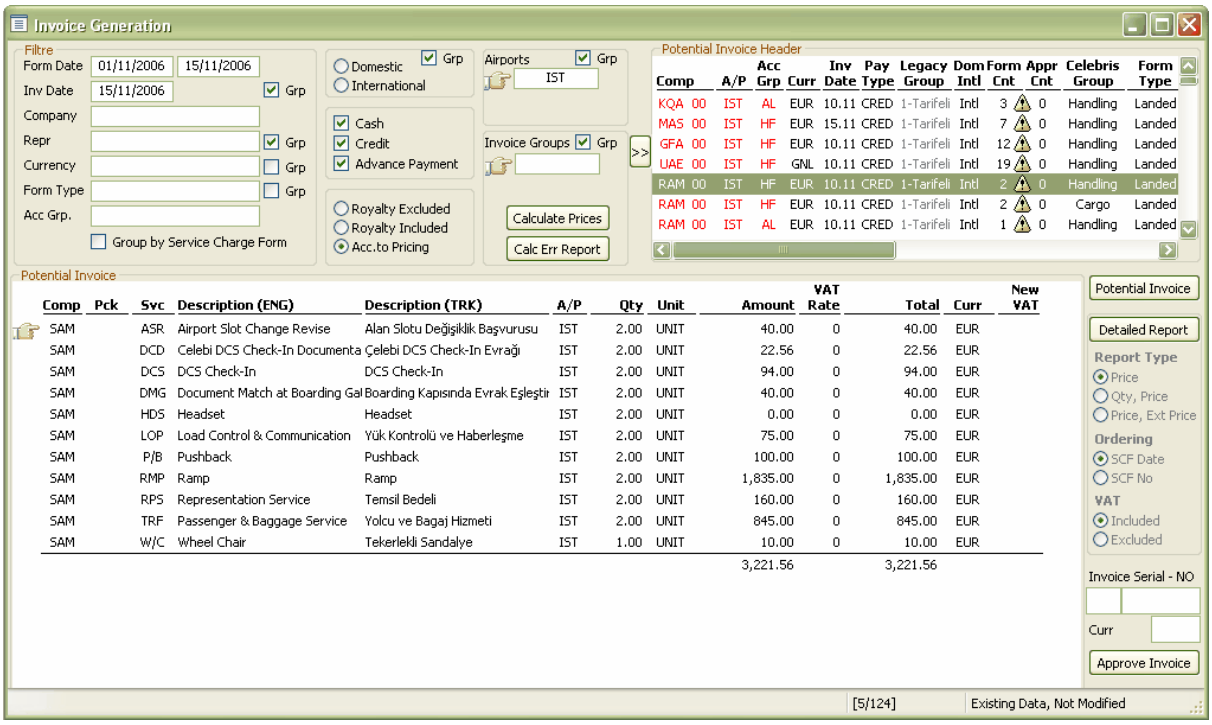
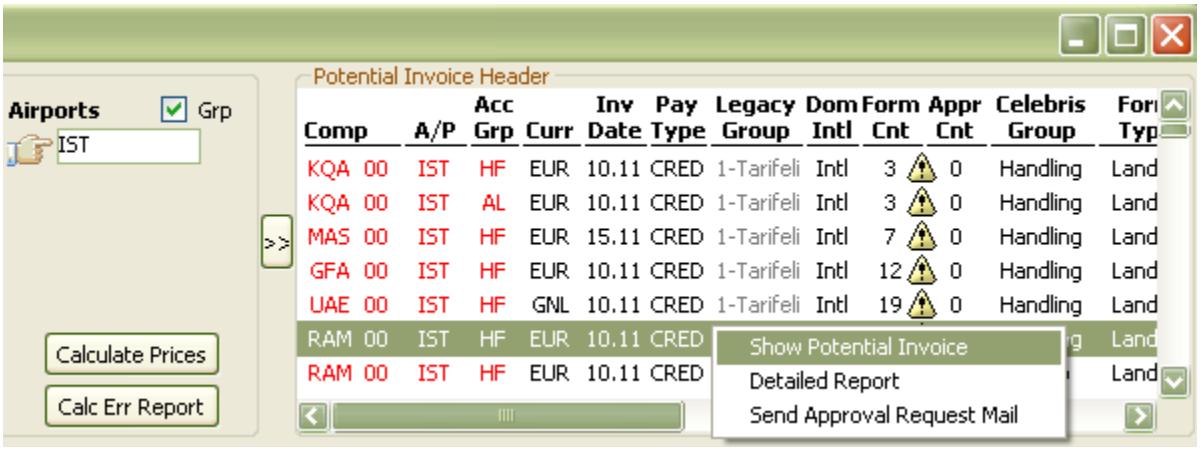


After entering appropriate values to the invoice generation filter, button is pressed to get the potential invoice headers report. In the potential invoice headers area, the company code, representative code (00 for no representative), airport, 3rd party accounting integration user defined accounting group, currency, invoice date, payment type (can be cash, credit and advance payment), legacy group (handling company defined group), domestic/international, service form count, approved service form count, Celebris group (invoice group), form type, description, minimum and maximum service charge form code numbers are reported.

If the service form count and approved service form count is not the same, an icon is displayed in between these two fields. Normally, invoices are created from the approved service forms. In Celebris there is a service form control mechanism that aims the service forms to be controlled by a more authorized operations employee (than the service form responsible employee). It is also possible to generate invoices from non-approved service forms but this action requires an additional role, the accounting admin role.

Right clicking on the potential invoice header brings out a context sensitive menu.



Using this menu, the accountant can show the potential invoice on the bottom of the screen, request a detailed report (both actions also doable using the command buttons on the screen) and request a form control and

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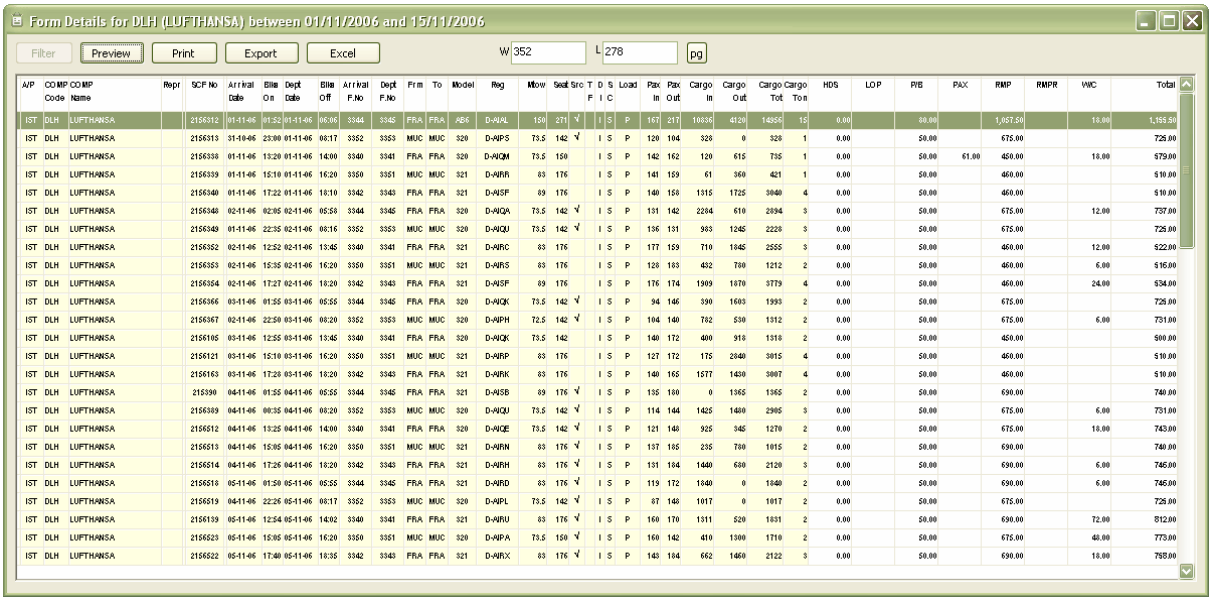
approval mail to be sent to the responsible employees.

11.3.3 Detailed Potential Invoice Reports

On the right hand side of the invoice generation screen, there is a mini filter:

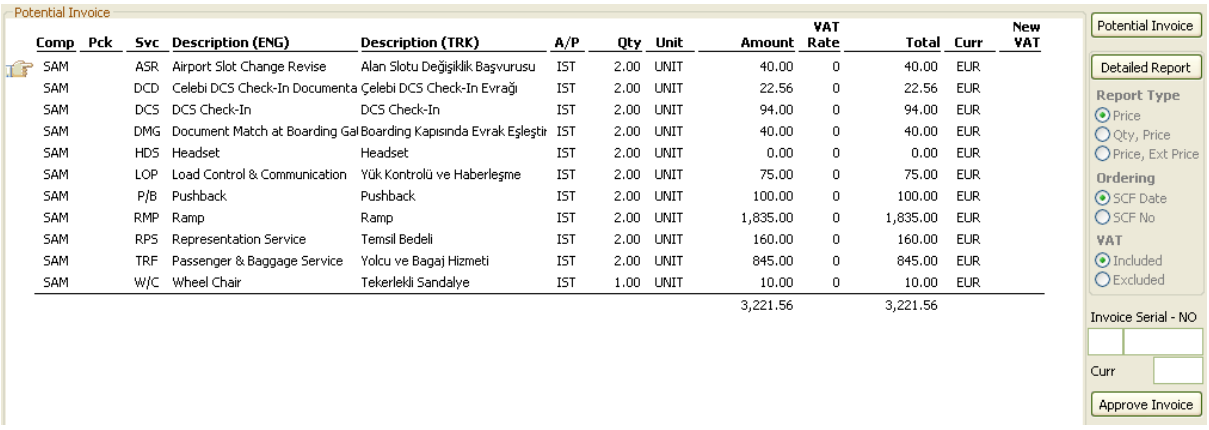
Using this filter and the produced potential invoice header, it is possible for the accountant to get a very detailed report for the potential invoice with all the service forms included in this potential invoice, the services and according to what is chosen in the report filter, price or quantity + price or price + external price reports can be produced.

Here is an example screenshot of a produced detailed report:



The detailed invoice report is aimed to provide as enough information as to enable the accountant make his/her final checks about the due service forms on the potential invoice. Therefore, this report is interactive: double clicking on a line will bring the due service charge form screen.

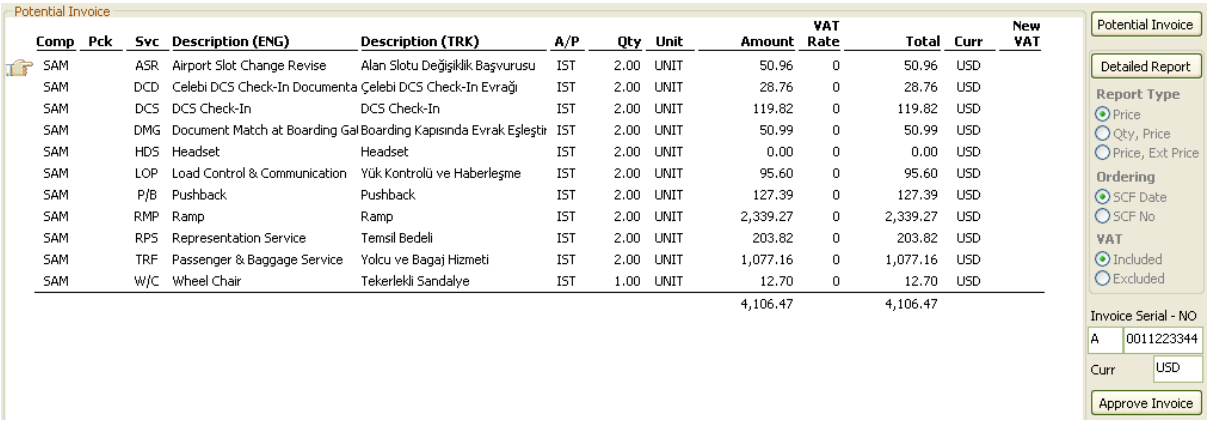
11.3.4 Potential Invoice



The potential invoice area shows what could the invoice be like if this potential invoice is approved.

There are certain actions that can be done before approving this invoice. One of the actions is change the vat rate for a service. Although the VAT rates are predefined and calculated accordingly by Celebris, it is possible to override the vat rate here. In order to override a vat rate, a new percent value could be entered in the new vat section of the service line and then the potential invoice button can be pressed again.

Another action that can be done is to change the currency of the potential invoice. The invoice currency is determined by Celebris using the initial agreements for the requested company. However, there can be times, when there is a need of approving an invoice in a different currency. To do that, the Curr element in the right-down side of the screen is provided with the new currency value and then the potential invoice button can be pressed again. Consider the following screenshot for the same potential invoice after the invoice currency is changed to USD from EUR:



Also, it would be possible to change the look of this invoice before approving. On the top of the potential invoice area there are three different formats that can be chosen:

Let us consider the following royalty excluded format in the default EUR currency:

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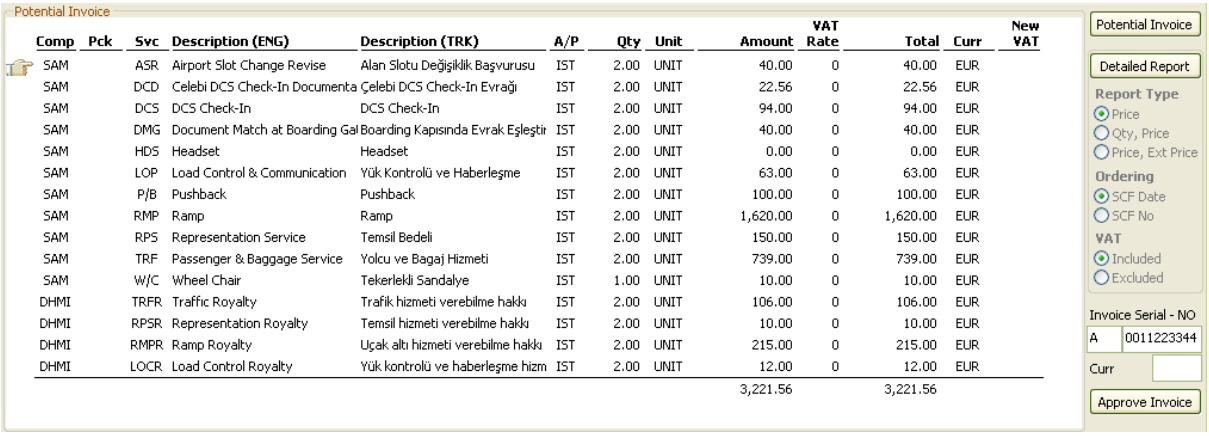
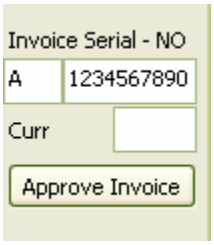


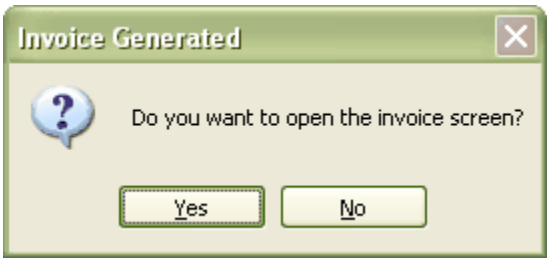
As you can see, the accountant has all the tools and flexibility before finalizing an invoice. Celebris pre calculates every detail as indicated in the agreements. But it then gives flexibility to the user to change just anything before finalizing the invoice. The invoice generation part is one of the best loved parts of Celebris as a result of this great flexibility.

11.3.5 Finalizing The Invoice

When we are done checking the potential invoice, detailed report, empty price calculations error report etc., we are ready to finalize this invoice. To finalize an invoice we have to enter the invoice number in the bottom down area of the screen:



Providing no currency will approve the invoice using the default currency. After approval, Celebris will generate an invoice and will ask the accountant whether he/she wants to open the invoice screen for the newly generated invoice.



Pressing yes will open the invoice screen for the recently generated invoice.

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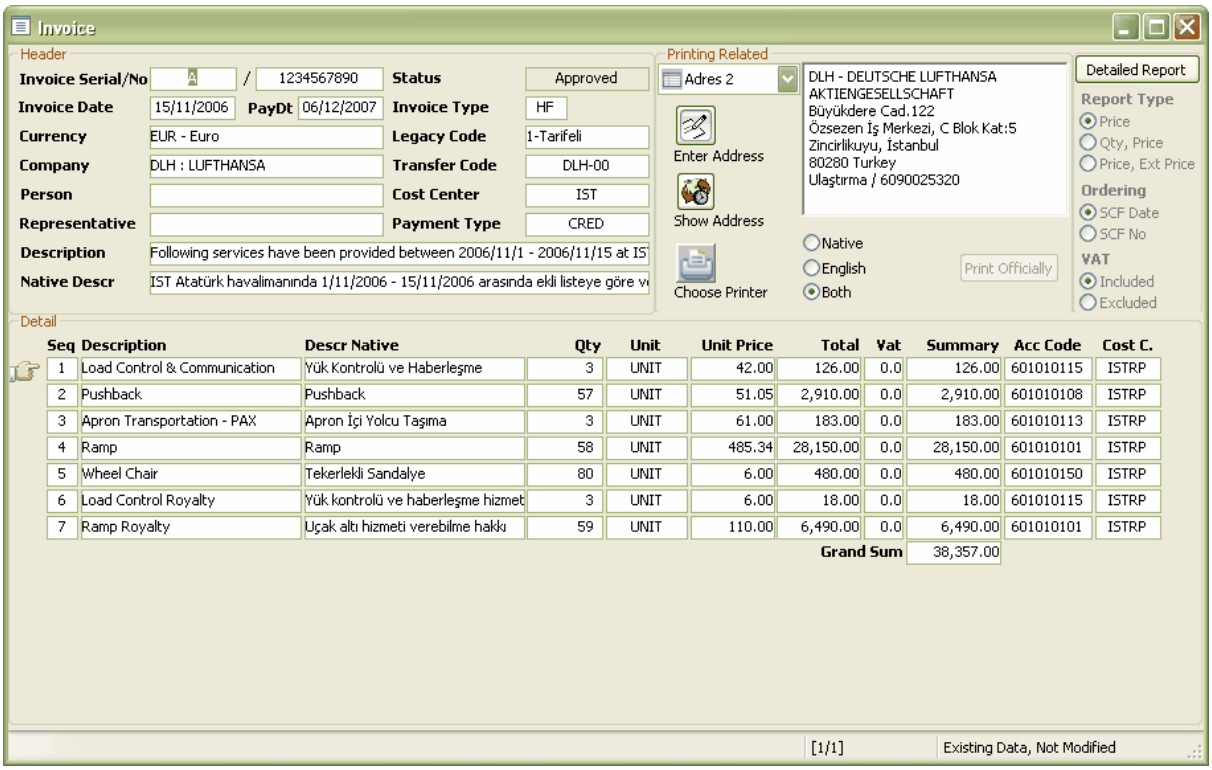
11.4 Invoice



The invoice screen consists of the invoice header, detail, printing related information and a utility to get detailed service form report for an invoice.

In the header section, the invoice serial number, date, payment date, company or person, representative (if any), description, the 3rd party general ledger invoice type, legacy code, 3rd party accounting transfer code, cost center and payment type information can be found. Cost center is by default the airport code used to create this invoice.

The detail section includes the sequence, description, quantity, unit, unit price, total value excluding vat, vat rate, total value including vat, 3rd party general ledger software accounting code, and cost center information.

In the printing related area, pressing the Enter address button will open the company screen with invoice address tab opened. In the company screen it will be possible to enter or change the invoice address. If this button is pressed and the invoice address is changed, Show address button can be pressed to update the address shown in the screen. This address will be printed to the invoice.

Choose printer button brings a list of previously defined invoice printers. The selectable printers are defined by an initialization text file in the users computer. So, it is possible to make a local setup for the selectable printers. One of the selectable printers is set as the default invoice printing printer.

The native, English and both selection has an impact on the printed invoice.

It is possible to get a detailed invoice report that is similar to the detailed potential invoice report. Please see the Detailed Invoice Report.

The Print command button becomes active when the status of the invoice is confirmed by the accounting administrative user. After the last controls that this invoice is ok, the confirmation is performed using right-click on top of the status area and choosing 'Confirm' action from the context sensitive menu.

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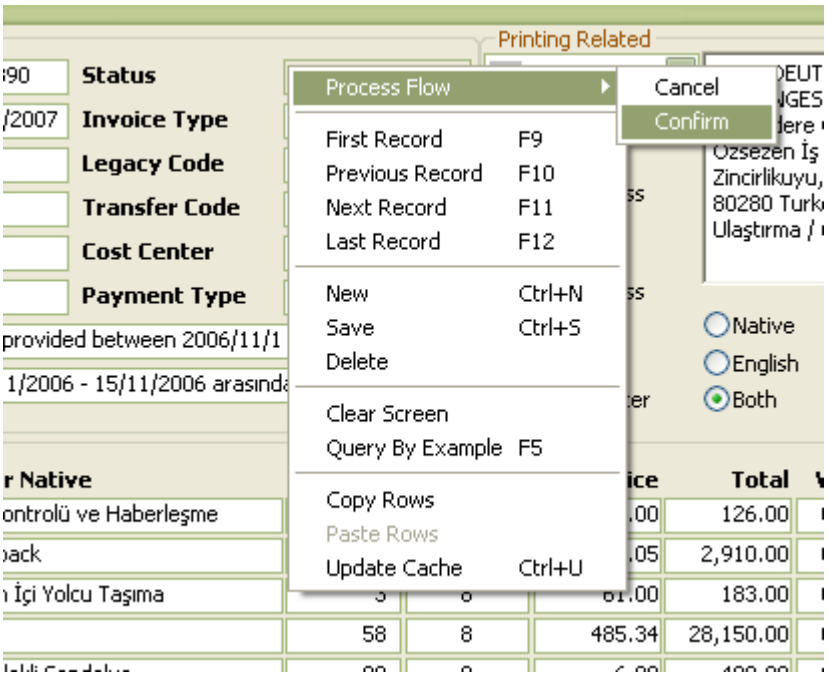

When confirmed, the details of the invoice is ready to be transferred to the 3rd party general ledger software. Celebris currently supports online transfer to SAP systems using the SAP interface. Other online and offline transfers are to be implemented according to customer needs.

11.5 Detailed Invoice Report

The detailed invoice report is very much similar to the potential invoice detail report, but unlike the prior, it is requested for an invoice and lists the services belonging to the service charge forms included in that invoice.

It's filter is located at the top-right corner of the invoice screen:

The following snap shot image belong to a the invoice detail report:

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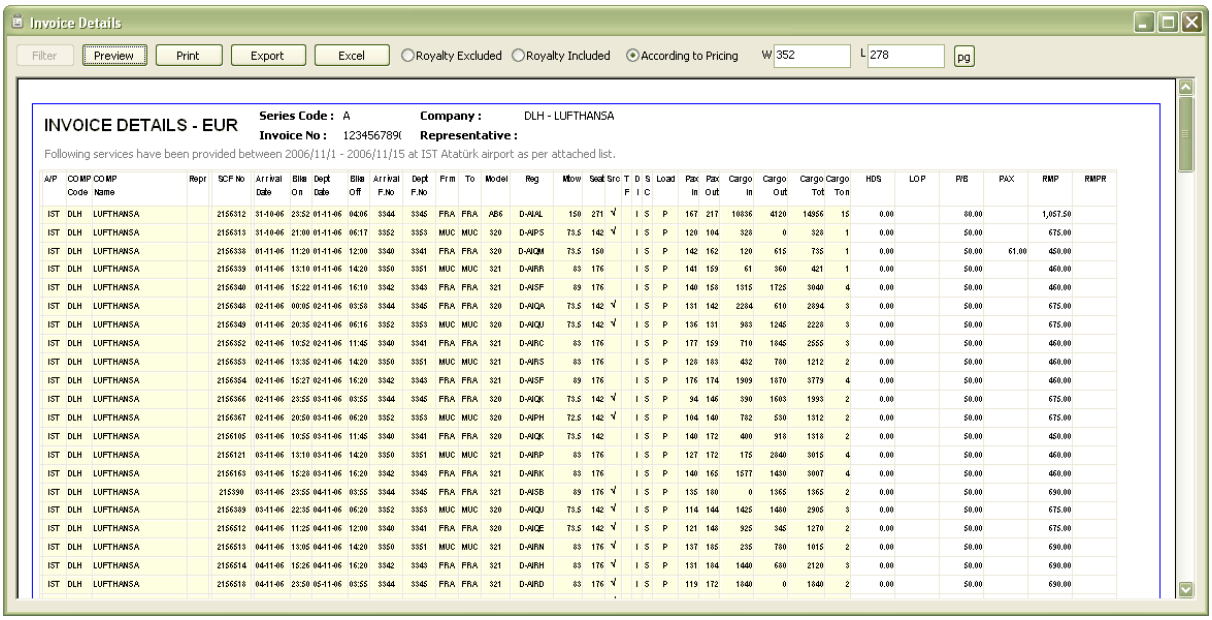

The invoice detail report's printout is usually attached to the invoices when sending them to the appropriate companies.

11.6 Offline Data Transfer

Although Celebris can produce invoices, it is not a general ledger application and the accounting of the confirmed invoices is to be tracked using a 3rd party general ledger software. Currently Celebris supports online transfer to SAP systems as the 3rd party general ledger software and more 3rd party online support is to be implemented according to the customer needs.

However, using the offline report here, customers can use the built-in mechanism to transfer invoice data to the external systems, hence removing the need to support online transfer. But, it is not recommended to use offline transfers since in time it can cause inconsistencies in Celebris and the 3rd party general ledger software data if not used in a periodically and carefully.

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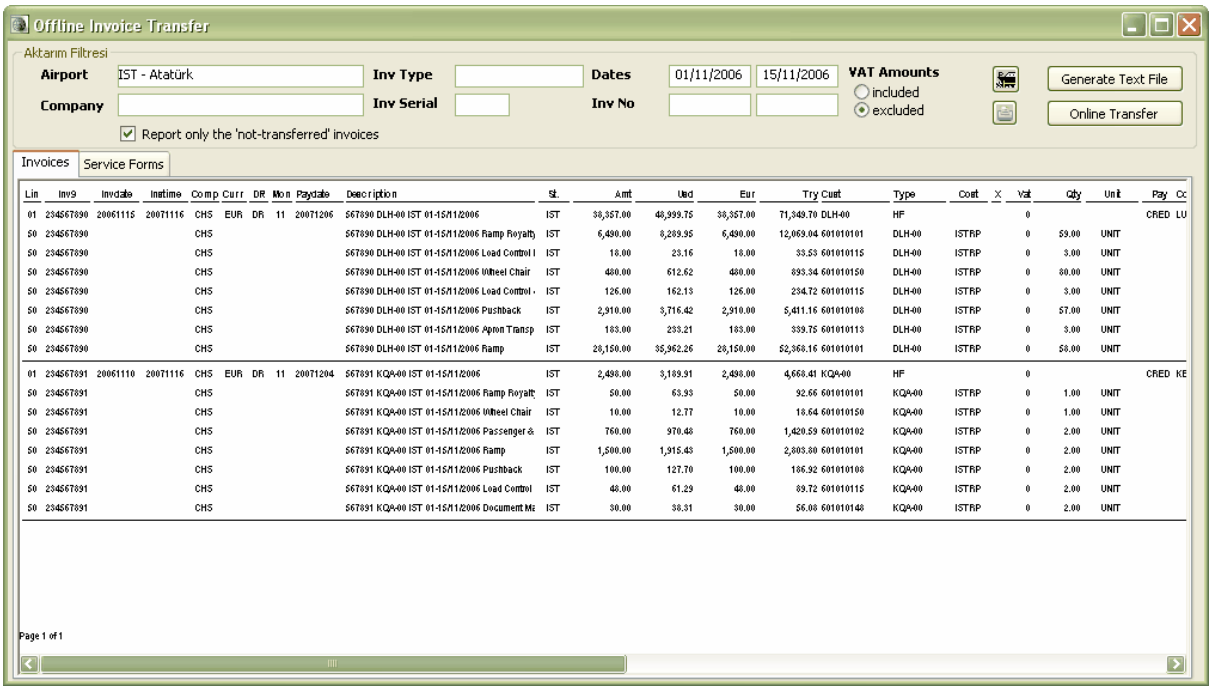

Using the filter the desired transfer range can be specified. Not-transferred invoices means the invoices not yet confirmed. Once confirmed, an invoice is considered to be ready to be transferred.

button can be used to export the contents of the transfer report to excel, xml, text, html, etc.

In the Service Forms tab, the external services in the invoice range is reported.

11.7 Accounting Reports

11.7.1 Fuel Report

This is the report where information about the fuel services given are reported for consolidation with invoices from external companies that actually provide the fuel.

Filter:

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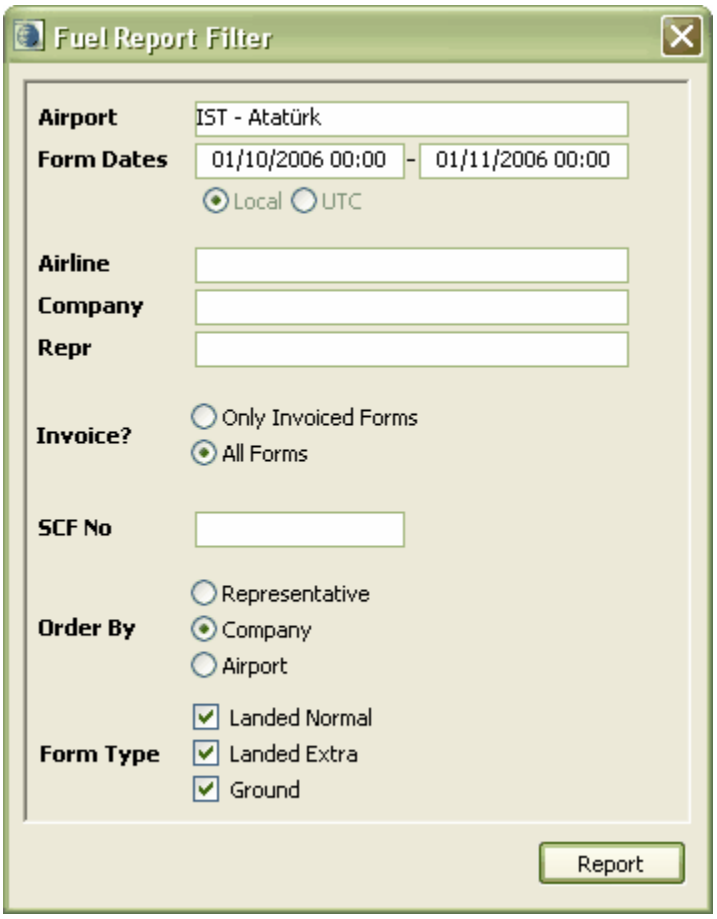
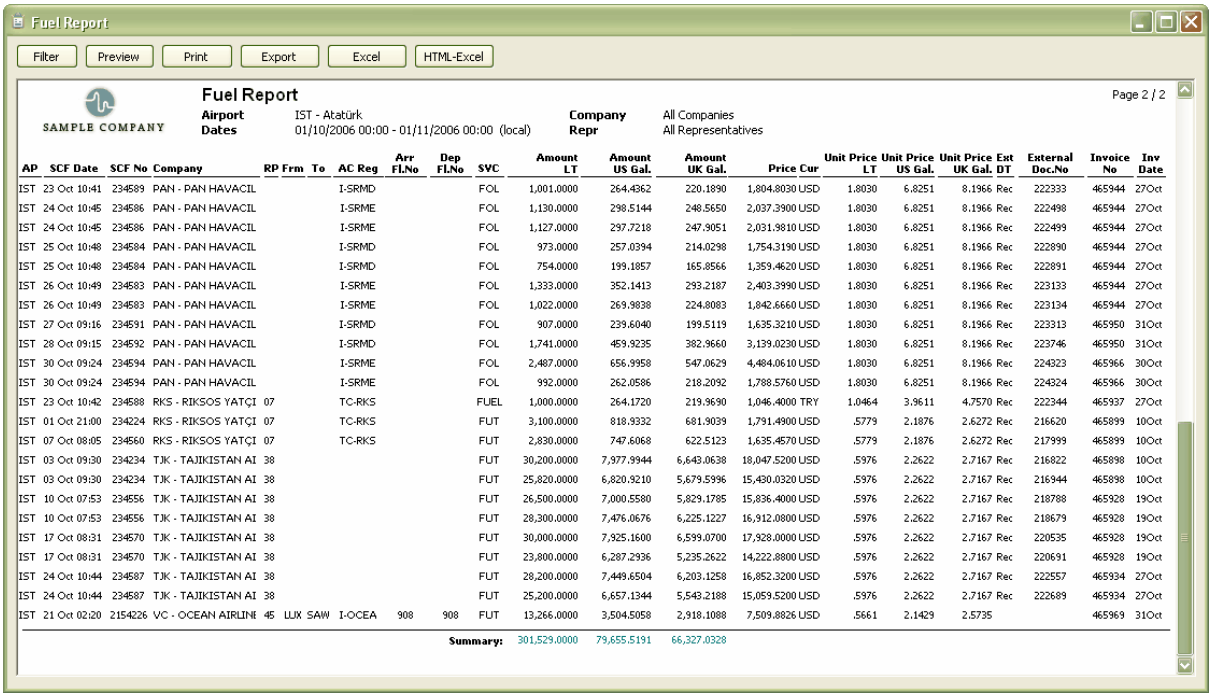


Sample screenshot:



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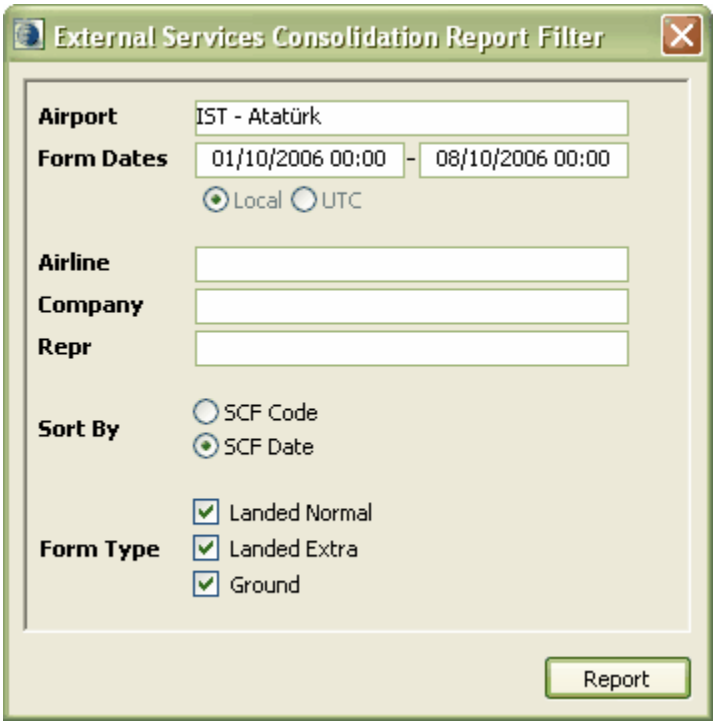
11.7.2 External Services Consolidation Report

This report is used by the accounting department as a helper to consolidate the external services bought by the handling company. The report filter:



Sample screenshot:

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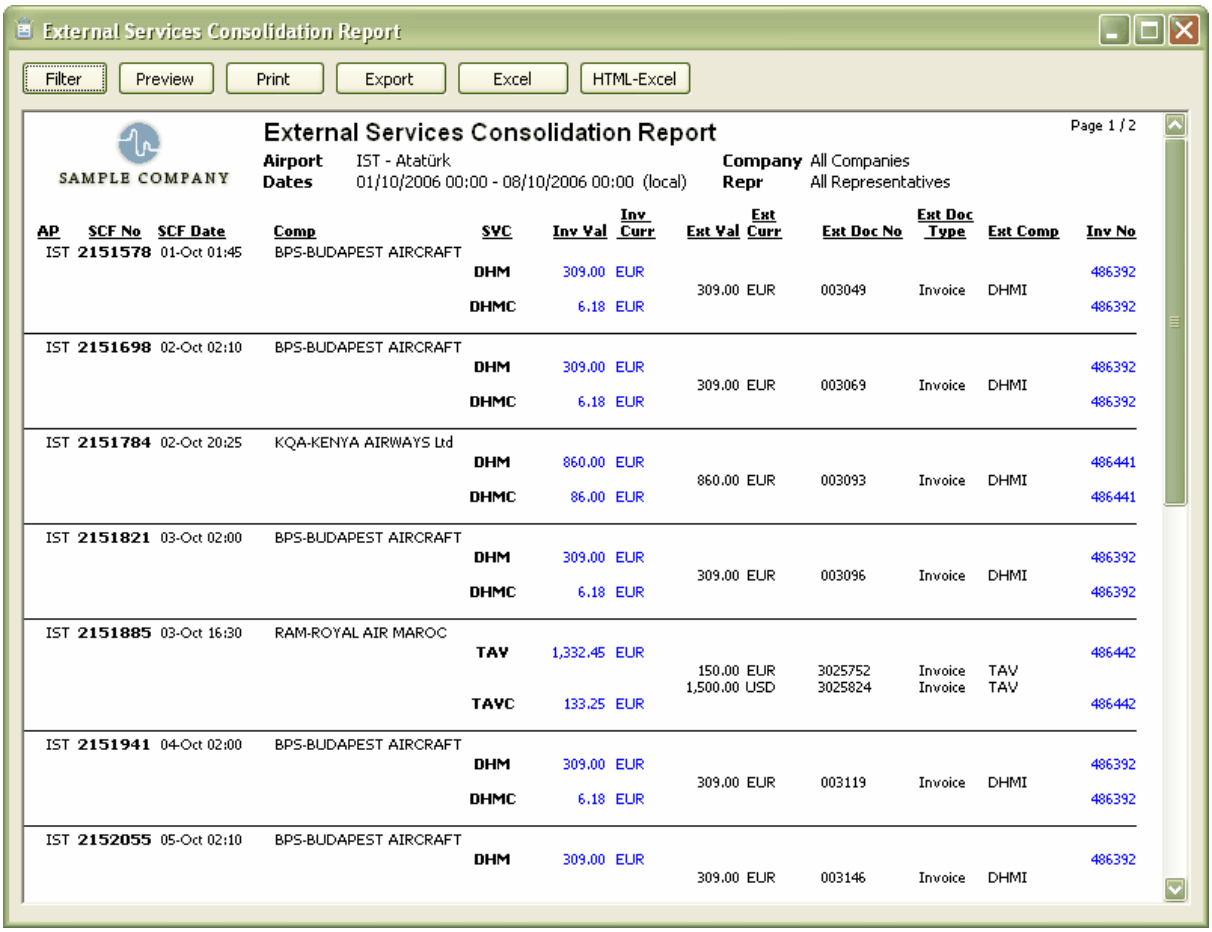
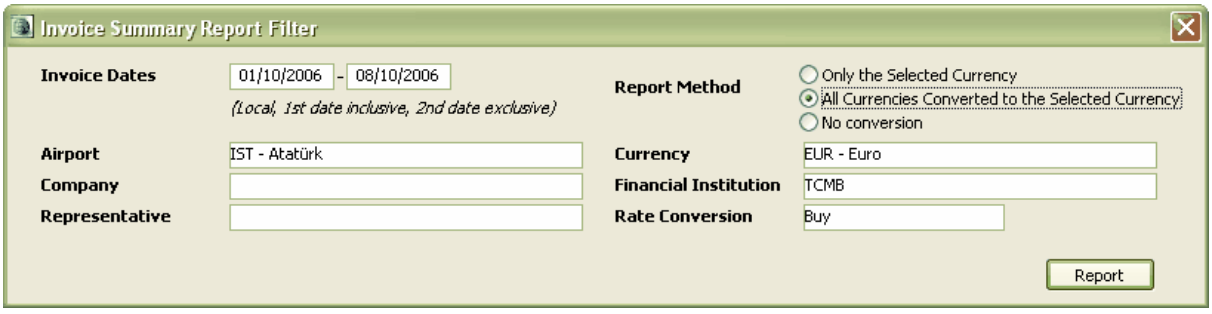


11.7.3 Invoice Summary Report

Invoice Summary Report is used by the accounting department to track the prepared and sent invoices and their payments. Here is the report's filter:



If the "only the selected currency" is selected then the filter looks like:

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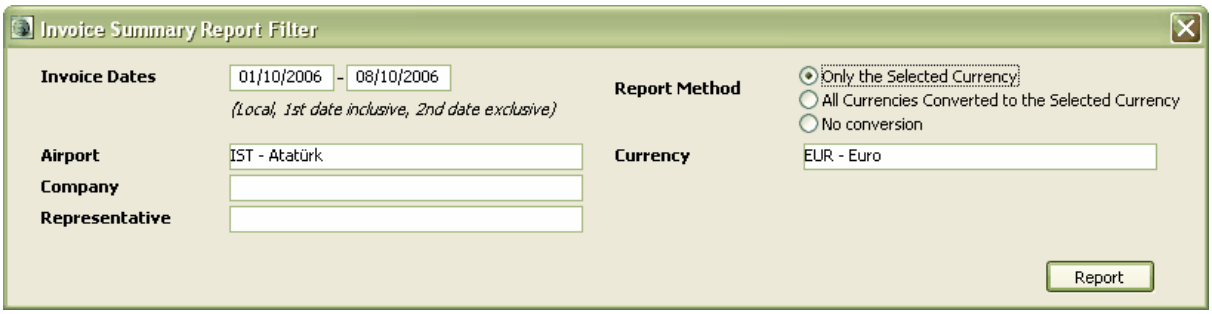
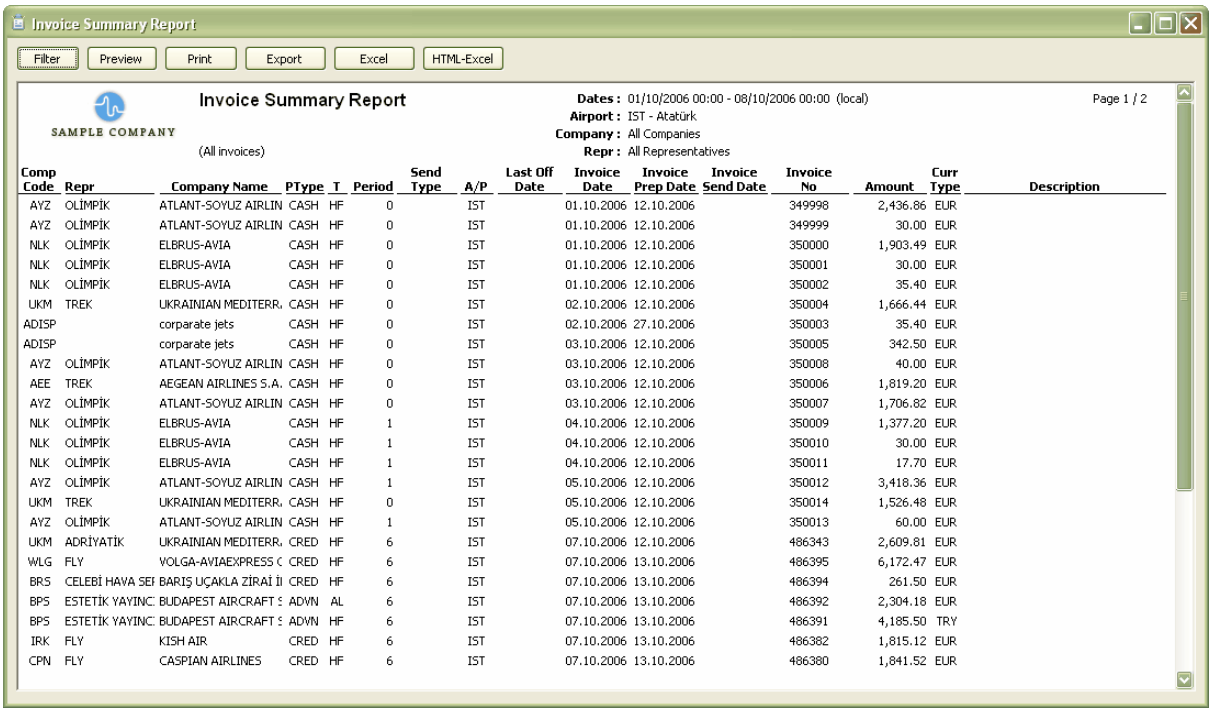


And finally if no conversion is selected then the filter becomes like:

So it is possible to retrieve the invoice summary in the desired currency and conversion type. Here is a sample screenshot from the report:



Comp Code	Repr	Company Name	PType	T	Period	Send Type	A/P	Last Off Date	Invoice Date	Invoice Prep Date	Invoice Send Date	Invoice No	Amount	Curr Type	Description
AYZ	OLİMPİK	ATLANT-SOYUZ AIRLIN	CASH	HF	0		IST		01.10.2006	12.10.2006		349998	2,436.86	EUR	
AYZ	OLİMPİK	ATLANT-SOYUZ AIRLIN	CASH	HF	0		IST		01.10.2006	12.10.2006		349999	30.00	EUR	
NLK	OLİMPİK	ELBRUS-AVIA	CASH	HF	0		IST		01.10.2006	12.10.2006		350000	1,903.49	EUR	
NLK	OLİMPİK	ELBRUS-AVIA	CASH	HF	0		IST		01.10.2006	12.10.2006		350001	30.00	EUR	
NLK	OLİMPİK	ELBRUS-AVIA	CASH	HF	0		IST		01.10.2006	12.10.2006		350002	35.40	EUR	
UKM	TREK	UKRAINIAN MEDITERR.	CASH	HF	0		IST		02.10.2006	12.10.2006		350004	1,666.44	EUR	
ADISP		corparate jets	CASH	HF	0		IST		02.10.2006	27.10.2006		350003	35.40	EUR	
ADISP		corparate jets	CASH	HF	0		IST		03.10.2006	12.10.2006		350005	342.50	EUR	
AYZ	OLİMPİK	ATLANT-SOYUZ AIRLIN	CASH	HF	0		IST		03.10.2006	12.10.2006		350008	40.00	EUR	
AEE	TREK	AEGEAN AIRLINES S.A.	CASH	HF	0		IST		03.10.2006	12.10.2006		350006	1,819.20	EUR	
AYZ	OLİMPİK	ATLANT-SOYUZ AIRLIN	CASH	HF	0		IST		03.10.2006	12.10.2006		350007	1,706.82	EUR	
NLK	OLİMPİK	ELBRUS-AVIA	CASH	HF	1		IST		04.10.2006	12.10.2006		350009	1,377.20	EUR	
NLK	OLİMPİK	ELBRUS-AVIA	CASH	HF	1		IST		04.10.2006	12.10.2006		350010	30.00	EUR	
NLK	OLİMPİK	ELBRUS-AVIA	CASH	HF	1		IST		04.10.2006	12.10.2006		350011	17.70	EUR	
AYZ	OLİMPİK	ATLANT-SOYUZ AIRLIN	CASH	HF	1		IST		05.10.2006	12.10.2006		350012	3,418.36	EUR	
UKM	TREK	UKRAINIAN MEDITERR.	CASH	HF	0		IST		05.10.2006	12.10.2006		350014	1,526.48	EUR	
AYZ	OLİMPİK	ATLANT-SOYUZ AIRLIN	CASH	HF	1		IST		05.10.2006	12.10.2006		350013	60.00	EUR	
UKM	ADRİYATİK	UKRAINIAN MEDITERR.	CRED	HF	6		IST		07.10.2006	12.10.2006		486343	2,609.81	EUR	
WLG	FLY	VOLGA-AVIAEXPRESS (	CRED	HF	6		IST		07.10.2006	13.10.2006		486395	6,172.47	EUR	
BRS	CELEBİ HAVA SEI	BARIŞ UÇAKLA ZİRAİ İL	CRED	HF	6		IST		07.10.2006	13.10.2006		486394	261.50	EUR	
BPS	ESTETİK YAYINC.	BUDAPEST AIRCRAFT S	ADVN	AL	6		IST		07.10.2006	13.10.2006		486392	2,304.18	EUR	
BPS	ESTETİK YAYINC.	BUDAPEST AIRCRAFT S	ADVN	HF	6		IST		07.10.2006	13.10.2006		486391	4,185.50	TRY	
IRK	FLY	KISH AIR	CRED	HF	6		IST		07.10.2006	13.10.2006		486382	1,815.12	EUR	
CPN	FLY	CASPIAN AIRLINES	CRED	HF	6		IST		07.10.2006	13.10.2006		486380	1,841.52	EUR	

11.7.4 Royalty Control Report

Royalty control report is used by the accounting department to track and check the royalty prices as calculated by the royalty pricing agreement. Here is the filter for the royalty control report:

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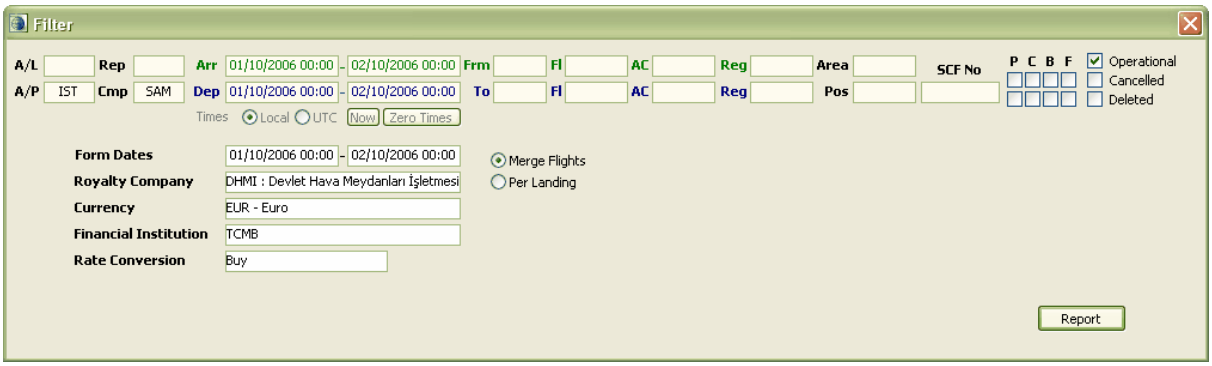
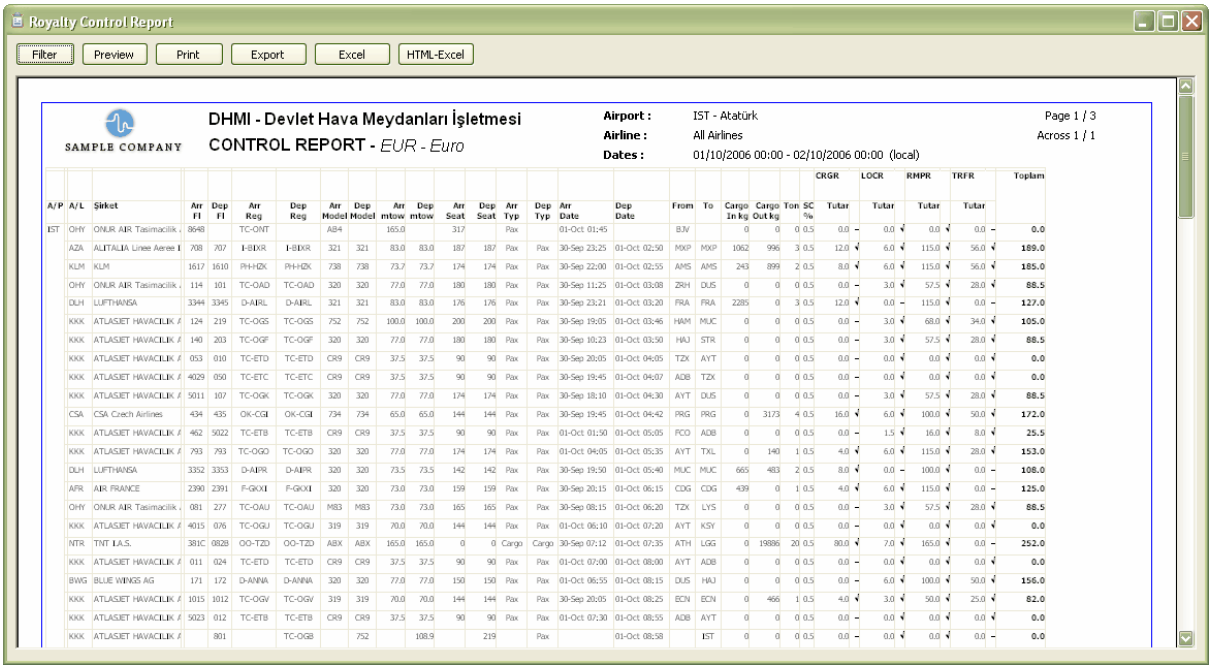


As you can see, the filter is very much like the landings filter but includes more selection fields. The additional selection fields are form dates, the royalty company (must be the airport authority company which is in charge at the selected airport), and currency conversion information fields. An option also exists whether to produce the report by merging flights or per landing.

Here are two sample screenshots from the produced reports, the first with merge landings selected, and the second per landing:

Screenshot 1 (merge landings) :



Screenshot 2 (per landing, per service charge form) :

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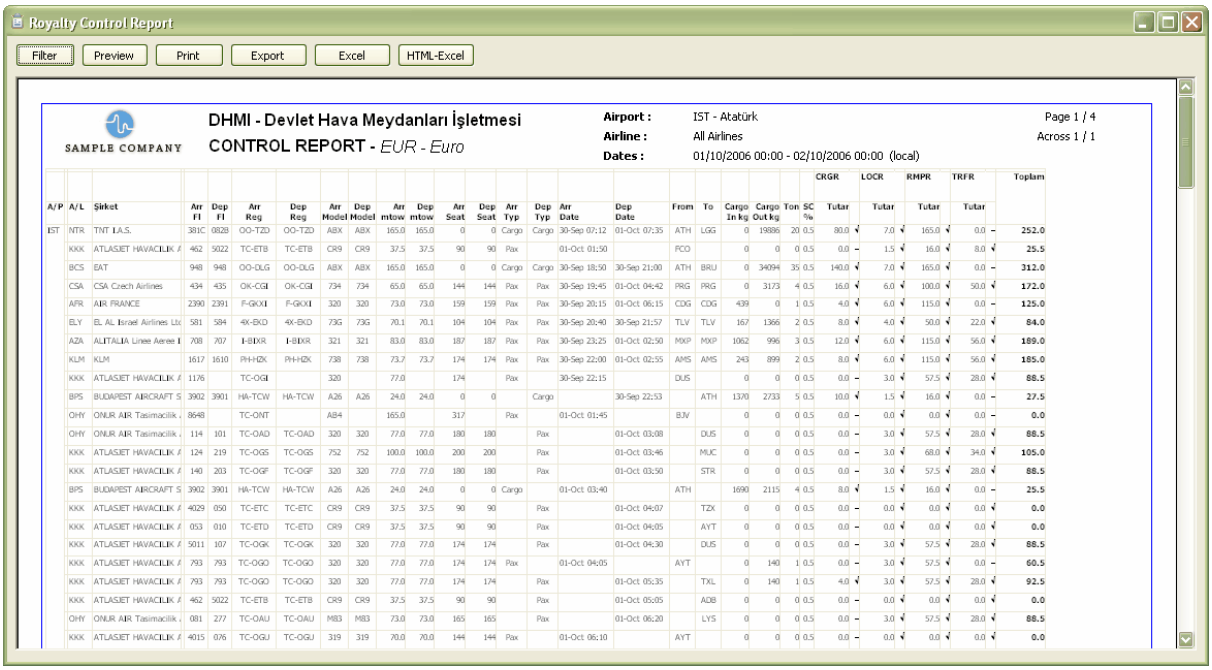


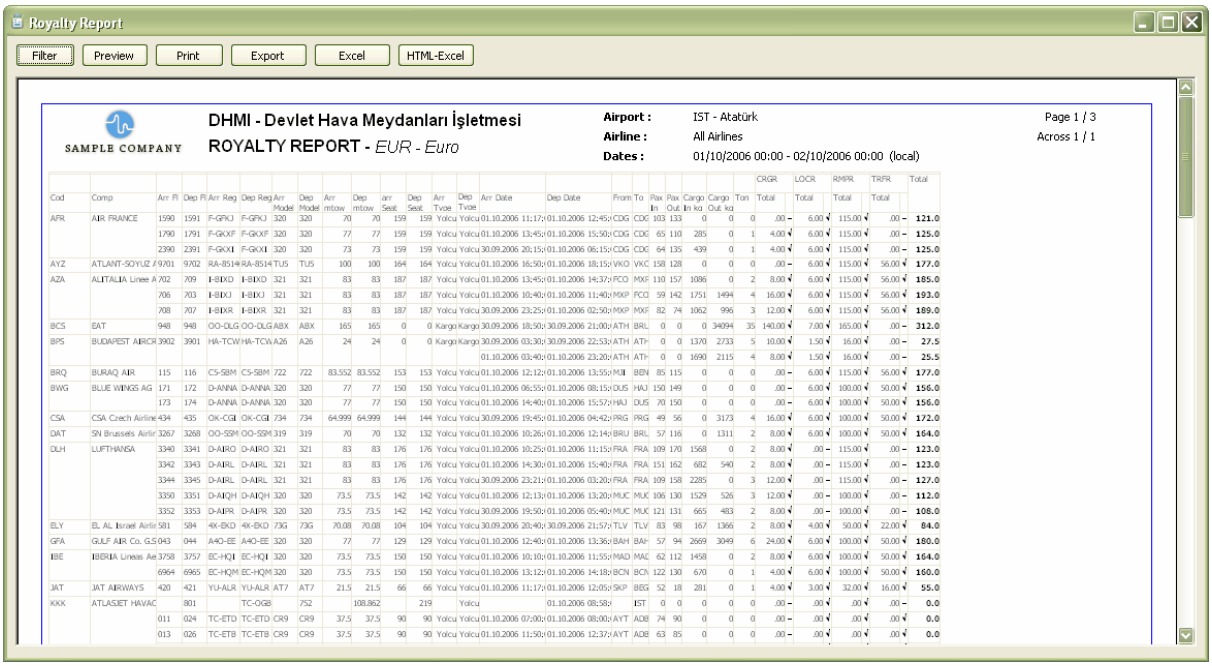
11.7.5 Royalty Report

The royalty report is used by the accounting department as the official report to declare to the airport authority the services given at the selected airports and the royalty prices that occurred.

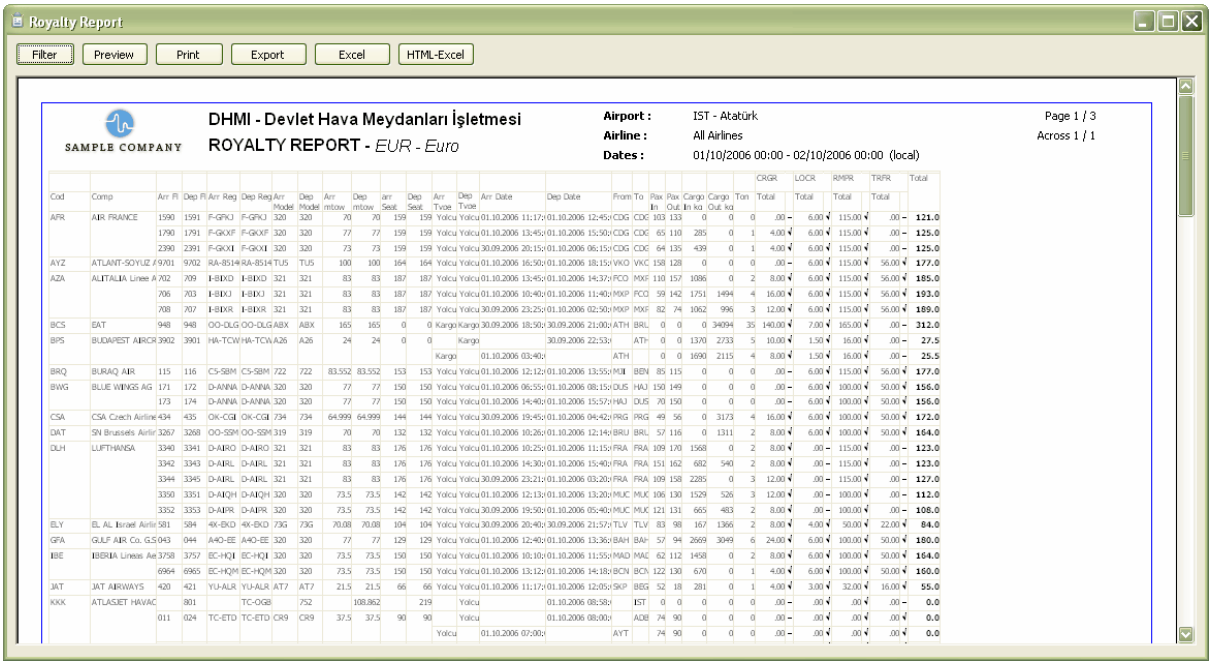
The royalty report is very similar to the royalty control report and uses the same filter. Please see the royalty control report for filter details.

Here are two sample screenshots from the royalty report, the first one with merge landings option and the second one per landing.

Screenshot 1 (merge flights) :



Screenshot 2 (per landing, per service charge form) :



11.7.6 Multi Invoice Detail Report

Multi invoice detail report is used by the accounting department for many different purposes from control to officially print the invoices. It is a pivot report for services and packages that exist in the invoices, just like the invoice detail report which is available for a single invoice in the invoice screen. But this report contains a range that's specified in the following filter:

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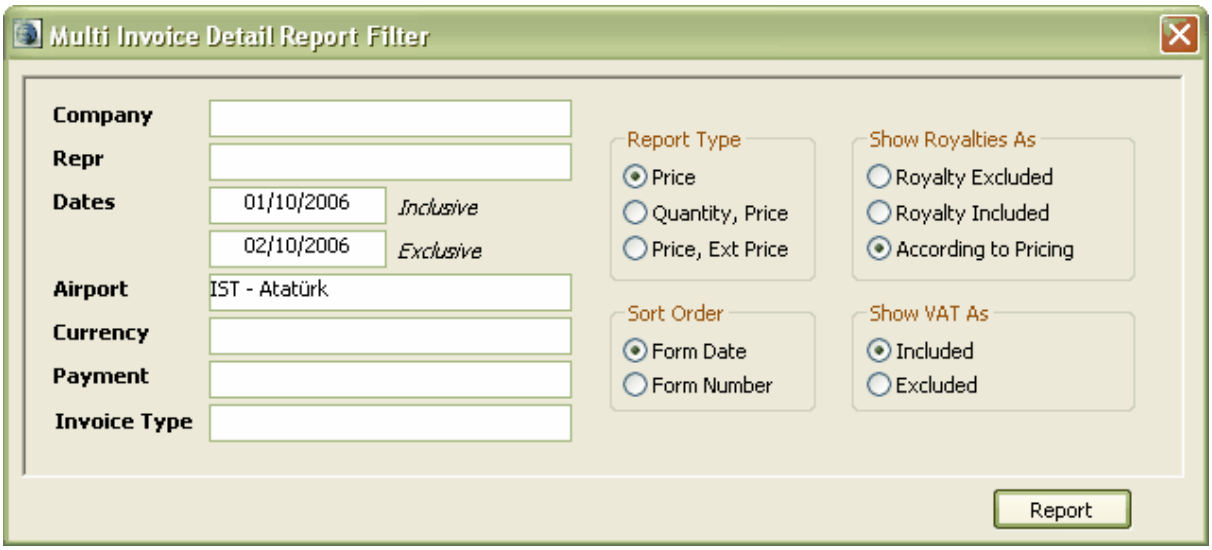
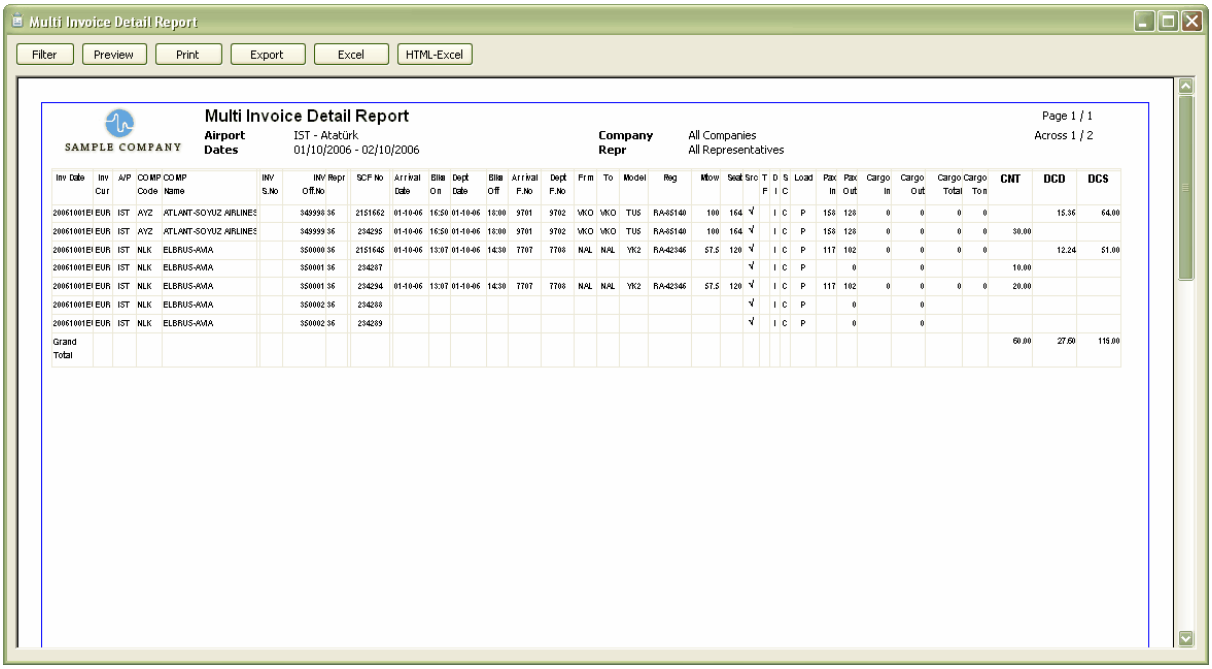


It is possible to produce the pivot part of the report by including only the price, quantity and price or price and external price of the service or package. Here is a sample screenshot from this report:



In this screenshot (just the services pivot part) you may see a sample with quantity and price :

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	DCS (UNIT)		DMG (UNIT)		GPU (UNIT)		LOP (UNIT)		OFB (UNIT)		P/B (UNIT)		RMP (UNIT)		TPL (UNIT)		TPW (UNIT)		TRF (UNIT)		Total Val
Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val	
15.36	1.00	64.00	1.00	25.00			1.00	36.00			1.00	80.00	1.00	1,503.00			5.00	2.50	1.00	711.00	2,436.86
																					30.00
12.24	1.00	51.00	1.00	15.00	1.00	93.75	1.00	34.50			1.00	80.00	1.00	1,072.50			3.00	1.50	1.00	543.00	1,903.49
																					10.00
																					20.00
									1.00	17.70											17.70
															1.00	17.70					17.70
27.60	2.00	115.00	2.00	40.00	1.00	93.75	2.00	70.50	1.00	17.70	2.00	160.00	2.00	2,575.50	1.00	17.70	8.00	4.00	2.00	1,254.00	4,436.75

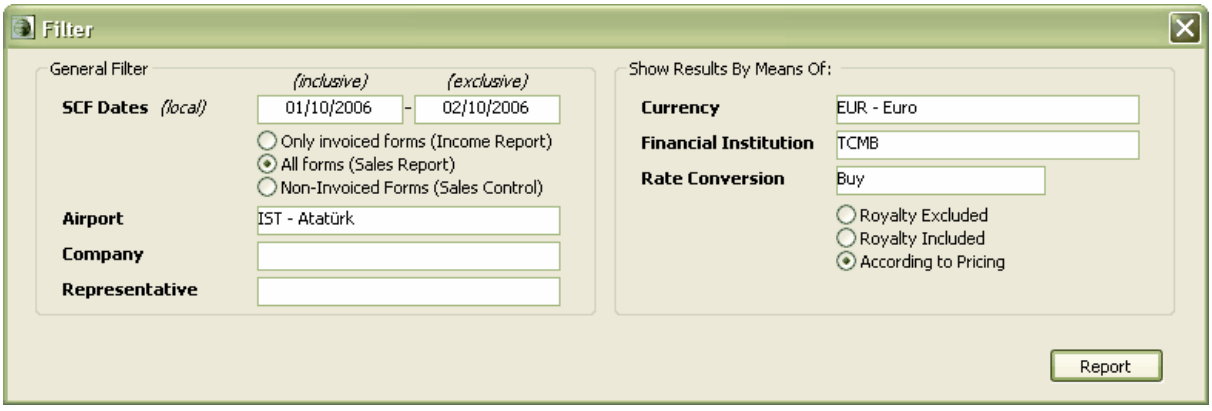
And this is a screenshot for the services section that includes the service price and the external service price:

RMP			
Val	Ext TRY	Ext USD	Ext EUR
1,026.00	0.00	0.00	0.00
2,565.00	0.00	0.00	0.00
2,565.00	0.00	0.00	0.00
2,565.00	0.00	0.00	0.00

The external price is reported in three different currencies: The native currency (definable, Turkish lira in this example screenshot), usd and euro.

11.7.7 Income Report

Income report is used by the agreements and the accounting department. The income report is used to report income by means of the desired currency for the specified date range. Here is the filter for the income report:



As you can see in the filter, it is possible to produce this report in three different types:

- Only invoiced forms: Income report.
- All forms: Sales report.
- Only Non-invoiced Forms: Sales Control.

Further selection possibilities are airport, company and representative. Here is a sample screenshot for the

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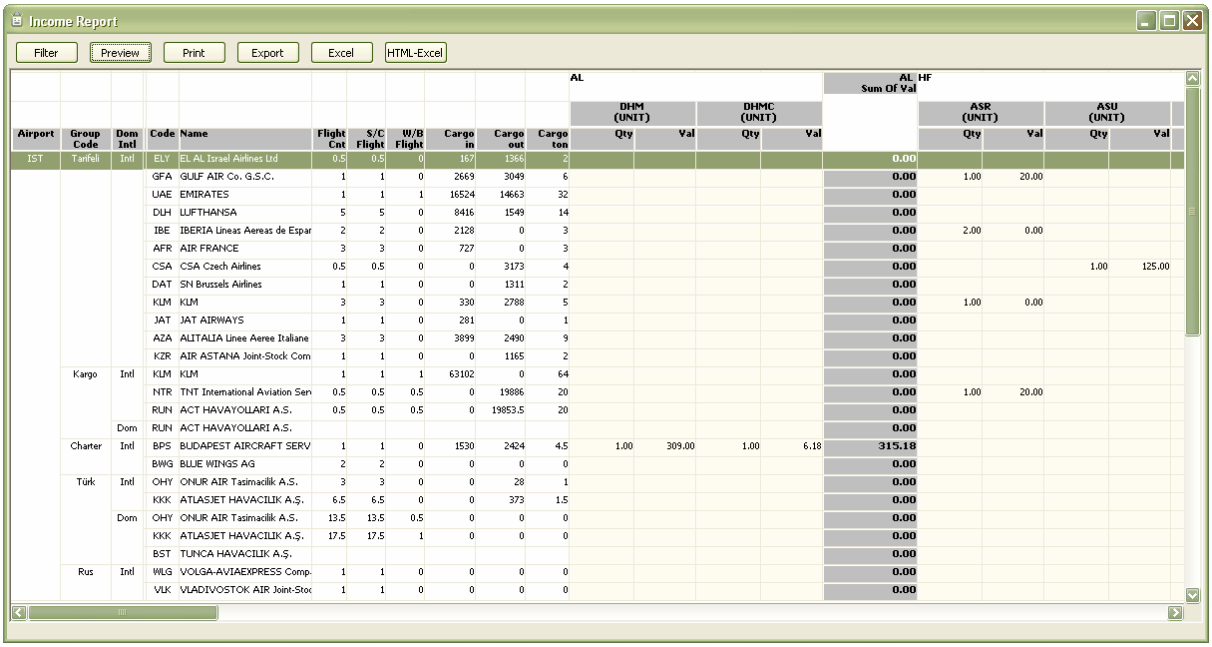
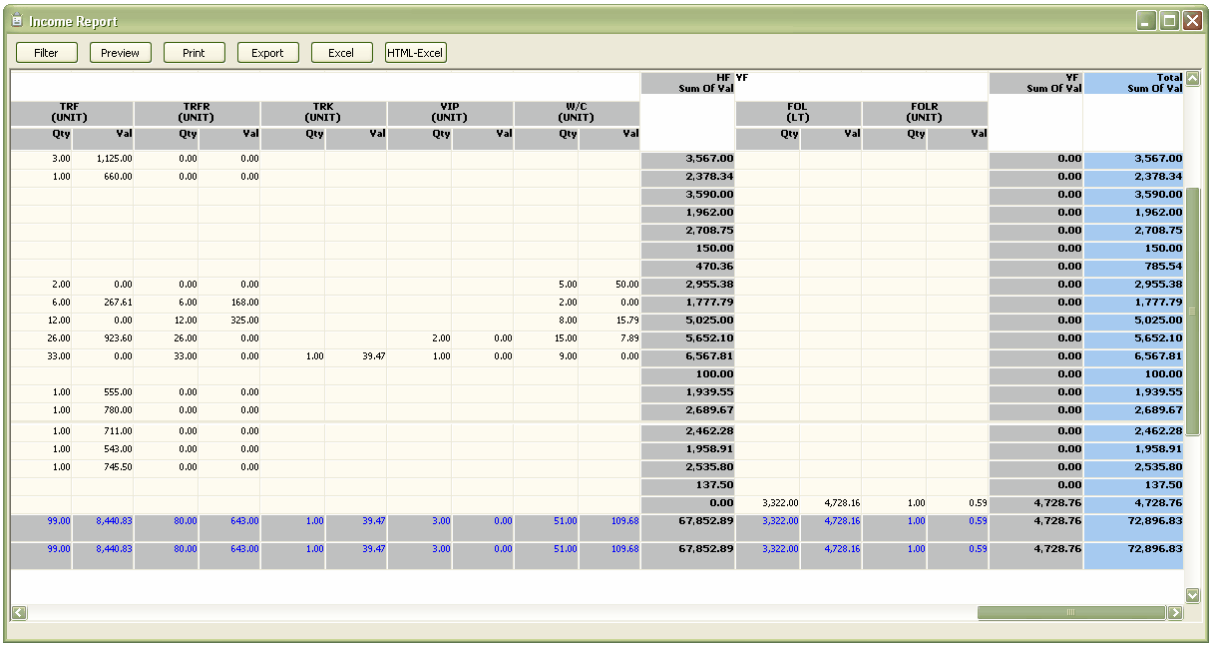
income report. The pivot part, services are grouped by the third party general ledger integration groups, and then the service code (its invoice unit in between the parenthesis), service quantity and service value.



										AL				AL Sum Of Val	HF			
										DHM (UNIT)		DHMC (UNIT)			ASR (UNIT)		ASU (UNIT)	
Airport	Group Code	Dom Intl	Code	Name	Flight Cnt	S/C Flight	W/B Flight	Cargo in	Cargo out	Cargo ton	Qty	Val	Qty	Val		Qty	Val	Qty	Val
IST	Tarifell	Intl	ELY	EL AL Israel Airlines Ltd	0.5	0.5	0	167	1366	2					0.00				
			GFA	GULF AIR Co. G.S.C.	1	1	0	2669	3049	6					0.00	1.00	20.00		
			UAE	EMIRATES	1	1	1	16524	14663	32					0.00				
			DLH	LUFTHANSA	5	5	0	8416	1549	14					0.00				
			IBE	IBERIA Lineas Aereas de Espar	2	2	0	2128	0	3					0.00	2.00	0.00		
			AFR	AIR FRANCE	3	3	0	727	0	3					0.00				
			CSA	CSA Czech Airlines	0.5	0.5	0	0	3173	4					0.00			1.00	125.00
			DAT	SN Brussels Airlines	1	1	0	0	1311	2					0.00				
			KLM	KLM	3	3	0	330	2788	5					0.00	1.00	0.00		
			JAT	JAT AIRWAYS	1	1	0	281	0	1					0.00				
			AZA	ALITALIA Linee Aeree Italiane	3	3	0	3899	2490	9					0.00				
			KZR	AIR ASTANA Joint-Stock Com	1	1	0	0	1165	2					0.00				
	Kargo	Intl	KLM	KLM	1	1	1	63102	0	64					0.00				
			NTR	TNT International Aviation Ser	0.5	0.5	0.5	0	19886	20					0.00	1.00	20.00		
			RUN	ACT HAVAYOLLARI A.S.	0.5	0.5	0.5	0	19853.5	20					0.00				
		Dom	RUN	ACT HAVAYOLLARI A.S.											0.00				
	Charter	Intl	BPS	BUDAPEST AIRCRAFT SERV	1	1	0	1530	2424	4.5	1.00	309.00	1.00	6.18	315.18				
			BWG	BLUE WINGS AG	2	2	0	0	0	0					0.00				
	Türk	Intl	OHY	ONUR AIR Tasimacilik A.S.	3	3	0	0	28	1					0.00				
			KKK	ATLASJET HAVACILIK A.Ş.	6.5	6.5	0	0	373	1.5					0.00				
		Dom	OHY	ONUR AIR Tasimacilik A.S.	13.5	13.5	0.5	0	0	0					0.00				
			KKK	ATLASJET HAVACILIK A.Ş.	17.5	17.5	1	0	0	0					0.00				
			BST	TUNCA HAVACILIK A.Ş.											0.00				
	Rus	Intl	WLG	VOLGA-AVIAEXPRESS Comp.	1	1	0	0	0	0					0.00				
			VLK	VLADIVOSTOK AIR Joint-Stoc	1	1	0	0	0	0					0.00				

In the end of the report, all group totals are presented. Please see the following screenshot:



TRF (UNIT)		TRFR (UNIT)		TRK (UNIT)		VIP (UNIT)		W/C (UNIT)		HF Sum Of Val	YF				YF Sum Of Val	Total Sum Of Val
											FOL (LT)		FOLR (UNIT)			
Qty	Val	Qty	Val	Qty	Val	Qty	Val	Qty	Val		Qty	Val	Qty	Val		
3.00	1,125.00	0.00	0.00							3,567.00					0.00	3,567.00
1.00	660.00	0.00	0.00							2,378.34					0.00	2,378.34
										3,590.00					0.00	3,590.00
										1,962.00					0.00	1,962.00
										2,708.75					0.00	2,708.75
										150.00					0.00	150.00
										470.36					0.00	785.54
2.00	0.00	0.00	0.00					5.00	50.00	2,955.38					0.00	2,955.38
6.00	267.61	6.00	168.00					2.00	0.00	1,777.79					0.00	1,777.79
12.00	0.00	12.00	325.00					8.00	15.79	5,025.00					0.00	5,025.00
26.00	923.60	26.00	0.00			2.00	0.00	15.00	7.89	5,652.10					0.00	5,652.10
33.00	0.00	33.00	0.00	1.00	39.47	1.00	0.00	9.00	0.00	6,567.81					0.00	6,567.81
										100.00					0.00	100.00
1.00	555.00	0.00	0.00							1,939.55					0.00	1,939.55
1.00	780.00	0.00	0.00							2,689.67					0.00	2,689.67
1.00	711.00	0.00	0.00							2,462.28					0.00	2,462.28
1.00	543.00	0.00	0.00							1,958.91					0.00	1,958.91
1.00	745.50	0.00	0.00							2,535.80					0.00	2,535.80
										137.50					0.00	137.50
										0.00	3,322.00	4,728.16	1.00	0.59	4,728.76	4,728.76
99.00	8,440.83	80.00	643.00	1.00	39.47	3.00	0.00	51.00	109.68	67,852.89	3,322.00	4,728.16	1.00	0.59	4,728.76	72,896.83
99.00	8,440.83	80.00	643.00	1.00	39.47	3.00	0.00	51.00	109.68	67,852.89	3,322.00	4,728.16	1.00	0.59	4,728.76	72,896.83

11.7.8 Fast Income Report

The income report uses service charge forms when producing the report. However, fast income report is also available and it uses the printed invoices only without going into the service form details. Here is the filter for the fast income report:

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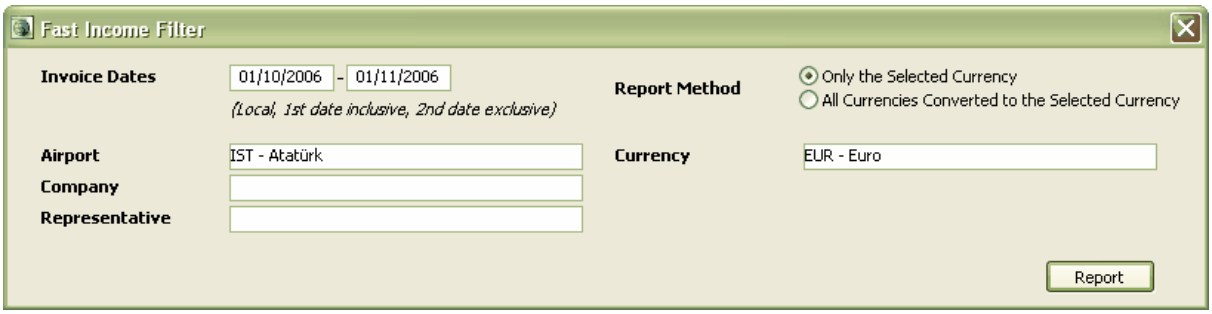
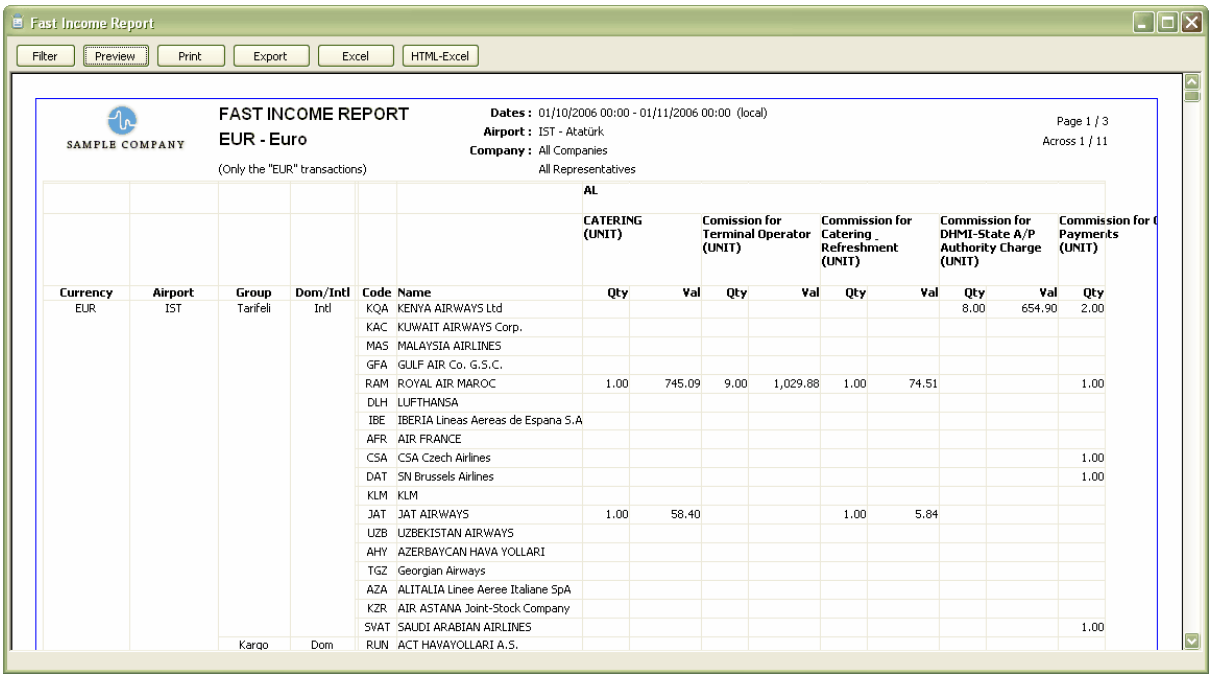


It is possible to retrieve this report using only the selected currency invoices, or all currency type invoices converted to the selected currency. The latter have the following additional filter columns:

Here is a sample screenshot from the report:



11.7.9 Brief Income Report

The three pivot income reports, income report, fast income report and the detailed income report can be hard to track if the number of services are huge. In order to more effectively view, another income report was designed: The brief Income report. This report is not a pivot report, but its look and feel is a pivot report with the most important services and their details are reported on different columns.

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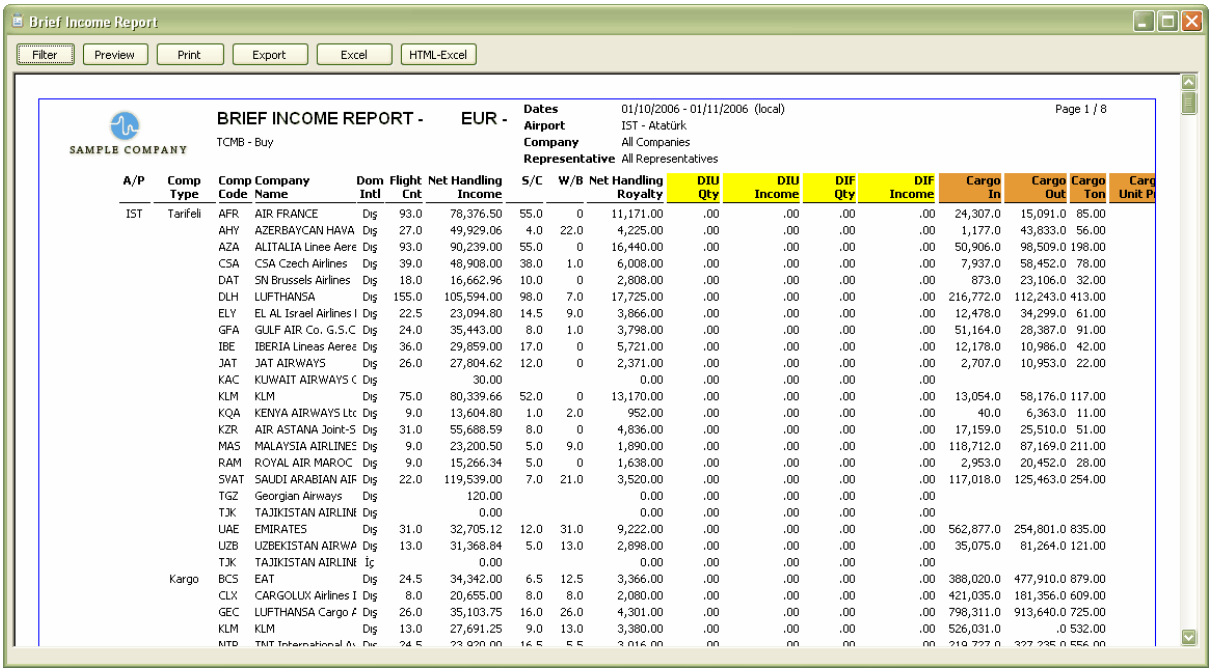
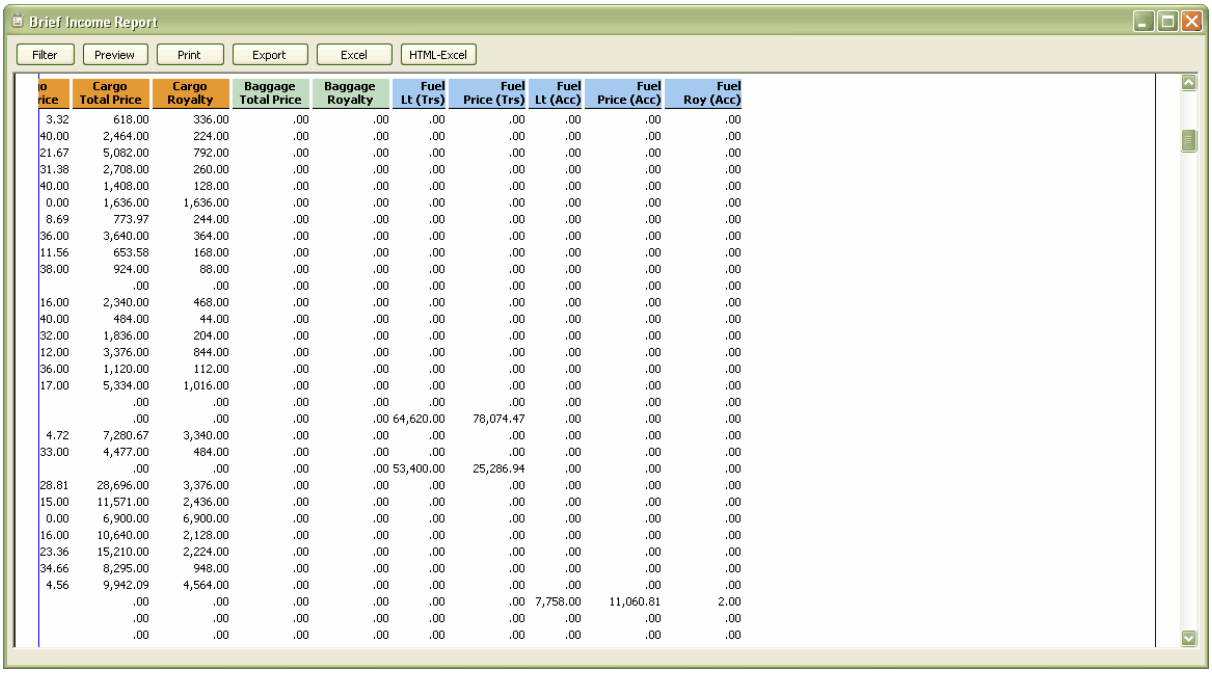
The filter for the brief income report is the same as the income report filter. So, please look at Income Report for the filter details.

Here is a sample output from the brief income report:



A/P	Comp Type	Comp Code	Company Name	Dom Intl	Flight Cnt	Net Handling Income	S/C	W/B	Net Handling Royalty	DIU Qty	DIU Income	DIF Qty	DIF Income	Cargo In	Cargo Out	Cargo Ton	Carg Unit P
IST	Tarifeli	AFR	AIR FRANCE	Dış	93.0	78,376.50	55.0	0	11,171.00	.00	.00	.00	.00	24,307.0	15,091.0	85.00	
		AHY	AZERBAYCAN HAVA	Dış	27.0	49,929.06	4.0	22.0	4,225.00	.00	.00	.00	.00	1,177.0	43,833.0	56.00	
		AZA	ALITALIA Linee Aere	Dış	93.0	90,239.00	55.0	0	16,440.00	.00	.00	.00	.00	50,906.0	98,509.0	198.00	
		CSA	CSA Czech Airlines	Dış	39.0	48,908.00	38.0	1.0	6,008.00	.00	.00	.00	.00	7,937.0	58,452.0	78.00	
		DAT	SN Brussels Airlines	Dış	18.0	16,662.96	10.0	0	2,808.00	.00	.00	.00	.00	873.0	23,106.0	32.00	
		DLH	LUFTHANSA	Dış	155.0	105,594.00	98.0	7.0	17,725.00	.00	.00	.00	.00	216,772.0	112,243.0	413.00	
		ELY	EL AL Israel Airlines I	Dış	22.5	23,094.80	14.5	9.0	3,866.00	.00	.00	.00	.00	12,478.0	34,299.0	61.00	
		GFA	GULF AIR Co. G.S.C	Dış	24.0	35,443.00	8.0	1.0	3,798.00	.00	.00	.00	.00	51,164.0	28,387.0	91.00	
		IBE	IBERIA Lineas Aeree	Dış	36.0	29,859.00	17.0	0	5,721.00	.00	.00	.00	.00	12,178.0	10,986.0	42.00	
		JAT	JAT AIRWAYS	Dış	26.0	27,804.62	12.0	0	2,371.00	.00	.00	.00	.00	2,707.0	10,953.0	22.00	
		KAC	KUWAIT AIRWAYS C	Dış		30.00			0.00	.00	.00	.00	.00				
		KLM	KLM	Dış	75.0	80,339.66	52.0	0	13,170.00	.00	.00	.00	.00	13,054.0	58,176.0	117.00	
		KQA	KENYA AIRWAYS Ltc	Dış	9.0	13,604.80	1.0	2.0	952.00	.00	.00	.00	.00	40.0	6,363.0	11.00	
		KZR	AIR ASTANA Joint-S	Dış	31.0	55,688.59	8.0	0	4,836.00	.00	.00	.00	.00	17,159.0	25,510.0	51.00	
		MAS	MALAYSIA AIRLINES	Dış	9.0	23,200.50	5.0	9.0	1,890.00	.00	.00	.00	.00	118,712.0	87,169.0	211.00	
		RAM	ROYAL AIR MAROC	Dış	9.0	15,266.34	5.0	0	1,638.00	.00	.00	.00	.00	2,953.0	20,452.0	28.00	
		SVAT	SAUDI ARABIAN AIR	Dış	22.0	119,539.00	7.0	21.0	3,520.00	.00	.00	.00	.00	117,018.0	125,463.0	254.00	
		TGZ	Georgian Airways	Dış		120.00			0.00	.00	.00	.00	.00				
		TJK	TAJIKISTAN AIRLINI	Dış		0.00			0.00	.00	.00	.00	.00				
		UAE	EMIRATES	Dış	31.0	32,705.12	12.0	31.0	9,222.00	.00	.00	.00	.00	562,877.0	254,801.0	835.00	
		UZB	UZBEKISTAN AIRWA	Dış	13.0	31,368.84	5.0	13.0	2,898.00	.00	.00	.00	.00	35,075.0	81,264.0	121.00	
		TJK	TAJIKISTAN AIRLINI	İç		0.00			0.00	.00	.00	.00	.00				
	Kargo	BCS	EAT	Dış	24.5	34,342.00	6.5	12.5	3,366.00	.00	.00	.00	.00	388,020.0	477,910.0	879.00	
		CLX	CARGOLUX Airlines I	Dış	8.0	20,655.00	8.0	8.0	2,080.00	.00	.00	.00	.00	421,035.0	181,356.0	609.00	
		GEC	LUFTHANSA Cargo A	Dış	26.0	35,103.75	16.0	26.0	4,301.00	.00	.00	.00	.00	798,311.0	913,640.0	725.00	
		KLM	KLM	Dış	13.0	27,691.25	9.0	13.0	3,380.00	.00	.00	.00	.00	526,031.0	.0	532.00	

And the report continues:



ice	Cargo Total Price	Cargo Royalty	Baggage Total Price	Baggage Royalty	Fuel Lt (Trs)	Fuel Price (Trs)	Fuel Lt (Acc)	Fuel Price (Acc)	Fuel Roy (Acc)
3.32	618.00	336.00	.00	.00	.00	.00	.00	.00	.00
40.00	2,464.00	224.00	.00	.00	.00	.00	.00	.00	.00
21.67	5,082.00	792.00	.00	.00	.00	.00	.00	.00	.00
31.38	2,708.00	260.00	.00	.00	.00	.00	.00	.00	.00
40.00	1,408.00	128.00	.00	.00	.00	.00	.00	.00	.00
0.00	1,636.00	1,636.00	.00	.00	.00	.00	.00	.00	.00
8.69	773.97	244.00	.00	.00	.00	.00	.00	.00	.00
36.00	3,640.00	364.00	.00	.00	.00	.00	.00	.00	.00
11.56	653.58	168.00	.00	.00	.00	.00	.00	.00	.00
38.00	924.00	88.00	.00	.00	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00	.00	.00	.00	.00
16.00	2,340.00	468.00	.00	.00	.00	.00	.00	.00	.00
40.00	484.00	44.00	.00	.00	.00	.00	.00	.00	.00
32.00	1,836.00	204.00	.00	.00	.00	.00	.00	.00	.00
12.00	3,376.00	844.00	.00	.00	.00	.00	.00	.00	.00
36.00	1,120.00	112.00	.00	.00	.00	.00	.00	.00	.00
17.00	5,334.00	1,016.00	.00	.00	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00	.00	.00	.00	.00
	.00	.00	.00	.00	64,620.00	78,074.47	.00	.00	.00
4.72	7,280.67	3,340.00	.00	.00	.00	.00	.00	.00	.00
33.00	4,477.00	484.00	.00	.00	.00	.00	.00	.00	.00
	.00	.00	.00	.00	53,400.00	25,286.94	.00	.00	.00
28.81	28,696.00	3,376.00	.00	.00	.00	.00	.00	.00	.00
15.00	11,571.00	2,436.00	.00	.00	.00	.00	.00	.00	.00
0.00	6,900.00	6,900.00	.00	.00	.00	.00	.00	.00	.00
16.00	10,640.00	2,128.00	.00	.00	.00	.00	.00	.00	.00
23.36	15,210.00	2,224.00	.00	.00	.00	.00	.00	.00	.00
34.66	8,295.00	948.00	.00	.00	.00	.00	.00	.00	.00
4.56	9,942.09	4,564.00	.00	.00	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00	.00	7,758.00	11,060.81	2.00
	.00	.00	.00	.00	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00	.00	.00	.00	.00

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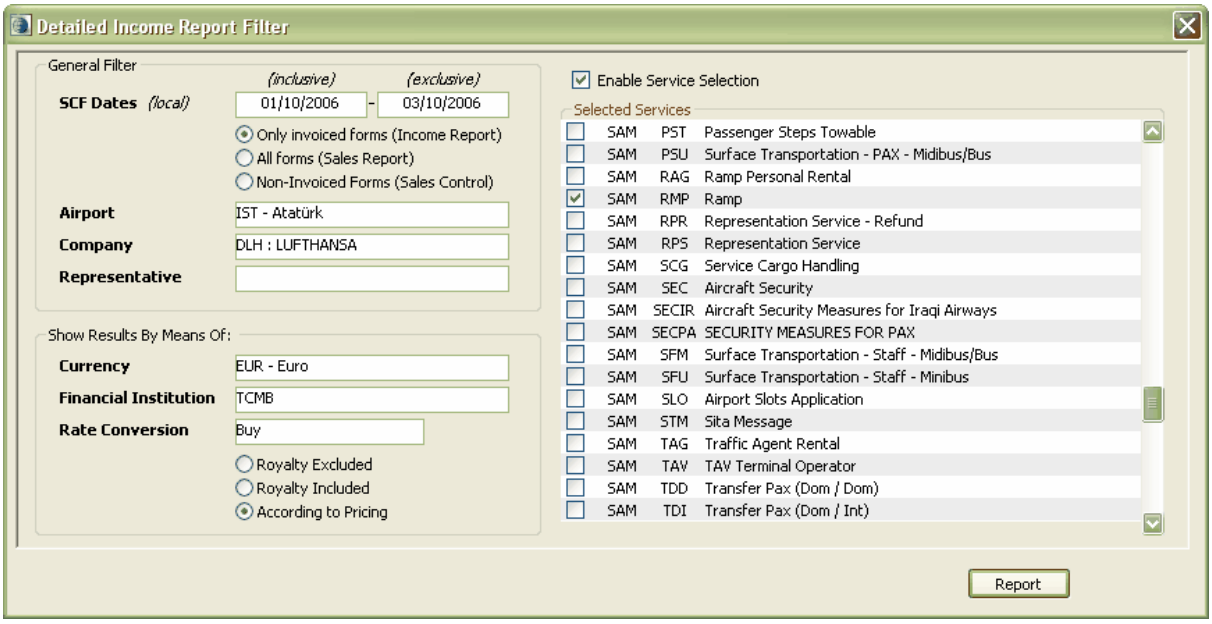
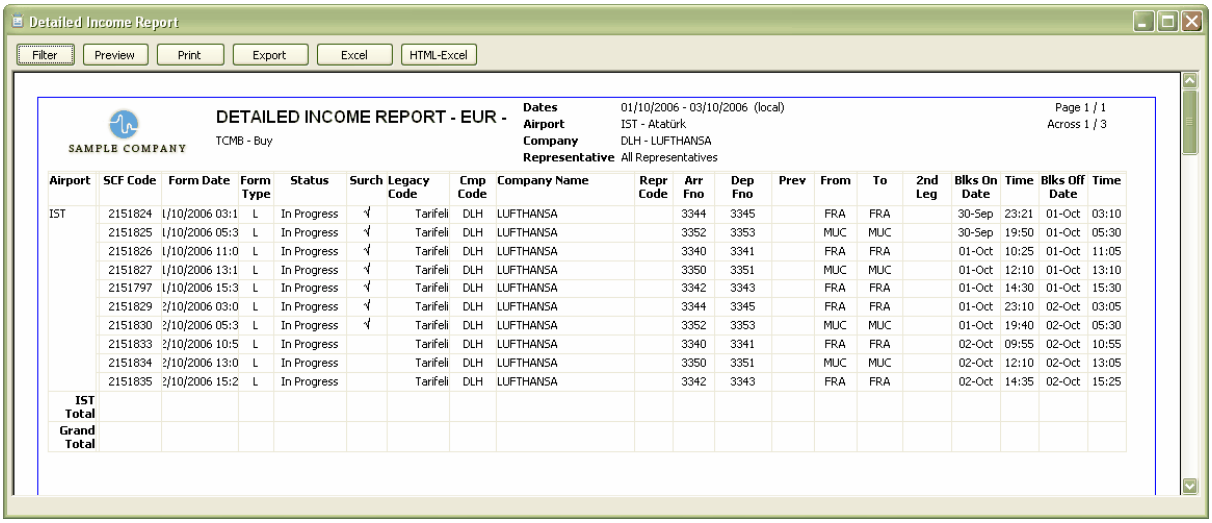
11.7.10 Detailed Income Report

Detailed income report is the same as the income report, except it gives the user the flexibility to get the report for the selected services only as in this filter:



In the following screenshot, we see sample results for the above filter: IST airport, DLH airline, between 1/10/2006 and 3/10/2006 and for the RMP service only.



Continued:

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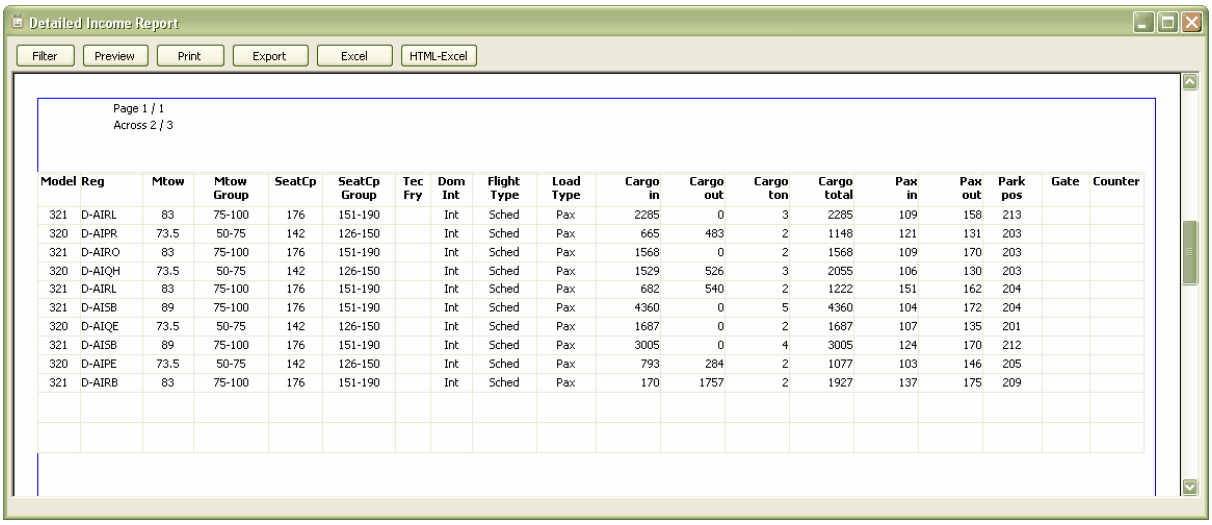
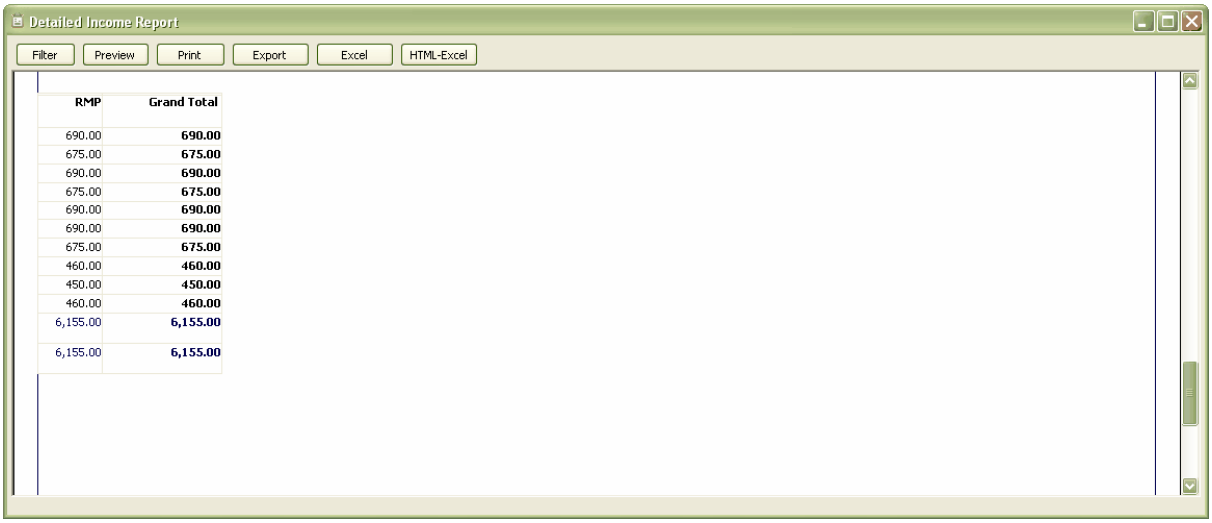


Model	Reg	Mtow	Mtow Group	SeatCp	SeatCp Group	Tec Fry	Dom Int	Flight Type	Load Type	Cargo in	Cargo out	Cargo ton	Cargo total	Pax in	Pax out	Park pos	Gate	Counter
321	D-AIRL	83	75-100	176	151-190		Int	Sched	Pax	2285	0	3	2285	109	158	213		
320	D-AIPR	73.5	50-75	142	126-150		Int	Sched	Pax	665	483	2	1148	121	131	203		
321	D-AIRO	83	75-100	176	151-190		Int	Sched	Pax	1568	0	2	1568	109	170	203		
320	D-AIQH	73.5	50-75	142	126-150		Int	Sched	Pax	1529	526	3	2055	106	130	203		
321	D-AIRL	83	75-100	176	151-190		Int	Sched	Pax	682	540	2	1222	151	162	204		
321	D-AISB	89	75-100	176	151-190		Int	Sched	Pax	4360	0	5	4360	104	172	204		
320	D-AIQE	73.5	50-75	142	126-150		Int	Sched	Pax	1687	0	2	1687	107	135	201		
321	D-AISB	89	75-100	176	151-190		Int	Sched	Pax	3005	0	4	3005	124	170	212		
320	D-AIPE	73.5	50-75	142	126-150		Int	Sched	Pax	793	284	2	1077	103	146	205		
321	D-AIRB	83	75-100	176	151-190		Int	Sched	Pax	170	1757	2	1927	137	175	209		

Continued:



RMP	Grand Total
690.00	**690.00**
675.00	**675.00**
690.00	**690.00**
675.00	**675.00**
690.00	**690.00**
690.00	**690.00**
675.00	**675.00**
460.00	**460.00**
450.00	**450.00**
460.00	**460.00**
6,155.00	**6,155.00**
6,155.00	**6,155.00**

Note that despite the service selection, this report includes all packages in the given criteria.

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