

WORK PACKAGE

User Guidance

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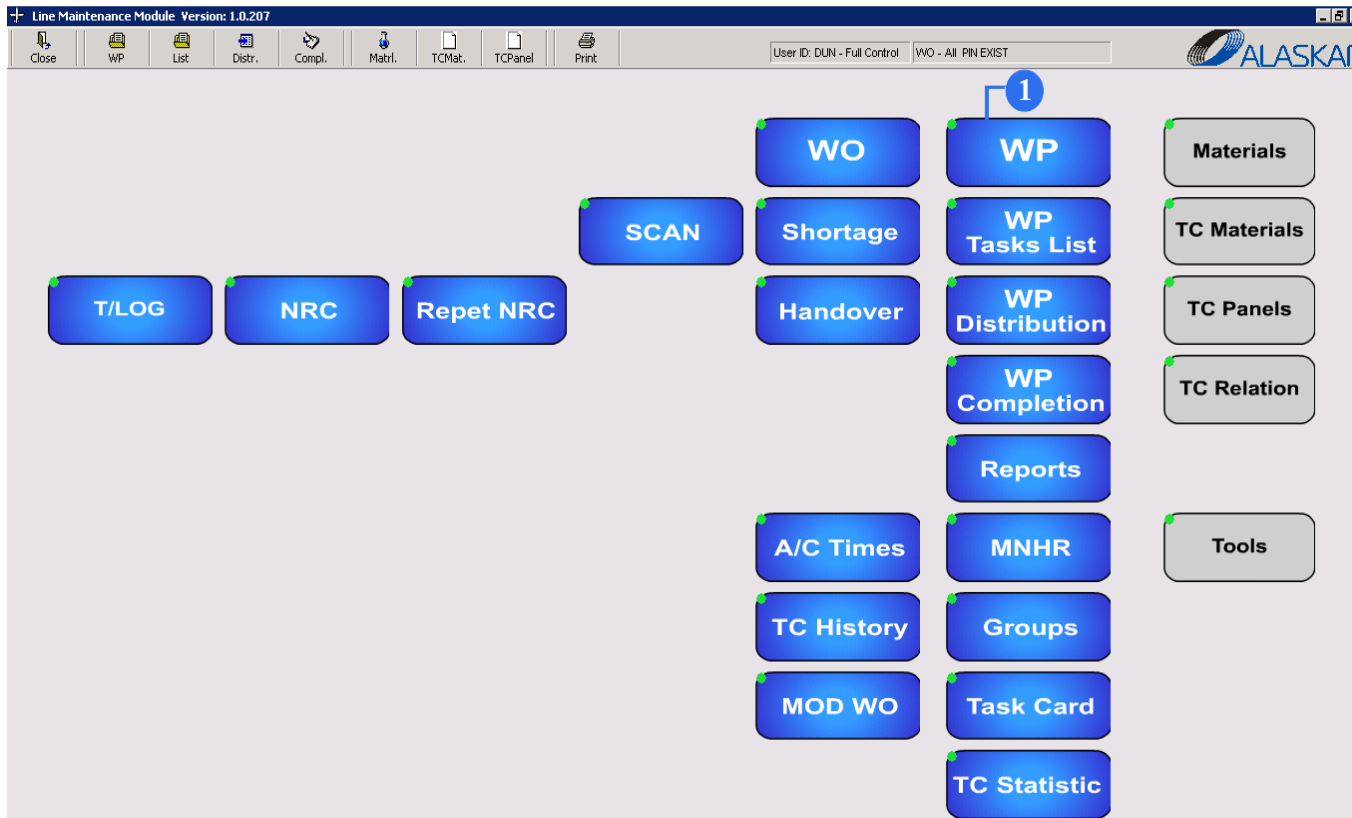
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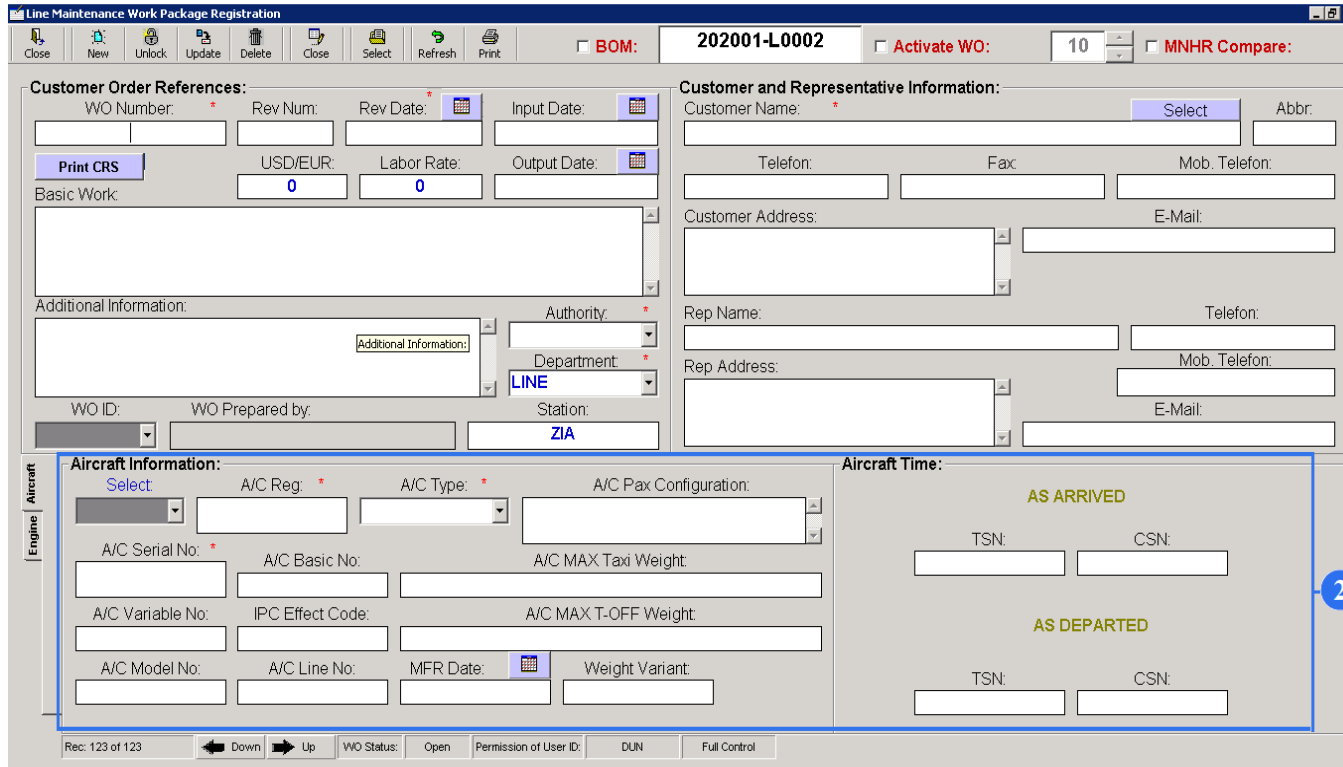
1. Work Package Overview.



1. To open a Work Package, click on the work Package button.

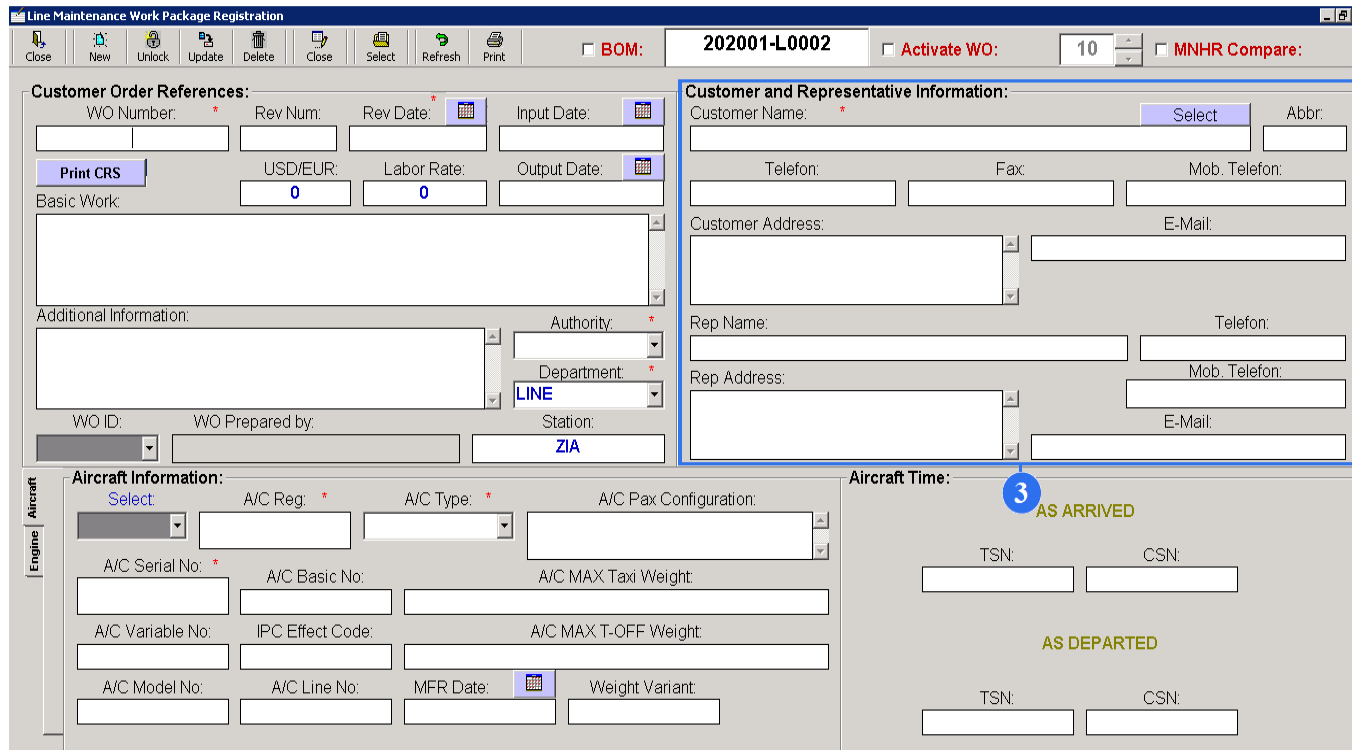
Work Order Registration Screen combines three blocks of information:

1. Customer Order References Block provides a WO number, revision and input date, work notes, etc.



The screenshot shows the 'Line Maintenance Work Package Registration' window. At the top, there is a toolbar with icons for Close, New, Unlock, Update, Delete, Close, Select, Refresh, and Print. Below the toolbar, the 'BOM' field is set to '202001-L0002', 'Activate WO' is checked with a value of '10', and 'MNHR Compare' is unchecked. The interface is divided into several sections: 'Customer Order References' (with fields for WO Number, Rev Num, Rev Date, Input Date, Output Date, USD/EUR, Labor Rate, and Basic Work), 'Customer and Representative Information' (with fields for Customer Name, Abbr., Telephone, Fax, Mob. Telefon, Customer Address, E-Mail, Rep Name, and Rep Address), and 'Aircraft Information' (with fields for A/C Reg, A/C Type, A/C Pax Configuration, A/C Serial No, A/C Basic No, A/C MAX Taxi Weight, A/C Variable No, IPC Effect Code, A/C MAX T-OFF Weight, A/C Model No, A/C Line No, MFR Date, and Weight Variant). A blue box highlights the 'Aircraft Information' and 'Aircraft Time' sections. The 'Aircraft Time' section has 'AS ARRIVED' and 'AS DEPARTED' labels, each with TSN and CSN input fields. A blue circle with the number '2' is positioned next to the 'AS DEPARTED' section. At the bottom, there is a status bar with 'Rec: 123 of 123', navigation arrows, and 'WO Status: Open'.

2. Aircraft and Engine References Data provides Aircraft's and Engine's engineering issues, including an aircraft/engine registration number, a serial number, IPC, an effective code, a model number, manufacture date, aircraft finish time, etc.



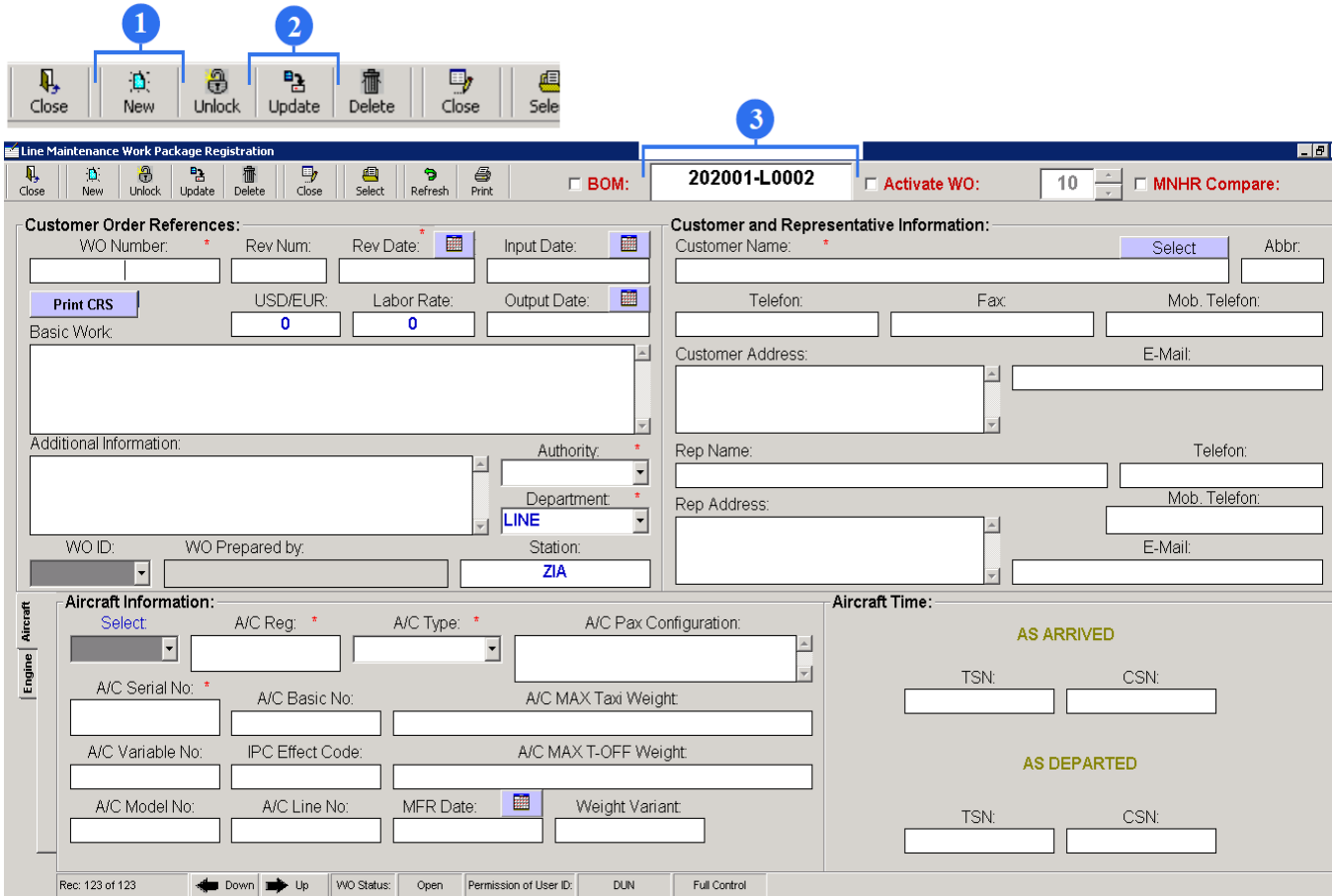
The screenshot shows the 'Line Maintenance Work Package Registration' application window. The title bar includes the text 'Line Maintenance Work Package Registration' and standard window controls. The main interface is divided into several sections:

- Customer Order References:** Fields for WO Number, Rev Num, Rev Date, Input Date, USD/EUR, Labor Rate, Output Date, and Basic Work. Includes a 'Print CRS' button.
- Customer and Representative Information:** This section is highlighted with a blue border. It contains fields for Customer Name (with a 'Select' button), Abbr., Telephone, Fax, Mob. Telefon, Customer Address, E-Mail, Rep Name, Telephone, Rep Address, Mob. Telefon, and E-Mail.
- Aircraft Information:** Fields for A/C Reg, A/C Type, A/C Pax Configuration, A/C Serial No, A/C Basic No, A/C MAX Taxi Weight, A/C Variable No, IPC Effect Code, A/C MAX T-OFF Weight, A/C Model No, A/C Line No, MFR Date, and Weight Variant. Includes a 'Select' button.
- Aircraft Time:** Fields for TSN and CSN, with radio buttons for 'AS ARRIVED' and 'AS DEPARTED'. A blue circle with the number '3' is positioned above the 'AS ARRIVED' radio button.

At the top of the window, there are menu items (Close, New, Unlock, Update, Delete, Close, Select, Refresh, Print) and a status bar showing 'BOM: 202001-L0002', 'Activate WO: 10', and 'MNHR Compare:'. The 'Department' dropdown is set to 'LINE' and the 'Station' dropdown is set to 'ZIA'.

3. Customer and Representative Information Block provides all necessary contacts of a customer's representative.

2. Work Package Creation.



1. If you need to add a new Work Order, click the NEW button on the Toolbar. On the appeared Work Order Window confirm an addition of a new Work Order. After that you will see a Work Order Blank. Fill required text boxes.

2. To save a Work Order, click the UPDATE toolbar button and confirm it.

3. Work Order subsequent number will appear automatically.

3. Work Package Update.

The screenshot shows the 'Line Maintenance Work Package Registration' application window. At the top, a toolbar contains several icons, with the 'Select' icon (a document with a checkmark) highlighted by a blue circle containing the number '1'. Below the toolbar, the application window has a title bar and a menu bar. The main area is divided into several sections:

- Customer Order References:** Fields for WO Number, Rev Num, Rev Date, Input Date, USD/EUR, Labor Rate, Output Date, and a 'Print CRS' button.
- Customer and Representative Information:** Fields for Customer Name, Abbr, Telefon, Fax, Mob. Telefon, Customer Address, E-Mail, Rep Name, Rep Address, and E-Mail.
- Aircraft Information:** Fields for A/C Reg, A/C Type, A/C Pax Configuration, A/C Serial No, A/C Basic No, A/C MAX Taxi Weight, A/C Variable No, IPC Effect Code, A/C MAX T-OFF Weight, A/C Model No, A/C Line No, MFR Date, and Weight Variant.
- Aircraft Time:** Fields for AS ARRIVED and AS DEPARTED, each with TSN and CSN sub-fields.

At the bottom of the window, there is a status bar with 'Rec: 123 of 123', navigation arrows, and various control buttons like 'WO Status', 'Open', 'Permission of User ID', 'DUN', and 'Full Control'.

You may select a particular Work Order among already existing Work Orders and update it.

1. Click the SELECT button on the toolbar and a Select Work Order Screen appears.

Line Maintenance Work Package Registration

Select Work Order: ID, Close Status, EA WO Num, Cust WO Num, Rev, Date, AC Reg:

Close

3

Filter A/C Type: Filter A/C Reg: Filter A/C SN: AGE +/- 2: FH +/- 3000: FC +/- 1000:

735
737-300
A300
A-310
A-320
A320-100

Filter WO: Filter Customer: Filter Basic Work:

From Input Date: To Output Date:

Open Close All

New

WO Reports Double-Click to Open:

- WO Data Report - Full
- WO Data Report - Full (Excel)
- WO Data Report - Short (Excel)

Found 14 Work Orders:

1445	201512-L0002	test	False	TST	CRJ700	11123	test		
1428	201212-L0001	A320	False	YL-BBS	A320-100	test	Airrest AS		
1426	201205-L0002	NEW	False	ES-ABH	B737-500	29074	Air Baltic Corporation SIA		
1425	201205-L0004	201205-L0001	False	ES-ABH	B737-500	29074	Scandinavian Airlines System AB		
1422	201110-A0002	201110-A0002	False	LY-STG	B737-700	29083	AME		
1418	201109-L0005	TEST NG	False	LY-STG	B737-700	29083	TEST NG	TEST NG	
1417	201109-L0004	TEST	False	ES-ABH	B737-500	29074	TEST WO	TEST WO	
1411	201108-A0003	201108-A0003	False	ES-PVI	LJ-60	11111	AME	TEST WO	
1410	201108-A0002	201108-A0002	False	ES-PVI	LJ-60	11111	AME	TEST WO	
1379	201010-L0003	TEST	False	ESASM	S340	132	TEST	TEST	
1351	201004-L0083	PLAN10.4.25-5.02	False	ES-LBD	B737-300	25069	FLYLAL CHARTERS EESTI	A13-Check + Adds	
1343	201004-L0075	BU000015	False	OO-TNE	B737-300	23535	TNT Airways	1A/3A-Check + Additional Work	
1317	201004-L0049	0070843	False	ES-ABH	B737-500	29074	Estonian Air	End of Lease works	
228	VNOA	VNOA	False	LY-STG	B737-700	29083	Star1 Airlines	This WO is opened for planning purposes only and for spares par	

2

4

Cancel

2. Highlight a selected Work Order and double click it.

3. You may also use different filters to find necessary WO.

4. To exit this window without opening a Work Order, click the CANCEL button.

The screenshot displays the 'Line Maintenance Work Package Registration' application window. At the top, a toolbar contains several icons, with 'Unlock' (5) and 'Update' (6) highlighted by blue circles. The application window title is 'Line Maintenance Work Package Registration'. Below the toolbar, there are several sections:

- Customer Order References:** Fields for WO Number, Rev Num, Rev Date, Input Date, USD/EUR (0), Labor Rate (0), and Output Date. Includes a 'Print CRS' button.
- Customer and Representative Information:** Fields for Customer Name (with a 'Select' button), Abbr., Telephone, Fax, Mob. Telefon, Customer Address, E-Mail, Rep Name, and Station (ZJA).
- Aircraft Information:** Fields for A/C Reg, A/C Type, A/C Pax Configuration, A/C Serial No, A/C Basic No, A/C MAX Taxi Weight, A/C Variable No, IPC Effect Code, A/C MAX T-OFF Weight, A/C Model No, A/C Line No, MFR Date, and Weight Variant.
- Aircraft Time:** Sections for 'AS ARRIVED' and 'AS DEPARTED', each with TSN and CSN input fields.

At the bottom of the window, there is a status bar with 'Rec: 123 of 123', navigation arrows, and 'WO Status: Open'.

5. For making any changes press the UNLOCK toolbar button (this button is used for accidentally data changes prevention) and then change the information.

6. To save changes click the UPDATE toolbar button and confirm it.

4. Work Package Closure.

The screenshot shows the 'Line Maintenance Work Package Registration' form. A red circle with the number '1' highlights the 'Close' button in the top toolbar. The form contains the following sections:

- Customer Order References:** WO Number: test, Rev Num: 31/12/2015, Rev Date: 31/12/2015, Input Date: 31/12/2015, Output Date: [blank]. Includes a 'Print CRS' button.
- Customer and Representative Information:** Customer Name: test, Abbr: [blank], Telephone: [blank], Fax: [blank], Mob. Telefon: [blank], Customer Address: [blank], E-Mail: [blank], Rep Name: [blank], Telephone: [blank], Rep Address: [blank], Mob. Telefon: [blank], E-Mail: [blank].
- Aircraft Information:** A/C Reg: TST, A/C Type: CRJ700, A/C Pax Configuration: [blank], A/C Serial No: 11123, A/C Basic No: [blank], A/C MAX Taxi Weight: [blank], A/C Variable No: [blank], IPC Effect Code: [blank], A/C MAX T-OFF Weight: [blank], A/C Model No: [blank], A/C Line No: [blank], MFR Date: [blank], Weight Variant: [blank].
- Aircraft Time:** AS ARRIVED, TSN: [blank], CSN: [blank], AS DEPARTED, TSN: [blank], CSN: [blank].

At the bottom, there is a status bar with 'Rec: 120 of 124', navigation arrows, and 'WO Status: Open', 'Permission of User ID: DUN', and 'Full Control'.

1. After clicking the CLOSE toolbar button and its confirmation the system freezes and a user can not be able to make any Work Order data changes.

When a Work Package is completed, it should be closed.

5. Work Package Print out and Deletion.

1 To delete a Work Order, click the DELETE toolbar button and confirm the deletion.

2. To print out a Work Order, click the PRINT button on the Toolbar.