

# Lineholder Pilot Quick Start Card

**YOUR quality of life is our ONLY business!**

## Overview

The secret to success with SkyNet trip trading is to create many trade requests and upload them as close as possible to noon on the 20<sup>th</sup> of the month prior. Creating Smart Trades vs Direct Trades also expands your trip trading possibilities.

## How to Create an Direct Trade for a Trip on the Trade Board

Here are two easy ways to create a Direct Trade:

1. Click **Trade Board** on the *Left Side Panel*.
2. Drag-n-drop a desirable trip from the list of trips in the top center pane to your calendar or to the *My SkyNet Trades* on the left side panel.



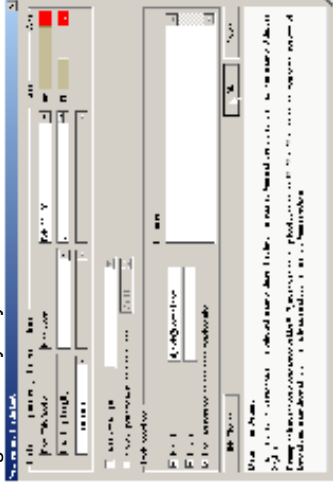
1. Click on a trip in the list of Trade Board trips. The trip is displayed as a timeline in the calendar and pay and legality info is shown in the *Calendar Summary* for the 'stopped' trade.
2. Click the blue diamond on the first day of the trip to create the trade as displayed.



## How to Create a "Smart Trade" Criteria Based Trade Request

Again, there are several ways to create a Smart Trade:

- Click the **New Smart Trade** toolbar button.
- Right click '*My SkyNet Trades*' in the *Left Side Panel*, select "**New Smart Trade List**".



1. In the *New Smart Trade List* dialog box, select as many criteria as you wish.
2. Click **OK**.

## Note: You can delete a criteria set by clicking the "X", next to the criteria.

**When Submitting trades to SkyNet**, it will automatically check the legality of the trade request. To submit trade requests to SkyNet:

- Click the **Submit Trades** button on the toolbar or in the *Trade Pane* area.
- Right mouse click on *My SkyNet Trades* and click **Submit Trades**.

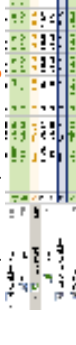


## Trade Board Post

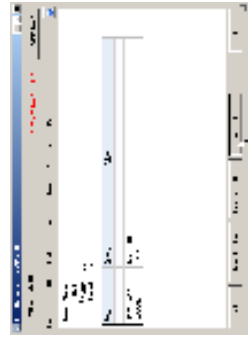
You can choose to drop, trade, or pickup trips using the Trade Board. When you create a Smart Trade request and choose to trade away one of your trips in exchange for some criteria, Crew Companion automatically creates a Trade Board Post.

Click **Trade Board** in the *Left Side Panel* to show trips pilots own but want to drop or trade away.

- Your posted trips are **orange**, and trips posted by other pilots are **green**.



- Click **Show Trade Board Post** to display criteria and comments.



The Trip Details displays the owners desired trading criteria and contact info if they have chosen to have it displayed.

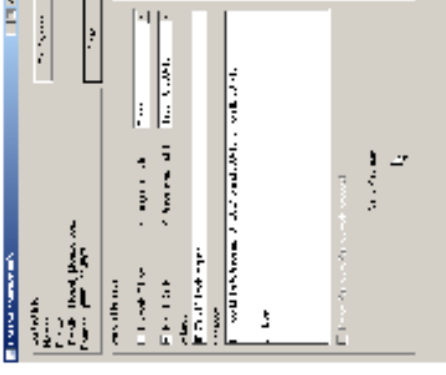
- If you'd like to propose a trade or send a message, click **Contact Owner**.

In the Contact Info dialog box you can:

- Look at the other pilots Get Calendar
- Send a Unimatic E-Note.
- Select the Message Template
- Select the trip to trade away
- Create a Person-to-Person trade proposal (Only enabled in one for one trades)

Click **Close** to save and NOT send the message.

Click **Send Message** to send the Subject and Message to the owner.



When a Pilot to Pilot trade proposal has been sent and accepted, a trade request is submitted to SkyNet by the pilot who accepts the proposal. Pilot to Pilot requests are processed before the normal trade run assuming the trade is legal in both pilots' calendars.

## Create and Modify Multiple Trip Trade Requests

Each subsequent pickup request created will

be added at the bottom of the '*My SkyNet Trades*'. Right mouse click on a request to "**Move up in list**" or "**Move down in list**" to reorder the trade request.



Note: This is disabled once trades are submitted to SkyNet.