

PBS: Bidding Reminders

The first month's bidding and awards have been completed we would like to highlight a few things that should assist you as you prepare to bid for your November blocks.

- Browser Cache
- Synchronization
- One System – Two Looks
- Using more than one computer for bidding
- GP > GJ
- Any vs Every

Browser Cache:

Today's browsers, like Chrome and Internet Explorer, save information and data from websites that they visit. This is to help speed up the internet as the web site(s) that you access will look for saved data in your browser.

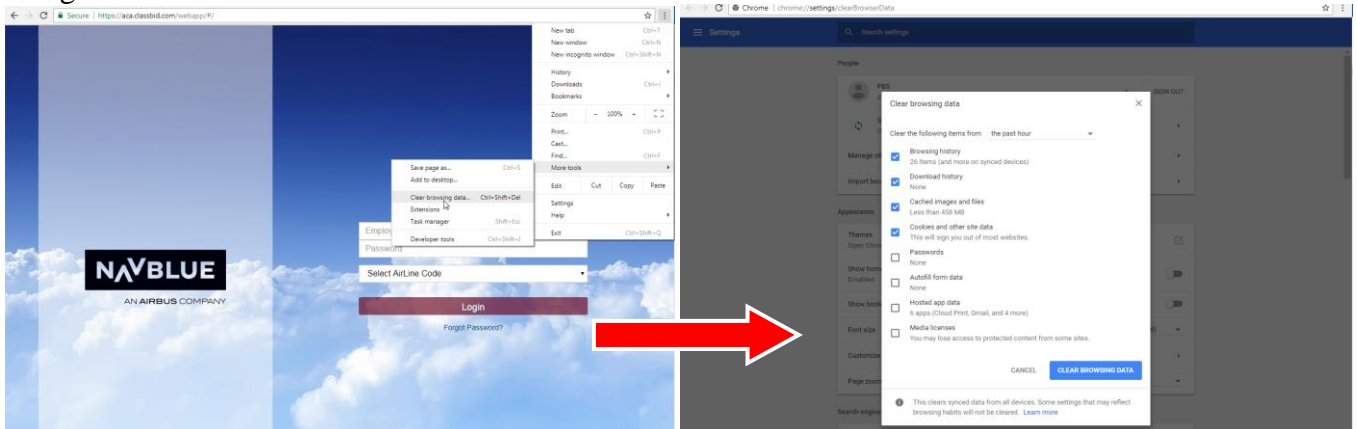
If your browser has information from a previous version of PBS (saved from the last time you used the system) then there may be conflicts between what is saved vs what is new. This "conflict" may result in not being able to sign in or display bid lines out of order. Clearing the browser's cache and deleting website data has cleared up almost all these issues and should be the first thing that you try.



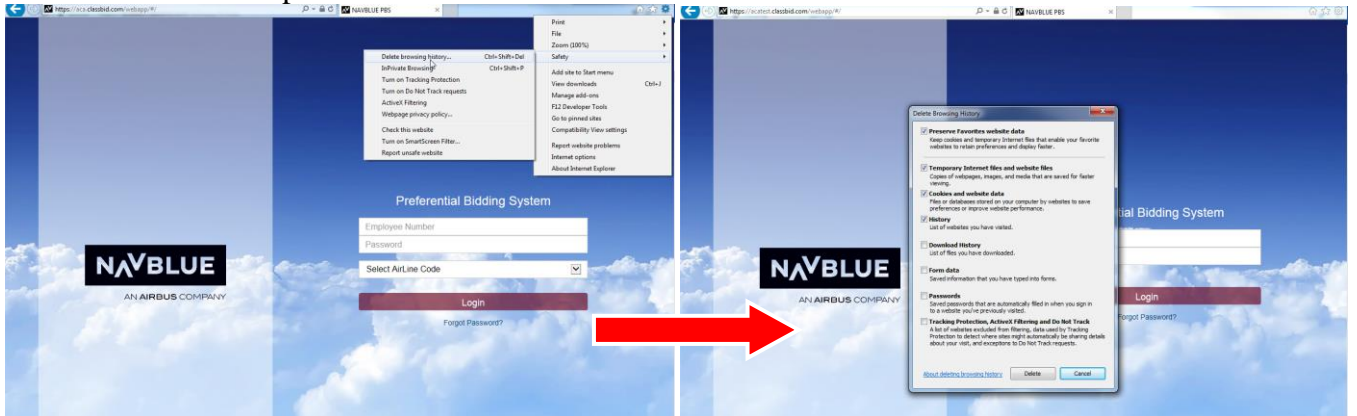
If you haven't cleared your browser's cache yet or are using a "new" computer, you should clear the cache and web data (if possible) for your browser.

NOTE: This should only need to be done once per computer/system that you are using. This will also remove data from any other web site that was stored in the browser.

Google Chrome:



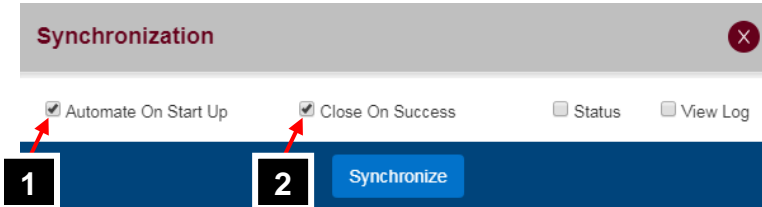
Microsoft Internet Explorer:



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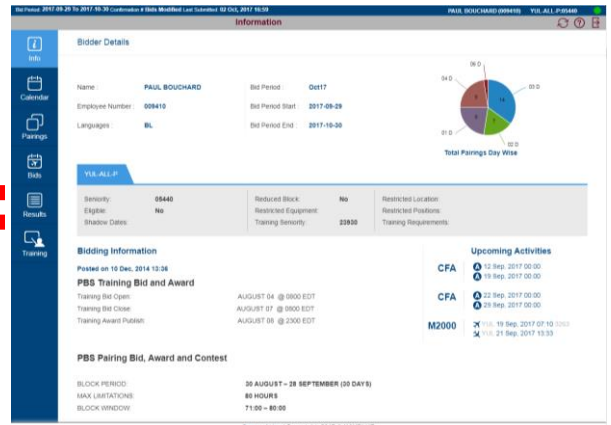
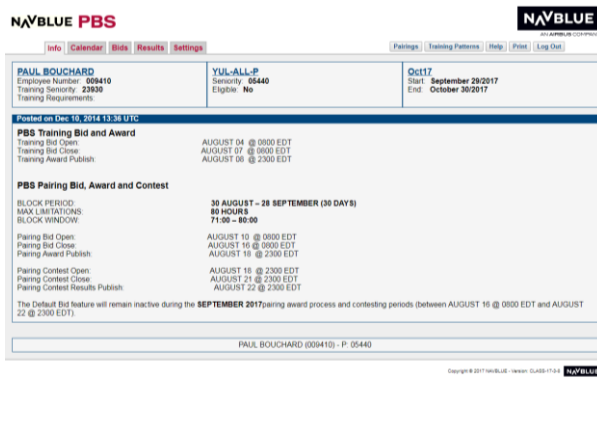
Synchronization:

Synchronization is the process of loading your bid and pairing information into your browser from the PBS databank (servers) where it is stored whenever you submit your bid. One thing that you can do to speed up and automate the synchronization process is to check off the “Automate on Start Up” and “Close on Success” options in the Synchronization pop up. Once this is done the synchronization process will be done automatically after your Login is selected from the sign in page.



One System – Two Looks:

The Old User Interface and New User Interface are only how you see and interact with PBS. The underlying system and its internal processes and the strategies that you use for bidding remain the same. Any submitted bids from the Old U.I. or the New U.I. are stored in the same place in the PBS databank (servers). What that means is any bids submitted from one interface may be accessed by the other.



So it is possible to create and submit a bid using the Old U.I. and then access it with the New U.I. The same bid is loaded into whichever interface that you use to access the system.

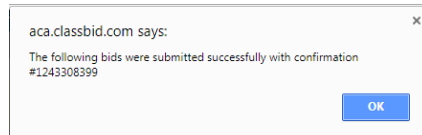
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Using more than one computer for bidding:

Since PBS uses the internet it allows you to access and create bids from more than one computer. A feature of the New U.I. is that it allows you to **SAVE** vs **SUBMIT** your bid.

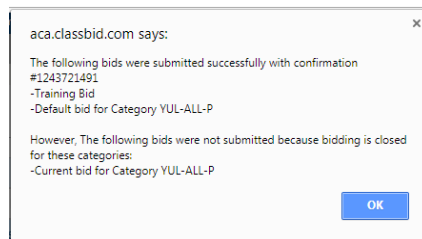
When you select **SAVE**, a copy of your bids (Current, Default & Training) are saved on whatever device that you are on. You do not get a confirmation number when you save your bids. If you move to a second computer, then you do not have access to saved bids on the first computer.

When you select **SUBMIT**, a copy of your bids is stored in the PBS databank (server) AND saved on whatever device that you are on. When you submit your bids, PBS will display a pop up with a confirmation number:



The only bids that you may access when changing from one computer (or device) to another are your submitted bids.

Remember that you may access your bids outside of the bid period. Should you click on “Submit” then your Default and Training bids will be submitted however your Current bid will only be saved and not submitted. In this case PBS, will display a pop up like this one:

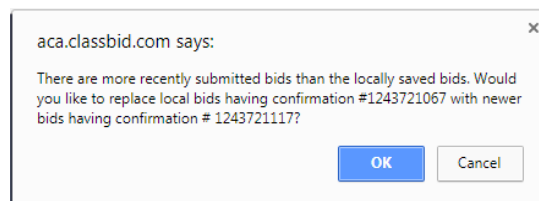


“Bids Modified” will show as a Confirmation#. A Last Submitted date will be displayed representing the date that eligible bids were submitted.

Remember that outside the bid period you may submit your Default and Training bids even if the Current bid is only saved.



A situation may arise where you have saved (not submitted) bids on one computer and then synchronize your bids when they had been submitted on another computer. In these cases, if PBS detects that the bids saved on the computer that you are using are older than bids submitted on another computer, PBS will display the following pop up:



Here you must choose to either keep older saved bids or use the newer submitted bids.

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Support:

There are still three (3) months left in the transition period where the Old U.I. will remain available for bidding. The bulletins on the New U.I. may be found on the portal under:

Crew-Scheduling & Planning > Bidding Tools & Information

Scroll down to see the bulletins (Bulletin 01 – 05)

Bulletin 1: General information on what is new

Bulletin 2: Specific information on the New User Interface

Bulletin 3: Side by Side (Old vs New) + walkthrough of Bid Preference Editor

Bulletin 4: New bid line options

Bulletin 5: Bid line analyzer tool

Your Local PBS Committees are aware of the changes and will be able to assist you in bidding with the new bid lines and the New U.I. Now that the New U.I. is available, we suggest that you take some time when bids are closed and the Default bidding is open.