



# Welcome to Flight Reserves!

This tutorial will help you get started

Flight Reserves allows you to send messages to all of your partners at the same time



**Signed On As**  
**skoonermn**  
[Log Off](#)  
[Show My Reservations](#)  
[Administration Functions>>](#)

**Date**  
**Sat**  
 03 20 2010  
   
[Select from Calendar](#)  
[Go To Today](#)

To start a reservation, click on an available time.

NAIRPLANE	Sat 03-20-2010	Sun 03-21-2010	Mon 03-22-2010	Tue 03-23-2010	Wed 03-24-2010	Thu 03-25-2010	Fri 03-26-2010
0700	0700	0700	0700	0700	0700	0700	0700
0800	0800	0800	0800	0800	0800	0800	0800
0900	0900	0900	0900	0900	0900	0900	0900
1000	1000	1000	1000	1000	1000	1000	1000
1100	SK	1100	1100	1100	1100	1100	1100
1200		1200	1200	1200	1200	1200	1200
1300		1300	1300	1300	1300	1300	1300
1400		1400	1400	1400	1400	1400	1400
1500		1500	1500	1500	1500	1500	1500
1600		1600	1600	1600	1600	1600	1600
1700		1700	1700	1700	1700	1700	1700
1800		1800	1800	1800	1800	1800	1800
1900		1900	1900	1900	1900	1900	1900
2000		2000	2000	2000	2000	2000	2000
2100		2100	2100	2100	2100	2100	2100
2200		2200	2200	2200	2200	2200	2200
2300		2300	2300	2300	2300	2300	2300
2400							

Start by clicking the "Administration Functions" link

<b>Hobbs</b>	<b>Tach</b>
250.00	250.00

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This page is best viewed using Internet Explorer. [The latest version can be downloaded here.](#)



Signed On As

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Show My Reservations

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0900	0900	0900	0900	0900	0900	0900	0900
1000	1000	1000	1000	1000	1000	1000	1000
1100	1100	1100	1100	1100	1100	1100	1100
1200	1200	1200	1200	1200	1200	1200	1200
1300	1300	1300	1300	1300	1300	1300	1300
1400	1400	1400	1400	1400	1400	1400	1400
1500	1500	1500	1500	1500	1500	1500	1500
1600	1600	1600	1600	1600	1600	1600	1600
1700	1700	1700	1700	1700	1700	1700	1700
		1800	1800	1800	1800	1800	1800
		1900	1900	1900	1900	1900	1900
		2000	2000	2000	2000	2000	2000
		2100	2100	2100	2100	2100	2100
		2200	2200	2200	2200	2200	2200
		2300	2300	2300	2300	2300	2300

- <<Close Menu
- Administrate Users
- Send Broadcast Message
- Modify Aircraft Info
- Reservation Report

Now, click "Send Broadcast Message"

Hobbs	Tach
250.00	250.00

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Email Alert - Windows Internet Explorer

http://localhost/scheduling/emailalert.php

Links Customize Links my delicio.us post to delicio.us

This note is to tell you somet

Email Alert

Page Tools

Type the text of subject and message you would like to send. Then click "send message".

Subject:

Just communicating about the aircraft

Body:

Hello everyone,

As agreed, I have scheduled the annual for the first several days of May. The mechanic said he would put it at the top of the list to ensure we are flying as soon as possible. I have updated the schedule to show the plane unavailable.

Let me know if you have questions.

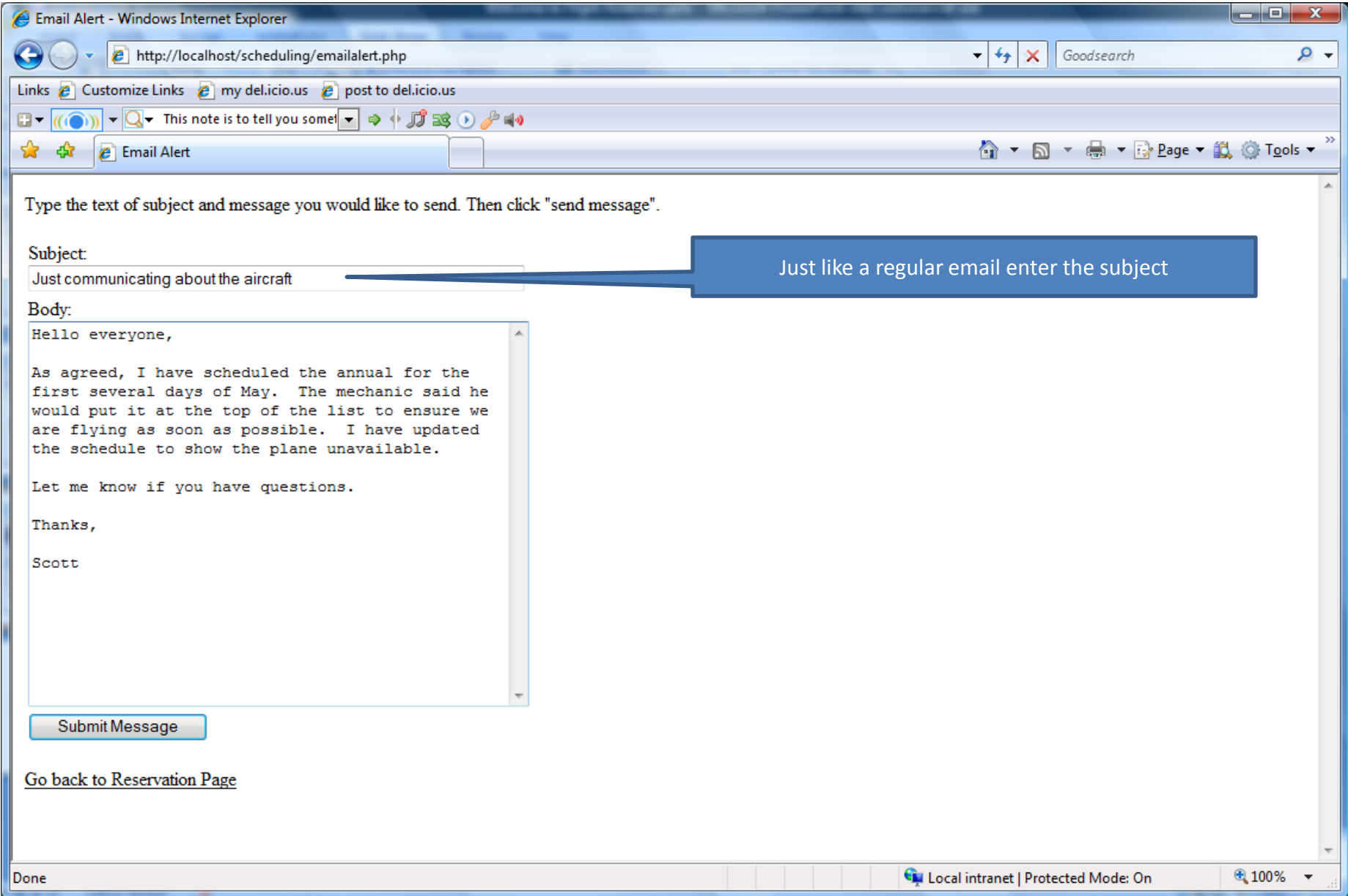
Thanks,

Scott

Submit Message

[Go back to Reservation Page](#)

Local intranet | Protected Mode: On 100%



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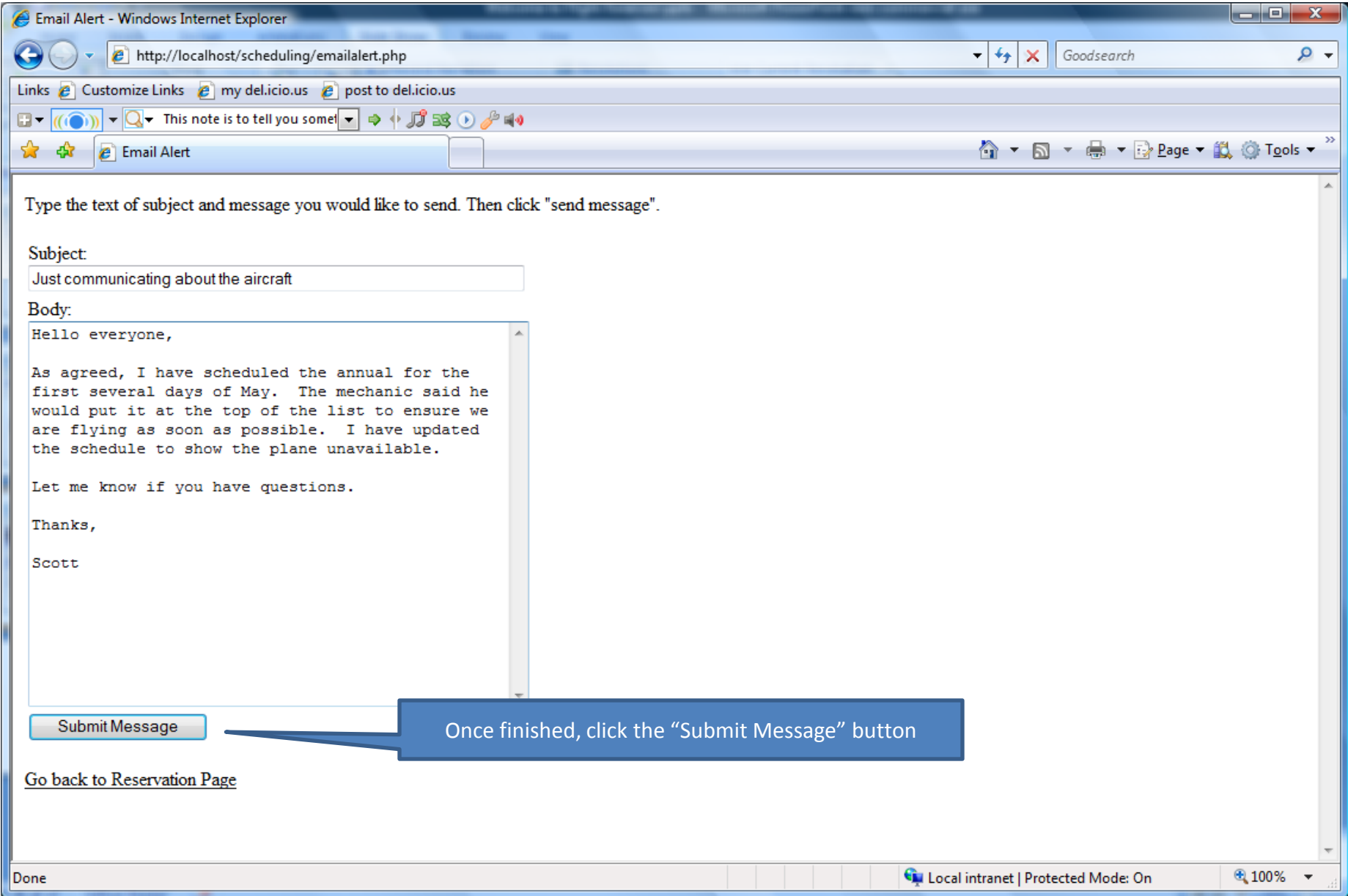
Scott

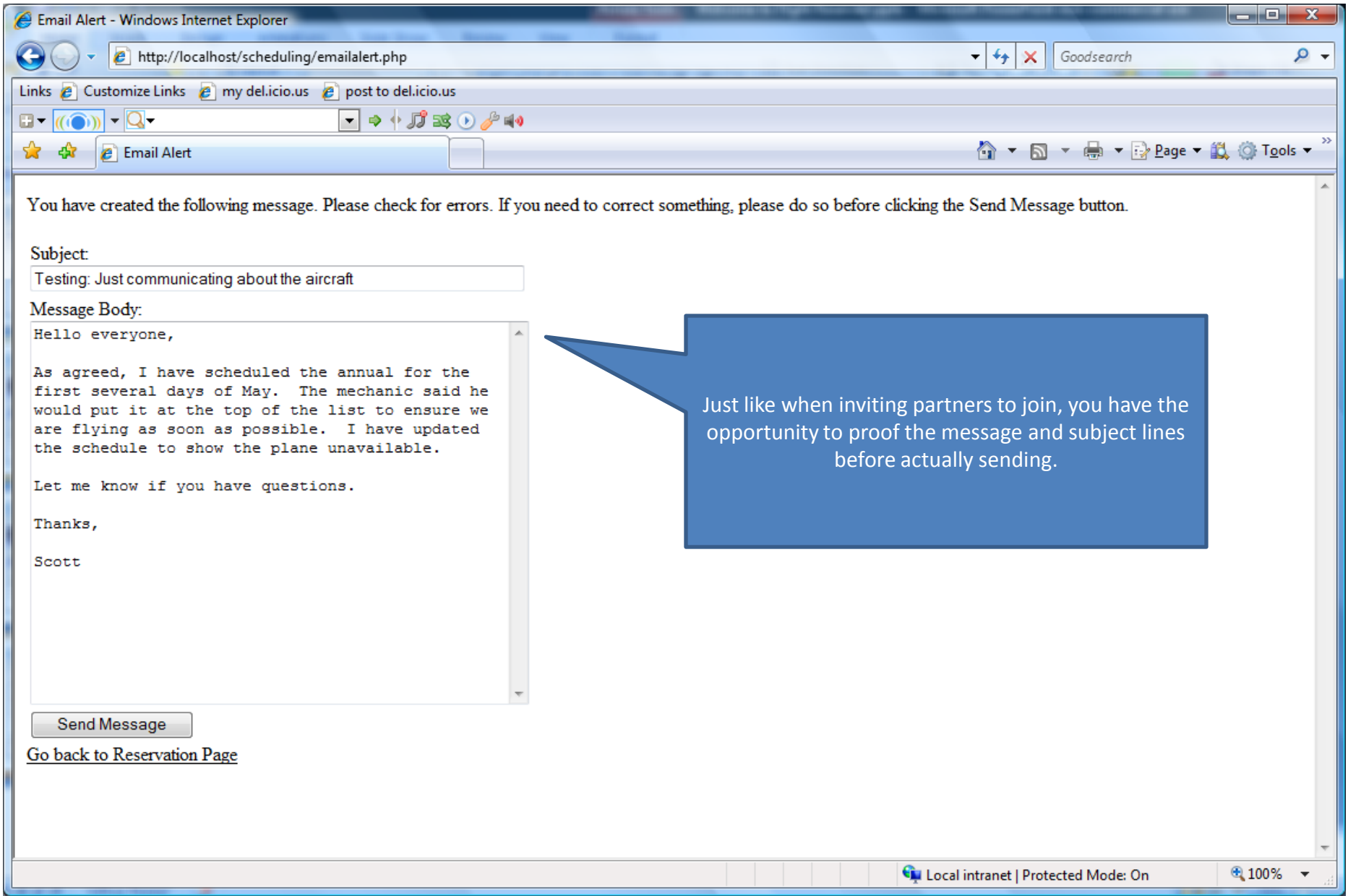
Submit Message

[Go back to Reservation Page](#)

Done Local intranet | Protected Mode: On 100%

Then enter the body of the message.





You have created the following message. Please check for errors. If you need to correct something, please do so before clicking the Send Message button.

Subject:

Testing: Just communicating about the aircraft

Message Body:

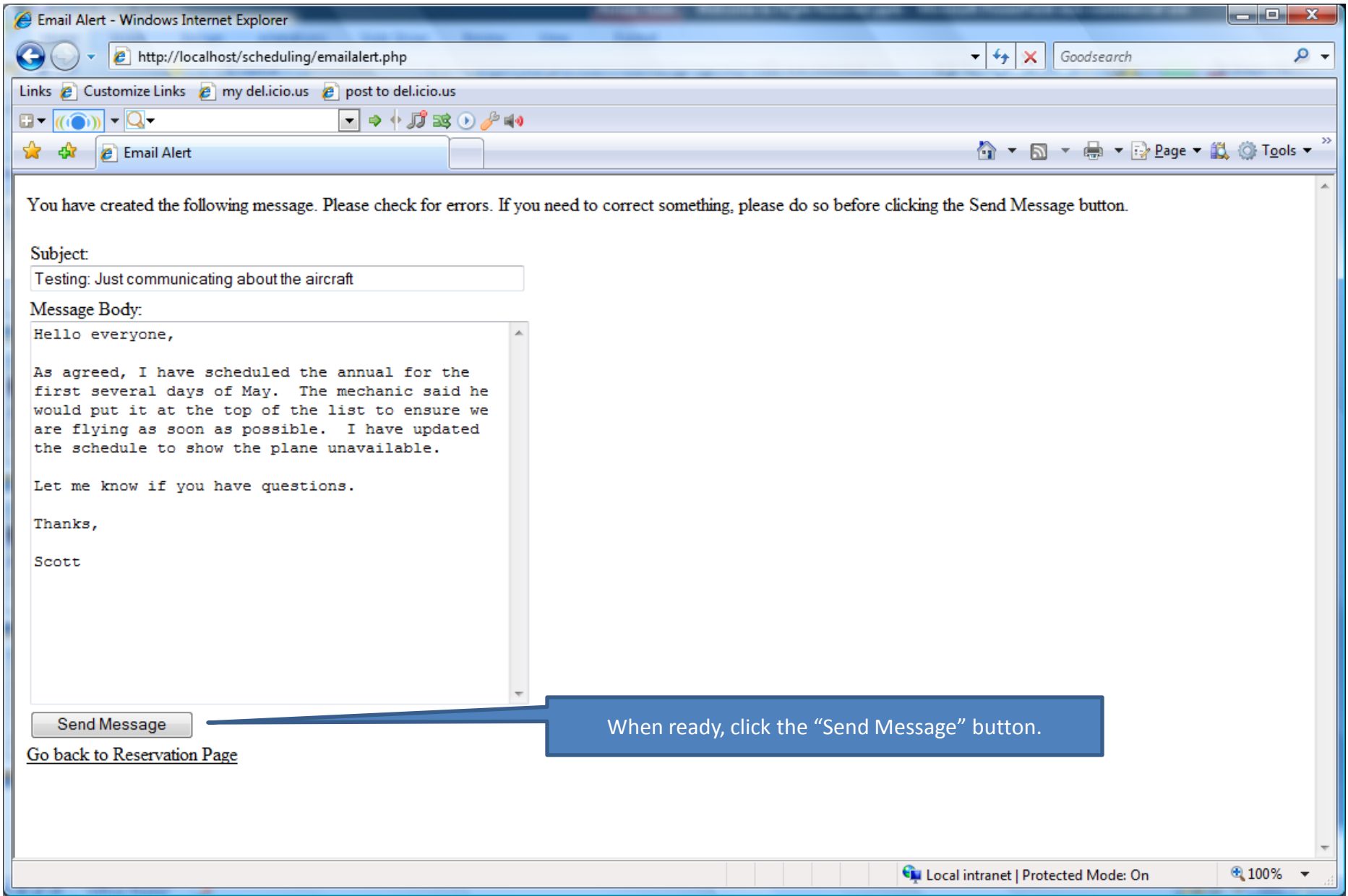
Hello everyone,  
  
As agreed, I have scheduled the annual for the first several days of May. The mechanic said he would put it at the top of the list to ensure we are flying as soon as possible. I have updated the schedule to show the plane unavailable.  
  
Let me know if you have questions.  
  
Thanks,  
  
Scott

Just like when inviting partners to join, you have the opportunity to proof the message and subject lines before actually sending.

Send Message

[Go back to Reservation Page](#)





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Subject:

Testing: Just communicating about the aircraft

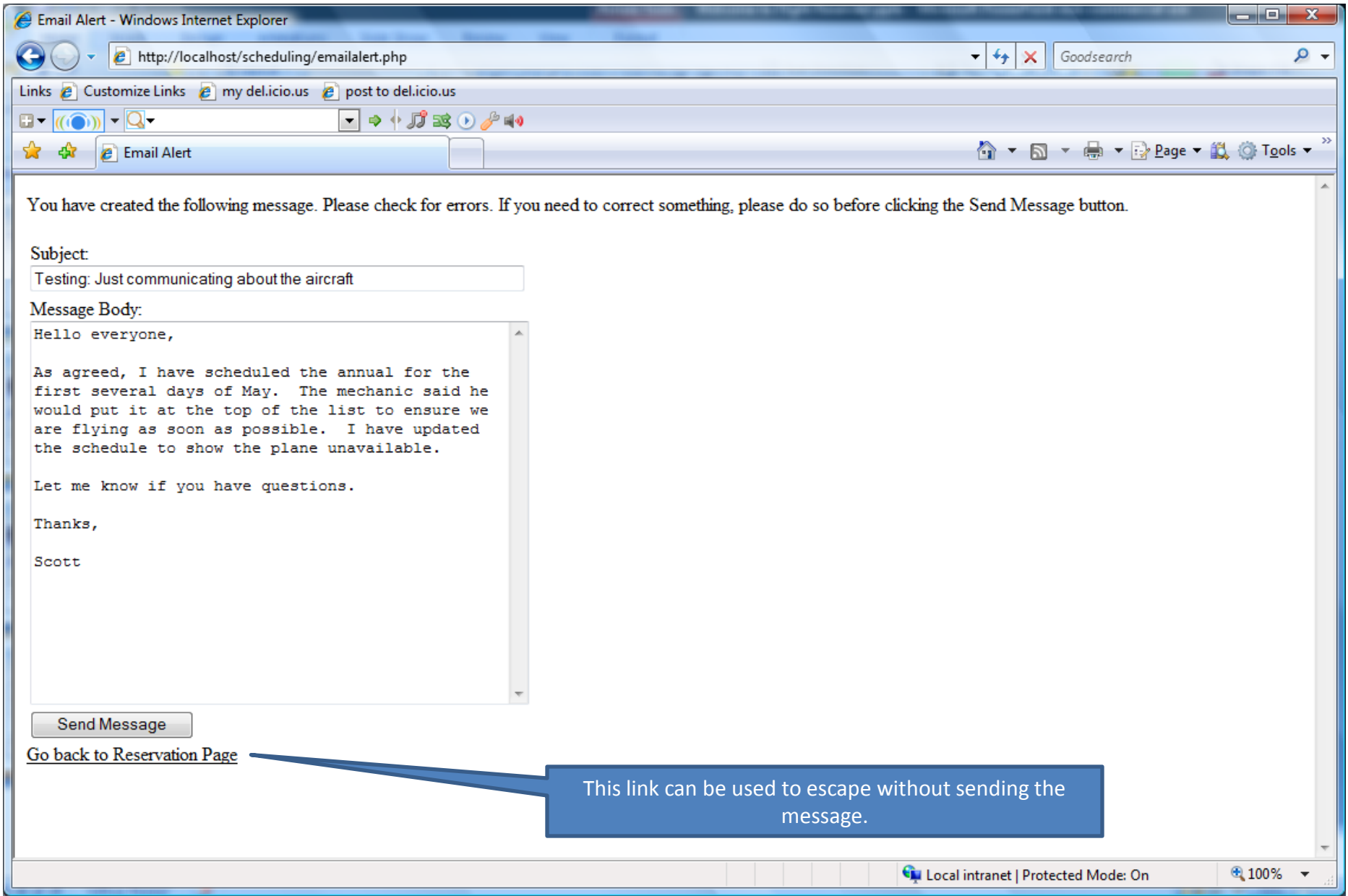
Message Body:

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Thanks,  
  
Scott

Send Message

When ready, click the "Send Message" button.

[Go back to Reservation Page](#)



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Message Body:

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Thanks,  
  
Scott

Send Message

[Go back to Reservation Page](#)

This link can be used to escape without sending the message.

# After clicking send

- The next screen shows what emails received the message and...
- Provides a link back to the schedule page.

# Complete!

- You can now use Flight Reserves to communicate with your partners.

Thank you for your interest in  
Flight Reserves!