



# FlyteTrax III Quick Start Guide

**FLYTECOMM, INCORPORATED**  
1043 North Shoreline Blvd., Suite 101  
Mountain View, CA 94043  
(650) 404-8100  
[www.flytecomm.com](http://www.flytecomm.com)

*November 1, 2009*

<b>Revision Date</b>	<b>Comments</b>
June 16, 2009	Initial version
July 7, 2009	Initial version for FlyteTrax III
July 22, 2009	Add Intl and Dom to Filters in FlyteTrax III tab's Configuration window
August 3, 2009	Add Troubleshooting Tips section
September 11, 2009	Reflect removal of Flight Tracking tab.
November 1, 2009	Major upgrades to <b>FlyteTrax III</b> tab: add cleared flight plan display, replace Popular Airports with My Airports layer, add current and forecast weather to airport data tags, add airport delays to airports, add range rings, show percentage complete in flight data tags, add special icon for helicopters being tracked

If you have questions about the contents of this document, or if you have suggestions for improving it, please contact FlyteComm Customer Support at:

[support@flytecomm.com](mailto:support@flytecomm.com)

(650) 404-8100 ext. 5901

<b>Chapter 1</b>	<b>Quick Start Guide</b>	<b>4</b>
1.1.	Where features are located	4
1.2.	FlyteTrax III tab	5
	How to navigate within the map	5
	How to show information about a flight	5
	How to select which layers to display	6
	How to show static or dynamic weather	6
	How to show current or forecast weather at an airport	6
	How to focus on and track a flight	7
	How to track all aircraft flying to and from a specified airport	7
	How to track a specific flight	8
	How to track only international flights	9
	How to track only domestic flights	9
	How to see the cleared flight plan in textual format	9
	How to see the cleared flight plan in graphical format	9
	How to monitor flights in the vicinity of a specified airport	10
	How to enter remarks for a flight	10
	How to select which airports are included in the My Airports layer	10
	How to see the average arrival and departure delays at an airport	11
	How to highlight airports that are experiencing significant delays	11
	How to create Range Rings around an airport	11
	How to look up information about an airport, airline or aircraft	11
	How to display flights in the ASD for 20 minutes after they have landed	12
	How to generate a flight report (flight info for flights in past 6 days)	12
1.3.	Traveler Reports tab	12
	How to generate a Travelers Report	12
	How to export a Travelers Report	13
1.4.	Airport Delays tab	13
	How to see which airports are experiencing higher than normal delays	13
	How to see average departure and arrival delays for these airports	13
<b>Chapter 2</b>	<b>Troubleshooting Tips</b>	<b>14</b>
2.1	FlyteTrax III tab	14
	Error when click FlyteTrax III tab	14
	Loss of communications error	14
2.2	Reports tab	15
	Error when trying to save Travelers Report	15

## 1.1. Where features are located

- **Aircraft, airline, or aircraft information - ID Look-up** tool on **FlyteTrax III** tab
  - See “How to look up information about an airport, airline or aircraft” on page 11.
- **Airports:**
  - **My Airports - FlyteTrax III** tab
    - See “How to select which layers to display” on page 6.
- **Filters and Lists - Filters & Lists** tool and **Configuration** tool on **FlyteTrax III** tab
  - See:
    - “How to track all aircraft flying to and from a specified airport” on page 7
    - “How to track only domestic flights” on page 9
    - “How to generate a flight report (flight info for flights in past 6 days)” on page 12
- **Flight activity around selected airports - Airport Zoom** tool on **FlyteTrax III** tab
  - See “How to monitor flights in the vicinity of a specified airport” on page 10.
- **Flight tracking - FlyteTrax III** tab
- **Password - Change Password** tab
- **Reference manual - Documentation** tab
- **Release notes - Documentation** tab
- **Reports:**
  - **Flight reports** (date, flight id, flight info, aircraft type) - **Reports** tool in **FlyteTrax III** tab
    - See “How to generate a flight report (flight info for flights in past 6 days)” on page 12.

- **Searching for flights - Fast Find** tool in **FlyteTrax III** tab
  - See “How to track only domestic flights” on page 9.
- **Weather:**
  - See “How to show static or dynamic weather” on page 6.

## 1.2. FlyteTrax III tab

### How to navigate within the map

- Click and drag the map or use the arrow keys to pan.
- Rotate the mouse wheel or press the plus and minus keys to zoom in or out.
- Click **N. Am.**, **C. Am.**, **S. Am.**, **Europe**, or **Asia** to re-center your view.
- Click a row in the FID for an enroute or landed flight to center the view on the associated flight.

### How to show information about a flight

- To show basic information, left-click the associated flight icon to open a data tag that shows the flight id, departure and arrival airports, and remaining flight time in the title bar.
- To show all information:
  1. Left-click the associated flight icon to open a data tag for the flight. (This also opens the **Remarks** panel if there are any remarks attached to the flight. It also opens the **Clearance Route Info** panel if the cleared flight plan is being displayed for the flight.)
  2. Expand the data tag and open the **Flight** panel to display the flight id, type of aircraft, departure info, arrival info, remaining flight time, speed, altitude, and position.

### How to select which layers to display

1. Click the **Layer Control** button above the map to open the **Layer Control** panel.

2. In the **Layer Control** panel, click **Flights** to show icons for tracked aircraft, click **My Airports** to show icons for selected airports, and click **Labels** to include labels with flights and/or airports when they are displayed.

#### **How to show static or dynamic weather**

1. Click the **Layer Control** button above the map to open the **Layer Control** panel.
2. To show precipitation in the U.S., click **Weather US Radar** in the **Layer Control** panel. For a static display, move the **Loop** slider to the left (OFF) position. For an animated display, move the **Loop** slider to one of the three positions to the right.<sup>1</sup>
3. To show cloud cover in the U.S., click **Weather US Satellite** in the **Layer Control** panel. For a static display, move the **Loop** slider to the left (OFF) position. For an animated display, move the **Loop** slider to one of the three positions to the right.<sup>2,3</sup>
4. To show global cloud cover, click **Weather World Sat.** in the **Layer Control** panel.

#### **How to show current or forecast weather at an airport**

1. Left-click the airport icon to open its data tag.
2. Left-click the **Current Airport Weather** button in the data tag's tool bar to display the current weather, or left-click the **Airport Weather Forecast** button to display a 5-day forecast.

#### **How to focus on and track a flight**

1. Left-click the associated flight icon to open a data tag for the flight.
2. Expand the data tag if necessary to expose the **Button Bar**, and click the **Focus** button to highlight the flight icon, center it and keep it in the center of the map.

#### **How to track all aircraft flying to and from a specified airport**

There are two steps: (1) create a Filter, and (2) activate it.

---

1. The **Loop** slider will be disabled if both precipitation and cloud cover are selected.

2. The **Loop** slider will be disabled if both precipitation and cloud cover are selected.

3. You can select **Weather US Satellite** or **Weather World Sat.**, but not both.

**1. Create a Filter:**

1. Click the **Configuration** button in the **FlyteTrax** button bar to open the **Configuration** window.
2. In the **Configuration** window, click **Filters** in the left panel.
3. Enter a unique name for the Filter in the **Filter Name** field and click **Apply** in the **New Filter** panel on the right.
4. In the **New Condition** panel on the right, enter the 3-letter code for the airport in the **Departs From** field, select the relevant value for **Flight Type**, click the paint can and brushes icon in the **Color** column if you want the icons to be other than black, and then click **Apply**.
5. In the **New Condition** panel on the right, enter the 3-letter code for the airport in the **Arrives To** field, select the relevant value for **Flight Type**, click the paint can and brushes icon in the **Color** column if you want the icons to be other than black, and then click **Apply**.<sup>4</sup>

**2. Activate the Filter:**

1. Click the **Filters & Lists** button in the **FlyteTrax** button bar to open the **Quick Access** window.
2. In the **Quick Access** window, check the checkbox for the new Filter in the **Filters** section, and click **OK**.

**How to track a specific flight**

Create a List and activate it if you want to be able to log out and/or use other tabs before the flight is over (for example, if it's a multi-day mission), or use **Fast Find** if you can stay in the **FlyteTrax III** tab until the flight completes (for example, if it's a relatively short mission).

**• To monitor the flight using a List:**

- Create a List:
  1. Click the **Configuration** button in the **FlyteTrax** button bar to open the **Configuration** window.

---

4. Repeat steps 4 and 5 as necessary if you want to monitor other airports with the same Filter.

2. In the **Configuration** window, click **Lists** in the left panel, enter a unique name for the List in the **List Name** field, and click **Apply** in the **New List** panel on the right.
  3. Select GA for **Flight Type** and specify **Tail Number**, or select COM and specify **Airline Code** and **Flight Number**, and click **Apply** in the **New Condition** panel.
  4. If you want the flight icon to have a color other than black, click the color square to the right of **List Color**, select a color from the color palette, and click **Save**.
- Activate the List:
    1. Click the **Filters & Lists** button in the **FlyteTrax** button bar to open the **Quick Access** window.
    2. In the **Quick Access** window, select the new List in the **Lists** section, and click **OK**.
  - To deactivate a List when the flight is over (if you want to use it again later):
    1. Click the **Filters & Lists** button in the **FlyteTrax** button bar to open the **Quick Access** window.
    2. In the **Quick Access** window, deselect the List in the **Lists** section, and click **OK**.
  - To delete the List when you're done with it:
    1. Click the **Configuration** button in the **FlyteTrax** button bar to open the **Configuration** window.
    2. In the **Configuration** window, click **Lists** in the left panel to show a list of all defined Lists in the **Active Lists** panel, and click **Delete** for the appropriate List.
- **To monitor the flight using Fast Find:**
    1. Click the **Fast Find** button in the **FlyteTrax** button bar to open the **Fast Find** window.
    2. In the **Fast Find** window, specify the flight id in the **Search by Airline Code and Flight #...** panel, and click **go** to open a **Fast Find Search** results window.

3. In the **Fast Find Search** results window:
  - Click the relevant **Add** button to add the flight to the main ASD and FID.  
- or -  
Click the relevant **Track** button to track the flight in a separate Fast Find ASD.

#### **How to track only international flights**

Follow the instructions in “[How to track all aircraft flying to and from a specified airport](#)” on page 7, and set the value for **Flight Type** to be one of the **Intl** options (e.g., COM Intl).

#### **How to track only domestic flights**

Follow the instructions in “[How to track all aircraft flying to and from a specified airport](#)” on page 7, and set the value for **Flight Type** to be one of the **Dom** options (e.g., COM Dom).

#### **How to see the cleared flight plan in textual format**

Left-click the flight to open its data tag, and then open its **Clearance Route Info** panel to see the route.

#### **How to see the cleared flight plan in graphical format**

1. Left-click the flight icon to open its data tag, and then open its **Clearance Route Info** panel.
2. In the **Clearance Route Info** panel, click the Show On Map checkbox, optionally click the Flight Path Color box to select a different color, and click the check symbol under the color palette.
3. If the **Cleared Routes** layer isn't visible, click **Layer Control** to open the **Layer Control** panel, and select **Cleared Routes**.

#### **How to monitor flights in the vicinity of a specified airport**

1. Click the **Airport Zoom 1** or **Airport Zoom 2** button in the **FlyteTrax** button bar to open an **Airport Zoom** window.
2. In the **Airport Zoom** window, select the airport of interest from the drop-down menu or enter its 3-letter airport code in the box to the right, and then click **Go**.

### How to enter remarks for a flight

1. Left-click the associated flight icon to open a data tag that shows the flight id, departure and arrival airports, and remaining flight time. (This also opens the **Remarks** panel if any remarks are attached to the flight.)
2. If it is not already open, click the **Remarks** button in the data tag tool bar to open the **Remarks** panel, click the **Show/Hide Entry Form** checkbox in the **Remarks** panel, enter the remark text, and click the check symbol under the text box.

### How to select which airports are included in the My Airports layer

1. Right-click in the map and select **My Airports** from the pop-up context menu to open a **My Airports** window.
2. In the **My Airports** window, select **Popular Airports** to include a predefined set of airports in the U.S., **Current Airports** to include airports currently referenced in the FID, and/or **Custom Airports** to include airports in the list that you constructed. You can select as many as you want.
3. To update the custom airports list:
  1. Enter an airport's 3-letter code in the text box to the left of the **Add** button and click **Add** to add it to the list.
  2. Select one or more airports in the custom airports list and click **Remove** to remove them.
4. Click **Save** to save your changes.
5. If airports aren't being displayed, open the **Layer Control** panel and select **My Airports** to display the chosen airports.

### How to see the average arrival and departure delays at an airport

Left-click the airport icon and view the delays in the Airport panel. If there is no **Arrival Delay** or **Departure Delay** line, there is no delay.

### How to highlight airports that are experiencing significant delays

1. Click **Configuration** to open the **Configuration** window.
2. In the **Configuration** window, click **General** in the left pane.

3. In the **ASD Setting** panel on the right, check **Airport Status: Show delays by color**.

Airport icons, when displayed, will be yellow if the average arrival and/or departure delay is 15-29 minutes, or will be red if the average arrival and/or departure delay is 30 minutes or greater.

#### **How to create Range Rings around an airport**

1. Left-click the airport icon to open its data tag, and then open its **Range Rings** panel.
2. Click the **Show/Hide Range Rings** checkbox to expose an **Active Data Tag** checkbox and a panel for defining the first ring.
3. Click the **Ring 1 Radius** checkbox, specify the ring's radius, and optionally click the **Color** box to select a different color.
4. Repeat the previous step for rings 2 and 3 if you want them.
5. If you want data tags for flights to open automatically when the flights are inside the outer ring and have descended to 10,000 feet, check the **Active Data Tag** checkbox.
6. Click the check symbol at the bottom of the panel to create the Range Rings.
7. If range rings aren't being displayed, open the **Layer Control** panel and select **Range Rings** to display them.

#### **How to look up information about an airport, airline or aircraft**

1. Click **ID Lookup** in the **FlyteTrax** button bar to open the **Lookup** window.
2. In the **Lookup** window, select **Airport**, **Airline**, or **Aircraft** in the **Information Type** field.
3. Enter the airport, airline, or aircraft equipment type in the **Search Value** field.
4. In the **Search By** field, select **Code** or **Name** to reflect the form of data in the **Search Value** field.
5. Click **ID Lookup** to search for the related information.

**How to display flights in the ASD for 20 minutes after they have landed**

1. Click the **Configuration** button in the **FlyteTrax** button bar to open the **Configuration** window.
2. In the **Configuration** window, click **General** in the left panel, check **Flight Status landed** in the **ASD Setting** section, and then click **OK**.

**How to generate a flight report (flight info for flights in past 6 days)**

1. Click the **Reports** button in the **FlyteTrax** button bar to open the **Report Summary** window.
2. In the **Report Summary** window, click **New Report** to open the **ReportConfig** window.
3. In the **ReportConfig** window, select the starting and ending date for the report in the **Report Date Range** section. (No matter what date range you select, you can't go back any farther than 5 days, and can't select any flights that haven't yet landed.)
4. In the **Filters** and **Lists** panels, choose the Filters and/or Lists that select the desired flights, and click **Generate**. (Create new Filters and/or Lists for this purpose if necessary.)
5. View the report in the **Report** window, and optionally click **Print View** to output it to an HTML file, or **Export View** to export it to Excel.

## Troubleshooting Tips

This section provides tips for resolving issues that may occur with FlyteTrax III.

### 2.1 FlyteTrax III tab

#### Error when click FlyteTrax III tab

The error,

“The FID Display module has encountered an unexpected condition. Please enter user name and password to log back into the system.”

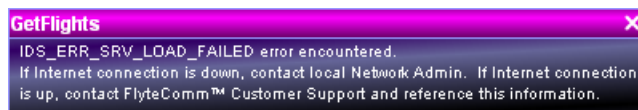
when you click the **FlyteTrax III** tab, may be caused by corrupted data in the browser’s cache. The solution is to clear browser’s cookies and temporary files, and then close and re-open the browser, as follows:

1. In Internet Explorer, click **Tools > Internet Options** to open an **Internet Options** dialog box.
2. In the **General** tab of the **Internet Options** dialog box, click **Delete** in the **Browsing history** section to open a **Delete Browsing History** dialog box.
3. In the **Delete Browsing History** dialog box, click **Delete** in the **Temporary Internet Files** section and in the **Cookies** section.
4. Close and exit from Internet Explorer, launch a new instance of Internet Explorer, and log into FlyteTrax III again.

#### Loss of communications error

If you lose your connection with the Internet, a warning message of the following general form may be displayed:

**FIGURE 2-1 Lost Connection Warning**



If you receive this type of warning:

1. Wait for a minute or two to see if the problem clears by itself.
2. If the problem persists, try to access a different web site. If you are unable to do so, contact your Network Administrator.

3. If you are able to access a different web site, try to log into FlyteTrax III again. If you are unable to do so, contact FlyteComm Customer Support as directed by your customer support process.