



AIR TRAFFIC AND NAVIGATION SERVICES SOC LIMITED

ATNS File2Fly
<https://file2fly.atns.co.za>

1. LOGIN

To log in the File2Fly website, the Welcome page must be displayed in the Web browser.

The screenshot shows the File2Fly website's login page. At the top center is the ATNS logo. Below it, the main heading reads "Flight preparation with File2Fly". To the left is a "Login" form with fields for "UserName:" and "Password:", a "Login" button, and a "Forgot Password?" link. Below the login form are links for "Register Here", "System Requirements", "About Us", and "Contact Us". To the right of the login form is a navigation menu with four items: "Flight plans" (with an airplane icon), "Briefing" (with a checklist icon), "Met" (with a sun and cloud icon), and "e-AIP" (with a book icon). Below the navigation menu is a light blue banner with text: "Online filing, Online information, **Notification Messages**, etc.", "Worldwide NOTAM database, **Aeronautical Data**, etc.", "METAR, TAF, etc.", and "Aeronautical Information Publication (e-AIP), etc.". Below the banner, the text reads: "File2Fly offers you the possibility to perform your pre-flight preparation online via Internet.", "Online flight plan filing directly to the AIMU with online feedback, NOTAM briefing.", "Registration for the system is for free.", and "In case of questions call our helpdesk: +27 11 928 6423". At the bottom of the page is a footer with the text: "© 2026 ATNS | Copyright | Privacy Policy | Legal Conditions | Masthead | Helpdesk | User Manual".

On the Welcome page:

- Enter a valid Username and Password
- Click on the Login button
- The "Handbook" page will be displayed.

2. REGISTERING WITH FILE2FLY ONLINE BRIEFING

To register with File2Fly as a new user, open the main Welcome page, and click the "Register Here" link.

Click Continue button.

Fill in all mandatory fields (those marked with asterisk *). Tick "agree with the legal conditions".

Click Continue button.

Check all data entered correctly.

Click Complete registration button.

Registration was successful. Click "*Go to start page*" link to return to the Welcome page. Wait for your account to be validated.

3. FORGOTTEN PASSWORD

Click "*Forgot Password ?*" button.

Fill in the personal details requested and click "*Find Password*" button.

You have been recognized as a valid user. Click "*Go to start page*". This takes you to the Welcome page, ready for your log-in.

Wait for your e-mail, which will provide a temporary password. This temporary password is valid for 15 minutes, change the password as soon as you are logged in.

4. MAIN PAGE: HANDBOOK

When the log in step is successful, the following Handbook page is displayed.

Flight Plans & Briefings Overview

Click an icon to access your entries.

Click on the Search/Refresh button to update your Flight Plan status.

Search/Refresh Last Week

Item	Callsign	Departure	Destination	EOBT	Date	Internal Reference	Slot	FPL Status	Message Status
All								All	
	SAB5416	FACT	FAOR	10:00	26/02/03	JD-MDJ4J3-LM	-	Pending	to AIMU
	SAB5410	FOAR	FACT	20:00	26/02/02	WP-TJJ4J3-1R	-	Rejected	Failed
	SAB5413	FACT	FAOR	16:00	26/02/02	-	-	-	-
	SAB5413	FACT	FAOR	16:00	26/02/02	CO-GGJ4J3-JD	-	Accepted	ok
	SAB5415	FOAR	FACT	18:00	26/02/02	ZN-OQJ4J3-DM	-	Pending	to AIMU
	AERO	LFPG	LFPG	11:22	26/02/02	-	-	-	-
	AERO	LDZA	LDZA	14:44	26/01/31	-	-	-	-
	AERO	LDZA	LDZA	14:17	26/01/31	-	-	-	-
	AERO	FAOR	FAOR	15:08	26/01/28	-	-	-	-
	FPL01	LDZA	LDSP	22:00	26/01/27	-	-	-	-

Last refresh at 15:49:32 UTC

1-10 of 13 Items

1 2

Legend

- Accepted Flight Plan
- Pending Flight Plan
- Rejected Flight Plan
- Cancelled Flight Plan
- FPL Unknown, please contact the helpdesk
- Update FPL from AIMU
- Message from AIMU

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Figure 1. Handbook page

On top of page, from left to right, the main menu includes:

- *Flight Plans* entry to manage your FPL or to create your PIB
- *My Account* entry to manage your settings (for NOTAM, MET...)
- *Aero-Data* entry to search for static data (aerodromes, aircraft...)
- *MET* entry to request MET information
- *Links* to access AIP site...
- *Help* entry to access FAQ, Helpdesk...
- *My Profile* entry to manage your personal data (user settings...)
- Flag icon which allows you to switch the page to another language

Below the Main menu, the Handbook page provides an overview of your FPLs and PIBs, displayed in reverse chronological order.

Each entry in the Handbook features an icon that allows you to access your existing FPL or briefing data directly. By clicking the icon next to each item, you can view or update an existing FPL or Briefing result.

FPL Icon signification:

-  Accepted FPL
-  Pending FPL
-  Rejected FPL
-  Cancelled FPL

FPL Status signification:

- Accepted* FPL has been accepted by ARO system (i.e. validated, stored and distributed)
- Pending* FPL is waiting for a manual validation to be performed by a ARO operator
- Rejected* FPL has been rejected by ARO operator
- Cancelled* FPL has been cancelled (i.e. a CNL message has been validated, stored and distributed)

PIB Icon signification:

-  NOTAM Briefing (i.e. without MET info)
-  NOTAM & MET Briefing

The 1 or 2 letter(s) on the right bottom of the icon gives the type of briefing:

- “AD” means Aerodrome,
- “RT” means Route,
- “Z” means Zone.

At top right of the Main page, user could choose his preferred language.

5. ALL MENUS

The full set of available entries from the Main top menu is presented in the following table:

<i>Main entry</i>	<i>Sub entry</i>	<i>Description</i>
Flight Plans	My flight plans & briefings	Display the Handbook page
	New Route Briefing	Create a new route briefing
	New Zone Briefing	Create a new Zone briefing
	New Aerodrome Briefing	Create a new Aerodrome briefing
	Create Flight Plan	Create a new FPL
	Flight Plan Import	Fill up a FPL page using a FPL message text
	Flight Plan Templates	Manage FPL templates
My Account	NOTAM Settings	Manage NOTAM settings used for briefing request
	MET Settings	Manage MET settings used for briefing request
	My FIRs	Manage my personal FIR lists
	My Aerodromes	Manage my personal Aerodrome lists
	My Routes	Manage my personal Route lists
	Pilots	Manage my personal Pilot lists
Aero-Data	Aerodromes	Search for aerodromes in static data
	Aircraft	Search for aircrafts in static data
	Routes	Search for routes in static data
	En-Route Airways	Search for En-route airways in static data
	FIR/UIR	Search for FIR/UIR in static data
	Fixes	Search for fixes in static data
	Restrictive Airspace	Search for restrictive airspace in static data
MET	Briefing	Request a MET briefing with OPMET data
eAIP	-	Access to the Aeronautical Information Publication (AIP) (optional)
Help	FAQ	Display the "Frequently Asked Questions" page
	Help Desk	Display the Help desk information (telephone, mail,...)
	Company Information	Display the company information page
My Profile	My flight plans & briefings	Display your Handbook page
	User Settings	Manage your personal information (surname, first name,...)
	User Log	Display your activities on the system (login, FPL, briefings,...)
	Display Message	Display the notification message

6. ERGONOMIC & BEHAVIOUR

Some functional or ergonomic features may appear in different pages of the File2Fly. This paragraph describes these common features.

6.1. MANDATORY FIELDS

In many pages having some text fields, a star (*) is displayed after each mandatory field.

Ex:



6.2. CONTEXTUAL MENU



This icon may appear on left top of some pages and gives you access to some functions related to the displayed page.

Example on FPL Display page:

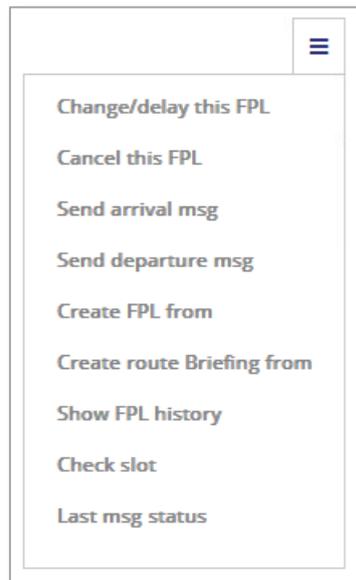


Figure 2. Contextual Menu

6.3. GRAPHICAL SEARCH

Let you choose graphically your aerodromes and FIRs.

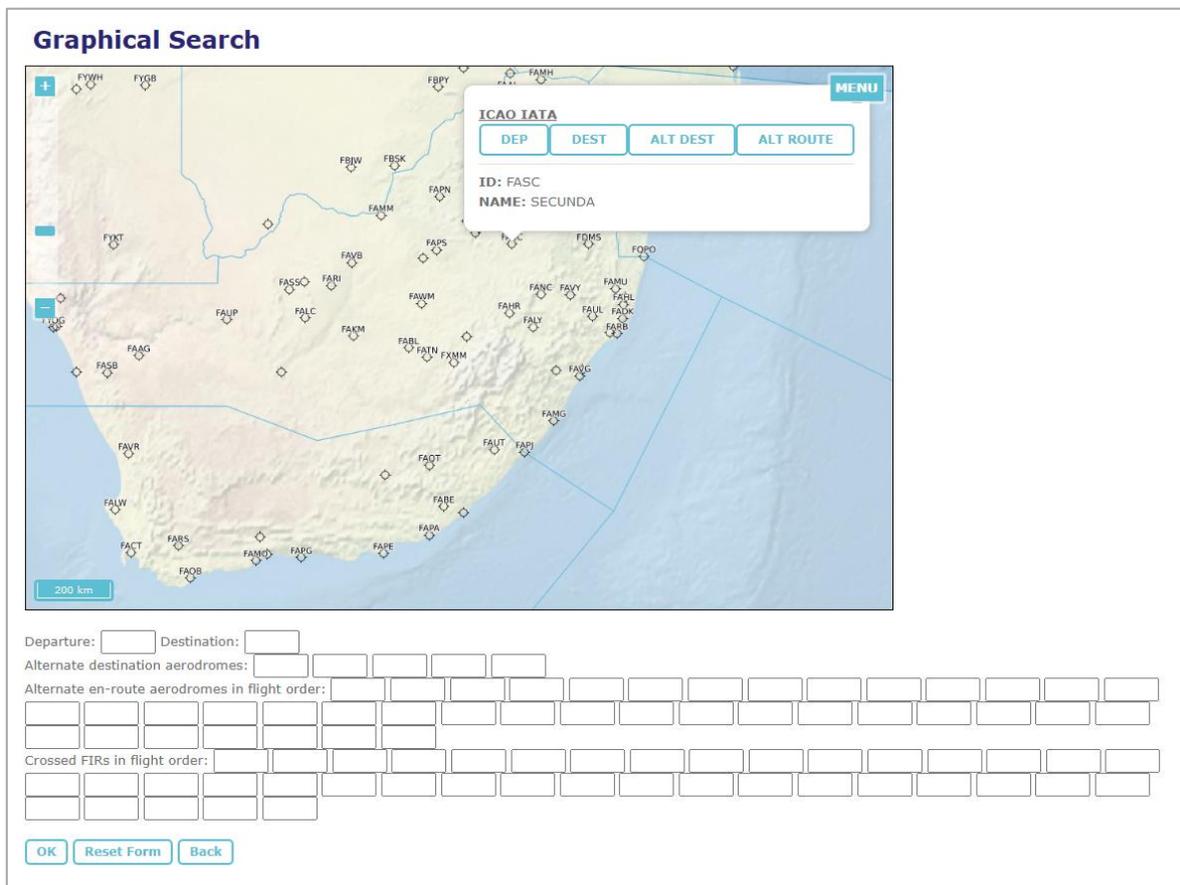
Example from "Route Briefing" page:



A rectangular input field with the text "Departure" on the left, an empty text box in the middle, and a small icon of a person with a speech bubble on the right.

Figure 3. Access to Graphical Search Example

Choose Zone, click on an aerodrome dot (turns red). Click on a FIR area (turns pink). Your choices are confirmed in the Graphical Search page in tabular form. Clicking OK returns you to the Briefing page, with your choices incorporated.



The interface is titled "Graphical Search" and features a map of a region with numerous aerodrome icons. A pop-up window displays "ICAO IATA" information for a selected aerodrome: "ID: FASC" and "NAME: SECUNDA". Below the map, there are input fields for "Departure:", "Destination:", "Alternate destination aerodromes:", "Alternate en-route aerodromes in flight order:", and "Crossed FIRs in flight order:". At the bottom, there are buttons for "OK", "Reset Form", and "Back".

Figure 4. Graphical Search page

6.4. TYPE OF BRIEFING

In all Briefing pages, you can choose the type of briefing (i.e. selected information) to be included in the PIB result.



Figure 5. Type of Briefing

3 types of Briefing are proposed:

MINIMUM BRIEFING Smallest briefing according to ICAO rules.

It contains the minimum amount of information conformant with ICAO rules.

PERSONAL BRIEFING Briefing according to your NOTAM settings in settings menu.

It contains an amount of information that is decided by the NOTAM purpose in the briefing settings.

MAXIMUM BRIEFING All information available.

It contains the maximum amount of information available.

6.5. HOW TO DISPLAY OR TO UPDATE

The Handbook page allows to display or to update an existing FPL or a Briefing result by clicking the leading icon of the relevant item.

7. FUNCTIONS FROM THE “HANDBOOK” PAGE

7.1. “FLIGHT PLANS” MENU

This menu gives you access to the following entries:

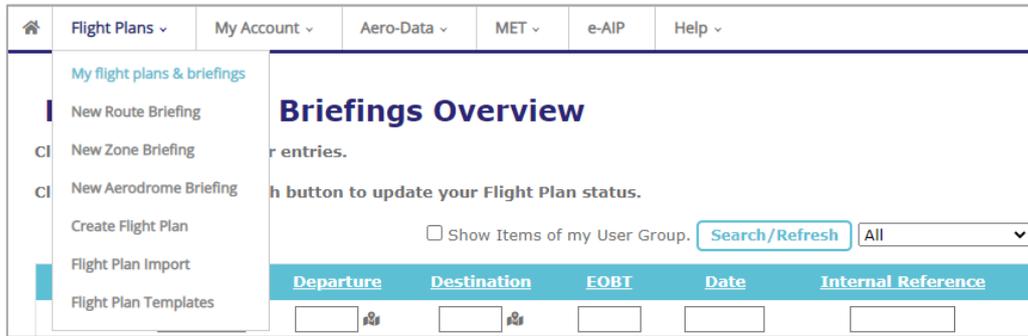


Figure 6. *Flight Plans* Menu

7.1.1. “MY FLIGHT PLANS & BRIEFINGS” ENTRY

This entry displays the Handbook page. Refer to the File2Fly "Overview" chapter to have a full description of the Handbook page.

7.1.3. “NEW ZONE BRIEFING” ENTRY

The screenshot shows a web form titled "Zone Briefing". The form is enclosed in a light blue header bar. Below the header, there are several input fields and checkboxes. On the left side, there are four rows of controls: "Briefing content" with two checked checkboxes for "NOTAM" and "MET"; "Region" with a dropdown menu showing "Sri Lanka"; "Flight Rules" with a dropdown menu showing "VFR"; and "Flight Level Interval" with two input boxes containing "000" and "999" separated by a slash. On the right side, there are two dropdown menus: "Type of Briefing" showing "Personal Briefing" and "Selected area" showing "FIR: VDPF PHNOM PENH". At the bottom of the form, there are two buttons: "Display in Browser (HTML)" and "Display in Printable Form (PDF)".

Figure 8. Zone Briefing

Select the expected type of Briefing.

Fill up all mandatory fields.

Click on “*Display in browser (HTML)*” button or “*Display in Printable Form (PDF)*” button to get the PIB result.

7.1.4. “NEW AERODROME BRIEFING” ENTRY

Aerodrome Briefing

Briefing Content NOTAM MET Type of Briefing

Aerodrome [view more](#)

Area around Aerodrome NM

Flight Rules

Flight Level Interval /

[Display in Browser \(HTML\)](#) [Display in Printable Form \(PDF\)](#)

Figure 9. Aerodrome Briefing

Select the expected type of Briefing.

Fill up all mandatory fields.

If you set 0 in the field **Area around aerodrome**, only NOTAMs about the aerodrome itself will be included in your briefing.

Click on “*Display in browser (HTML)*” button or “*Display in Printable Form (PDF)*” button to get the PIB result.

7.1.5. UPDATE A BRIEFING

Click on a Briefing icon and use the contextual menu to access functions related to an existing Briefing (new FPL from, New Briefing from, update).

Aerodrome Briefing View				
Briefing Content				
NOTAM <input checked="" type="checkbox"/>	MET <input checked="" type="checkbox"/>	Filter Settings	PERSONAL BRIEFING	
Aerodrome	Cylinder around Aerodrome	Cruising Level		
LFPO	23	Lower FL000	Upper FL999	
Flight Rules		Flight Level		
IFR / VFR		230		
View	PIB ID	PIB Creation Date	Briefing Update	Format
View	A1200003	2018/10/12 12:12:24	No	html

Figure 10. Aerodrome Briefing View

This page gives you all information related to this Briefing:

- the parameters provided to request this Briefing,
- the Identification (PIB id), the date/time and the format of the Briefing result,
- if you already have requested an update for this briefing,

Use the “View” link to display the Briefing result.

Use the contextual menu:

- to create a new FPL from this Briefing,
- to create a new Briefing from this Briefing,
- to get an update of this Briefing.

7.1.6. BRIEFING RESULT FORMAT

All PIB requests (Route, Zone and Aerodrome) allow the user to get the result in an HTML or a PDF format.

In a same way, the layout of a PIB result is the same for all PIB requests but the PIB header gives you the information regarding the type of briefing (Route, Zone or Aerodrome) and the parameters used for the query.

Example of a Route Briefing result:

AIR TRAFFIC AND NAVIGATION SERVICES SOC LIMITED					
AERONAUTICAL INFORMATION					
AERODROME CYLINDER		PRE-FLIGHT INFORMATION BULLETIN			
Briefing Id	M0-07J4J3-HV	Date/Time	02FEB26 1603		
Period		02FEB26 1603 TO 05FEB26 1603			
Briefing includes SNOWTAM ASHTAM NOTAM METEO DOCINFO					
Subject		Purpose	+B +BO +NB +NBO	Traffic	+I +V +IV
Lower Level	0	Upper Level	999	Radius	0
AERODROME	FASC				

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M0-07J4J3-HV - 02FEB26 1603 ATNS 1/2

AIS INFORMATION			
AERODROME			
FASC (SECUNDA)			
NAV	B) 2512221600 D) DLY 1600-0400 E) FAR 63 SECUNDA, MPUMALANGA (263316S 0290810E, 263522S 0290818E, 263428S 0291059E, 263249S 0291051E); REMOTELY PILOATED AIRCRAFT SYSTEMS (RPAS) OPS (1000FT) TAKING PLACE BEYOND VISUAL LINE OF SIGHT (BVLOS). F) GND G) 6259FT AMSL	C) 2603210400	(C5674/25)
NAV	B) 2512190700 D) DLY 0700-1500 E) AREA BOUNDED BY (263207S 0290801E, 263226S 0291121E, 263450S 0291110E, 263535S 0290758E); UAS OPS (400FT AGL) TAKING PLACE. FUA REF: GN 19/08/10. F) GND G) 5654FT AMSL	C) 2602211500	(C5655/25)
NAV	B) 2511210339 E) AREA BOUNDED BY (262607S 0282355E, 263303S 0290747E, 263842S 0290734E, 263205S 0282351E); UAS OPS (400FT AGL) TAKING PLACE BEYOND VISUAL LINE OF SIGHT (BVLOS). F) GND G) 5842FT AMSL	C) 2602182359	(C5132/25)
NAV	B) 2511180600 E) SASOL SYNFUELS, SECUNDA, MPUMALANGA (263627S 0290547E, 263122S 029054E, 263208S 0291207E, 263620S 0291136E); REMOTELY PILOATED AIRCRAFT SYSTEMS (RPAS) OPS (1000FT AGL) TAKING PLACE BEYOND VISUAL LINE OF SIGHT (BVLOS) F) GND G) 6098FT AMSL	C) 2602151800	(C4959/25)
MET INFORMATION			
FASC (SECUNDA)			
NO INFO RECEIVED OR MATCHING THE QUERY.			
END OF DOCUMENT			

Figure 11. Area Briefing result

Just the first part of an example briefing is shown here. There are links for viewing as PDF, formatting ready for print.

7.1.7. "CREATE FLIGHT PLAN" ENTRY

The following page is displayed:

Flight Plan Message (Step 1 of 2)

All fields marked (*) are mandatory

Flight Plan				
3 Message Type (FPL)	7 Aircraft Identification	REG	8 Flight Rules	Type of Flight
- [] *	- [] *	[] REG Fill	- I. IFR	G. General Aviation
9 Number	Type of Aircraft	Wake Turbulence Category	10 Equipment	
- 1	- [] *	/ L - Light	- S []	/C [] * select
13 Departure Aerodrome		EOBT (Time)	EOBD (Date)	
- [] *		[] *	2023/02/27	
15 Speed			Level	
- N - Knots [] *			F - Flight Level [] *	
Route				
<div style="border: 1px solid #ccc; width: 100%; height: 100%;"></div> Search (my stored routes)				
16 Destination Aerodrome		Total EET	Alternate Aerodrome	2nd Alternate Aerodrome
- [] *		[] *	[]	[]
18 Other Information				
<div style="border: 1px solid #ccc; width: 100%; height: 100%;"></div> Field 18 Indicators: - Select -				

Supplementary Information							
19 Endurance		Persons on Board		Emergency Radio (tick if equipped)			
- E/ [] *		P/ [] *		R/ <input type="checkbox"/> V <input type="checkbox"/> W <input type="checkbox"/> X			
Survival Equipment (tick if equipped)				Jackets (tick if equipped)			
Polar	Desert	Maritime	Jungle	Light	Fluores	UHF	VHF
S/ <input type="checkbox"/> P	<input type="checkbox"/> D	<input type="checkbox"/> M	<input type="checkbox"/> J	<input type="checkbox"/> L / <input type="checkbox"/> U	<input type="checkbox"/> F	<input type="checkbox"/> V	<input type="checkbox"/> W
Dinghies							
Number		Capacity		Cover	Colour		
D/ []		[]		<input type="checkbox"/> C	[]		
Aircraft Colour and Markings							
A/ [] *							
Remarks							
R/ []							
Pilot-In-Command							
C/ [] * See List							

Fill SMS and e-mail data automatically with - Select -

SMS service for FPL associated messages (slot etc...) is only available for valid AIS Online Briefing users. [Upgrade here!](#)

I want to receive Flight Plan related messages (SLOT, ACK...) via e-mail.
E-mail address: (e.g.: test@pilot.com)

Next step
Reset Form

Figure 12. FPL Creation (step 1)

Fill up all mandatory fields (you will be prompted when a mandatory field is empty).

Click on "next step" button.

This popup message is displayed:

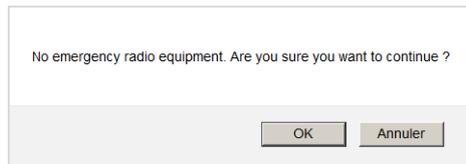


Figure 13. No emergency radio equipment

Click on "OK" if you don't want to add any emergency radio equipment.

The next page display the confirmation page holding the FPL message to be created.

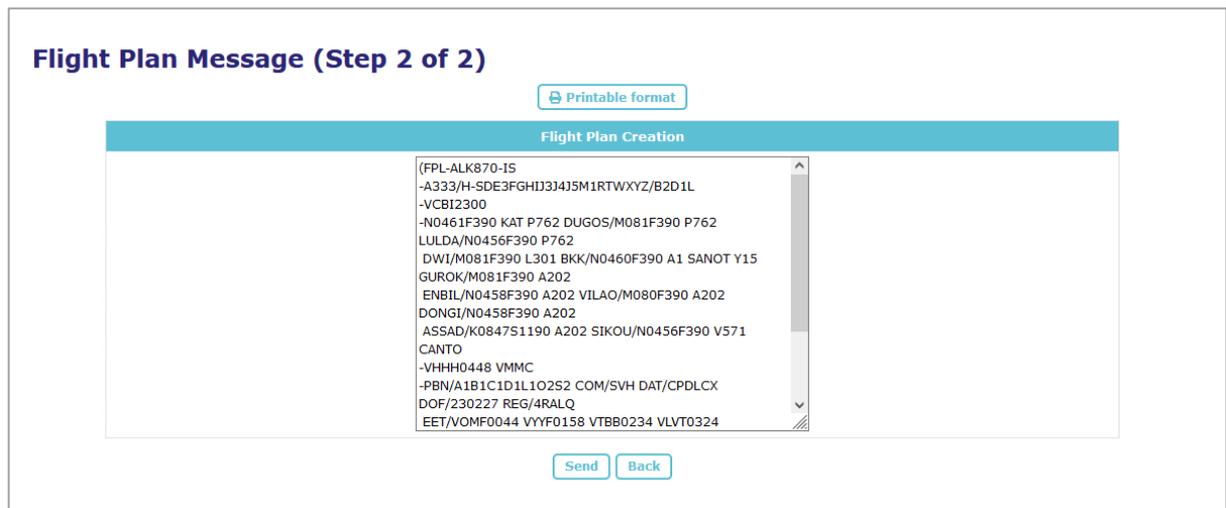


Figure 14. Flight Plan Message (Step 2 of 2)

Click on "Send" button to validate your FPL or click "Back" to make some modifications.

From main menu, select "Flight Plans...My flight plans & briefings" to display your Handbook page.

The new created flight plan heads the list with a "Pending" status. That means it has been transmitted to ARO for a manual validation by an operator.

An Internal Reference Number is assigned to the created FPL; this number does not indicate that your flight plan has been validated. It should be used when communicating with the helpdesk for any support regarding this FPL.

7.1.8. UPDATE A FLIGHT PLAN

From the Handbook, click on a FPL icon and use the contextual menu to update (delay, cancel, etc.) your FPL as follows:

Flight Plan

Printable Format

Do not cause false search & rescue alerts!
Please close your FPL on AIS Online Briefing immediately after landing using the arrival message (ARR) for a destination on a non controlled aerodrome.
If there is no System available please call at the responsible ARO.

3 Message Type	7 Aircraft Identification	8 Flight Rules	Type of Flight
(FPL	- ALK896	- I	S

9 Number	Type of Aircraft	Wake Turbulence Category	10 Equipment
-	/ A333	- H	-SDE3FGHIJ334J5M1RTWXY; /B2

13 Departure Aerodrome	Time	Date
- VCB1	1900	220317

15 Speed	Level
- Knots 0461	Flight Level 390

Route

```
KAT P762 DUGOS/M081F390 P762 LULDA/N0456F390 P762  
DWI/M081F390 L301 BKK/N0460F390 A1 SANOT Y15  
GUROK/M081F390 A202 ENBIL/N0458F390 A202  
VILAO/M080F390 A202 DONGI/N0458F390 A202  
ASSAD/K0847S1190 A202 SIKOU/N0456F390 V571 CANTO
```

16 Destination Aerodrome	Total EET	Alternate Aerodrome	2nd Alternate Aerodrome
- VHHH	0448	VMMC	

18 Other Information

- Change/delay this FPL
- Cancel this FPL
- Send arrival msg
- Send departure msg
- Create FPL from
- Create route Briefing from
- Show FPL history
- Check slot
- Last msg status

Figure 15. FPL Display / Update

In this example, the contextual menu allows you:

- to change, to delay or to cancel this FPL,
- to send a departure or an arrival message for this FPL,
- to create a new FPL from this FPL,
- to create a route Briefing from this FPL,
- to show the history of this FPL,
- to check the slot,
- to get the last message status.

Before sending any FPL message, the system will displayed the generated message and will ask you to confirm the transmission of this message to the ARO.

7.1.9. CANCELLING A FLIGHT PLAN

In the listing, the color of the "F" icon changes, depending on whether the FPL is "Pending", or has been "Accepted" or "Rejected" by ARO operator.

Item	Callsign	Departure	Destination	EOBT	Date	Internal Reference	Slot	FPL Status	Message Status
FPL	ALK896	VCBT	VHHH	19:00	22/03/17	170300001	-	Accepted	ok

Figure 16. FPL Cancel (step 1)

You could CANCEL an accepted FPL (if not more than 4 hours old !).

First clicks on its "F" icon to retrieve its Flight Plan page. The Flight Plan page is displayed.

Use the contextual menu (on the top right) and select "Cancel this FPL". The "Flight Plan Message" is displayed.

Flight Plan Cancellation

(CNL-ALK896-VCBT1900-VHHH-DOF/220317)

Send Back

Figure 17. FPL CNL Message

Check the ICAO format "CNL" (Cancel) message generated. Click the "Send" button.

Flight Plans & Briefings Overview

Click an icon to access your entries.

Click on the Search/Refresh button to update your Flight Plan status.

Search/Refresh

Item	Callsign	Departure	Destination	EOBT	Date	Internal Reference	Slot	FPL Status	Message Status
<input type="text" value="FPL"/>	<input type="text"/>		<input type="text" value="All"/>						
	ALK896	VCBI	VHHH	19:00	22/03/17	170300001	-	Cancelled	ok

Last refresh at 17:21:28 UTC 1 - 1 of 1 Items

Figure 18. FPL Cancelled

Refresh the Handbook page from time to time. Once the ARO operator has validated the cancel, the FPL is shown as "Cancelled" in the Handbook list.



NEVER try to cancel or otherwise modify a FPL that is "Pending" (Contact Help Desk in such cases)

7.1.10. “IMPORTING A FLIGHT PLAN” ENTRY

In order to create a new FPL, this feature allows you to fill up a FPL page from a free text holding a FPL message or to import several FPL from a file.

7.1.10.1. Import one FPL

From the “Flight Plans” Main menu, select the “Flight Plan Import” entry. The following page is displayed.

Import Flight Plan (Step 1 of 2)

import only one flightplan: mass import from a file:

Paste your flight plan in ICAO format into the box below. Then click on the "import flight plan" button. Your flight plan will be checked and taken over into the flight plan form.

```
(FPL-ALK456-IS
-A333/H-S/C
-VCBI1900
-N0461F390 KAT P762 DUGOS/M081F390 P762
LULDA/N0456F390 P762
DWI/M081F390 L301 BKK/N0460F390 A1 SANOT Y15
GUROK/M081F390 A202
ENBIL/N0458F390 A202 VILAO/M080F390 A202
DONGI/N0458F390 A202
ASSAD/K0847S1190 A202 SIKOU/N0456F390 V571 CANTO
-VHHH0448 VMNC
-PBN/A1B1C1D1L1O2S2 COM/SVH DAT/CPDLCA DOF/220317
REG/4RALQ
)
```

Import Flight Plan

Figure 19. Flight Plan Import (step 1)

The link ICAO format can be clicked to view a number of typical examples of FPLs in ICAO format (you can paste samples of these).

Copy the text in ICAO format from some other FPL and paste it into the text field. Then click on “Flight Plan Import” button.

The standard FPL Creation page is displayed. Complete the page if necessary.

Import flight plan (Step 2 of 2)

All fields marked (*) are mandatory

Flight Plan				
3 Message Type	7 Aircraft Identification	REG	8 Flight Rules	Type of Flight
(FPL)	- ALK456 *	4RALQ <small>REG Fill</small>	- I. IFR * <small>▼</small>	S. Scheduled * <small>▼</small>
9 Number	Type of Aircraft	Wake Turbulence Category	10 Equipment	
- 1 * <small>▼</small>	- A333 *	/ H - Heavy * <small>▼</small>	- S <small>▼</small>	/ C * <small>select</small>
13 Departure Aerodrome		EOBT (Time)	EOBD (Date)	
- VCBI * <small>⚙</small>		1900 *	2023/02/27 * <small>▼</small>	
15 Speed			Level	
- N - Knots * <small>▼</small> 0461 *			F - Flight Level * <small>▼</small> 390 *	
Route				
<div style="border: 1px solid #ccc; padding: 5px; min-height: 40px;"> KAT P762 DUGOS/M081F390 P762 LULDA/N0456F390 P762 DWI/M081F390 L301 BKK/N0460F390 A1 SANOT Y15 GUROK/M081F390 A202 ENBIL/N0458F390 A202 VILAO/M080F390 A202 DONGI/N0458F390 A202 ASSAD/K0847S1190 A202 SIKOU/N0456F390 V571 CANTO </div>				
Search (my stored routes)				
16 Destination Aerodrome		Total EET	Alternate Aerodrome	2nd Alternate Aerodrome
- VHHH * <small>⚙</small>		0448 *	VMMC * <small>⚙</small>	* <small>⚙</small>
18 Other Information				
<div style="border: 1px solid #ccc; padding: 5px; min-height: 40px;"> REG/4RALQ COM/SVH DAT/CPDLCX PBN/A1B1C1D1L1O2S2 </div>				
) Field 18 Indicators: <small>▼</small> - Select -				

Figure 20. Flight Plan Import (step 2)

All the details of the imported flight plan are placed into a standard Flight Plan form. The FPL is checked and transmitted in the same way as for any flight plan form.

7.1.10.2. Import several FPL

To import several FPL at a time, from the “Flight Plans” Main menu, select the “Flight Plan Import” entry and then click on “mass import from a file” tab.

The following page is displayed.

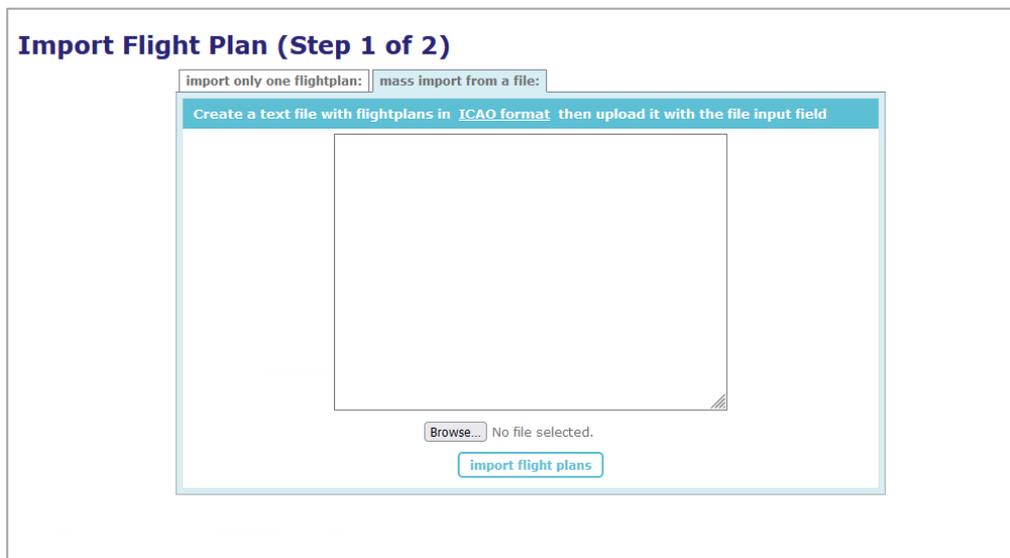


Figure 21. Flight Plan Import (step 2)

Click on the **Browse** button to select a file on the workstation, then click on **import flight plans** to import all the flight plans contained in the file.

The flight plans are stored in ICAO format in the file as in the example below.

```
(FPL-FLT0521-IG-A342/H-S/C-YPPH1400-N0300F300 DCT-FAJS0200-)  
(FPL-FLT0522-IG-A342/H-S/C-YPPH1700-N0300F300 DCT-FAJS0200-)  
(FPL-FLT0523-IG-A342/H-S/C-YPPH2000-N0300F300 DCT-FAJS0200-)
```

By default, up to 20 FPL messages can be imported at a time.

7.1.11. “FLIGHT PLAN TEMPLATES” ENTRY

The File2Fly allows you to create your own FPL templates. From the “Flight Plans” Main menu, select the “Flight Plan Templates” entry. The following page is displayed.

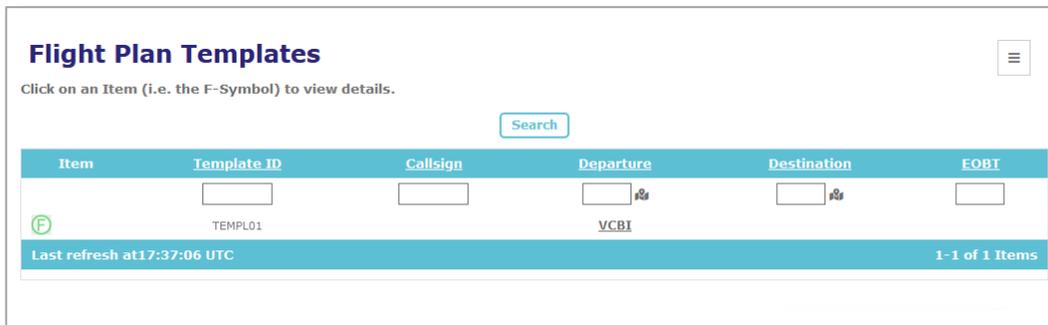


Figure 22. FPL Templates

It lists the existing FPL templates and allows you to search among your templates those matching specific criteria (id, callsign, etc.).

7.2. “MY ACCOUNT” MENU

In the menu **My Account**, you can define and store your own parameters for Briefing request.

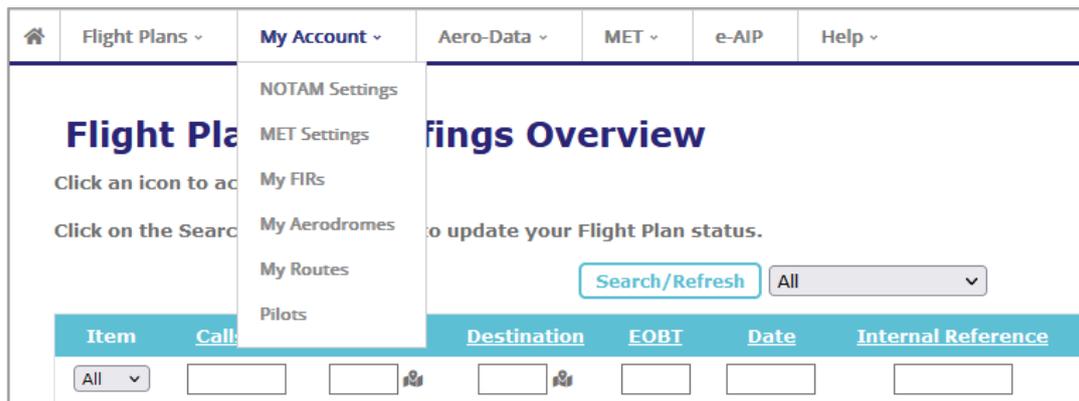


Figure 23. My Account menu

7.2.1. “NOTAM SETTINGS” ENTRY

You can choose your personal NOTAM settings used to build the NOTAM-queries for the briefings.

Notam Briefing Settings

AIS products included in the Briefing NOTAM SNOWTAM ASHTAM BIRDTAM Non NOTAM Information

Briefing Time Frame
 Start hour(s) before Estimated Off-Block Time
 End hour(s) after Estimated Landing Time

Include/Exclude NOTAM
 Include all NOTAM
 Exclude NOTAM with effective date earlier than
 days before start of Briefing Time Frame for IFR flights
 days before start of Briefing Time Frame for other flights

Radius of Cylinder around Aerodromes NM

Series type of NOTAM International National Military

Type of NOTAM purpose

Settings for AIS Briefings based on a Flight Plan

Calculation Preference Use Narrow Route instead of Standard Route (width NM)

Vertical Limit for En-Route Information +/- FL around Cruising Level

Settings for AIS Briefings not based on a Flight Plan

Cruising Level Interval
 Upper Flight Level (999 interpreted as UNL)
 Lower Flight Level (000 interpreted as GND)

Figure 24. My NOTAM Briefing Settings

The fields are pre-filled by default with standard values. The settings you use will decide the content of any briefing requested. Click **Store Settings** button.

7.2.2. “MET SETTINGS” ENTRY

Similarly you can choose your personal MET settings.

MET Briefing Settings
These settings will be used for your personal MET Briefings.

MET Product	VFR	IFR	Displayed as ...
METAR/SPECI (SA)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
TAF (FC, FT)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
Aerodrome Warning (WO)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
SIGMET (WS, WV, WC)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
GAMET (FA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Text
AIRMET (WA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Text
Special AIREP (UA)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
Tropical Cyclone Advisories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
Volcanic Ash Advisories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text
Space Weather Advisories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Text

[Store Settings](#) [Reset to Default](#)

Figure 25. My MET Settings

The fields are pre-filled by default with standard values. The settings you use will decide the content of the METEO part of any briefings requested. Click **Store Settings** button.

7.2.3. “MY FIRS” ENTRY

You can create your own lists of FIRs and use them to fill up more easily the FIR fields requested during the creation of a Briefing.

List of Personal FIRs ☰

You may use your personal FIR lists stored hereunder for your AIS and MET Briefings.

[Search](#)

List Name
FIR-LIST01

1 - 1 of 1 Items

Figure 26. List of Personal FIRs

Use the contextual menu on the top right of the page to manage your FIRs lists.

7.2.4. “MY AERODROMES” ENTRY

You can create your own lists of aerodromes and use them to fill up more easily the alternate airport fields requested during the creation of a Briefing.

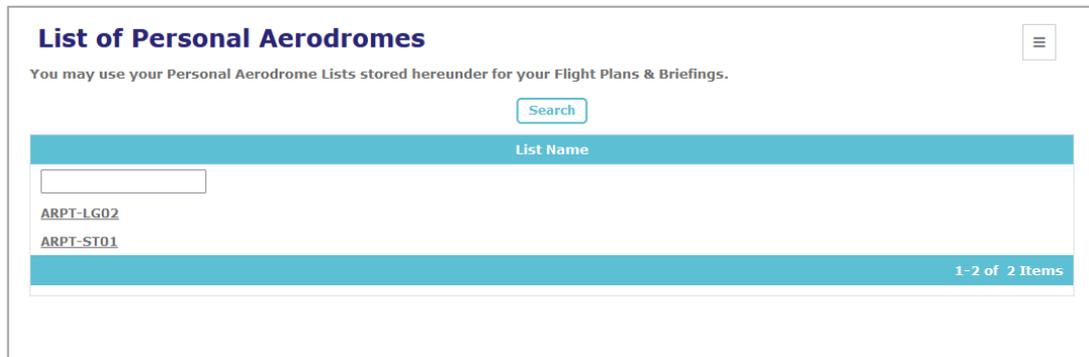


Figure 27. My List of Personal Aerodromes

Use the contextual menu on the top right of the page to manage your aerodrome lists.

Use the contextual menu on the top right of the page to manage your aerodrome lists.

7.2.5. “MY ROUTES” ENTRY

You can create your own lists of routes and use them to fill up more easily the route field requested during the creation of a Briefing or a FPL.

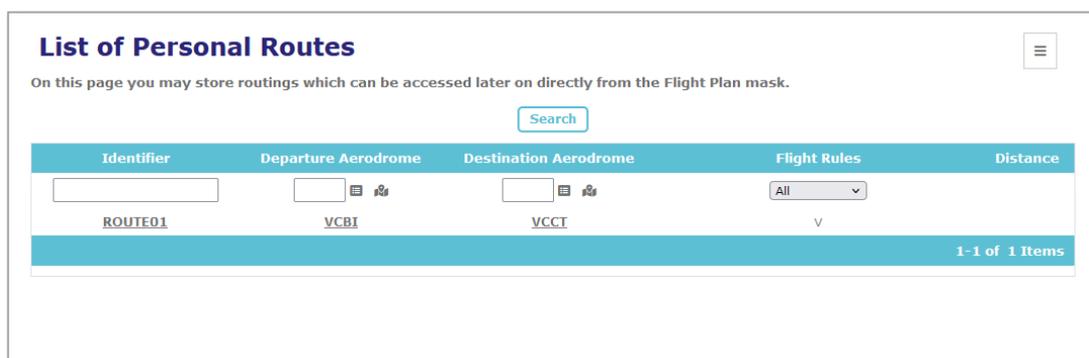


Figure 28. My List of Personal Routes

Use the contextual menu on the top right of the page to manage your Routes lists.

7.2.6. "PILOTS" ENTRY

You can create your own lists of pilots and use them to fill up more easily the pilote field requested during the creation of a FPL.

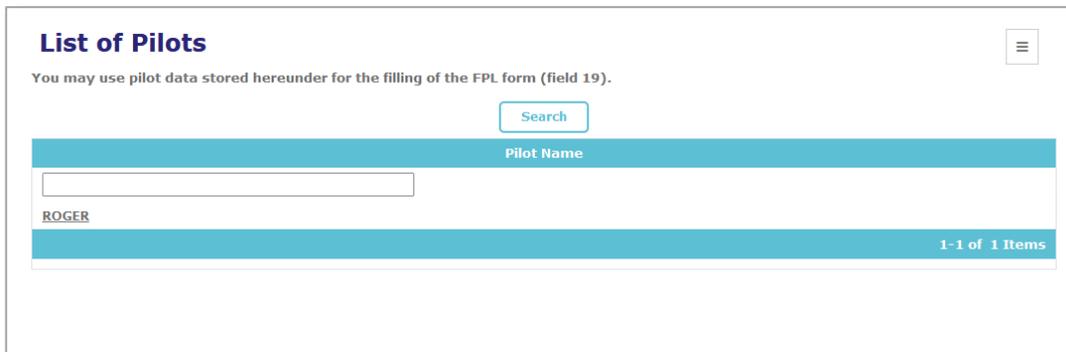


Figure 29. My List of Pilots

Use the contextual menu on the top right of the page to manage your Pilot lists.

7.3. "AERO-DATA" MENU

From the main menu bar, this menu allows you to access the main static data needed to use in the File2Fly. All this data are in a read-only mode. That means you are not allowed to modify them and are provided only for verification purpose.

For each type of static data (aerodrome, aircraft, routes,...), some search criteria are available to help you to retrieve specific data.

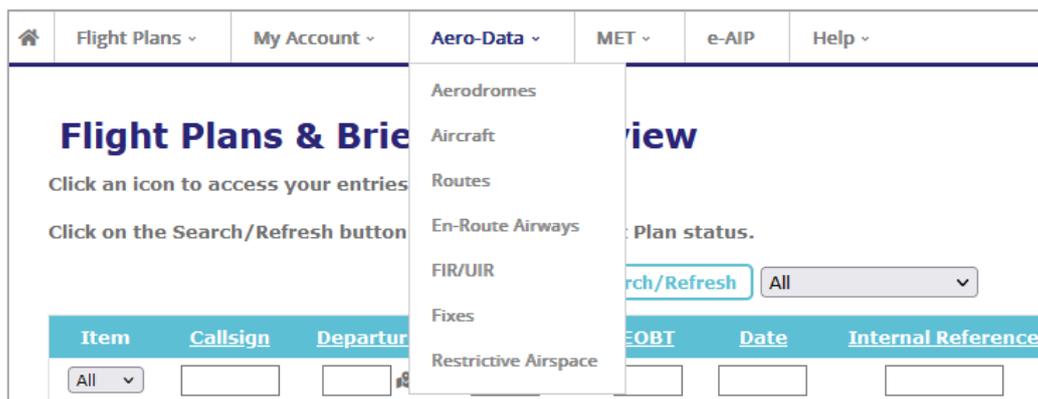


Figure 30. Aero-Data Menu

7.3.1. "AERODROMES" ENTRY

List of Aerodromes

Search

ICAO Code	IATA Code	FIR Code	Name	Location	IFR Capabilities	Type
<u>VL</u> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	All
<u>VLAP</u>	AOU	VLVT	ATTAPEU		No	ICAO Airport
<u>VLHS</u>	HOE	VLVT	HOU EI SAY		No	ICAO Airport
<u>VLLB</u>	LPQ	VLVT	LUANG PHABANG INTL		Yes	ICAO Airport
<u>VLLN</u>	LXG	VLVT	LUANG NAMTHA		Yes	ICAO Airport
<u>VLOS</u>	ODY	VLVT	OUDOMSAY		No	ICAO Airport
<u>VLPS</u>	PKZ	VLVT	PAKSE INTL		Yes	ICAO Airport
<u>VLSK</u>	ZVK	VLVT	SAVANNAKHET		Yes	ICAO Airport
<u>VLSN</u>	NEU	VLVT	SAMNEUA		No	ICAO Airport
<u>VLSP</u>		VLVT	SEPON		Yes	ICAO Airport
<u>VLVT</u>	VTE	VLVT	WATTAY INTL		Yes	ICAO Airport
<u>VLXK</u>	XKH	VLVT	XIENGHUANG		Yes	ICAO Airport

1-11 of 11 Items

Figure 31. Aerodromes List

To display an item, click on the corresponding ICAO location.

Aerodrome Details	
Definition	
ICAO Code	VLVT
ATA/IATA Code	VTE
Location	
Name	WATTAY INTL
Description	
Localization	
Area Code	PAC
Country ICAO Code	VL
FIR ICAO Code	VLVT
Latitude	N17° 59' 17.59"
Longitude	E102° 33' 47.73"
Geodetic Datum	WGE
Magnetic Variation	001.0W
Aerodrome Elevation	561 Ft
Information	
IFR Capabilities	Yes
Recommended Navaid Id	VTN
Recommended Navaid Country ICAO Code	VL
Transition Level	13000 Ft
Transition Altitude	11000 Ft
Speed limit	
Speed limit Altitude	

Figure 32. Aerodrome Details

Note: the screenshot here above does not present all parts of the Aerodrome Details page.

7.3.2. “AIRCRAFTS” ENTRY

List of Aircraft Types			
Search			
Designator	Name	Wake Turbulence	Engine Code
E	<input type="text"/>		
E110	Bandeirante, Bandeirulha, C-95 Bandeirante, EC-95 Bandeirante, EMB-110 Bandeirante, EMB-111 Bandeirulha, P-95 Bandeirulha, R-95 Bandeirante, SC-95 Bandeirante	Light	L2T
E120	Brasilia, EMB-120 Brasilia, VC-97 Brasilia, Brasilia, EMB-120 Brasilia	Medium	L2T
E121	EC-9 Xingu, EMB-121 Xingu, VU-9 Xingu, Xingu	Light	L2T
E135	EMB-135ER, EMB-135KE, EMB-135KL, EMB-135LR, ERJ-135, ERJ-140, VC-99C	Medium	L2J
E145	C-99, E-99, EMB-145AEW&C, EMB-145EP, EMB-145ER, EMB-145EU, EMB-145LR, EMB-145LU, EMB-145MP/ASW, EMB-145MP, EMB-145RS, EMB-145SA, EMB-145SM, ERJ-145EP, ERJ-145ER, ERJ-145EU, ERJ-145LR, ERJ-145LU, ERJ-145MP, R-99, VC-99A, EMB-145LI, ERJ-145LI	Medium	L2J
E170	170, ERJ-170-100	Medium	L2J
E190	190, ERJ-190-100, ERJ-190 Lineage 1000, Lineage 1000	Medium	L2J
E195	195, ERJ-190-200	Medium	L2J
E2	Daya, E-2 Daya, E-2 Hawkeye, Hawkeye, TE-2 Hawkeye, E-2 Hawkeye, Hawkeye, TE-2 Hawkeye	Medium	L2T
E200	EA-200	Light	L1P
E230	EA-230	Light	L1P
E275	E175-E2, ERJ-190-500	Medium	L2J
E290	E190-E2, ERJ-190-300	Medium	L2J
E295	E195-E2, ERJ-190-400	Medium	L2J
E29E	EB-29DE	Light	L1E
E2CB	Cub (E-2), E-2 Cub	Light	L1P
E300	EA-300, EA-330, EA-350	Light	L1P
E314	A-29, ALX, AT-29, EMB-312H Super Tucano, EMB-314 ALX, EMB-314 Super Tucano, Super Tucano, YA-29 Super Tucano	Light	L1T
E350	E350	Light	L1T
E35L	EMB-135BJ Legacy 600, EMB-135BJ Legacy 650, EMB-135BJ Legacy, Legacy 600, Legacy 650, Legacy, VC-99B Legacy 600, VC-99B Legacy, EMB-135BJ Legacy 650, Legacy 650	Medium	L2J

1-20 of 105 Items

1 2 3 4 5 6 ▶

Figure 33. Aircrafts List

To display an item, click on the corresponding aircraft designator.

Aircraft Types Details	
Definition	
Designator	E135
Name	EMB-135ER, EMB-135KE, EMB-135KL, EMB-135LR, ERJ-135, ERJ-140, VC-99C
Manufacturer	EMBRAER, EMBRAER, EMBRAER, EMBRAER, EMBRAER, EMBRAER, EMBRAER
Information	
Wake Turbulence	Medium
Engine Code	L2J

Figure 34. Aircraft Details

7.3.3. "ROUTES" ENTRY

List of Routes

Identifier	Departure Aerodrome	Destination Aerodrome	Flight Rules	Distance
<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	All	
1A	VCBI	VOMD	I	190 NM
P570	VCBI	OMSJ	I	

1-2 of 2 Items

Figure 35. Route Page

To display an item, click on the corresponding route identifier.

Route Details

Identifier	P570
Departure Aerodrome	VCBI
Destination Aerodrome	OMSJ
Route	N0456F360 KAT P570 BONOM/N0451F380 P570 MIXAM P513 GERAR/N0455F360 B540 ORKOB T891 NOLSU DCT
Flight Rules	I
Distance	
Alternate Aerodrome(s)	OMRK <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> VCCF VOMF VABF OOMM OMAE <input type="text"/> <input type="text"/> <input type="text"/>
FIR(s)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Figure 36. Route Details

7.3.4. "EN-ROUTE AIRWAYS" ENTRY

List of En-Route Airways

Search

Enroute airway Identifier	FIX Country ICAO Code	FIX Identifier
<input type="text"/>	<input type="text" value="ED"/>	<input type="text"/>
G21	ED	
KY607	ED	
KY673	ED	
KY680	ED	
KY789	ED	
L132	ED	
L173	ED	
L179	ED	
L23	ED	
L602	ED	
L603	ED	
L604	ED	
L605	ED	
L607	ED	
L608	ED	
L610	ED	
L619	ED	
L620	ED	
L624	ED	
L725	ED	

1-20 of 531 Items

1 2 3 4 5 6 7 8 9 ... ▶

Figure 37. En-Route Airway Page

To display an item, click on the corresponding En-Route Airway identifier.

En-Route Airway Details

Enroute airway Identifier :KY607

Enroute airway description :

Area Code	FIX Country ICAO Code	FIX Identifier	FIX Type	Level	Outbound Bearing ↓	Outbound Bearing ↑	Minimum Altitude ↓	Minimum Altitude ↑	Maximum Altitude	Distance	Allowed direction
EUR	EH	<u>SITSU</u>	Waypoint	L	035.0 M		01500 Ft	01500 Ft	FL055	013.2 NM	
EUR	EH	<u>SOTAP</u>	Waypoint	L	035.0 M	215.0 M	01500 Ft	01500 Ft	FL055	034.1 NM	
EUR	EH	<u>UNORA</u>	Waypoint	L	026.0 M	215.0 M	01500 Ft	01500 Ft	FL055	018.7 NM	
EUR	EH	<u>XONLO</u>	Waypoint	L	056.0 M	206.0 M	01500 Ft	01500 Ft	FL055	018.0 NM	
EUR	EH	<u>OTSEL</u>	Waypoint	L	055.0 M	236.0 M	01500 Ft	01500 Ft	FL055	011.7 NM	
EUR	EH	<u>ELSUR</u>	Waypoint	L	055.0 M	235.0 M	01500 Ft	01500 Ft	FL055	006.3 NM	
EUR	ED	<u>EPOXU</u>	Waypoint	L		235.0 M					

1-7 of 7 Items

Figure 38. En-Route Airway Details

7.3.5. "FIR/UIR" ENTRY

FIR UIR ID	FIR UIR Indicator	FIR UIR Name
<input type="text" value="LF"/>	<input type="text" value="FIR or UIR"/>	<input type="text"/>
LFBB	FIR	BORDEAUX
LFEE	FIR	REIMS
LFFF	UIR	FRANCE
LFFF	FIR	PARIS
LFMM	FIR	MARSEILLE
LFRR	FIR	BREST

Figure 39. FIR/UIR Page

To display an item, click on the corresponding FIR/UIR identifier.

Definition	
Identifier	LFMM
Indicator	FIR
Name	MARSEILLE
Description	

Area	
Area Code	EUR

Information	
FIR Upper Limit	FL195
UIR Lower Limit	
UIR Upper Limit	
Weighted Center Latitude	N42° 46' 00.00"
Weighted Center Longitude	E005° 47' 00.00"
Weighted Radius	248 NM

Figure 40. FIR/UIR Details

7.3.6. "FIXES" ENTRY

List of Fixes

Identifier	Country ICAO Code	Name	Type	Related Airport(s)
<input type="text"/>	<input type="text" value="EG"/>		<input type="text" value="All"/>	
036OY	EG	036OY	Waypoint	EGAA
056TD	EG	056TD	Waypoint	EGNV
05DME	EG	05DME	Waypoint	EGCN
05DME	EG	05DME	Waypoint	EGGD
05DME	EG	05DME	Waypoint	EGNM
05DME	EG	05DME	Waypoint	EGFF
05FNL	EG	05FNL	Waypoint	EGCN
05IVG	EG	05IVG	Waypoint	EGPH
060TD	EG	060TD	Waypoint	EGNV
06DME	EG	06DME	Waypoint	EGHH
06NEW	EG	06NEW	Waypoint	EGNT
07IKK	EG	07IKK	Waypoint	EGPK
08DME	EG	08DME ISED D08	Waypoint	EGSS
08THR	EG	08THR	Waypoint	EGAA
09THR	EG	09THR	Waypoint	EGAA
101DM	EG	101DM	Waypoint	EGNO
102DM	EG	102DM	Waypoint	EGNR
103DA	EG	103DA	Waypoint	EGCN
103DM	EG	103DME	Waypoint	EGCN
103IU	EG	103IU	Waypoint	EGPF

1-20 of 3599 Items

1 2 3 4 5 6 7 8 9 ... ▶

Figure 41. Fixes Page

To display an item, click on the corresponding Fixe identifier.

NDB Navaid Details

Definition

Identifier	BHX
Name	BIRMINGHAM
Related airport(s)	Enroute
Description	

Frequency 0406.0 KHz

Localization

Area Code	EUR
Country ICAO Code	EG
FIR ICAO id	EGTT
UIR ICAO id	
Latitude	N52° 27' 16.37"
Longitude	W001° 45' 08.59"
Geodetic Datum	WGE
Magnetic Variation	003.5W

Figure 42. Fix (NDB) Details

7.3.7. “RESTRICTIVE AIRSPACES” ENTRY

List of Restrictive Airspaces

Country ICAO Code	Type	Designation	Multi Code	Level	Name
<input type="text" value="FM"/>	<input type="text" value="ALL"/>	<input type="text"/>			<input type="text"/>
FM	C	ANTANARIVO		L	ANTANANARIVO FUEL DUMPING AREA
FM	D	01		B	LASER
FM	D	02 1		L	PLAIN OF CAFRES
FM	D	02 2		L	PLAIN OF CAFRES
FM	D	10		L	CHAMP DE TIR DU LANGANA
FM	D	11		L	CHAMP DE TIR DU MANDALAHY
FM	D	12		L	ZONE MARITIME DE MACAMBY
FM	D	13		L	CHAMP DE TIR DE MORAMANGA WEST
FM	D	14		L	SAINTE MARIE
FM	D	15		L	NOSY BE
FM	D	16		L	CAP RANAVALONA
FM	D	17		L	NOSY MITSIO
FM	D	19		L	Z MARITIME DE LA BAIE DE RIGNY
FM	D	20		L	AMPISOPISO
FM	D	21		L	FORT DAUPHIN
FM	D	22		L	MORAMANGA
FM	D	23		L	PIERREFONDS-RAVINE DES CABRIS
FM	D	24		L	LE GOLF
FM	D	25		L	SAINT PIERRE PIERREFOND
FM	D	3		L	ANKAZOBE

1-20 of 54 Items

1 2 3 ▶

Figure 43. Restrictive Airspace Page

To display an item, click on the corresponding Restrictive Airspace identifier.

Restrictive Airspace Details	
Definition	
Country Code	FM
Type	Danger
Designation	12
Multi Code	
Name	ZONE MARITIME DE MACAMBY
Lower Limit	Ground
Unit Indicator Lower Limit	
Upper Limit	10000 Ft
Unit Indicator Upper Limit	Above ground level
Area Code	AFR
Controlling Agency	
Activation Information	
Time Code	
NOTAM	Activated by NOTAM
Time Indicator	
Description	
Time of Operation 1	
Time of Operation 2	
Time of Operation 3	
Time of Operation 4	
Time of Operation 5	
Time of Operation 6	
Time of Operation 7	

Figure 44. Restrictive Airspace Details

Note: the screenshot here above does not present all parts of the Restrictive Airspace Details page.

7.4. “MET” MENU

From the main menu bar, this menu allows you to access the MET products available in the File2Fly. All this data are in a read-only mode.

Like the static data, for each type of MET products (METAR, TAF, etc.) you have to input some parameters to retrieve them.

7.4.1. “MET BRIEFING” ENTRY

The screenshot shows a web form titled "MET Briefing". It is divided into several sections:

- Airport departure/destination:** Contains two input fields labeled "Departure" and "Destination".
- FIRs:** A section with a "view more" link, containing a grid of 10 input fields for selecting FIRs. Below the grid is a link for "My Personal FIRs" with a list icon and a refresh icon.
- Aerodromes:** A section with a "view more" link, containing a grid of 10 input fields for selecting aerodromes. Below the grid is a link for "My Personal Aerodromes" with a list icon and a refresh icon.
- MET Product:** A list of product types with checkboxes, all of which are checked:
 - METAR
 - TAF
 - SIGMET
 - GAMET
 - AIRMET
 - Special AIREP (UA)
 - Aerodrome Warning
 - Tropical Cyclones Advisories
 - Volcanic Ash Advisories
 - Space Weather Advisories
- Send a copy by email:** A checkbox that is currently unchecked.
- E-mail address:** A text input field containing "yoann.jachaise@thalesgroup.com".
- Submit:** A blue button labeled "Submit".

Figure 45. METAR, TAF

Input the criteria for the expected MET products and click on “Submit” link to get the MET information concerning your criteria.

7.5. “HELP” MENU

All entries in this menu provide you with different helps for the File2Fly.

7.5.1. FAQ

Gives the Frequently Asked Questions for File2Fly and their answers.

7.5.2. HELPDESK

Gives the information to contact the File2Fly support.

7.5.3. COMPANY INFORMATION

Gives the information of the company responsible for the File2Fly website.

7.6. “MY PROFILE” MENU

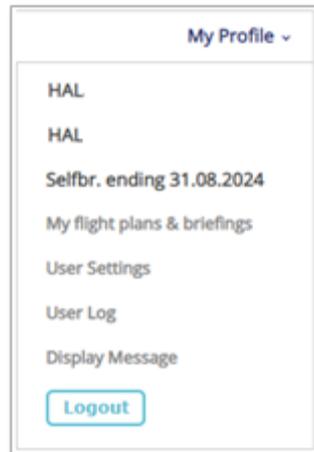


Figure 46. *My Profile* menu

This popup menu gives:

- Your surname,
- Your firstname,
- The validity date for your selfbriefing account,
- The validity date for your homebriefing account,
- A shortcut to your handbook,
- Access to your user settings, logs and displayed message.

7.6.1. USER SETTINGS

The user settings are your personal data provided during the subscribing step. You may update some of them during the validity period of your subscription.

The screenshot shows a 'User Settings' page with the following sections:

- Header:** 'User Settings' and a sub-header 'Your system data can be changed and displayed here.'
- Login/Password:** Login: John; Password: [Change Password](#)
- Account Properties:** Account Validity: 2024/08/31; Language: English (dropdown menu); Group: (empty)
- Personal Details:** Surname: John; First Name: Smith; Date of Birth: 19850206 (calendar icon); Place of Birth: Plymouth; Citizenship: England; Profile: PILOT (dropdown menu); Type of License: STUDENT PILOT LICENCE (dropdown menu); Number: 0545-PT-05780; Date of Issue: 20220202 (calendar icon); Delivered by: School Aviation

Figure 47. My Settings

Modify some fields and click on "Save" button to save your personal data.

7.6.2. HOW TO CHANGE YOUR PASSWORD

Log in, and click "User Settings":

Click "Change Password" link:

The screenshot shows a 'Password Management' form with the following fields and a button:

- Old Password:
- New Password:
- Reconfirm New Password:
- Save:

Figure 48. Change of password

Fill in your current password.

Enter the new password (twice, to confirm).

Click "Save" button.

7.6.3. USER LOG

The following page is displayed and gives your activities on the File2Fly.

The screenshot shows the 'User Log' interface. At the top, there is a title 'User Log' and a subtitle 'Here is a list of all actions'. Below this is a search bar with a 'Search' button. The main content is a table with three columns: 'Date yyMMdd', 'Activities', and 'Actions'. Each column has a dropdown menu for filtering. The 'Activities' dropdown is currently open, showing options: All, Login and Connection, Flight plan activities, Briefing activities, Meteo activities, Aeronautical activities, Account actions, and SERVER Activities. The table contains several rows of data, including dates, activity types, and actions performed.

Date yyMMdd	Activities	Actions
	All	All
	Login and Connection	from Intranet position
	Logout Activities	Logout
2023/02/28 08:39	Flight plan activities	Display Flight plan
2023/02/28 08:18	Flight plan activities	Creation
2023/02/28 08:16	Flight plan activities	Display Flight plan
2023/02/28 08:16	Flight plan activities	Display Flight plan
2023/02/28 08:16	Flight plan activities	Display Flight plan
2023/02/28 08:16	Login and Connection	from internet position
2023/02/27 18:11	Logout Activities	Logout
2023/02/27 17:50	Aeronautical activities	Display Aerodrome
2023/02/27 17:27	Flight plan activities	Display Flight plan
2023/02/27 17:20	Flight plan activities	Cancel
2023/02/27 17:16	Flight plan activities	Display Flight plan
2023/02/27 17:04	Flight plan activities	Display Flight plan
	Login and Connection	from internet position
	Briefing activities	Creation
2022/03/17 16:45	Flight plan activities	Display Flight plan
	Flight plan activities	Creation
2022/03/17 16:42	Login and Connection	from internet position
2022/03/17 16:06	Login and Connection	from internet position
2021/11/05 09:18	Logout Activities	Logout
2021/11/05 09:17	Briefing activities	Creation

Figure 49. User Log

Date, activity type and actions criteria allows you to search for specific data.

7.6.4. DISPLAY MESSAGE

This item displays the current information message from the ANSP.