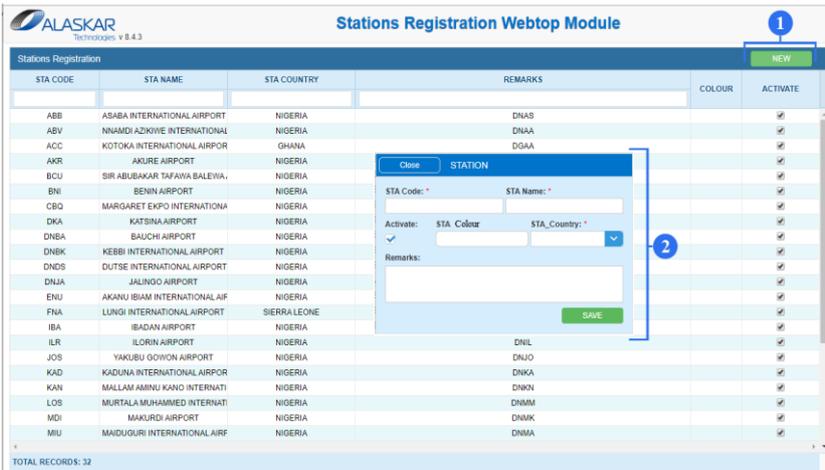


Stations Registration Webtop Module

User guidance

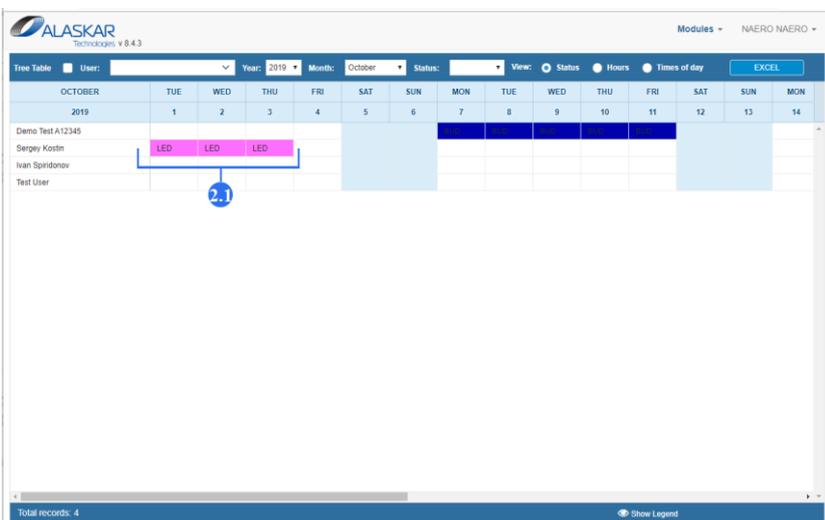
User Guidance

1. Stations Registration

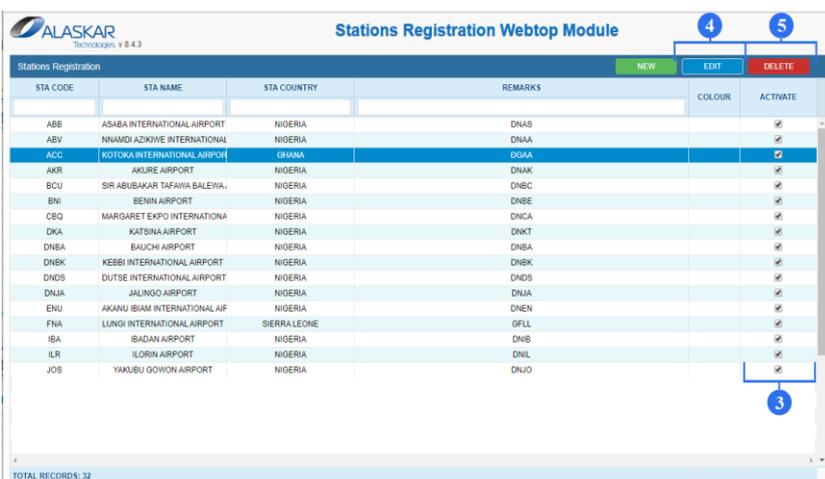


1. To create a new station, on the Stations Registration Webtop Module” screen press green “NEW” button, and editor will be appeared.

2. Enter Station Code and Station name. Select Station country and enter Station colour. If it is necessary fill Remarks field. Click on the “SAVE” button.



2.1. Station colour is used in Manpower Planning module for comfort to note the working time of staff at airports.



3. After saving you can monitor created stations in the initial “Stations Registration Webtop Module” screen. Check ACTIVITY box.

4. Push on the blue “EDIT” button and STATION EDITOR will be appeared. Change the data and click on the Save.

5. To remove the line, click on the red “DELETE” button and DELETE window will be appeared. Push on the DELETE or CANCEL to close this window.