# Pilots' Guide to LifeLine Pilots OPS System

In the OPS System, you can view a list of available flights and request flights you wish to fly.

# **Getting started**

Here are two easy steps to get you started.

- 1. Login
- 2. Click on the "Avail" button on the top left corner under "Missions."



This will take you to the Missions Available list which will give detailed itineraries for all available missions.

# Missions Available

Wing All	¥	Airport Ident		Type Air •	Calendar	Update list				
Missions available list view options: Advanced   Basic   Compact										
Sort by: Date (later - sooner) v 9 missions found < 1 of 1 >										
Miss Da Illn to	ion: 1321 te: 09-19-2017 (1 ess: Cholangioc lung	In a trial Tue) arinoma metastasis	Passenge Flight time	er: Jennifer B. (age 43) +1 e:	Total we	Total weight: 395 Weight & Balance				
P	🔲 Leg 1	BED (Bedford, MA)		ABE (Allentown, PA)	216nm	(FILLED)				
P	🗌 Leg 2	ABE (Allentown, PA)		2G2 (Steubenville, OH)	241nm	NM REQUEST THIS MISSION »				
Miss Da Illn	ion: 1350 te: 09-21-2017 (1 ess: Cancer	regularly scheduled cano Thu)	er treatmen Passenge Flight time	nt er: Lettie L. (age 50) +1 e:	Total we	Total weight: 440 Weight & Balance				
P	🗌 Leg 1	CCO (Newnan, GA)		EQY (Monroe, NC)	230nm	REQUEST THIS MISSION »				
P	🗌 Leg 2	EQY (Monroe, NC)		SFQ (Suffolk, VA)	219nm	REQUEST THIS MISSION »				

The missions available list will most likely be the feature of OPS you will use the most as a pilot. It will list all available mission legs. A mission may consist of multiple legs, which are linking flights to cover longer distances or cross into territories covered by other organizations. If a mission has multiple legs, some may be filled and some open, so you may see a mission with both. Of course, you can only request the mission legs that are open, in other words, do not yet have a Command Pilot assigned.

The Basic View, shown above, displays each mission with at least one available mission leg, so you can get an overview of the passenger's travel.

Click on the + sign next to the passenger's name, or the "Weight & Balance" link to get the detail of the loading for this flight.

The Compact View, shown below, shows only available mission legs, and allows for sorting by date, origin, destination, distance, and weight. This view is handy for narrowing down flights by specific criteria.

You can also choose to use the Advanced View, which has a number of filters for selecting flights.

## **Missions Available**

Airport Wing All	Airpo	rt Show Gro	und Caler	Update list	My Fli	ights			
Missions available list view options: Basic   Advanced   Compact									
Show All v entries Search:									
Mission 🗘	Date 🗘	Passenger (age)	Origin 🗘	Dest 🗘 Leg	g/Trip \$ ۱	Neight 🗘	Request		
1321-2/2 Normal	09-19-2017 Tue	and the fight of the	ABE PA	2G2 OH	241 4,140	395 lbs 2 pass	Request		
1350-1/2 Normal	09-21-2017 Thu	other country into	CCO GA	EQY NC	230 3,765	440 lbs 2 pass	Request		
1350-2/2 Normal	09-21-2017 Thu	other cannot be	EQY NC	SFQ VA	219 4,117	440 lbs 2 pass	Request		
1353-3/3 Normal	10-02-2017 Mon	the Trans (10)	CKV TN	EYE IN	200 3,293	275 lbo 3 pass	Request		
1127-1/2 Normal	10-10-2017 Tue		BED MA	ABE PA	216 4,535	475 lbs 2 pass	Request		
1127-2/2 Normal	10-10-2017 Tue	and the first of the	ABE PA	2G2 OH	241 4,140	475 lbs 2 pass	Request		
1354-1/3 Normal	10-10-2017 Tue	August Street Stre	EYE IN	CKV TN	200 3.293	375 lbs 3 pass	Request		

## **Request Mission Process**

lission Type:
ice: 131 nm incy:-
st This Mission

Once you see a mission you're interested in booking, you can request the mission leg from the available missions list. Legs that are available have a button labeled "Request this Mission." Select this button to request the flight. Note that if you have already requested this flight, the button will be labeled "Already requested."

Once you click on the "Request This Mission" button, you will see a page similar to the following page.

#### **Request Mission**

Leg 1	Date: Time:	10/05/12 Arrive 10:	00am	From: To:	MYF (Sa (GMT-8) SMO (S © PT	an Diego, CA anta Monica 「(GMT-8)	) 🕑 PT , CA)	Pa We	ssengers: 1 eight: 249	Distance: 97mi Efficiency: 100%
Comment:										
Pilot Type:	Co	ommand F	Pilot	•						
Add Your Aircraft	0	Add Aircraf	t							
Tail										
IFR Backup Wanted?	) () Y	/es	© No							
Mission Assistant Wanted?	© Y	fes	© No							
We encourage you to select "yes" and make this mission available to new members and others who wish to fly as a Mission Assistant.										
Comment										

## **Request Mission - Mission Leg Summary**

The mission leg summary provides an overview of the key information about this flight. Please review these details to ensure that you can accept the flight (i.e. that your aircraft has enough seats, range, and so forth).

The mission leg can be a ground mission leg or an air mission leg. Depending on the type of leg, the following fields are displayed.

#### Pilot type

**Request Mission** 

Depending on your flight status, you can request this leg as a Command Pilot, Mission Assistant, Backup pilot, or Backup Mission Assistant. The Command Pilot and Backup Pilot options are only available if your flight status is Command Pilot. If the mission leg is a ground leg, you can request to be the Ground Angel or the Backup Ground Angel.

#### Add aircraft (air legs only)

Select your aircraft to indicate which aircraft you intend to fly on this mission. This information is helpful for passengers to find you at the airport.

#### Tail number (air legs only)

Select the tail number of your aircraft to indicate which aircraft you intend to fly on this mission. This information is helpful for passengers to find you at the airport.

## IFR backup (air legs only)

If you are a VFR only pilot and wish to have an IFR rated pilot as a backup on this flight, you can select this option.

### Mission Assistant (air legs only)

If you wish to have a Mission Assistant on this flight, you can select this option. Members will be able to find your flight in a list of "Mission assistant wanted" flights, and they will contact you to coordinate their participation. We encourage you to indicate "Yes" you do want a mission assistant, as this helps us involve more willing volunteers.

#### Comments

Please enter any comments you wish to convey to the flight coordinators.

#### What happens next?

Once you submit your request, the request will be reviewed by the coordination staff. The leg you requested may have already been requested by another pilot or there may be other reasons why the coordination staff may not choose you for this leg. You will be notified if they have selected you for the flight.