

# PBS: Enhancements/Changes

Release 18.9 of PBS has been installed on the Production servers. Along with a couple of fixes, there are a few changes/enhancements to how PBS looks which will be reviewed in this bulletin.

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.

Remember that if you access PBS using the Direct/Alternate access link (bypassing the portal) then continue to use the following:

**EDITED**

## Mainline:

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

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

## Rouge:

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

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

## In this bulletin:

### Mainline and Rouge

- |   |             |
|---|-------------|
| • Synchronization pop up  | New UI only |
| • Destinations are now available in the Default Bid for <i>Landings In</i> and <i>Layover&gt;Stations</i> | New/Old UI  |
| • Submit message when bidding is not open for Current bid period  | New UI only |
| • Editing bid lines with dates from previous bid periods for Default bid                                  | New UI only |
| • Add pairings on date as bid line to bid from Pairings tab   | New UI only |
| • Add pairing search parameter as bid line to bid from Pairings tab                                       | New UI only |

Since this is an update to PBS from version 18.3 to 18.9 you should, as with any update:



## clear your browser's cache and web data

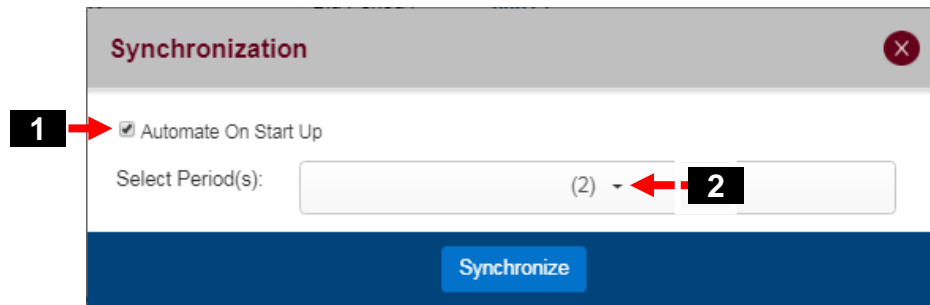
Information on clearing your browser's cache may be found in Bulletin 07. This bulletin as well as others may be found on the portal under Crew Scheduling & Planning > Bidding Tools & Information then scroll down to see additional bulletins.

**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.

# PBS: Enhancements/Changes

## Synchronization pop up:

- The Synchronization pop up has been modified as follows:
  - The only option will be Automate On Start Up [1]
  - If Automate On Start Up is selected, PBS will automatically start the synchronization process as of the next time you log in
  - The pop up will automatically close on successful synchronization
  - The *Status* and *View Log* options have been removed
  - Two bid periods (current bid period and previous bid period) [2] will be loaded during the synchronization process



### Options:

- Automate On Start Up
  - Automatically starts the synchronization process the next time you log in to PBS

**NOTE:** By default, two (2) bid periods (if available) are automatically synchronized. You may copy bid lines from a previous bid period to the current bid period, however you may not edit bid lines from a previous bid period.

## WALK THROUGH EXAMPLE

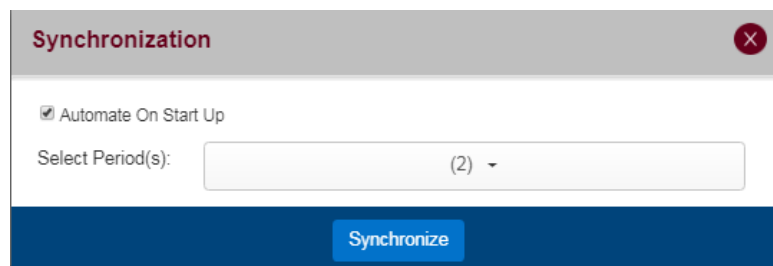
- In this example:
  - We want to load our bids from the October 2018 bid period

To load additional bid periods:

- After you have logged in, the Synchronization pop up may be accessed should you wish to load additional bid periods:
  - Click on the Synchronization icon (found on any tab) [3]



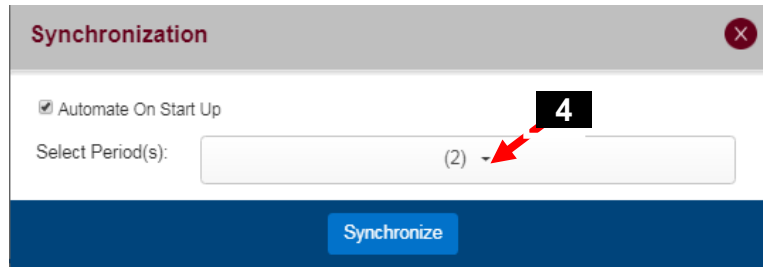
- The Synchronization pop up will appear



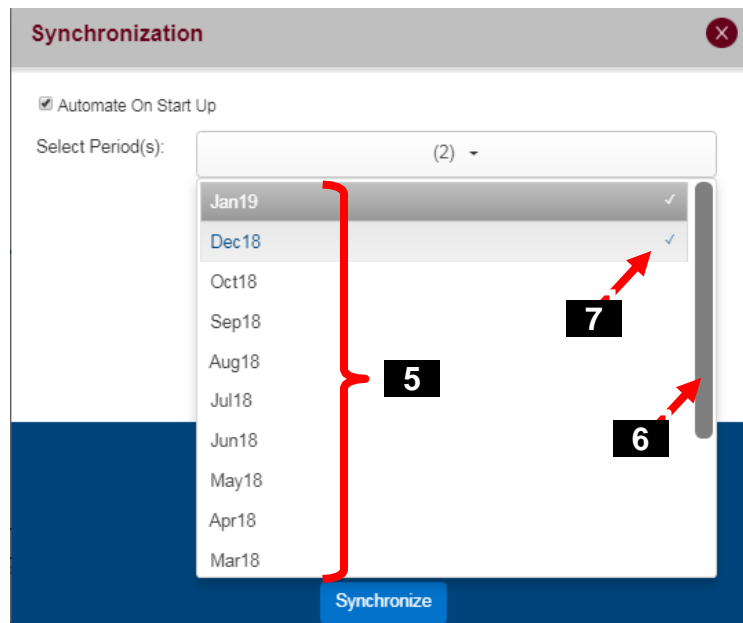
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## PBS: Enhancements/Changes

- Click on the **Select Period(s)** button [4]



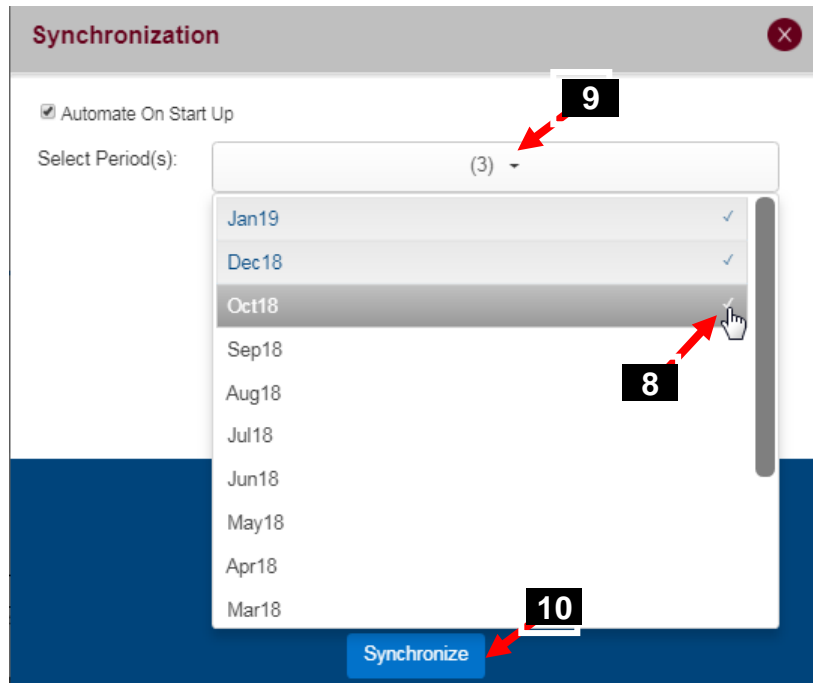
- A list of available bid periods will be displayed [5] and “older” bid periods may be seen by using the scroll bar [6]
- Selected bid period(s) will be indicated by a check mark [7]



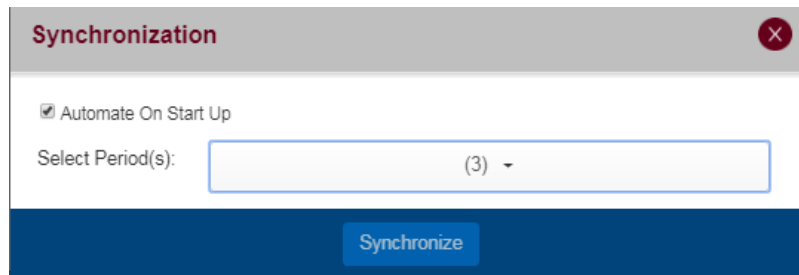
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## PBS: Enhancements/Changes

- Select additional bid period(s) by clicking on the desired bid period
- Additional selected bid periods will be indicated by a check mark [8] and the total number of selected bid periods will be shown in the Select Period(s) bar [9]
- Click on **Synchronize** [10] to synchronize PBS with the selected bid period(s)



- PBS will then synchronize and include the selected period(s)



To load bids after synchronizing previous bid periods:

- After you have synchronized bids from previous bid periods:
  - Click on the down arrow next to Bid For [11] to see a list of the loaded bid periods [12] and select the desired bid period from the list



Continued...

# PBS: Enhancements/Changes

- All of your submitted bids from that period [13] (Current, Default + Training) will be displayed



Any additional bid periods that are loaded for this session are not automatically re-loaded the next time you log in. If you want to re-load them for any future sessions, then this process must be repeated the next time you log in.

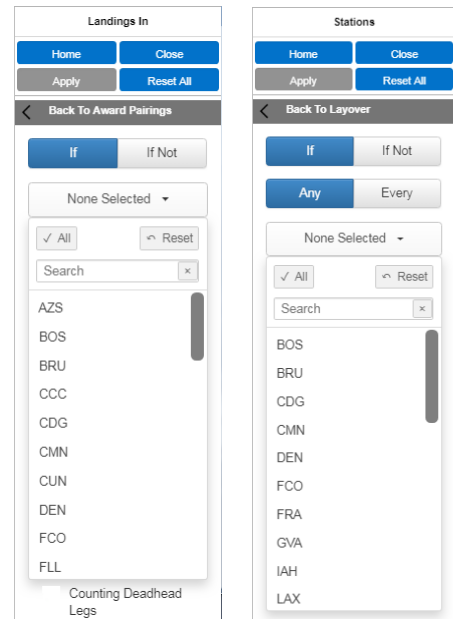


You may not modify bids from past bid periods however you may copy and paste bid lines/bid groups from past bid periods into the current bid period (into your Current and/or Default bid).

You may not copy bid lines/bid groups that contain dates from a previous bid period.

**Destinations are now available in the Default Bid for *Landings In* and *Layover > Stations*:**

- The Default bid line options Landings In and Layover > Stations will now display a list of destinations.

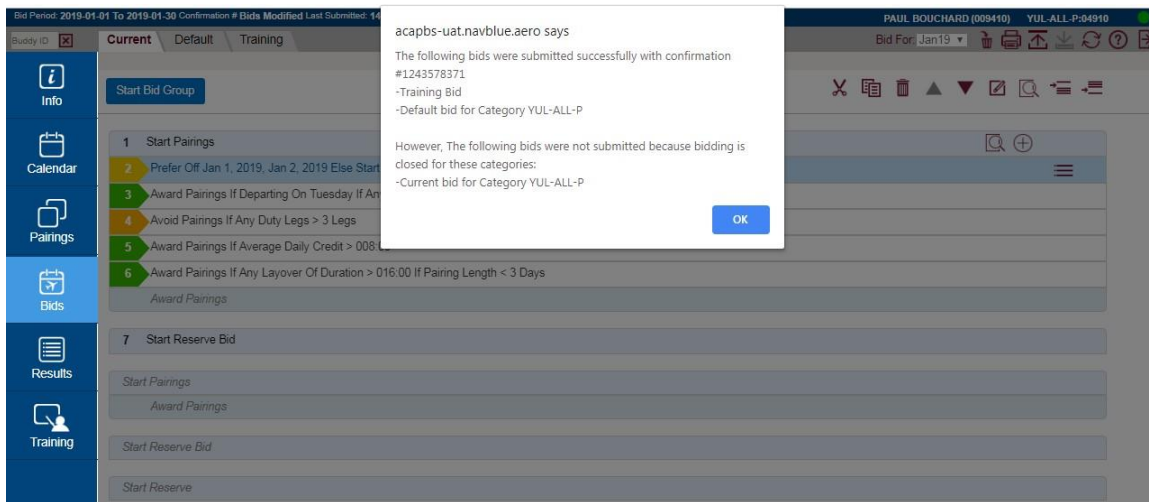


The list of destinations shown prior to bid open is based on the previous bid period. As a result, there may be destinations that are displayed that will not be reflected in the pairings which will be either removed as a destination or added as a destination. Once the bid period is open and the pairing file loaded, the list will reflect the correct list of destinations.

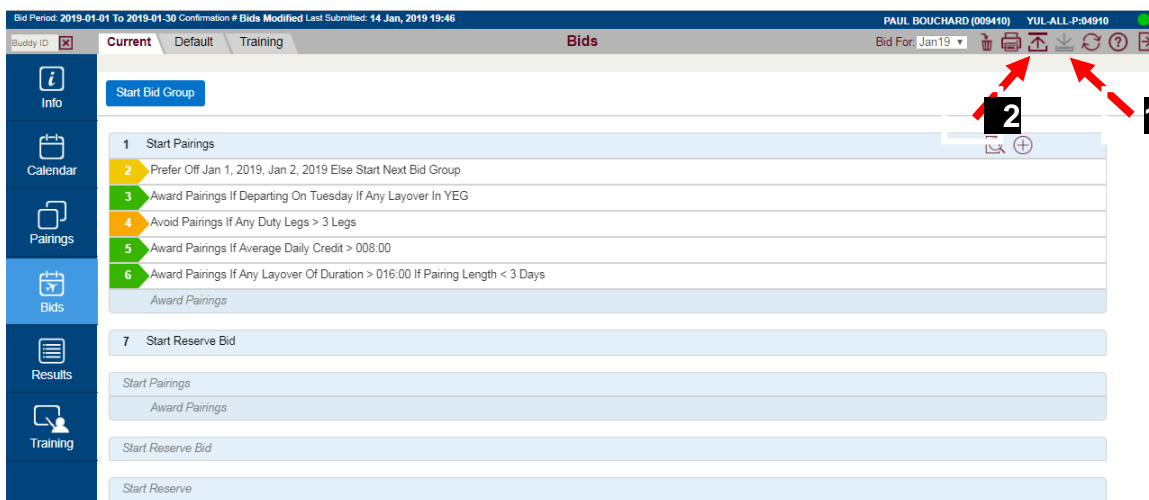
# PBS: Enhancements/Changes

## Submit Message when bids are not open:

- You may create/modify your bids outside of the bid period however, only your Default and Training bids will be submitted when bidding is closed.
  - When submitting bids outside the bid period, PBS will display a pop up indicating that:
    - Your Training and Default bids were successfully submitted
    - Your Current bid was not submitted
- This result is normal since your Current bids may only be submitted if the bid period is open.



- However, with the New UI your bids, including Current, will be saved to the physical device that you are working on (tablet, PC, laptop). Note that the Save icon [1] is grey indicating that your bids have been saved to the device you are working on. The Submit icon [2] is still “active”. As a result, you may go back to the same device that you are working on (tablet, PC, laptop) and log back in again and see the Current bid that you are working on.



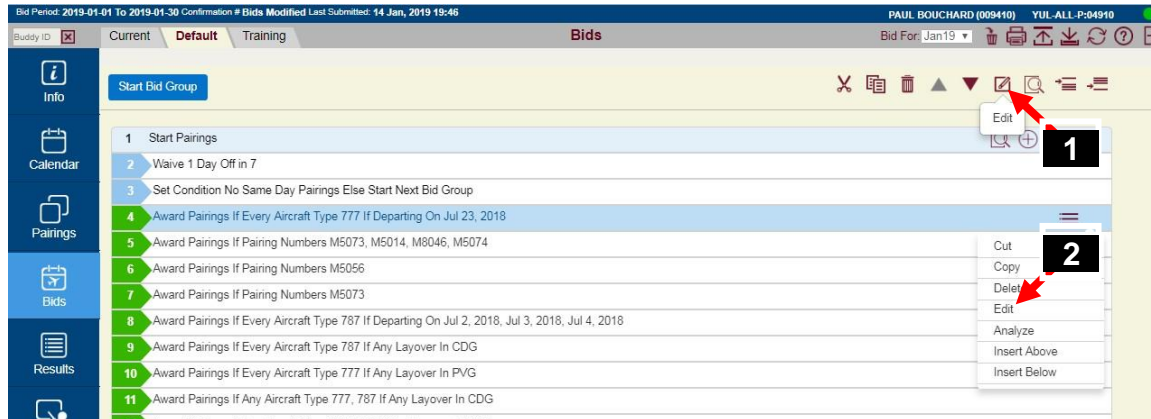
# PBS: Enhancements/Changes

## Editing bid lines with dates from previous bid periods for Default bid:

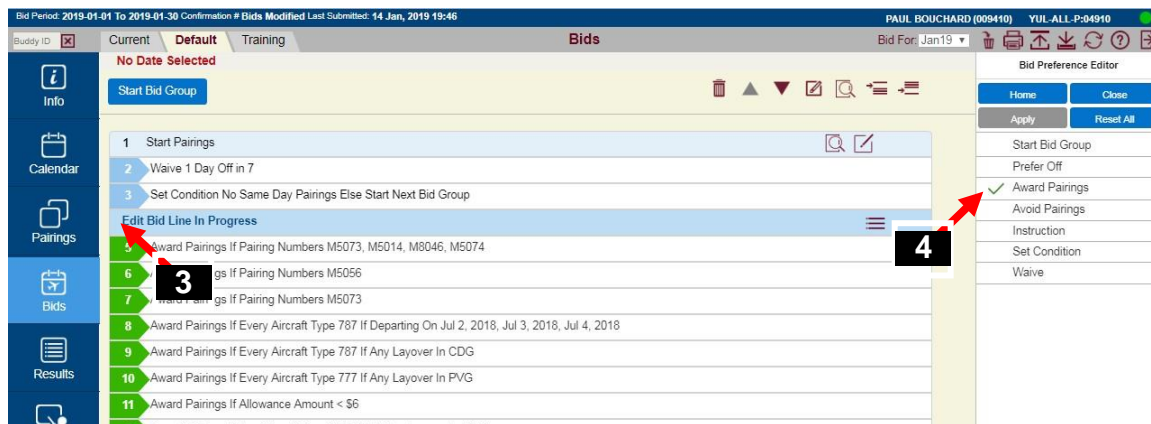
- You may edit bid lines with dates from previous bid periods

Some bid line editing notes/cautions:

- The bid line editor is activated by selecting the Edit icon [1] **or** Edit from the drop-down options [2]



- You will know that you are in Edit Mode when:
  - The bid line number for the bid line being edited is not displayed [3]
  - **Edit Bid Line In Progress** may be displayed if the bid line being edited contains dates from a previous bid period (as in the example below)



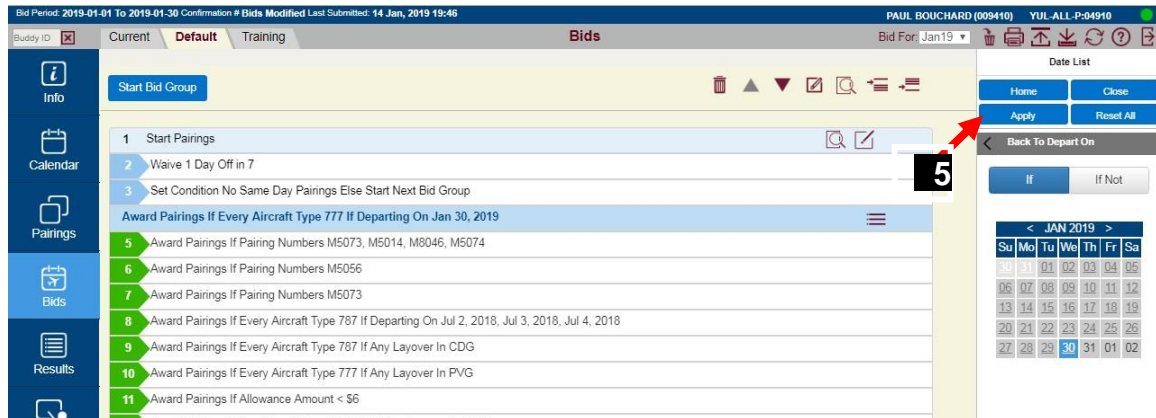
- All the options in the bid line to be edited are loaded in the Bid Preference Editor
- The green checkmarks [4] will indicate the options that were in the bid line
- Select the options to modify and/or remove as required

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# PBS: Enhancements/Changes

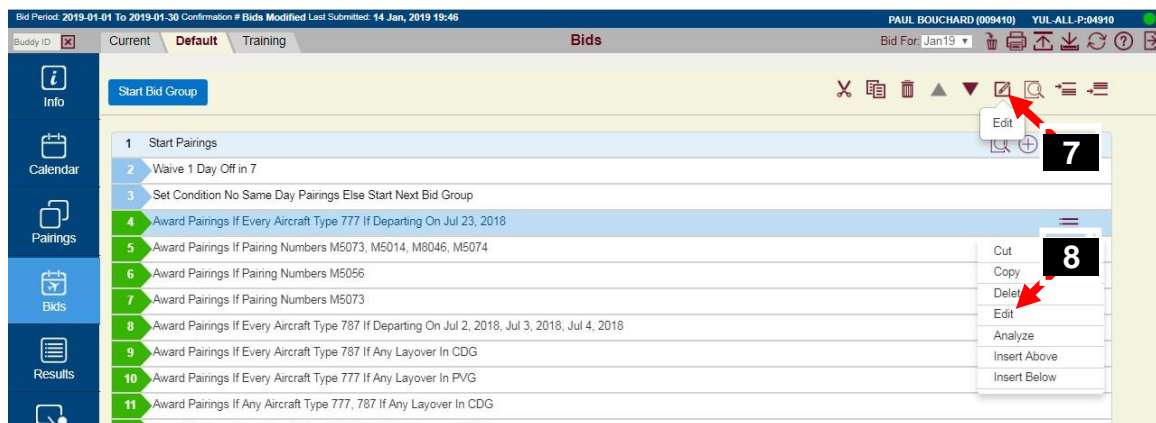
- Once all the necessary modifications to your bid line have been made, select Apply [5] to apply the changes



- The edited bid line will be displayed along with the bid line number [6]



**Edit Mode will remain active until closed** by selecting either the Edit icon [7] or Edit from the drop-down options [8] again





# PBS: Enhancements/Changes

Add pairings on date as bid line to bid from Pairings tab:

- You may add pairings and a departure date to a bid as either an *Award Pairings If Pairing Number XXXX If Departing On MM, DD, YYYY* or *Avoid Pairings If Pairing Number XXXX If Departing On MM, DD, YYYY* bid line

## WALK THROUGH EXAMPLE

This example is using a Rouge bid; however, the steps are the same for Mainline

- In this example:
  - We want this bid line to be placed in our *Default* bid after bid line 4
  - We want to add an *Award Pairings Departing On* bid line from the Pairings tab

To add pairing(s) departing on date(s) for this example to your bid you would:

### **STEP 1** – Prepare your bid to receive selected pairings from the Pairings tab:

- You must have a “place” for the new bid line(s) to be added. Therefore, you must have an active Start Pairings bid group in the bid (either Current or Default) where you want the bid line to be added
  - In the case where you already have a Start Pairings bid group and existing bid lines, select the bid line after which you want the new one(s) to be placed



Remember that Award Pairings bid lines may not be placed higher in your bid than any Set Condition or Waive (Mainline) bid lines.

- In this example go to your Default Bid [1] and select bid line 4 [2] (highlighted).
- Then select the Pairings tab [3]



### **STEP 2** – Prepare the Pairings tab to add selected pairing(s) to your bid:

We are now in the Pairings tab.

- Pairings are listed in the order determined by the Sort By criteria [4]
- Date(s) that the pairing operate(s) are circled [5]



Continued...

# PBS: Enhancements/Changes

The Pairings tab features:



- Add Bids Mode toggle icon [6]
  - Toggles between
    - ☐ **Enabled:** Add Bids Mode is enabled which allows you to use the Pairings tab to add bid lines to your selected bid
      - When the Add Bids Mode is enabled, Award/Avoid bid line icons [7] are enabled ☒ ☒
    - ☐ **Disabled:** Add Bids Mode is disabled, you are not able to use the Pairings tab to add bid lines to your selected bid
      - When the Add Bids Mode is disabled, Award/Avoid bid line icons [7] are disabled ☐ ☐

## STEP 3 – Select the desired pairing(s) and dates:

We want to add an Award Pairings bid line with a selected pairing and associated date:

- Within the Pairings tab, **enable** Add Bids Mode
  - The Award/Avoid icons are now **enabled**
- Select the desired pairing (in this example T1410) by clicking on the Select Pairing icon [8]
  - The icon for the selected pairing will now contain a check mark
  - The date(s) that the pairing operate(s) are highlighted in light blue [9]



- Select the desired date (in this example the 22<sup>nd</sup>)
  - The selected date(s) will be highlighted in dark blue [10]

## STEP 4 – Add the selected pairing(s) to your bid as an Award or Avoid:

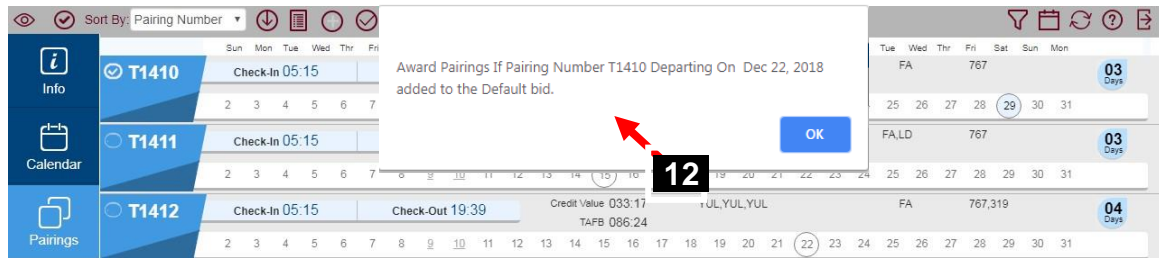
- Select the appropriate bid line type: Award/Avoid (in this example we want Award Pairings) [11]



Continued...

# PBS: Enhancements/Changes

- A pop up will appear [12] displaying the bid line that was inserted into your bid
  - Select OK to remove the pop up



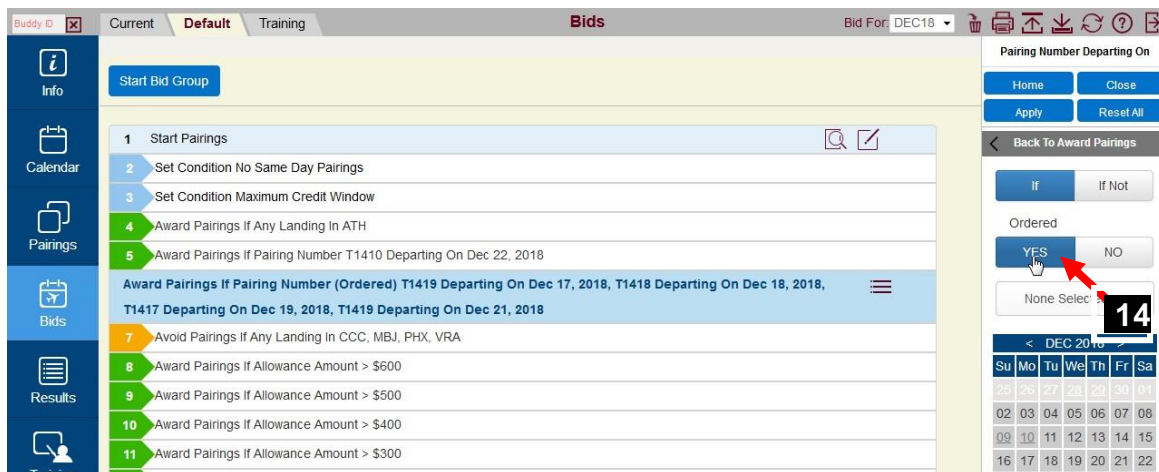
## STEP 5 – Check your work:

- Go back to the Bids tab to verify that the new bid line [13] (bid line 5) *Award Pairings If Pairing Number T1410 Departing On Dec 22, 2018* has been added to the bid



This new bid line may be edited as any other. Use the information earlier in this bulletin for information and cautions regarding the editing of bid lines.

Also, if you select multiple pairings/dates, PBS will capture the order that they are selected from the Pairings tab and add them to the Pairing Number Departing On bid line **HOWEVER**, they will not be seen by PBS in that order UNLESS the bid line is edited and “YES” [14] is selected under the Ordered option and the edit is applied.

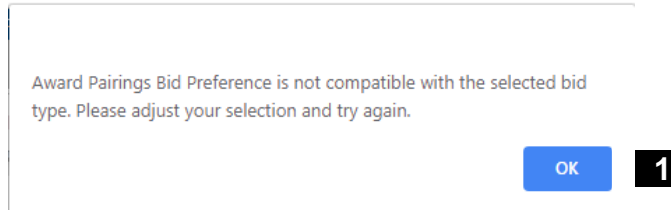


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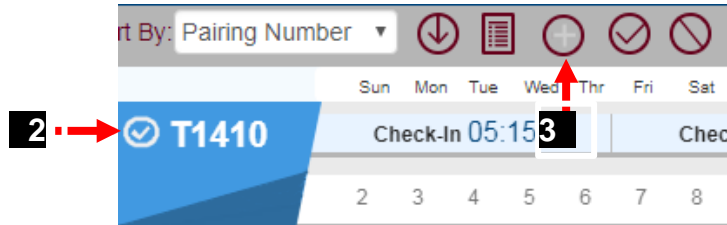
## PBS: Enhancements/Changes

### Trouble Shooting:

- If the following pop up appears then you have not prepared your bid sheet to receive the bid line from the Pairings tab:
  - Click OK [1] to close the pop up
  - Go back to Step 1 and prepare your bid (either Current or Default) and try again



- If you are unable to select a date or dates:
  - Ensure that the desired pairing number has been selected [2]
  - Ensure that the Add Bids Mode icon has been selected and is enabled [3]



The *Add Bids Mode* will remain enabled even after adding the pairings to your bid and even if you switch to another tab. This allows you to add additional *Pairing Number Departing On* bid lines should you wish.

Keep in mind that when adding additional *Pairing Number Departing On* bid lines that you should deselect any pairing(s) that had been selected.

# PBS: Enhancements/Changes

## Add pairing filter (search) as bid line to bid from Pairings tab:

- You may add the pairing search criteria as a bid line

### WALK THROUGH EXAMPLE

This example is using a Mainline bid; however, the steps are the same for Rouge

- In this example:
  - We want this bid line to be placed in our *Current* bid as our first bid line in a new bid group
  - We want to add the results of a pairing filter (search) as a bid line from the Pairings tab

To add the pairing filter (search) parameters to my bid as a bid line:

### **STEP 1** – Prepare your bid to receive the selected search parameters from the Pairings tab:

- You must have a “place” for the new bid line(s) to be added. Therefore, you must have an active Start Pairings bid group in the bid (either Current or Default) where you want the bid line to be added
  - In the case where you already have a Start Pairings bid group and existing bid lines, select the bid line after which you want the new one(s) to be placed
- **In this example**, we want to add our pairing filter (search) from the Pairings tab as an Award bid line
- We want this bid line to be placed at the beginning of our Current bid

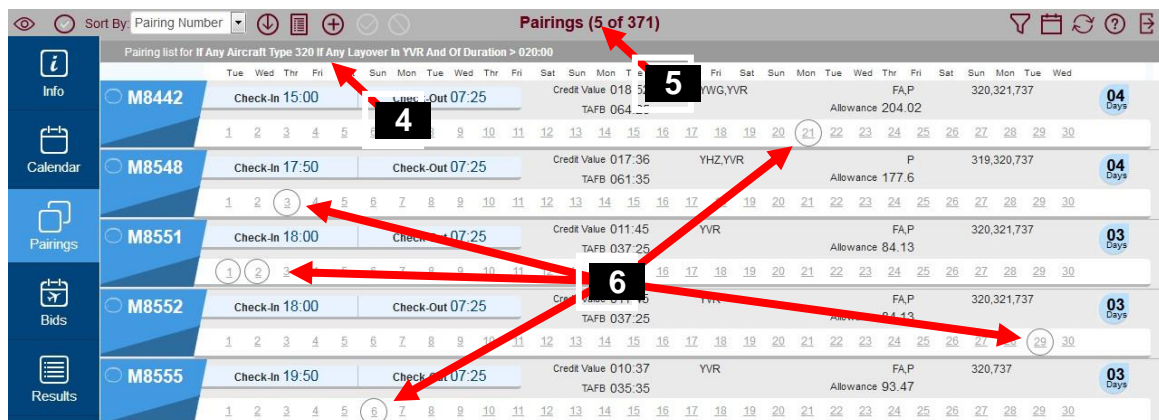
From our Current Bid [1] we have created a Start Pairings bid group [2] then we select the Pairings tab [3]



### **STEP 2** – Prepare the Pairings tab to add the pairing filter (search) to your bid:

We are now in the Pairings tab.

- We have created a filter (search) for pairings with any aircraft 320 and if any layover in the pairing is in YVR and layover duration of greater than 20:00 hours [4]
- PBS informs us that there are 5 pairings that match the filter (search) criteria [5]
- Date(s) that the pairing operate(s) are circled [6]



Continued...



# PBS: Enhancements/Changes

The Pairings tab features:



- Add Bids Mode toggle icon [7]

- Toggles between

- ☐ **Enabled:** Add Bids Mode is enabled which allows you to use the Pairings tab to add bid lines to your selected bid

- When the Add Bids Mode is enabled, Award/Avoid bid line icons [8] are enabled ☒ ☒

- When the Add Bids Mode is enabled the Pairing Filter Award selector is available ☒

- ☐ **Disabled:** Add Bids Mode is disabled, you are not able to use the Pairings tab to add bid lines to your selected bid

- When the Add Bids Mode is disabled, Award/Avoid bid line icons [8] are disabled ☐ ☐

- When the Add Bids Mode is disabled the Pairing Filter Award selector is not visible

## STEP 3 – Select the filter (search):

We want to add an Award Pairings bid line with the pairing filter (search) that we used:

- Within the Pairings tab, **enable** Add Bids Mode

- The Award/Avoid icons are now **enabled**

- The Pairing Filter Award selector [9] toggle is available

- ☐ **Disabled:** The filter (search) is not selected so may not be added to your bid

- ☒ **Enabled:** The filter (search) is selected and the pairing filter (search) criteria may now be added to your bid



- Select the Pairing Filter Award selector until it is **enabled** [10]

The screenshot shows the Pairings tab with the search filter applied. A red arrow points to the search filter icon (labeled 10) in the header area. The table below shows the results of the search, with columns for pairing number, check-in, check-out, credit value, and allowance.

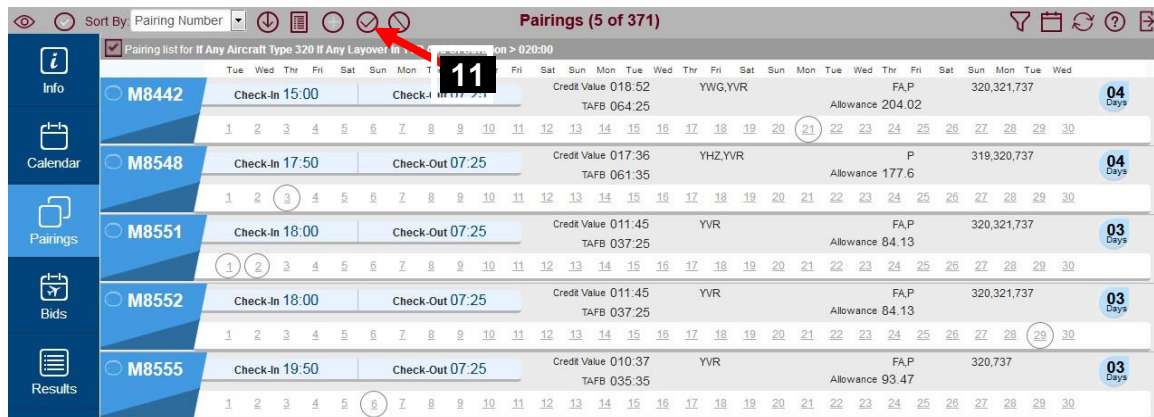
Pairing Number	Check-In	Check-Out	Credit Value	Allowance
M844	15:00	07:25	018.52	204.02
M8548	17:50	07:25	017.36	177.6
M8551	18:00	07:25	011.45	84.13
M8552	18:00	07:25	011.45	84.13
M8555	19:50	07:25	010.37	93.47

# PBS: Enhancements/Changes

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## STEP 4 – Add the pairing filter (search) criteria to your bid as an Award or Avoid:

- Select the appropriate bid line type: Award/Avoid (in this example we want Award Pairings) [11]

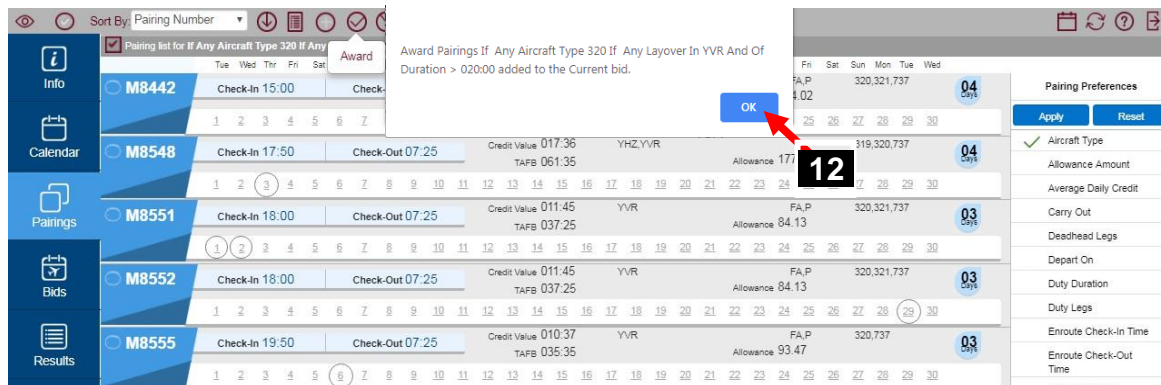


Pairing Number	Check-In	Check-Out	Credit Value	TAFB	YVR	Allowance	Days
M8442	15:00	07:25	018:52	064:25	YWG,YVR	204.02	04
M8548	17:50	07:25	017:36	061:35	YHZ,YVR	177.6	04
M8551	18:00	07:25	011:45	037:25	YVR	84.13	03
M8552	18:00	07:25	011:45	037:25	YVR	84.13	03
M8555	19:50	07:25	010:37	035:35	YVR	93.47	03



This new bid line may be edited as any other. Use the information earlier in this bulletin for information and cautions regarding the editing of bid lines.

- A pop up will appear [12] displaying the bid line that was inserted into your bid
  - Select OK to remove the pop up



Pairing Number	Check-In	Check-Out	Credit Value	TAFB	YVR	Allowance	Days
M8442	15:00	07:25	018:52	064:25	YWG,YVR	204.02	04
M8548	17:50	07:25	017:36	061:35	YHZ,YVR	177.6	04
M8551	18:00	07:25	011:45	037:25	YVR	84.13	03
M8552	18:00	07:25	011:45	037:25	YVR	84.13	03
M8555	19:50	07:25	010:37	035:35	YVR	93.47	03

## STEP 5 – Check your work:

- Go back to the Bids tab to verify that the new bid line [13] *Award Pairings If Any Aircraft Type 320 If Any Layover In YVR And Of Duration > 20:00* has been added to the bid



Bid Line	Description
1	Start Pairings
2	Award Pairings If Any Aircraft Type 320 If Any Layover In YVR And Of Duration > 20:00
3	Start Pairings
4	Award Pairings

If your bid line has not been added to your bid, see the Trouble Shooting tips on page 9 of this bulletin.