The next update to PBS will bring us to version 19-3. The information below is to bring you up to date on the changes that this update will feature.

With the update to PBS is also a change to new servers. This will give greater stability during bidding vs the old servers. This move will also bring about a change to the sign in process which will use a *Single Sign On* (SSO) process. SSO will redirect you to the AC Portal for signing in only. After you sign in you are brought back to PBS.

As with any update to PBS, you should clear your browser's cache and web data

The update is schedule to start on September 24th and, as a result, PBS may be down for a period of 72 hours.

In this bulletin:

Mainline and Rouge

- General:
 - Sign In process change to Single Sign On (SSO)

 New/Old UI
 - Pairing departure date to be consistent between Bid Package and PBS New/Old UI
- Info Tab:
 - Pie chart shows number of positions
 New UI
- Calendar Tab:
 - Start and end of bid period markers New UI
- Pairings Tab
 - Enhanced print function New UI
- Bids Tab:
 - Award/Avoid options Enhanced Spinners
 Avoid ANY / EVERY added to All Aircraft Type
 New/Old UI

NOTE: Bid line options are usually combined with other options when creating a bid line. All options in a bid line must match a pairing or pairings for the pairing to be awarded/avoided.

The "Old" User Interface remains in effect. Once the end of support for this interface has been determined you will be advised of the end date along with a pre-determined "sunset" period of no less than three (3) months.

If you access PBS using the Direct/Alternate access link (bypassing the acaeronet) then there is a new link:

NEW Direct/Access link to access PBS

Mainline:

Old UI: https://acapbs.navblue.aero

New UI: https://acapbs.navblue.aero/webapp

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Rouge:

Old UI: https://rgapbs.navblue.aero

New UI: https://rgapbs.navblue.aero/webapp

IF YOU HAVE A SHORTCUT set up in your device's browser for accessing PBS then it MUST be updated

General: Sign In process change to Single Sign On (SSO)

- Up until now, PBS used a system for ensuring that your password matched your employee number. This system was problematic at times especially when passwords were just updated. With this latest update the sign in process will be changes so that these issues will no longer be an issue. The new process is common with other Air Canada systems that require sign on security and are on an outside server. Known as Single Sign On (SSO) the process will have you complete the sign on process through the Air Canada portal even if you use the direct or alternate access to PBS.
 - With the New UI, there is a requirement to set an "Offline Key". The Offline Key is a separate password that you create and will be needed should you use PBS offline (without an internet connection). Regardless if you use PBS offline or not, you must enter an offline key when prompted.
 - The Offline key:
 - is not linked to the acaeronet or your acaeronet password
 - is good only on the device (PC, Mac, iPad, iPhone, etc.) and the browser (Chrome, Internet Explorer, Safari, etc.) that you are using
 - will be required when using PBS offline
 - should not contain any special characters
 - is not required with the Old UI (as the Old UI cannot be used offline)

WALK THROUGH EXAMPLE

- In this example:
 - We are logging in to the New UI by using the direct link in our browser's address bar:

Mainline:

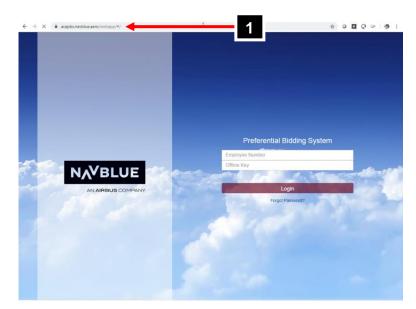
New UI: https://acapbs.navblue.aero/webapp

Rouge:

New UI: https://rgapbs.navblue.aero/webapp

STEP 1: Enter the direct access link into your browser's address bar [1]

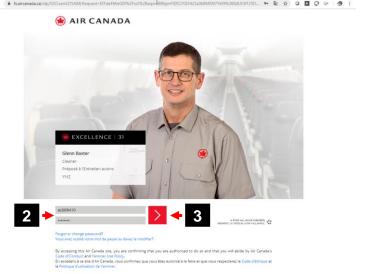
• PBS will initially display the traditional sign on page however <u>you must wait until the aeronet sign on page is displayed</u>



Continued..

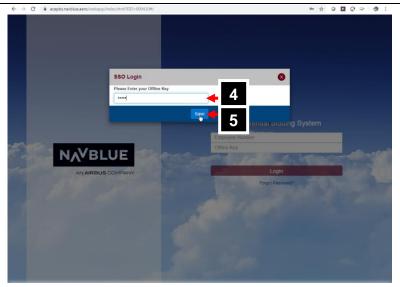
STEP 2: Sign on to the aeronet

- Enter your aeronet user ID and password [2]
- Hit "Enter" or click on the Sign On button [3]



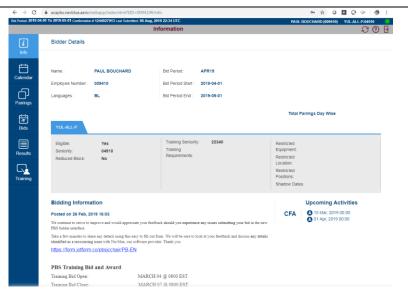
STEP 3: Enter your Offline Key

- If this is your first time using PBS (New UI) on this device and this browser, then enter in an Offline Key (a password you create for using PBS offline) [4]
- If this is not your first time using PBS (New UI) on this device and this browser and you have already created an Offline Key then enter it [4]
- Click on Save [5]



STEP 4: Start using PBS

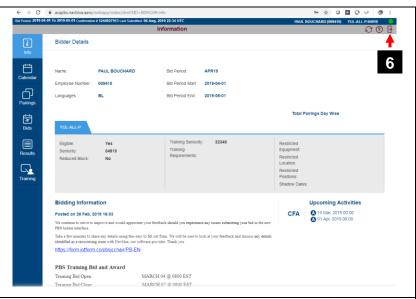
NOTE: If you plan on using PBS offline then take note of your Offline Key. You may use the same Offline Key as often as you like. Remember that the Offline Key is only good for the specific device and browser you are using



Continued..

STEP 5: Logging off

• Once you are finished using PBS and have synchronized your bids (if desired) then log out of the system [6]



• You are now logged out of PBS



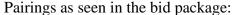
If you enter a different Offline Key then PBS will display a warning message asking if you want to continue with the "new" Offline Key

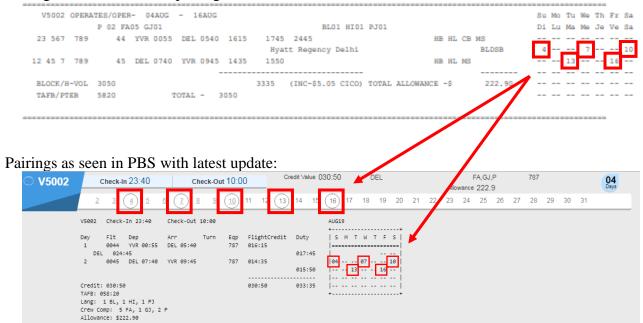
- If you are using PBS offline and want to retrieve any saved bids:
 - Click No [7] and reenter the correct Offline Key
- If you are not using (or have not used) PBS offline:
 - You may click Yes [8]
 - Any "saved" bids will be lost BUT not any bids that were previously synchronized



General: Pairing departure date to be consistent between Bid Package and PBS

- PBS will now display the pairing date information the same way as in the bid package.
 - One of the confusing factors in dealing with pairings that check in on one date and depart on another is that PBS would display the pairing "date" as the date that the pairing checks in and the bid package displays the pairing "date" as the date of the first departure.
 - The date of the pairing will be determined by the date of first departure in the pairing even if the check-in date is different than the departure date.
 - This change maintains consistency between PBS and the pairings published in the bid package, which have always used the "first departure" method of determining the pairing date.
 - Once the update to PBS has been completed, the pairing date displayed in the Pairings Tab in PBS will be the same as the one as the pairings in the bid package:





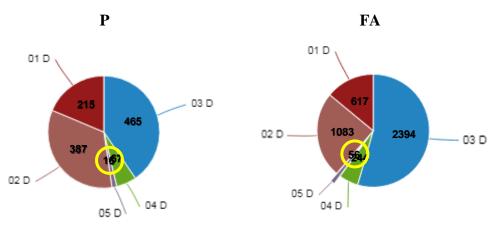


PBS will still respect Prefer Off bids and check in dates, i.e. if you request August 12th off (Prefer Off August 12, 2019) prior to requesting (eg) V5002 departing on August 13th (Award Pairings If Departing On August 13, 2019 If Pairing Number V5002) then this pairing would <u>not</u> be awarded because part of that pairing includes the duty period starting on August 12th.

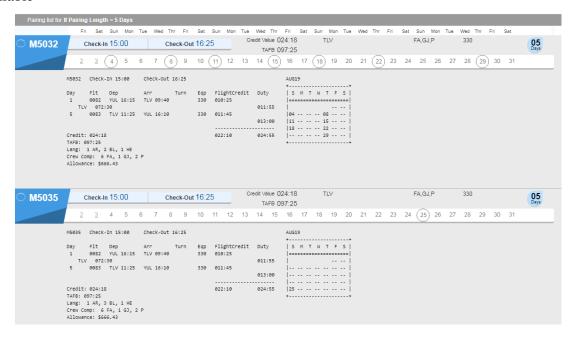
Info Tab: Pie chart shows number of positions

- PBS will now display the pie chart with the number of <u>positions</u> by pairing length (days)
 - The pie chart now shows the number of positions in pairings vs pairing numbers
 - This will give an indication of the availability of positions on pairings of the various pairing lengths for your base (the entire base and not at your specific seniority)

To illustrate the change, we will consider the following example:

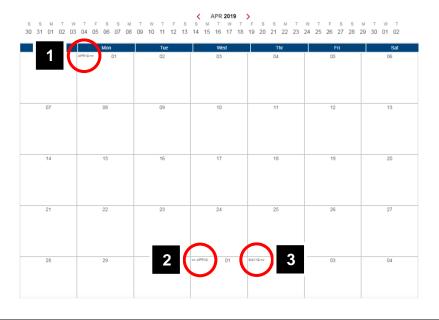


- EG: 5 day pairings:
 - P (SD): 16 positions in the 2 pairings below (of 5 days)
 - FA: 56 positions in the 2 pairings below (of 5 days) which include FA, GJ and GY
- These numbers are reflected in the corresponding "slice of pie"
- This is useful in that you may see the number of positions for a given pairing length vs the number of pairing numbers allowing you to get a better idea of the type of pairing (length at least) that is available



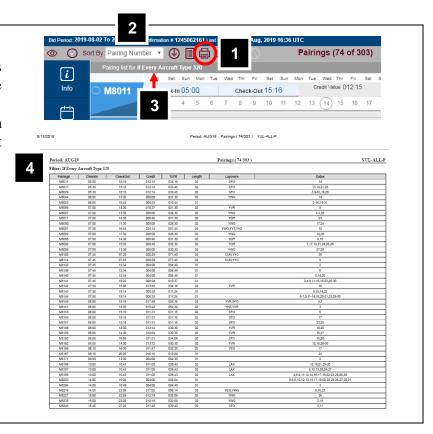
Calendar Tab: Start and end of bid period markers

- The calendar will now display the start and end of the block month
- Using the example below:
 - 1. The April 2019 block month starts April 01
 - 2. The April 2019 block month ends May 01
 - 3. The May 2019 block month starts May 02



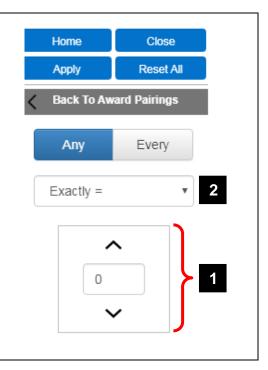
Pairings Tab: Enhanced print function

- A list of pairings may now be printed
- Using the Print icon [1] all the pairings (including those not displayed) will be printed in the sorted order [2]
- If a filter (search) has been used [3] then only the pairings associated with that filter will be printed [4]



Bids Tab: Award/Avoid options - Enhanced Spinners

- The spinner [1] will appear along with the options [2]
 - A "spinner" is an input method using up and down arrows that is used to add a value to a bid option



Bids Tab: Avoid ANY / EVERY added to All Aircraft Type

- The options "Any" [1] and "Every" [2] will be available with the Avoid Aircraft Type bid line
 - **Avoid Any:** If the selected aircraft operate ANY flight in the pairing that pairing will be avoided
 - **NOTE:** Avoid Pairings If Any Aircraft Type 319, 320 would be treated as avoiding pairings where any aircraft in the pairing is the 319 and/or 320
 - **Avoid Every:** If the selected aircraft operates EVERY flight in the pairing that pairing will be avoided
 - **NOTE:** Avoid Pairings If Every Aircraft Type 319, 320 would be treated as avoiding pairings where every aircraft in the pairing is either the 319 or 320. Pairings with a mixture of aircraft (EG: 319, 320, 321, E90, etc.) would not be avoided with this bid line

