Air Maestro

Version **3.6**
Release Notes

New Features & Updates

Air Maestro Mobile

To visit the mobile version of Air Maestro, add *app* to your company site URL. For example, *https://avinet.airmaestro.com.au/app*. Most web browsers will prompt you to add this site to your home screen for easy access later.

Audit module

- The mobile version of Air Maestro now has the capability to conduct Audits, so you can fill out audit checklists on the go.

My Schedule

- Upon logging into the mobile version of Air Maestro "My Schedule" will be displayed on the home screen.
- My schedule will show the user all their scheduled and rostered tasks over a day, week or month period.

Various Air Maestro Mobile updates

- Various visual updates made to the mobile version of Air Maestro to support easier navigation as more modules are added.
- You can now save each tab manually for forms.
- Added "scroll to top" button in checklists.
- Log-in process has been overhauled to improve the user experience.
- Drop down list custom fields can now have search disabled which prevents the keyboard from opening when interacting with the list.
- The number keypad is shown for numeric fields.
- Checkbox lists can be set to flow vertically and horizontally.
- Many other bugfixes and formatting enhancements.

Alerts

Manual alerts can now have an expiry date

- When creating manual alerts you can set an expiry date, this means these alerts will no longer appear after the expiry date.

Scheduled recency is now mentioned in caution reminders for recency contacts

- If a Recency item has been scheduled for a user, this is mentioned in the caution alerts and emails that are sent to Recency Contacts.

Future dates for recency are now mentioned in caution reminders for recency contacts

- If a Recency item for a user has a future conducted date, this is mentioned in the caution alerts and emails that are sent to Recency Contacts.

Audits

Audits can be cancelled and have new statuses

- You can now cancel Audits that have been started and those that have not been started. When you cancel an Audit that has not started this Audit will transition to the status "Planned and the cancelled". When you cancel an Audit that has been started this Audit will transition to the status "Started and then cancelled".
- An additional status, "Overdue", is now available to differentiate Audits have passed their planned end date and Audits that have passed their planned start date.

Legend	
Code	**Audit Status**
🟧	Pending
🟥	Due
🟥	Overdue
🟦	In Progress
🟨	Awaiting Review
🟩	Closed
⬜	Planned and then cancelled
⬛	Started and then cancelled

Audit checklists can now be made inactive

- Previously, it was not possible to make Audit checklists template inactive, only delete them. It's now possible to check a box to disable a checklist template, this will retain the data within the template and remove it from the active list. If you want to view all Audit checklist template which have been made in-active you can check the box "Show In-Active".

Additional fields in the summary tab of audits

- There is a new text box located in the "Summary" tab of an Audit, which can be used to record additional information.
- All Audit summary tab text boxes can now be renamed.

Audit summary fields

☑ Show Audit Report field
Shows an additional text editor under *Summary of Findings* to include detailed information pertaining to an audit.

Executive Summary	Executive Summary ✕
Summary of Findings	Summary of Findings ✕
Audit Report	Audit Report ✕
Opportunity for Improvement	Opportunity for Improvement ✕

Reset to defaults | Save

Additional audit module changes

- You are now able to have risk levels set at a finding level, action level or both. This can be set in General > Settings > Audit Setup.
- The list of Auditors is now sorted alphabetically, this change is also available in the Air Maestro App.
- All findings can be flagged as repeat findings you can also link these repeat findings.
- When creating a new audit and selecting an audit type the selector will show the associated class and area.
- Audit schedule can now be filtered by Audit Class, Audit Area and by overdue audits.
- "Chief Audit Officer" and "Audit Officer" roles can be renamed. The "Audit Officer" role now supports multiple selections. This can be set in General > Settings > Audit Setup.

Check forms/Recency

Make a comment after a check form sign-off.

- When you sign-off a check form you are prompted to enter a comment before signing off. This comment is displayed next to the name of the person who signed the check form off.
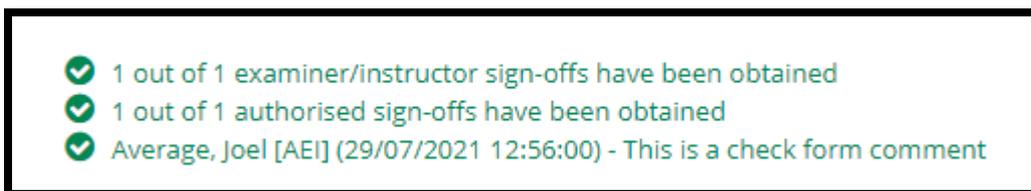
Uploaded files have a dialog window to prevent accidental deletion.

- Files uploaded to a check form now have a pop-up dialog to warn users before permanently deleting the file.

Flight Records

Add more flight tasks fields into the crew details section

- Previously it was only possible to have 5 configurable flight tasks within the crew details section. Now you can add as many flight tasks as necessary.

Additional validation options within the legs

- You can now validate all leg times in a flight to ensure they are in the correct order and the landing location for one leg is the same as the departure location for the following leg.
- Individual leg times can be validated to ensure they are sequential. This enhancement can apply to the default leg time fields or any configuration of custom time fields.

Ops risk assessment is now an optional column

- Previously 'Ops Risk Assessment' was a mandatory column in the flight records register in the new version of Air Maestro you will be able to hide this column from the register.

Hazard and Risk Register

Layout changes made to "Manage Links" pop-up

- The "manage links" pop-up has received a visual update and minor layout changes.
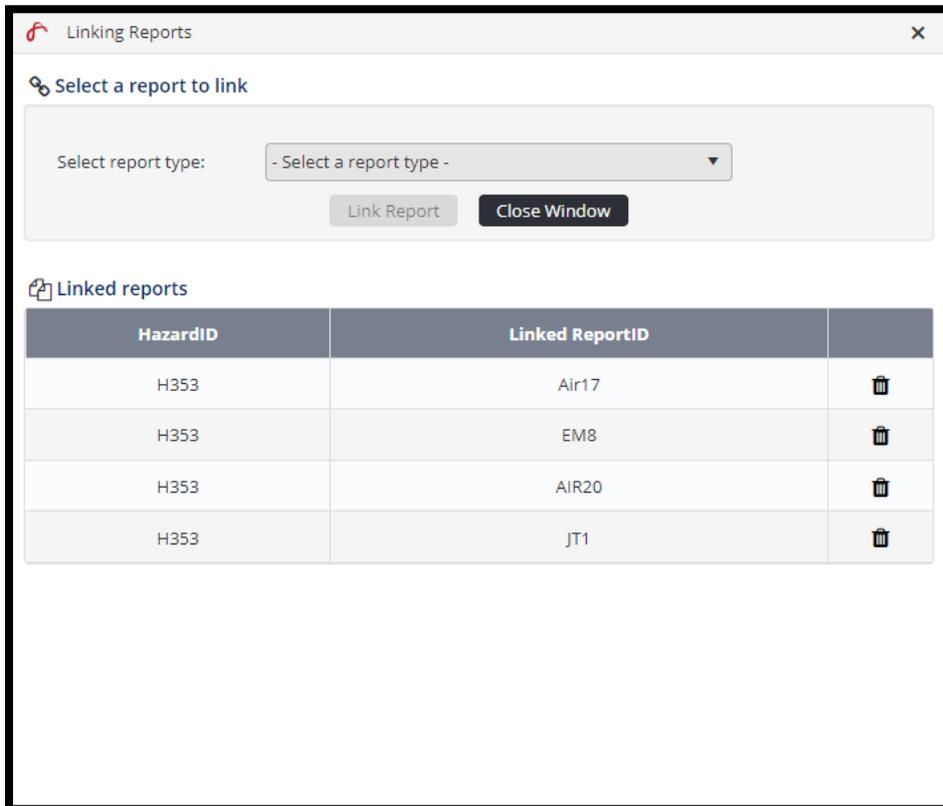
Print a singular hazard by right clicking

- When interacting the Hazard and Risk register you can right-click a hazard and select "Display All Hazard Risks" to show the risk associated to that hazard. Previously you could do this at a hazard area level only.

Roster

View only access can be given to the roster module

- The roster module now has a "View only" access mode this will allow additional personnel to view the roster and use some of its tools. This mode will not allow these users to modify any information in the roster. The Access Level to grant this is as follows:

Quick search function for finding rosterable resources

- You can now search for people and aircraft to easily find certain users in the roster. When you select the returned result Air Maestro will automatically open and highlight the person or aircraft in the roster.
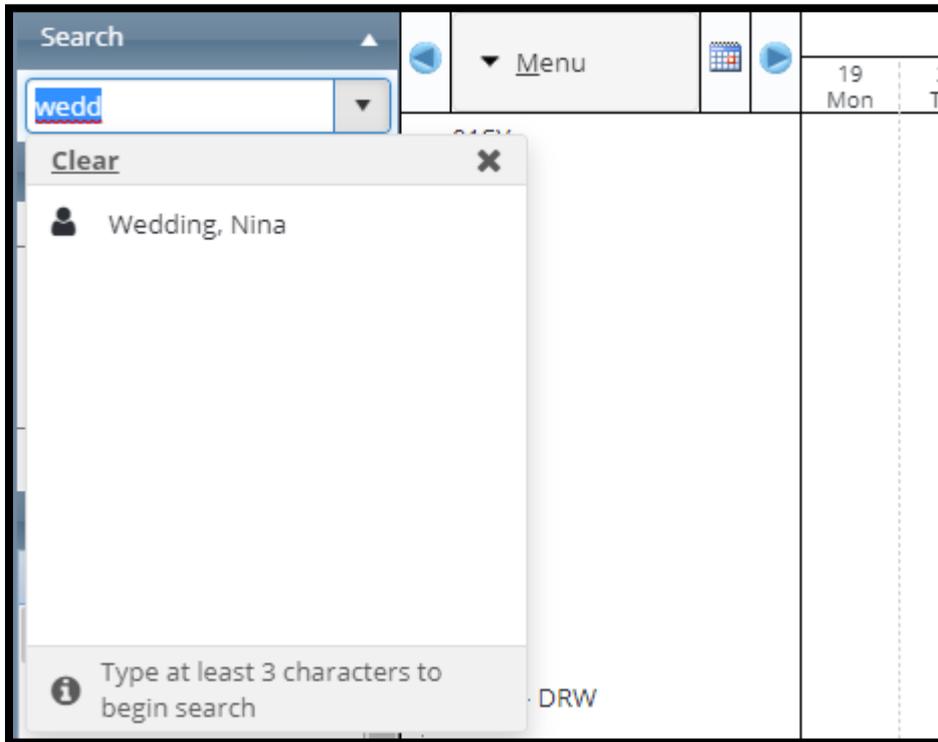
Safety Reports

Change history improvements

- Safety reports are now more heavily audited, these changes are tracked within the "Change History" button. Additionally, this change history button is now accessible at all stages of a safety report.

File attachment can be marked as confidential.

- When uploading a document to a safety investigation it is now possible to mark it as confidential so access to it is restricted to Champion Only, Investigation Personnel and/or Sign off Personnel:

Overdue action notification

- All actions in Air Maestro can be configured to notify requestees 1 day after an action becomes overdue.
- All actions in Air Maestro can be configured to send a designated user to be notified x number of days after an action is overdue.
- These settings can be managed via General > Settings > Overdue Action Notification Setup.

Additional safety report enhancements

- All findings can be flagged as repeat findings and you can also link these repeat findings.
- Safety reports can be exported into a configurable template.
- Safety report forum allows multiple users to be selected from the "Request follow up from" drop down.

- Tooltip for confidential checkbox for safety reports, explaining to the reporter what ticking the confidential checkbox entails.
- Setting to allow reporter to view summary tab. This is found in General > Safety Options > Global Settings.
- You can filter the Safety Report Register by Sign-off personnel and Investigator (can also add them as columns).
- Safety reports now have findings raised against them (previously only Actions were available), and you can have risk levels set at a finding level, action level or both.

Schedule

Link Air Maestro schedule to external calendars

- Your Air Maestro "My Schedule" can now be linked to external calendar (Google calendar, Outlook, Thunderbird, Apple Calendar etc.) A full guide can be found here.
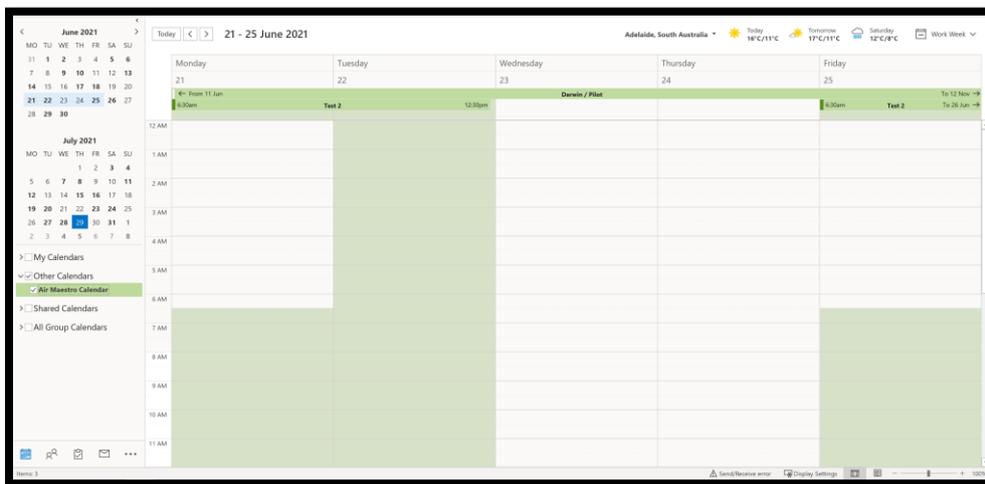
Scheduled task tooltip improvements

- Tooltips on scheduled tasks now shows delay reason when there has been a delay.
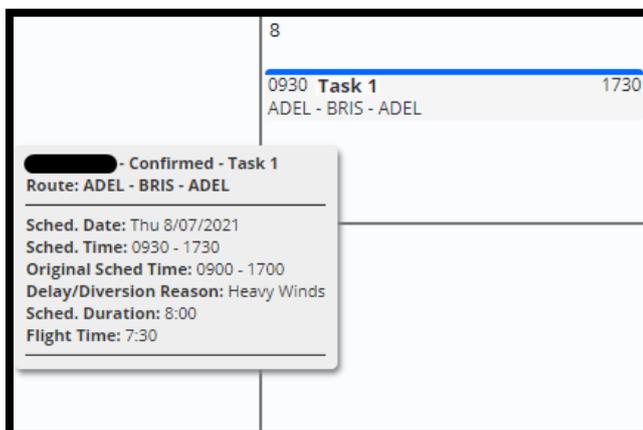
- Tooltips on scheduled tasks now shows original destination and time when a task has been diverted.

Schedule register now support inline editing, deleting tasks and inserting tasks

- It's now possible to delete tasks from the schedule register.
- Additionally, it is possible to edit tasks inline, so you do not have to open the "Edit task" wizard to edit certain details.
- There is now a "Quick add" option to create tasks quickly without opening a "New task" window.

Miscellaneous Changes

- SCIM integration to allow automated user creation.
- Can turn off search function for drop down lists.
- Additional column in global reports called "Last run by"
- Tooltip for personnel details fields.
- Now a user's full name is shown in registers where they would ordinarily be displayed as Sample, J.
- Report title is listed against linked safety reports.
- "Parent Status" is now an optional column in the Action register.
- Additional links added to the Air Maestro help section.
- Enhanced auditing for Forms and Safety reports.
- Upload control added to leave request page.
- Deleting an Exam will prompt the user to confirm the action before deleting.
- Dropdown list allows filtering for linked forms.