

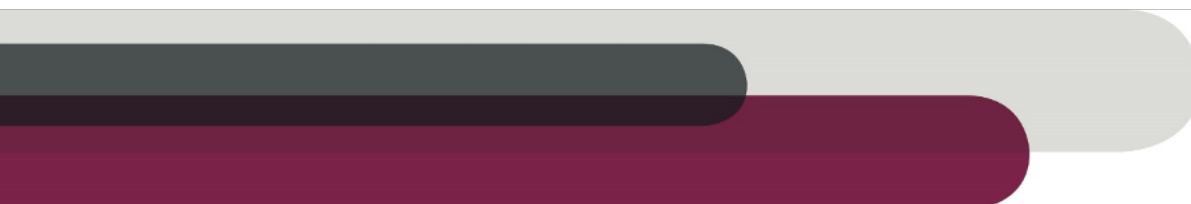


Logipad User Guide

Logipad Team

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More information are available at [Logipad](#)

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Chapter 1

General

Logipad.aero | Electronic flight bag solution

Efficient flight management, before and after the flight.

Logipad Electronic Flight Bag is the right choice if you are looking for a highly customizable, flexible and comprehensive information management solution. Our solution stores and retrieves data and documents, digitizes workflows and processes, and helps you achieve a paperless cockpit. Our Electronic Flight Folder module is not just about replacing paperbased briefings. it's about efficiently managing flight briefing processes. Logipad ensures smooth data processing on board an aircraft and facilitates communication between the flight crew and the flight operations or EFB administrators. It helps you save working time and costs, as well as reduce potential errors. Small, medium and even large airlines can rely on a secure solution. Today, a modern EFB is not just a standalone application, but one that integrates seamlessly into existing IT infrastructures. We adapt the look, structure and process to the requirements of our customers. The eForms module allows you to enter individual data entries in an intuitive way.

1.1 What does the Logipad stand for?

The Logipad stands for a high degree of individualization. On the following slides you can see many examples how your app could look like, too. As an example, we would look at your old paperwork and see that we align the briefing and documents with your previous paper flight plan.

The Logipad app has been developed and tested with the help of pilots over many years. We are constantly adding new features.

1.2 What is Logipad MUI

The Logipad MUI stands for Logipad Management User Interface. Titled as “MUI” in the following documentation.

In the MUI, all configurations necessary for Logipad are set up and data is provided. This includes e.g.

- User management
- Create news
- Provide documents
- Deploy eForms
- Retrieving the completed eForms
- Statistics and user reports
- ...

The configuration of user rights is based on a user/role concept, which can be configured individually for the MUI users. The delivery of each piece of content is provided to users based on their role.

Chapter 2

The Management User Interface (MUI)

The Management User Interface also called MUI, is a webbased interface.

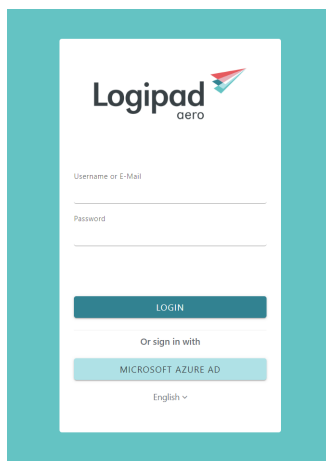


Fig. 2.1: Login dialog

When accessing the website, a login window appears, where the user must enter his login name and password.

Depending on the configuration the local login or the login with a Directoy service is possible.

After successful login you will get to the start page of the MUI.

2.1 User Management

The user section is the first section under the main section “General”.

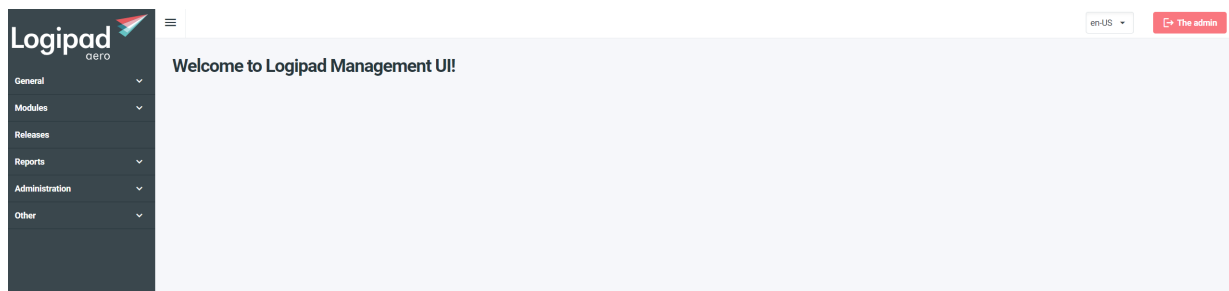


Fig. 2.2: Home screen

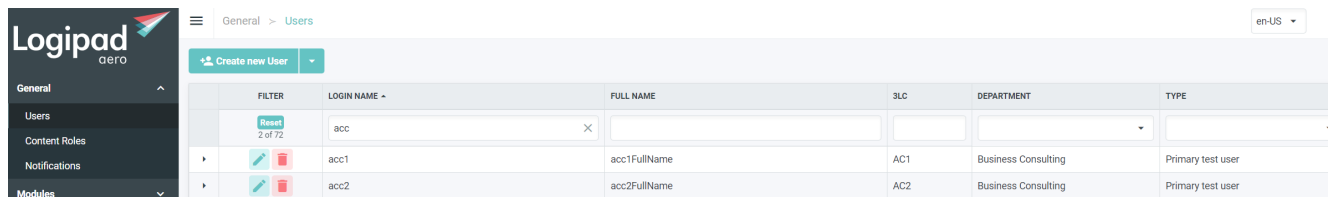



Fig. 2.3: User section

2.1.1 Create one user

To create one user just click on the button “Create new user” to open the dialog with the user settings.

To edit an existing user click on the edit button .

To delete an existing user press the delete button .

The user dialog has the following fields:

- Login name
The login name for the user. This is the only mandatory field
- Full name
- eMail
- 3LC
Three letter code
- Type
User type. This field is just used to organize the users. The select will automatically add new values.
- Department
Users department. The select will automatically add new values.
- Content Roles
Role membership for content assignment
- Access Groups
Membership in Logipad security groups. For normal users the default values are ok.
- Reportable

Create new User

Login Name* Full Name

eMail 3LC

Type Department

Content Roles Access Groups User All App Modules

Reportable

Active

Description

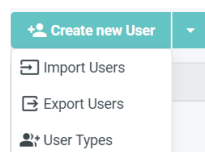
Fig. 2.4: User properties

User should be listed in reports. Useful to exclude test accounts.

- Active
Only 'active' users are able to logon.
- Description

2.1.2 Exporting and importing users

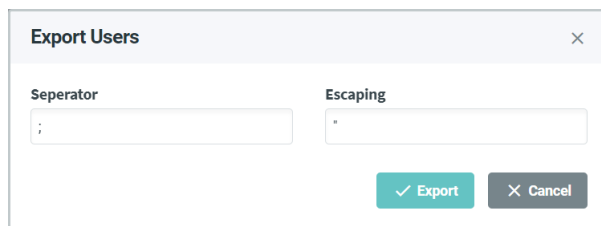
The user has also the option to export users or to perform a bulk import.



By pressing the "Arrow down" button on the right side of the button you can access the additional function.

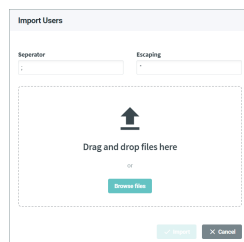
2.1.2.1 Exporting users

The user export has only the option to choose the separator and the escaping. Result will be a CSV file.



The 'Export Users' dialog box contains two input fields: 'Seperator' with a semicolon (;) and 'Escaping' with a double quote ("). At the bottom right are 'Export' and 'Cancel' buttons.

2.1.2.2 Importing users



The 'Import Users' dialog box features 'Seperator' and 'Escaping' fields, a large dashed box for file upload with an upward arrow and the text 'Drag and drop files here', and a 'Browse file' button. 'Import' and 'Cancel' buttons are at the bottom right.

The user import needs als the seperator and escaping for the file and needs a CSV file as input.

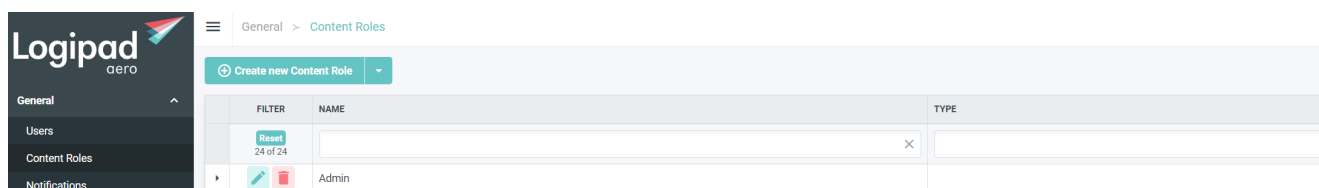
The following fields could be used. Only the login name is mandatory:

- Name
- Type
- FullName
- Email
- ThreeLc
- Department
- Description
- IsActive
- IsReportable
- Roles

The roles need to be sperated by ‘,’

2.2 Content Role Management

The second point in the general section is the management of contet roles.

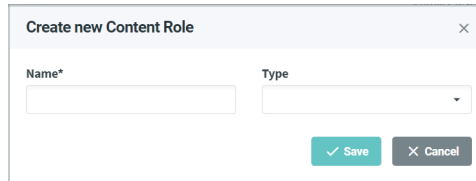


The interface shows a sidebar with 'Logipad aéro' and navigation links: General, Users, Content Roles, and Notifications. The main area is titled 'General > Content Roles' and includes a 'Create new Content Role' button. Below is a table with columns 'FILTER', 'NAME', and 'TYPE'. The 'NAME' column has a 'Reset 24 of 24' button and a search input. The 'TYPE' column has a dropdown menu. A row is visible with 'Admin' in the NAME column.

FILTER	NAME	TYPE
Reset 24 of 24	Admin	


2.2.1 Create a content role


The creation of a content role can be done by clicking the button “Create new content role” and assign the role name and type. The type is optional.



A dialog box titled "Create new Content Role" with a close button (X) in the top right corner. It contains two input fields: "Name*" (a text box) and "Type" (a dropdown menu). At the bottom right, there are two buttons: a green "Save" button with a checkmark icon and a grey "Cancel" button with an X icon.

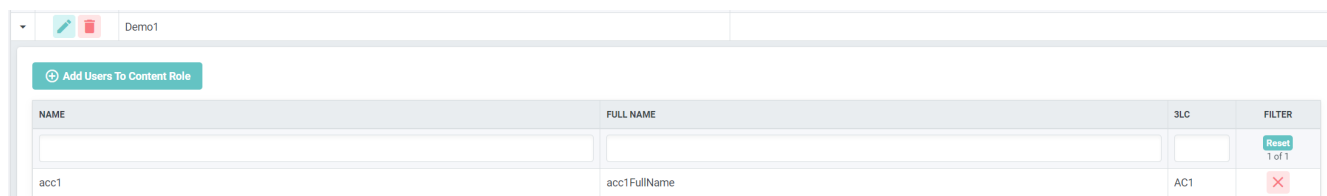
2.2.2 Edit or delete a content role

You can delete a content role by clicking the delete button .


Edit will be start with the edit button .

2.2.3 Changing the user assignment to the role

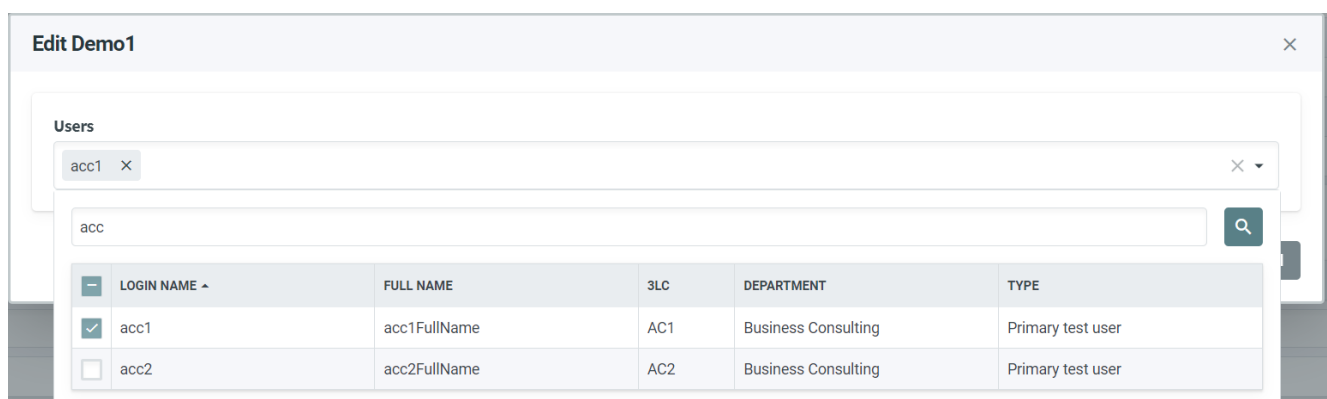
The role assignment dialog will be visible after clicking on the small arrow at the beginning of the row.



A dialog box titled "Demo1" with a close button (X) in the top right corner. It contains a table with columns: NAME, FULL NAME, 3LC, and FILTER. The table has one row with the following data: NAME: acc1, FULL NAME: acc1FullName, 3LC: AC1, FILTER: (empty). There is a "Reset 1 of 1" button in the bottom right corner of the table.

You can remove the member from the role by clicking .

After using the button “Add Users to content role” you will get an additional dialog to add users.



A dialog box titled "Edit Demo1" with a close button (X) in the top right corner. It contains a "Users" section with a search bar and a list of users. The search bar has "acc1" entered and a search icon. Below the search bar is a table with columns: LOGIN NAME, FULL NAME, 3LC, DEPARTMENT, and TYPE. The table has two rows: acc1 and acc2. The acc1 row is checked with a green checkmark, and the acc2 row is unchecked with a grey square. There is a "Reset 1 of 1" button in the bottom right corner of the table.

2.3 Notifications

The last entry in the general section is used to create and monitor notifications.

Important:

After the message was created it cannot be changed.

2.3.1 Creating a notification

The screenshot shows a 'Create Notification' dialog box. It is divided into three main sections: 'Notification', 'Assignments', and 'References'. The 'Notification' section contains a 'Title' text box and a 'Message' text box. The 'Assignments' section contains two dropdown menus: 'Content Roles' and 'Users'. The 'References' section contains four dropdown menus: 'Documents', 'e-Form Definitions', 'News', and 'Weblinks'. At the bottom right of the dialog are two buttons: 'Save' (with a checkmark icon) and 'Cancel' (with an 'X' icon).

A notification can include:

- Title
- Message
- Reference to Documents eForm, News or Weblink

and can be assigned to

- Users
- Content Roles

Chapter 3

Modules

3.1 Documents

3.1.1 General

One of the central points of Logipad is the management and role based provisioning of documents. Documents can be additionally equipped with further attributes to extend their organization. Available functions:

- Provision documents to content roles
- Mark documents with flags
 - Confirmable
 - Exportable
 - Indexable
- Priorities for documents can be assigned
- Control whether the documents should be opened in the app or in an external application
- Control unit to publish the documents time-controlled. “Valid from:” and “Valid until:” fields.
- Comment function for the internal description
- Control to turn on the inventory when opening the document

The system allows the publishing of different content types like:

- video
- txt
- epub
- zip
- pdf
- htmlzip

- html
- doc
- docx
- xls
- xlsx
- ppt
- pptx

3.1.2 Organize documents

Documents could be organized in a folder structure.

Folder can be combined with document templates to make the publishing easier.

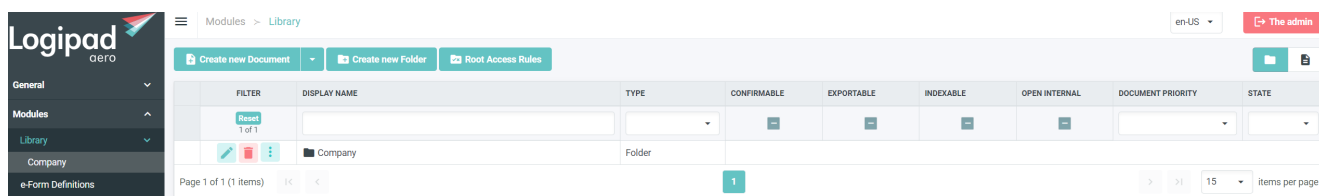


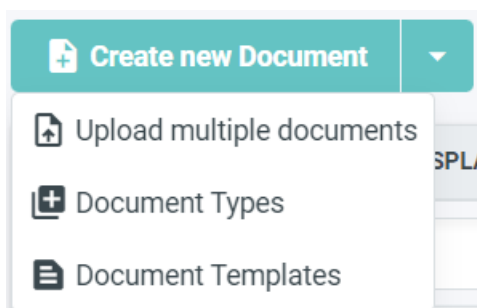


Fig. 3.1: The list can be filtered with the top row.
The library has two view.

- Folder view 
Will show the folder structure with subfolders and files.
- Document view 
Will show only file but also from all subfolders.

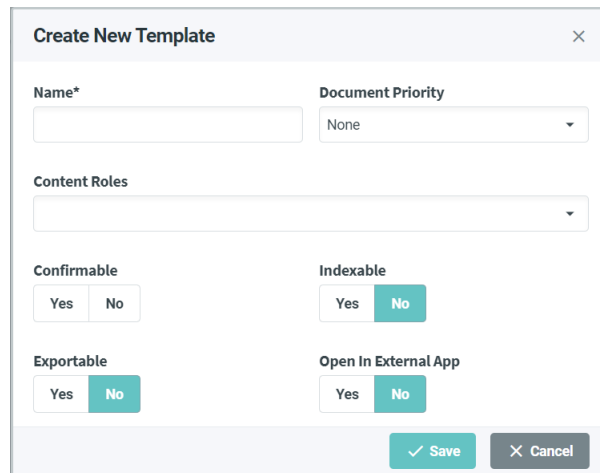
3.1.3 Document templates

The “Create new Document” button of the library has an additional menu.



If you select “Document Templates” you can create templates to make the publishing easier.

The document templates defines a set of settings that later will automatically be applied to new documents.



Create New Template

Name* Document Priority None

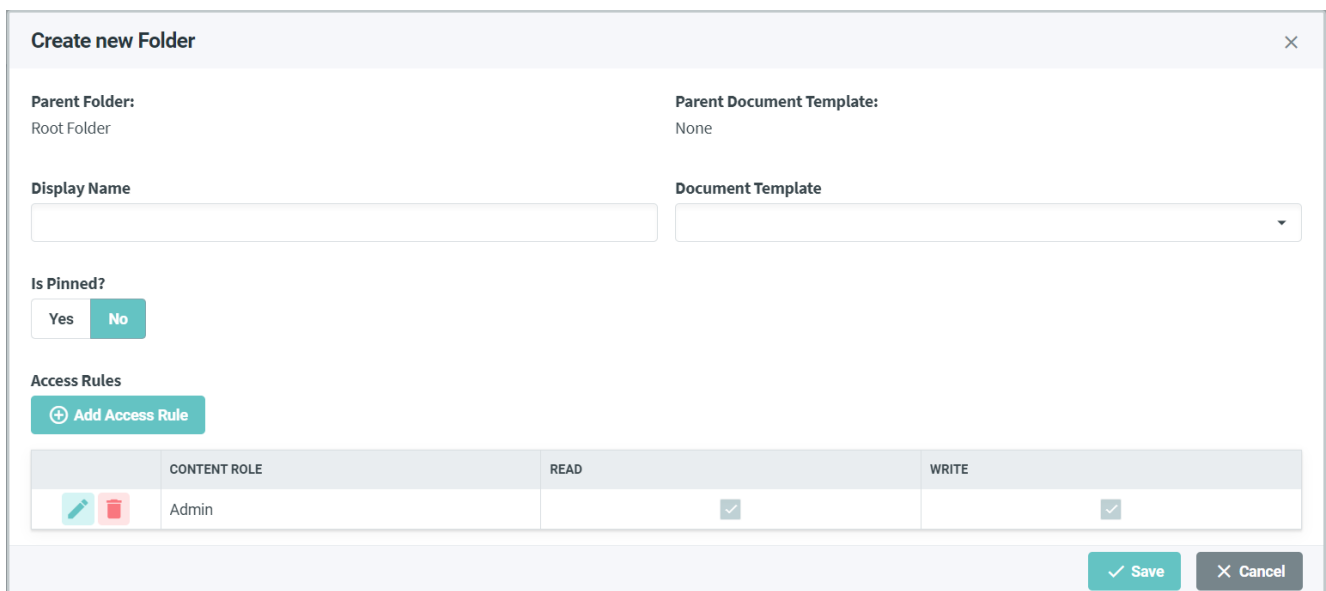
Content Roles

Confirmable Yes No Indexable Yes No

Exportable Yes No Open In External App Yes No

✓ Save ✕ Cancel

3.1.4 Create folders





Create new Folder

Parent Folder: Root Folder Parent Document Template: None

Display Name Document Template

Is Pinned? Yes No

Access Rules ⊕ Add Access Rule

	CONTENT ROLE	READ	WRITE
 	Admin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

✓ Save ✕ Cancel

The main attribute of the folder is the “Display Name” additional you can assign a document template.

If you don’t assign a template the folder will inhire the template of the parent folder.

Access Rules are used to limit administrative access.

3.1.5 Publish documents

There are different ways to upload and publish documents

Create new Document

Display Name

Folder
Select folder

Content Roles

Document Type

State
Test Prod

Document Priority
None

Confirmable
Yes No

Indexable
Yes No

Exportable
Yes No

Open in External App
Yes No

Drag and drop files here
or
Browse files

Revision

Is visible
Yes No

Valid From

Valid To

Comment

Save Cancel

3.1.5.1 Publish a single documents

A document has two sections of attributes:

- Document attributes
 - Display Name
 - Folder
 - Content Roles
 - Document Type
 - State
 - Document Priority
 - Confirmable
Only if 'Confirmable' is activated the 'read confirmation required' will be activated on the version.
 - Indexable
Included in fulltext index.
 - Exportable
User can print the document and export it to other apps.
 - Open in External App
- Version attributes
 - Revision
 - Is visible
 - Valid from
 - Valid To
 - Comment
 - Require read confirmation

3.1.5.2 Publish multiple documents

The screenshot shows a 'Create Multiple Documents' dialog box. It has a 'Folder' dropdown menu with 'Select folder' text. Below it is a 'Use folder template' checkbox which is checked. To the right is a 'Comment' text area. Below the checkbox is a 'State' section with 'Test' and 'Prod' buttons. In the center is a large dashed box with an upload icon and the text 'Drag and drop files here'. Below this box is a 'Browse files' button. At the bottom of the dialog are 'Create Documents' and 'Cancel' buttons.

You can select the document with a file dialog or use “Drag and drop”.

During the upload you can only assign some attributes.

- Folder
The default folder for the upload is where you started the dialog.
- Use folder template
Should an existing template be applied
- Comment
- State

3.2 e-Form definitions

3.2.1 General

3.2.2 Uploading e-Form definitions

3.2.3 Edit / update e-Form definitions

3.3 e-Forms

3.4 Environment groups

Chapter 4

Indices and tables

- `genindex`
- `modindex`
- `search`