This bulletin reviews the differences between the Old User Interface (Old U.I.) and the New User Interface (New U.I.) and is meant as a familiarization tool for the New U.I. as well as some of its functionality. Although the New U.I. processes bids the same way as the Old U.I, it is visually quite different.

Navigating through the New U.I. will take time and practice. To assist you in making the transition there will be a minimum three (3) month period where both the Old U.I. and the New U.I. will be available for you to bid with prior to the sunsetting/decommissioning of the Old U.I.

While the New U.I. does take advantage of a greater number of platforms, including tablets, it is not officially supported on all platforms, operating systems and/or all browsers. Additional platform, operating systems and possibly browser support will continue to advance now that PBS has moved its interface to a newer type of browser. Any issues with "non-supported" systems and browsers may not be able to be corrected. To access the list of up-to-date supported browsers, operating systems and devices, click on the Help function (?) in PBS and search supported browsers/devices.

#### Log In Screen

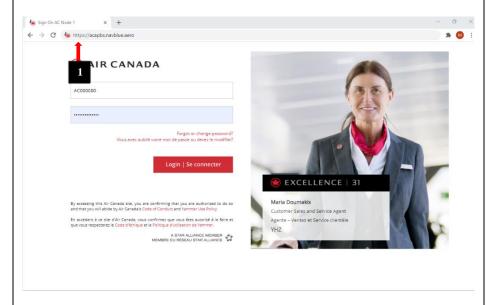
Old U.I.

- In this example:
  - We are logging in to the Old UI by using the <u>direct link</u> in our browser's address bar. Alternatively, you may choose to login via aeronet.

Mainline Old UI: <a href="https://acapbs.navblue.aero/">https://acapbs.navblue.aero/</a>

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

• PBS will display the aeronet login page



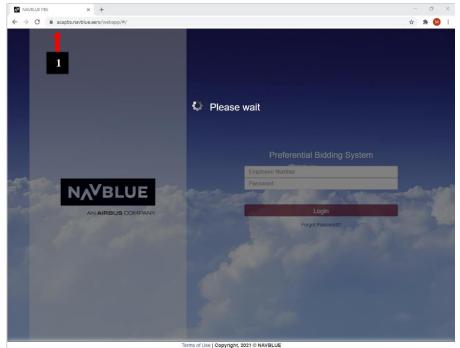
New U.I.

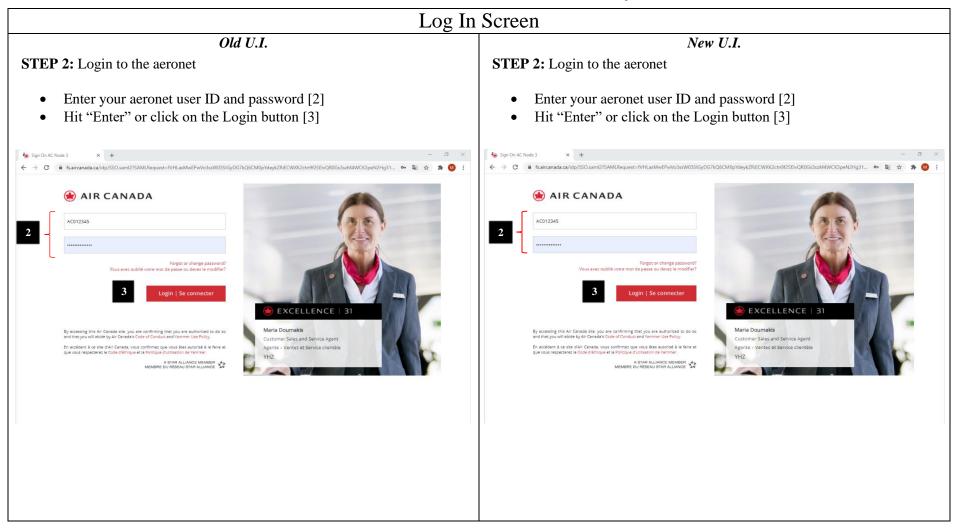
- In this example:
  - We are logging in to the New UI by using the <u>direct link</u> in our browser's address bar. Alternatively, you may choose to login via aeronet.

Mainline New UI: <a href="https://acapbs.navblue.aero/webapp">https://acapbs.navblue.aero/webapp</a> Rouge New UI: <a href="https://rgapbs.navblue.aero/webapp">https://rgapbs.navblue.aero/webapp</a>

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

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





#### Log In Screen Old U.I. New U.I. STEP 3: PBS Info page is displayed **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] **NAVBLUE** NAVBLUE PBS Info Calendar Bids Results Settings Pairings Training Patterns Help Print Log Out JEAN DOE YYC-ALL-FA Eligible: Yes Seniority: 00001 Start: March 2/2021 End: March 31/2021 Employee Number: 012345 Languages: BL Reduced Block: No Restricted Locations: Restricted Equipment: Restricted Positions: Training Seniority: 00001 Please Create your Offline Key for using PBS in Offline Mode (Required to Continue) Training Requirements: Posted on Feb 26, 2019 16:03 UTC We continue to strive to improve and would appreciate your feedback should you experience any issues submitting your bid in the new PBS bidder interface. Take a few minutes to share any details using this easy to fill out form. We will be sure to look at your feedback and discuss any details identified as a reoccurring issue with Navblue, our software provider. Thank yo https://improved.org/software/particles/ PBS Training Bid and Award Training Bid Open: Training Bid Close Training Award Publish: MARCH 08 @ 2300 EST

**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.

NOTE: You must create or enter an Offline Key to continue.

The Default Bid feature will remain inactive during the APRIL 2019 pairing award process and contesting periods (between MARCH 21 @ 0800 DST and MARCH 28 @ 2300 DST)

JEAN DOE (012345) - FA: 00001

01 APRIL - 01 MAY (31 DAYS)

MARCH 14 @ 0800 DST MARCH 21 @ 0800 DST MARCH 22 @ 2300 DST

MARCH 22 @ 2300 DST

MARCH 25 @ 2300 DST MARCH 26 @ 2300 DST

MARCH 28 @ 2300 DST

80 HOURS

71:00 - 80:00

PBS Pairing Bid, Award and Contest

BLOCK PERIOD:

BLOCK WINDOW:

Pairing Bid Open:

MAX LIMITATIONS:

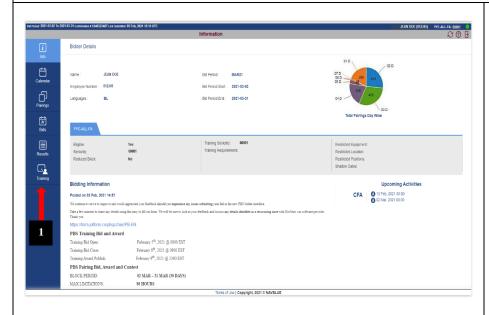
Pairing Award Publish: Pairing Contest Open

Pairing Contest Close: Pairing Contest Results Publish:

# Log In Screen Old U.I. New U.I. **STEP 4:** Synchronization **NOTE:** If *Automate On Startup* [6] is selected then PBS will automatically synchronize the required data and proceed to the Info tab the next time PBS is accessed. Synchronization: Synchronizing person data.

#### PBS – General

#### New U.I.



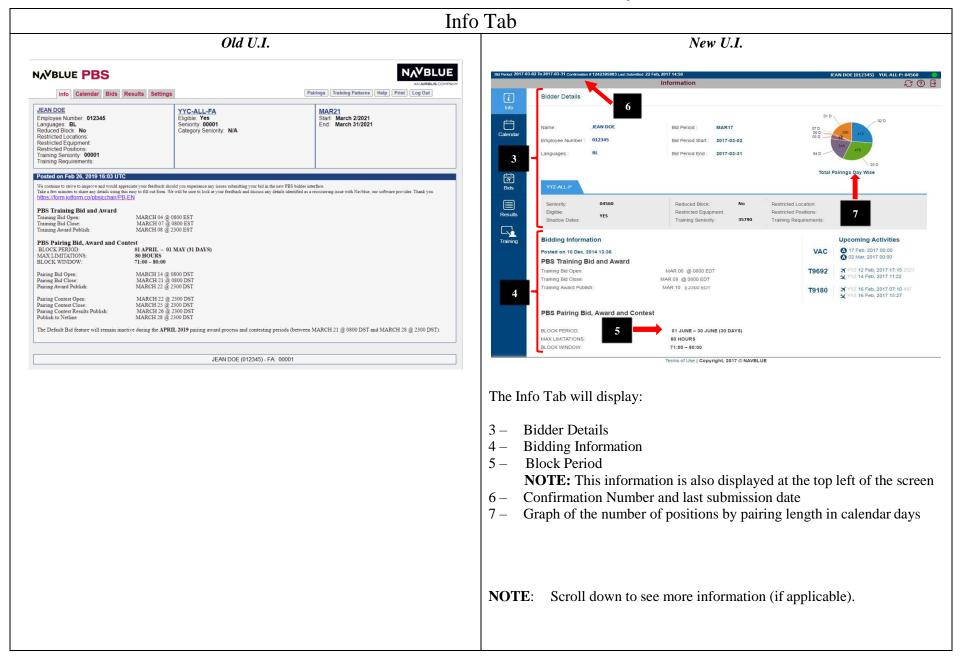
The New U.I. has a more "graphical" look to it.

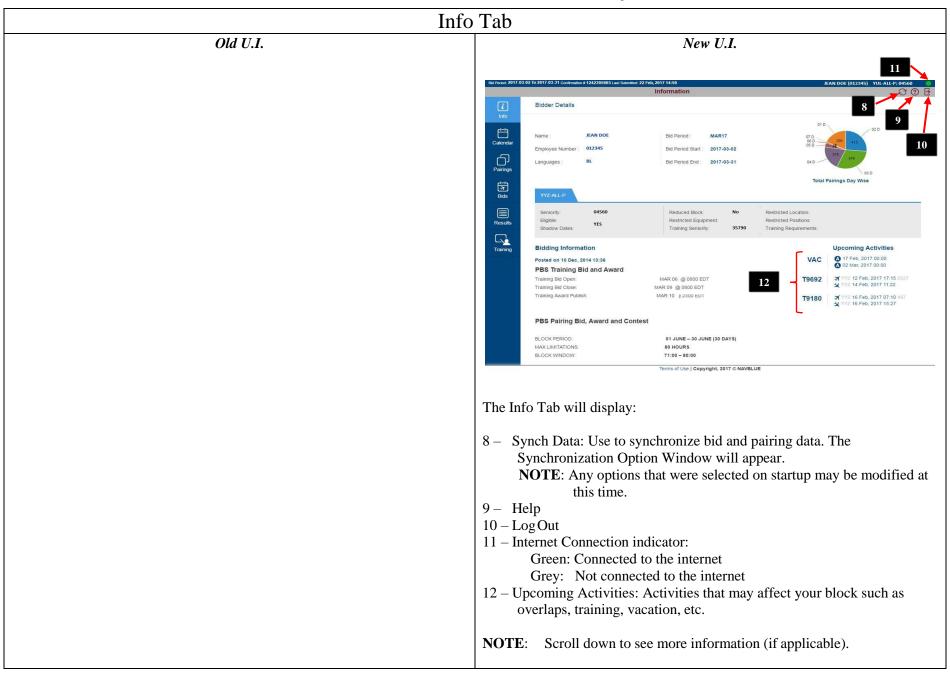
Options are now along the left side of the main screen [1].

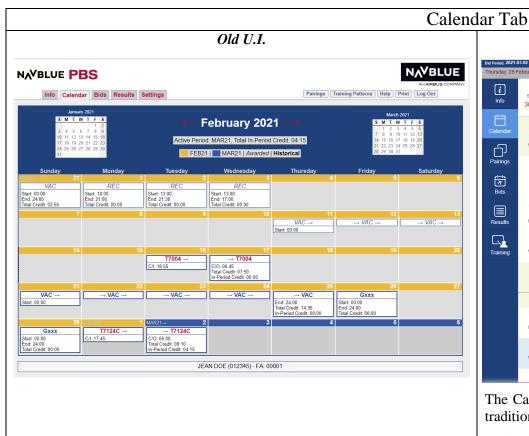


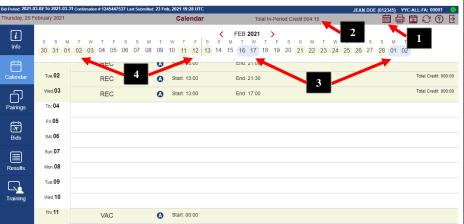
The New U.I display will consider the size and/or resolution of the screen/window in which it is displayed.

A laptop or desktop with a high-resolution display will usually display all items. An iPad or lower resolution laptop or desktop may not show all items however missing items may be "summoned" by swiping or clicking on the corresponding tab on the side of the screen [2].









New U.I.

The Calendar Tab is defaulted to open in a vertical view. To change to the traditional view, click on the Calendar View icon [1].

As in the Old UI, the Calendar Tab will indicate pre-assigned duties/events such as training, vacation, etc.

Total In-Period Credit [2] (if applicable) is also displayed.

Ø

→ C/I: 18:55

Sat. 13

Mon, 15

Wed, 17

The top calendar (horizontal left to right) shows pairings as light blue circles (if a 1-day pairing) and elongated light blue circles (rounded rectangles) [3] for multi-day pairings.

The top calendar will also show dates of the pre-assigned duties (training, vacation, etc.) [4] as greenish coloured circles over the applicable dates.

The bottom vertical calendar will indicate the dates of the pre-assigned duties and pairings. You may click on the icons for additional information.

**NOTE**: Scroll down to see more information (if applicable).

# Calendar Tab Old U.I. New U.I. A REC O ₩ VAC VAC Q. 77004 C/I: 18:55 L/O: 77004 C/O:06:45 Total Credit: 007:50 A VAC End: 23:59 Total Credit: 014:35 I/P Credit: 000:00 A Gxxx Start: 00:00 End: 23:59 Total Credit: 000:00 A "traditional" style calendar is available by toggling the Calendar View icon [1]. Total In-Period Credit [2] (if applicable) is also displayed. The top calendar (horizontal left to right) remains the same as in the vertical view. Pairings show as light blue circles (if a 1-day pairing) and elongated light blue circles (rounded rectangles) [3] for multi-day pairings. Pre-assigned duties (training, vacation, etc.) [4] show as greenish coloured circles over the applicable dates. The bottom traditional calendar will indicate the dates of the pre-assigned duties and pairings. You may click on the icons for additional information. **NOTE**: Scroll down to see more information (if applicable).

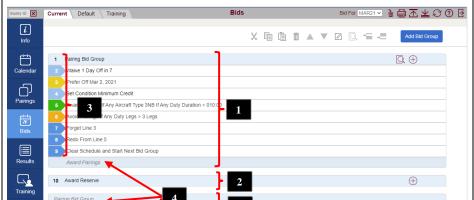
Submit All Bids

**Bids Tab** 

serve Bid Group

#### Old U.I. N<sub>V</sub>BLUE NAVBLUE PBS Pairings Training Patterns Help Print Log Out Info Calendar Bids Results Settings Period MAR21 > Type CurrentBid > BIDS MODIFIED ☐ Buddy: Pairing Bid Group Waive 1 Day Off in 7 Add Prefer Off Mar 2, 2021 Set Condition Minimum Credit Delete All Redo From Line 5 Clear Schedule and Start Next Bid Group Award Pairings 10. Award Reserve Pairing Bid Group Award Pairings Award Reserve 11. Reserve Bid Group 12. Set Condition Maximum 2 GDOs 13. Waive 4 Days Off in 14 14. Prefer Off Mar 2, 2021 Reserve Bid Group

**NOTE:** As a direct comparison, the bid above in the Old U.I. is identical to the one shown in the New U.I.



New U.I.

Colours are used to assist in easy identification of different bid types and bid lines.

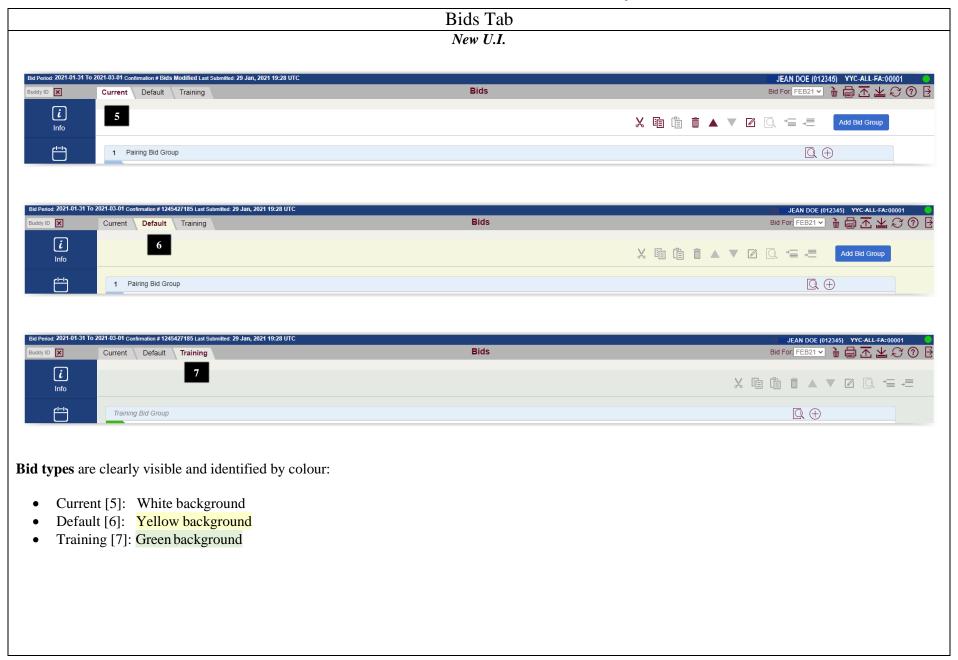
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2

Pairings bid groups are now more easily visible as they are combined [1] and defined vertically (start of bid group and end of bid group) by a light blue background.

Reserve Bid Groups [2] only have the light blue background at the start of the bid group.

User added bid groups/lines are numbered [3] and system default bid groups/lines are grayed out and not numbered [4].



**Bids Tab** 

#### New U.I. D X Current Default Training iAdd Bid Group $\square \oplus$ 1 Pairing Bid Group Waive 1 Day Off in 7 Prefer Off Feb 1, 2021 Ð Set Condition Minimum Credit Pairings Avoid Pairings If Any Duty Legs > 3 Legs Forget Line 3 Redo From Line 5 Clear Schedule and Start Next Bid Group Award Pairings 10 Award Reserve Pairing Bid Group Award Pairings Set Condition Maximum 2 GDOs Waive 4 Days Off in 14 Prefer Off Feb 1, 2021 Reserve Bid Group Terms of Use | Copyright, 2021 © NAVBLUE

**Bid groups** are clearly visible and identified by colour:

• Pairing Bid Group: Light blue

• Award Reserve: Light blue

• Reserve Bid Group: Light blue

Embedded Bid Lines: Light blue

**Bid lines** are clearly visible and identified by colour:

• Prefer Off: Yellow

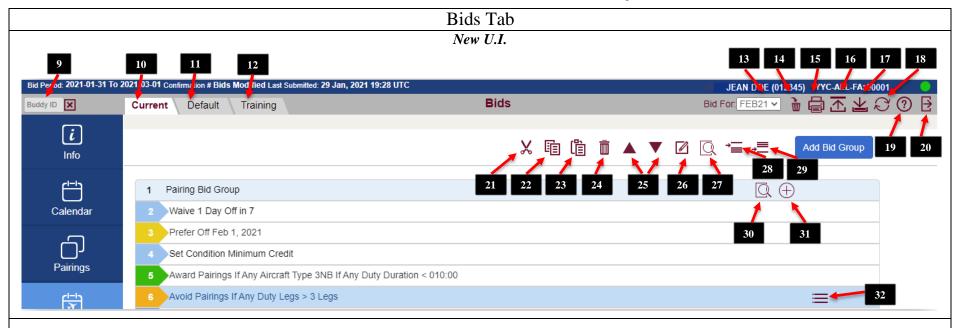
Award Pairings: Green

Avoid Pairings: Orange

• Instruction: Dark blue

• Set Condition: Blue

• Waive: Blue



- 9- Buddy Bid (see page 26 for more information)
- 10- Current Bid tab
- 11- Default Bid Tab
- 12- Training Bid tab
- 13- Access current/pastbids
- 14- Delete All bid lines (for displayed bid type: Current, Default or Training)
- 15- Print bid (for displayed bid type: Current, Default or Training)
- 16- Submit All Bids (Current, Default and Training)
  - **NOTE**: Internet connection required to submit all bids.

#### Only submitted bids are used for block awards

- 17- Save All Bids (Current, Default and Training)
  - **NOTE**: Internet connection <u>NOT</u> required to save all bids. Saved bids are stored on your device's browser and not submitted to the PBS server. **Saved bids are <u>NOT</u> used for block awards.**

#### Only submitted bids are used for block awards.

- 18- Synch Data
- 19- Help
- $20\text{-}\,Log\,Out$

- 21- Cut selected bid line
- 22- Copy selected bid line
- 23- Paste selected bid line

NOTE: Paste icon is greyed out until cut or copy has been used

- 24- Delete selected bid line
- 25- Move selected bid line up ordown

**NOTE**: Icon is greyed out if function is not possible with selected bid line

- 26- Edit selected bidline
- 27- Analyze selected bidline
- 28- Insert new bid line above selected bid line
- 29- Insert new bid line below selected bid line
- 30- Analyze your bid
- 31- Add new bid line (opens up the Bid Preference Editor)
- 32- Bid line editing functions (bid line must be selected): Cut, Copy, Delete, Edit, Analyze, Insert Above, Insert Below

**NOTE**: When "hovering" over the icon for most of these options a "tag" will appear with the icon name.

#### Bids Tab – Bid Preference Editor

#### Old U.I.

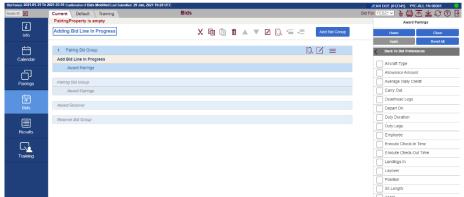
The old layout of PBS opens up a new window in your browser when adding or editing new bid lines. The bid line options are arranged vertically where "sub options" like Aircraft Type are displayed below the option.

#### New U.I.

The New U.I. keeps everything in the same window on your screen. As such, we navigate vertically as with the old layout however, to save screen space, the options on the Bid Preference Editor may change to reflect the specific preference that you are choosing.

Not to worry, although strange at first there are visual cues to assist you in navigating through the process if you know where they are.





To illustrate this, in the following example, we will create a simple bid line: Award Pairings If Any Aircraft Type 787.

#### Bids Tab – Bid Preference Editor

New U.I.

**NOTE:** Screen shots have been cropped to save on space.

The New U.I. keeps everything on one screen. Bid lines are created in the Bid Preference Editor [1]. The Bid Preference Editor is not always displayed. It appears when you are adding a new bid line or editing an existing bid line.

The New U.I. will still display bid line options vertically in the Bid Preference Editor however "sub options" are displayed in a list of their own as preferences are selected. In this example we have selected *Award Pairings* [2], which brings up the Award Pairings preferences [3].

To assist you in building your bid line(s) the header [4] will indicate which preference overlay is being displayed. Navigation aids [5] will be displayed in the Bid Preference Editor and on your bid sheet as you build your bid line. PBS will also display your progress in building your bid line as you move from one preference to another. Note that although "Add Bid Line in Progress" or a partial bid line appears on your bid sheet [6] there is no bid line number associated with it. This serves as a note of your progress in building your bid line.

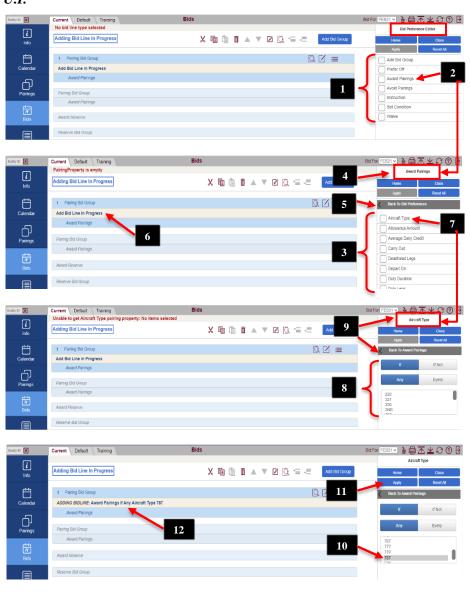
We will continue our example by requesting *Aircraft Type* [7] which brings up the Aircraft Type preferences [8].

Again, navigation information is shown in the Bid Preference Editor [9].

Now that we are at Aircraft Type we may select 787 [10].

You will notice that once you have selected an aircraft the Apply [11] button becomes active and you now see a preview of the bid line that you are building [12] on your bid sheet. This is helpful when you are building bid lines with multiple parameters.

The final step in creating a bid line is to select Apply [11].



#### Bids Tab – Bid Preference Editor

New U.I.

Once Apply is selected, the bid line will have a bid line number [13].

While the Bid Preference Editor is active you will still see the makings of the bid line [14] without a bid line number.

This information is still kept in the Bid Preference Editor and may be used to create multiple bid lines with similar parameters.

If you use the navigation within the Bid Preference Editor to go back, you will see a checkmark [15] on any parameters that have been used for the bid line.

If you are done with this type of bid line and/or want to start a new type of bid line you may select Reset All [16].

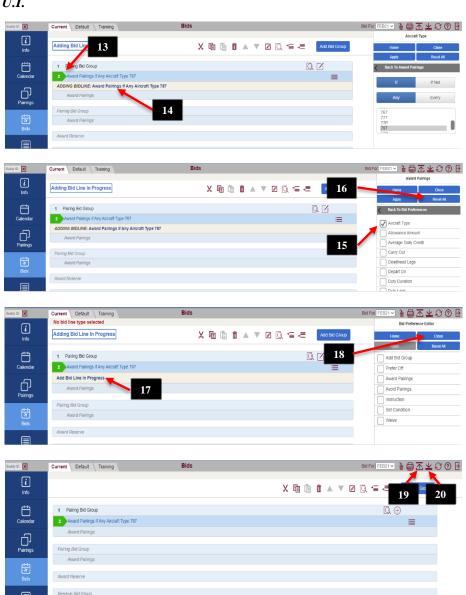
Since the Bid Preference Editor is still open, Add Bid Line in Progress [17] will be displayed as a bid line preview on your bid sheet.

If you have finished entering bid lines, selecting the Close icon [18] will close the Bid Preference Editor. The bid line preview will disappear as the Bid Preference Editor has no data stored in it.

... and you will be redirected to your bid sheet.

Remember that you must submit [19] your bids for them to be used for your block awards. If you are off-line then you may save [20] your bids to the device that you are working on.

The icons are greyed out when not available.



#### Bids Tab – Adding Bid Group and Bid Lines

#### New U.I.

We will now go through an example of creating a bid group (Pairing Bid Group) and a couple of bid lines.

**NOTE:** Screen shots have been cropped to save on space.

Calenda

Pairings

Starting from a blank bid.

We will create a Paring Bid Group, a Prefer Off bid line and two Award Pairings bid lines.



Click on Add Bid Group [1].

The Bid Preference Editor will open [2].

Click on the desired bid group that you want to add to your bid.

In this example, we want a Pairing Bid Group so we select Pairing Bid Group [3].

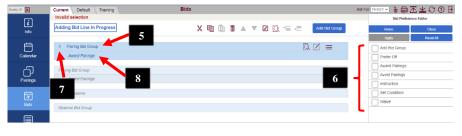
Click on Apply [4] to add the selected bid group type to your bid.



A Pairing Bid Group [5] has been added to your bid sheet.

**NOTE**: The Bid Preference Editor will display the main bid options [6].

**NOTE**: As a "user added" bid, the Pairing Bid Group will show a bid line number [7] and as with all Pairing Bid Groups, an embedded Award Pairings bid line [8] will be added.

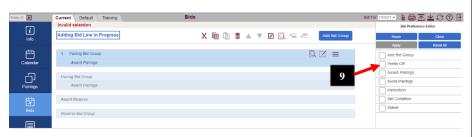


#### Bids Tab – Adding Bid Group and Bid Lines

New U.I.

We will add a Prefer Off February 8th bid line.

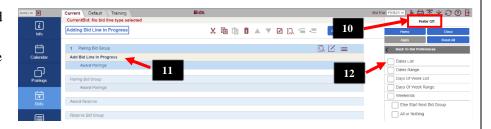
Select Prefer Off [9].



As we are in the Prefer Off options, Prefer Off [10] will appear above the Bid Preference Editor.

As we work in the Bid Preference Editor, PBS will show information in the bid line preview [11].

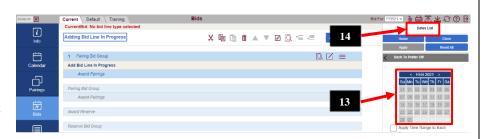
We will add a specific date in our Prefer Off bid line. Select Dates List [12].



A calendar [13] will be displayed.

**NOTE:** Since we are now in the Dates List portion of the Prefer Off preference in the Bid Preference Editor, Dates List [14] is displayed.

This type of navigation information is updated depending on what option/preference you are working on.



Select the desired date [15].

The bid line preview will show the options that have been selected so far [16].

Once a bid line is possible, the Apply button [17] will be available.



#### Bids Tab – Adding Bid Group and Bid Lines

Adding Bid Line In Progress

Add Bid Line In Progress

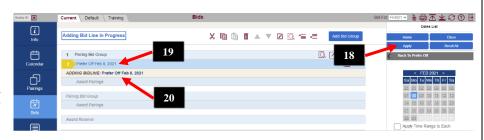
Calenda

New U.I.

Once you are satisfied with the bid line, select Apply [18].

The bid line will appear on your bid sheet as a numbered bidline [19].

**NOTE**: The bid line preview will still contain the information that appears in the Bid Preference Editor [20]. This allows the ability to quickly add many similar bid lines.



The next bid line we want to add is: Award Pairings If Departing On February 15<sup>th</sup> If Layover OGG.

Since we are done with adding Prefer Off bid lines at this point, we will select Reset All [21] to clear everything in the Bid Preference Editor and return to the main options [22].

From the main options, we will select Award Pairings [23].

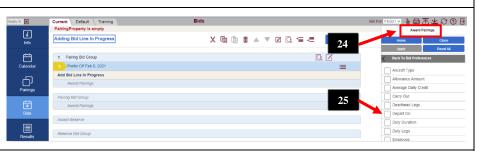
Since we are in Award Pairings, Award Pairings will be displayed in the Bid Preference Editor [24].

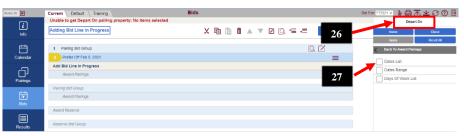
From the Award Pairings options, select Depart On [25].

**NOTE**: If your desired option is not displayed you may scroll down for more options.

Since we are in the Depart On option, Depart On will be displayed in the Bid Preference Editor [26].

Select Dates List [27].





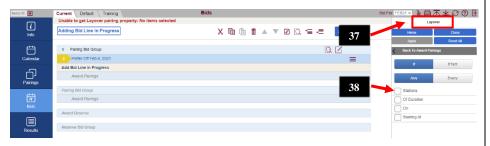
#### Bids Tab – Adding Bid Group and Bid Lines New U.I. Since we are in the Dates List option, Dates List will be displayed in the Bid Preference Editor [28]. Adding Bid Line In Progress Calenda A calendar [29] will be displayed. Add Bid Line In Progress Pairings Result Select the desired date [30]. Adding Bid Line In Progress The bid line preview will show the options that have been selected so far Calendar Prefer Off Feb 8, 2021 [31]. Pairings Once a bid line is possible, the Apply button [32] will be available however since we will be adding more options to this bid line, select BackTo Depart Results 21 22 23 24 25 26 27 Reserve Bid Grou On [33] Select Back to Award Pairings [34] to go back to the Award Pairings options. dy ID 🗶 ☑ № 學巫 ★ ♡ ◎ ⓑ Adding Bid Line In Progress Calenda 1 Pairing Bid Group ADDING BIDLINE: Award Pairings If Departing On Feb 15, 202 Pairings From the Award Pairings option, select Layover [35]. i Info Adding Bid Line In Progress **NOTE:** Since we have already modified the Depart On option, a checkmark Calenda QZ Prefer Off Feb 8, 2021 is next to it to indicate that there is information there [36]. Pairings Decute: Training

#### Bids Tab – Adding Bid Group and Bid Lines

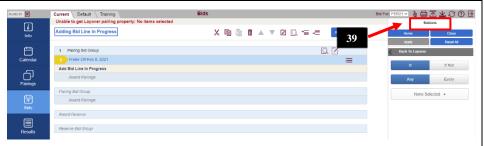
New U.I.

Since we are in the Layover option, Layover will be displayed in the Bid Preference Editor [37].

Select Stations [38].



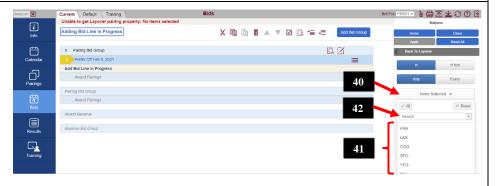
Since we are in the Stations option, Stations will be displayed in the Bid Preference Editor [39].



Select None Selected [40] to display a list of the layover stations [41] at your base. Scroll down the list to find your desired layover station.

A Search box [42] is also available should you prefer to type in the three-letter airport code.

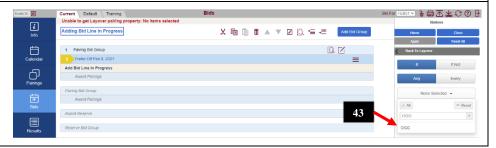
**NOTE:** As letters are typed into the Search Box stations with that/those letter (or letters) will be available in the list.



Since we want a layover in Maui we can simply type ogg in the Search box.

Station OGG will be displayed [43].

**NOTE:** We could also have scrolled through the list of stations and selected the one(s) that we want as part of a bid line.

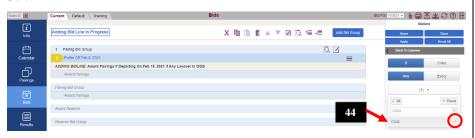


#### Bids Tab – Adding Bid Group and Bid Lines

New U.I.

Select the desired station, OGG [44].

The selected station will be highlighted, and a check mark added to the right.



Click on Apply [45] and the new bid line [46] has been added to your bid.

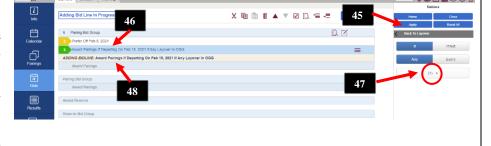
A "1" is displayed [47] to indicate as a reminder that one station is selected in the list. The number displayed will coincide with the number of selected stations.

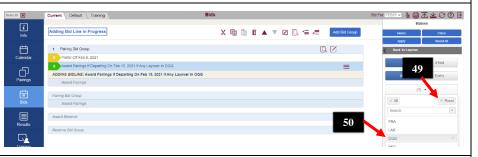
The information used to create the bid line is still shown in the preview below the new bid line [48].

**NOTE**: There is no bid line associated to the preview, its purpose is to facilitate adding multiple bid lines that share similar parameters.

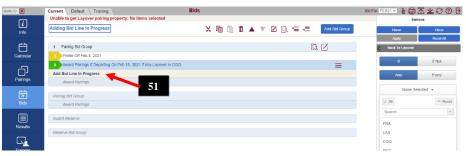
For example, our next bid line will now ask for a layover in FRA on the same date.

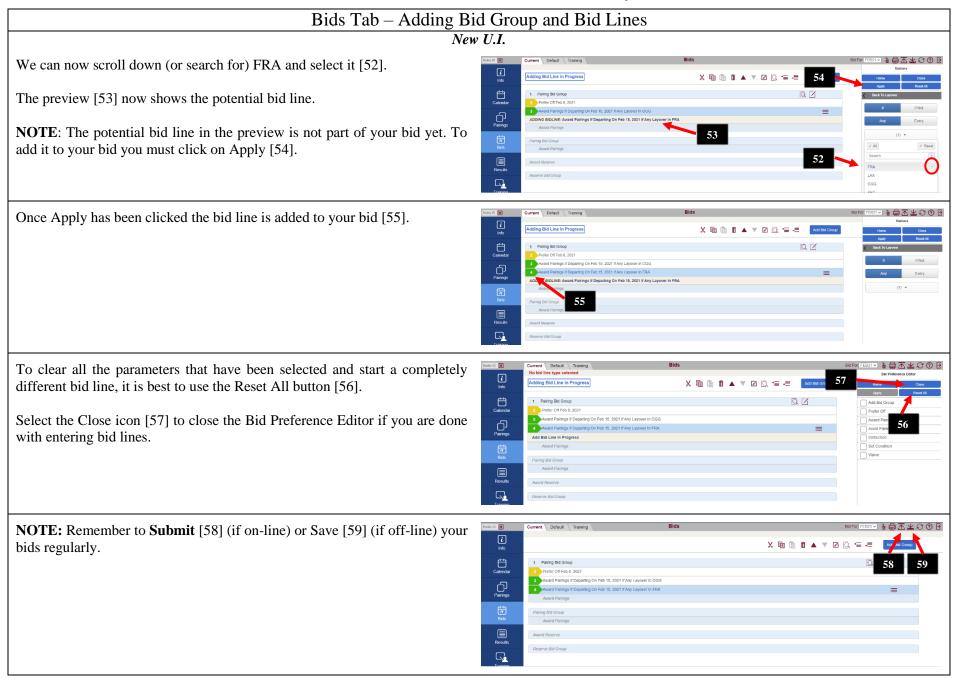
OGG is still selected. Since we do not want this station, click Reset [49] to clear any stations that are selected. Clicking on a selected station will also deselect it [50].





**NOTE**: With the Stations reset, Add Bid Line in Progress [51] is displayed.



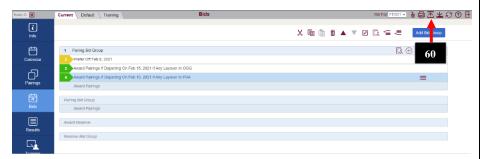


#### Bids Tab – Adding Bid Group and Bid Lines

New U.I.

We will submit our bids [60].

**NOTE**: When bids are saved or submitted ALL bid sheets (Current, Default & Training) are saved or submitted regardless of what bid sheet is displayed.



A pop up is displayed when bids are submitted. Click on OK [61] to close it.

**NOTE:** The display of the Bid Submission pop up is colour coded to indicate which bids were submitted successfully and which were not.

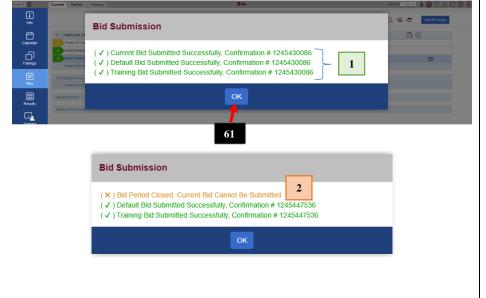
Whenever you click on submit in either the New or Old UI, all of your bids (Current, Default and Training) are sent to PBS.

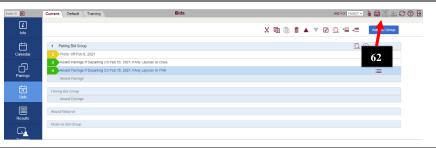
When bidding is open, all bids, Current, Default and Training will be submitted, even if they were not modified. Submitted bids are indicated in green [1].

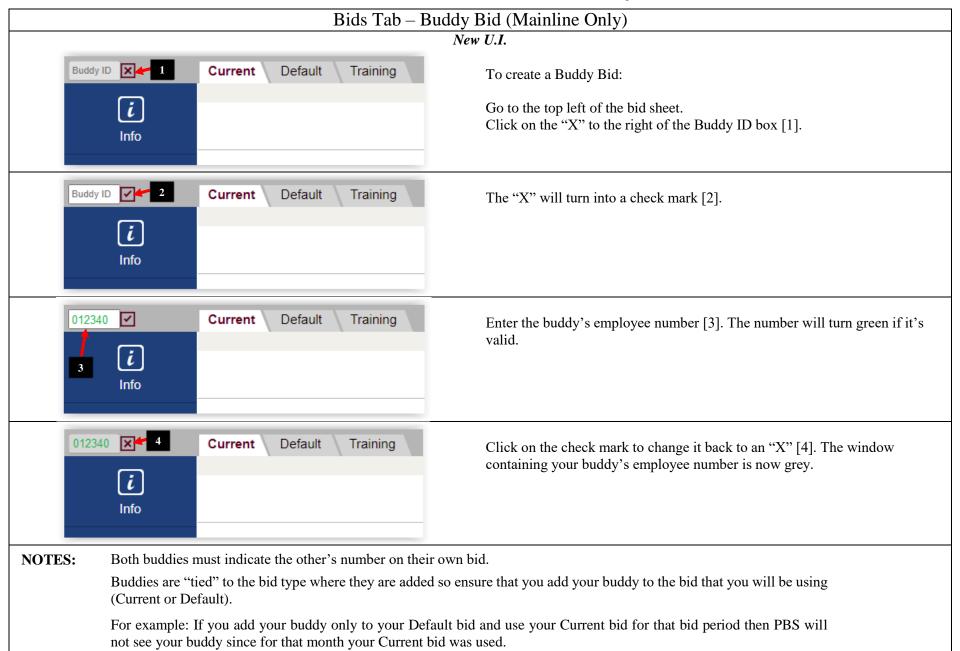
When bidding is closed Current bids may not be submitted. Default and Training bids, even if not modified, will be. Submitted bids are indicated in green. Bids that are not submitted are indicated in orange [2].

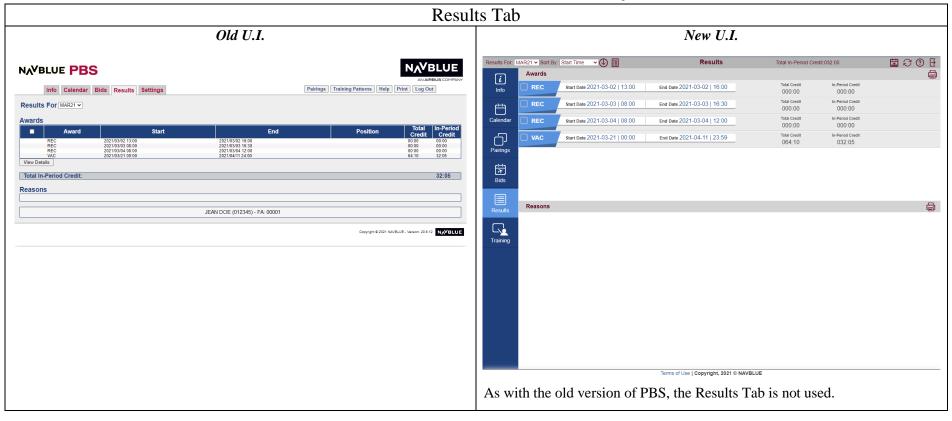
**NOTE:** With the New UI, when bidding is closed, Your Current bid is saved on the device and browser when you click submit. A saved bid is not used for awards, however once bidding is open you may access the saved bid and then submit it.

When bids have been submitted the Submit and Save icons [62] are greyed out until any modifications are made to the bid.

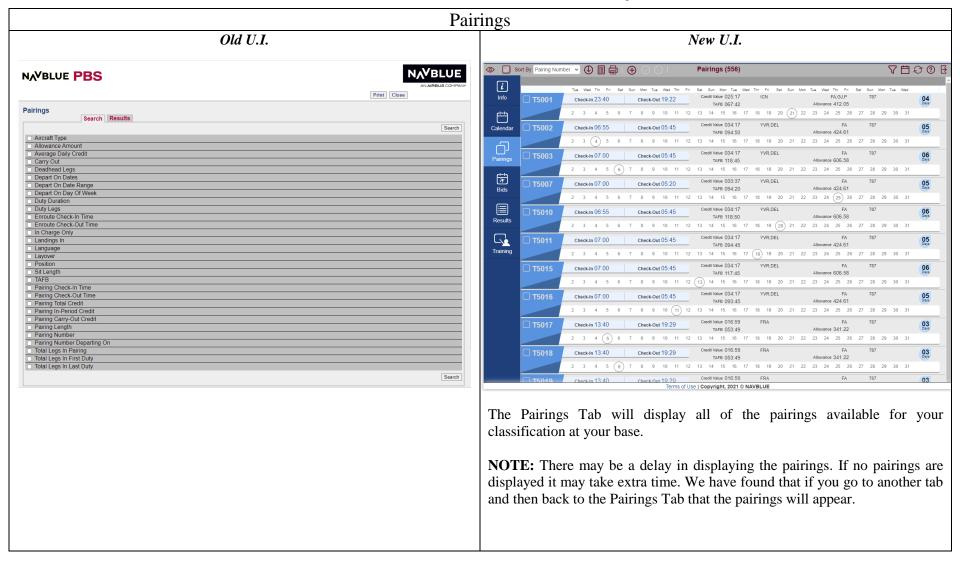








Settings Tab	
Old U.I.	New U.I.
The Settings Tab is empty.	There is no equivalent to the Settings Tab in the New U.I.



#### Pairings

#### New U.I.



1 – Show/HideColumns:

Check-In Time, Check-Out Time, Credit Value, TAFB, L/O Stns, Positions, Allowance, Aircraft Type, Length and/or Dates

- 2 Select All Pairings
- 3 SortBy:

Pairings may be sorted by any of the selected columns in Show/Hide columns option

- 4 Order By (Lowest to Highest or Highest to Lowest)
- 5 Show Pairing Report (detailed view of selected pairing(s) in bid package format)
- 6 Print
- 7 Bids Mode toggle icon used to enable Award/Avoid pairings
- 8 Award (selected pairing(s), with or without specific date, to my active bid sheet) \*
- 9 Avoid (selected pairing(s), with or without specific date to my active bid sheet) \*
- 10 Number of unique pairing numbers

- 11 Show Filters: used to search or filter pairings in the list
- 12 Show Dates View: show only dates that the pairings operate
- 13 Length, in days, of the pairing
- 14 Select desired pairing (click on the box and a check mark will appear)
- 15 Pairing Number
- 16 Pairing Check-in
- 17 Pairing Check-out
- 18 Pairing Credit /TAFB
- 19 Layover Station(s)
- 20 Positions / Allowance (Expenses)
- 21 Aircraft Type(s)
  - \* You must have created a *Pairing Bid Group* to use this function. The Bid Mode toggle icon must be enabled to give you access to the Award/Avoid icons. The bid line with the selected pairing(s) will be added to the selected bid type (Current/Default).

#### Sort By: Pairing Number > Check-In Time 22 Check-Out Time Check-In 00:25 Check-Out 19: Credit Value 2 3 4 TAFB L/O Stns Check-In 23:40 Check-Out 11: Positions <u>3</u> <u>4</u> 5 6 7 8 Allowance 03 Check-In 00:25 Check-Out 19: ✓ Aircraft Type Length <u>2</u> <u>3</u> <u>4</u> 5 6 7 ✓ Dates Check-In 23:40 Check-Out 10:4

Show/Hide Columns

To modify the columns displayed click on Show/Hide Columns [22].

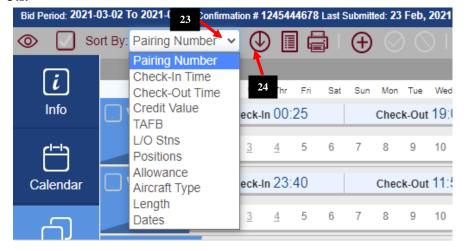
Information about the pairings that may be displayed:

- -Check-In Time
- -Check-Out Time
- -Credit Value
- -TAFB
- -L/O Stns
- -Positions
- -Allowance
- -Aircraft type
- -Length
- -Dates

Select or de-select the desired column by clicking on it or the corresponding check mark.

#### **Pairings**

New U.I.



#### Sort By

Pairings may be sorted by:

- -Pairing Number
- -Check-In Time
- -Check-Out Time
- -Credit Value
- -TAFB
- -L/O Stns
- -Positions
- -Allowance
- -Aircraft type
- -Length
- -Dates

**NOTE:** Sort options are the same as the selected columns in Show/Hide Columns.

The default sorting order is by Pairing Number (lowest to highest). To change the sorting order, click on the down arrow [23] and select the desired sorting method.

To change the direction of the sort order, click on the arrow [24].

