

## NOTICES TO SKIPPERS

### USER MANUAL DoRIS NOTICES TO SKIPPERS SERVICE

Vienna, 4. March 2011

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## 1 INTRODUCTION

The official Austrian Notices to Skippers are provided by the Supreme Navigation Authority and via donau on behalf of the Austrian Ministry of Transport, Innovation and Technology according to the international standard for Notices to Skippers (NtS).

This user manual describes the functionality and utilization of the Austrian NtS Application.

### 1.1 Access to the application

Austrian Notices to Skippers can be retrieved in a Web browser at the URL: <http://nts.doris.bmvit.gv.at>

After entering the URL, the first screen of NtS application loads up.



The screenshot shows the DoRIS NtS welcome screen. At the top left is the DoRIS logo and the text "Nachrichten für die Binnenschifffahrt". On the right, there is a login section with fields for "Email" (email address) and "Password" (masked with dots), and buttons for "Login", "Registration e-mail service", and "Forgotten password". Below this is a language selection dropdown menu set to "English (en)".

The main content area is titled "Search for Fairway and Traffic related Messages". It features a search mask with the following fields:
 

- Waterway section: dropdown menu
- Area from: dropdown menu
- Area to: dropdown menu
- River km from: text input
- River km to: text input
- Valid from: date picker (13.12.2010)
- Valid till: date picker (13.1.2011)
- Date issue from: date picker
- Date issue till: date picker
- Number (of the notice): text input
- Year: text input (2010)

 There are "Search" and "Reset" buttons. Below the search mask is a table of records:

Identification	Waterway section	Date issue	Valid from	Valid till				
126 / 00 / 2010, Announcement; Änderung der Wasserstraßen-Verkehrsordnung	Danube, ...	07.12.2010	02.12.2010	16.12.2010	text	pdf	code	xml
124 / 00 / 2010, Partial obstruction; Revision der rechten Kammer der Schleuse Melk	Danube	16.11.2010	02.11.2010	31.03.2011	text	pdf	code	xml

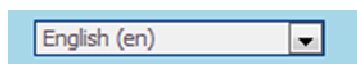
Number of records: 2

Figure 1: DoRIS NtS welcome screen

The first screen displays the search mask to search for fairway and traffic related messages (FTM).

### 1.2 Language selection

The application language can be easily changed by selecting the corresponding language from the language bar. If the user is logged in, to the NtS application will save the default language for the user.



The screenshot shows a language selection dropdown menu with "English (en)" selected.

Figure 2: Language bar

## 2 SEARCH FOR FAIRWAY AND TRAFFIC RELATED MESSAGES

The search mask provides fast search for fairway and traffic related messages (FTM). By default all messages which are currently valid or will get valid within one month are displayed. The list of displayed messages can be customized by entering or changing the search criteria:

- **Waterway section:** enter the waterway (Danube or Vienna Danube canal) where the FTM is published and valid
- **Area from/Area to:** select the area of FTM validity. For better orientation well known points can be selected, the application will automatically fill out river kilometres from/to
- **River km from/to:** enter the river kilometres included in the message
- **Valid from/till:** enter dates for the message validity period
- **Date issue from/till:** enter the message issue date
- **Number (of the notice) and year** input box: enter manually the FTM number for fast search of a specific message. In case the “Number (of the notice)” field is filled all other search criteria in the search mask are not considered any more.

To search, click the “*Search*” button. To reset the search form (to default values), click the “*Reset*” button to display the default set of messages.

### 2.1 Search result

The Application displays the fairway and traffic related messages (FTM) search results table. If search returns more than 15 messages, paging will be generated on the bottom of the search results table. Details of FTM message can be downloaded or viewed by clicking the button with the corresponding file format:

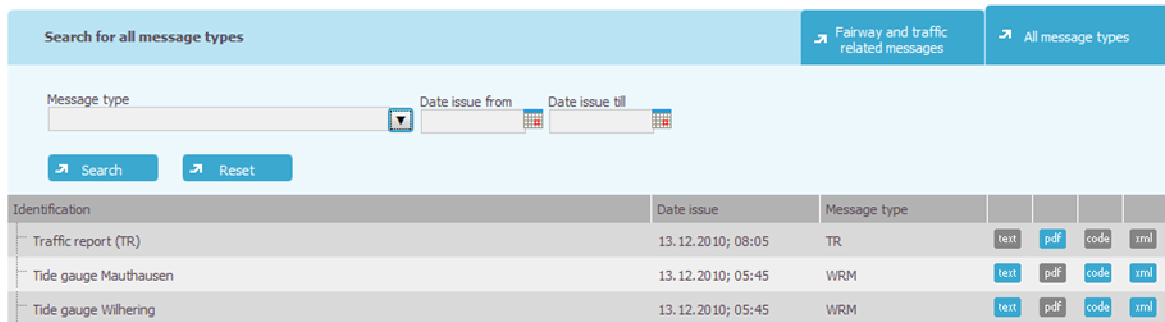
- **Text:** generates the FTM detail view in browser
- **PDF:** generates the PDF format for download (FTM in PDF format are available in German only)
- **Code:** generates FTM in code format in browser
- **XML:** generates XML code of FTM for download (machine readable)



Figure 3: FTM message formats

## 3 SEARCH - ALL MESSAGE TYPES

Search for all message types provides full search for all NtS message types. To search all message types firstly choose the tab “*All message types*” in the header of the search mask. By default the NtS application displays all published NtS messages sorted by their date of issue.



Identification	Date issue	Message type				
Traffic report (TR)	13.12.2010; 08:05	TR	text	pdf	code	xml
Tide gauge Mauthausen	13.12.2010; 05:45	WRM	text	pdf	code	xml
Tide gauge Wilhering	13.12.2010; 05:45	WRM	text	pdf	code	xml

Figure 4: Screen Search all message types

To search for an individual message, enter the search criteria:

- **Message type:** select the types of messages for searching (multiple message types can be selected). The message types are:
  - Fairway and traffic related message (FTM)
  - Water related message (WRM)
  - Fairway information overview (FWI)
  - Ice reports (ICEM)
  - Enhanced ice report (EICEM)
  - Summary ice report (WEICEM)
- **Date issue from/till:** enter the message issue date

To search, click the “Search” button. To reset the search form (default values), click the “Reset” button and the “Search” button again.

### 3.1 Search result

The NtS application displays results based on the search criteria. Details of the single message can be downloaded or displayed by clicking the appropriate button (text, pdf, code, xml, see Figure 3). If search returns more than 15 messages, paging will be generated on the bottom of the search results table.

### 3.2 Available message types and -formats

Message type	Message format
Fairway and traffic related message (FTM)	Text, , PDF, Code, XML
Water related message (WRM)	Text, Code, XML
Fairway information overview (FWI)	PDF
Ice reports (ICEM)	Text, Code, XML
Enhanced ice report (EICEM)	Text, PDF, Code, XML
Summary ice report (WEICEM)	Text, PDF, Code, XML

Available message languages depend on the message type and message format. All messages are available in German and English language. Standardized NtS messages in code format are available in 23 languages.

## 4 REGISTRATION, LOGIN, FORGOTTEN PASSWORD

Notices to Skippers service users interested in automatic receiving of NtS messages via e-mail must be registered and signed in for the e-mail subscription service.

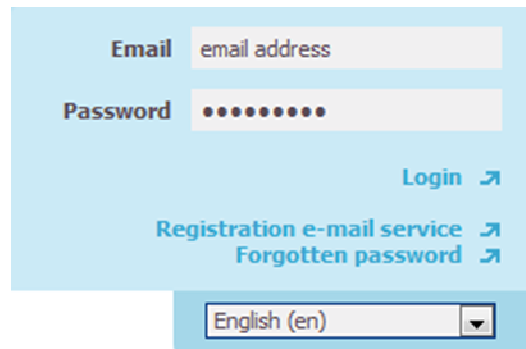
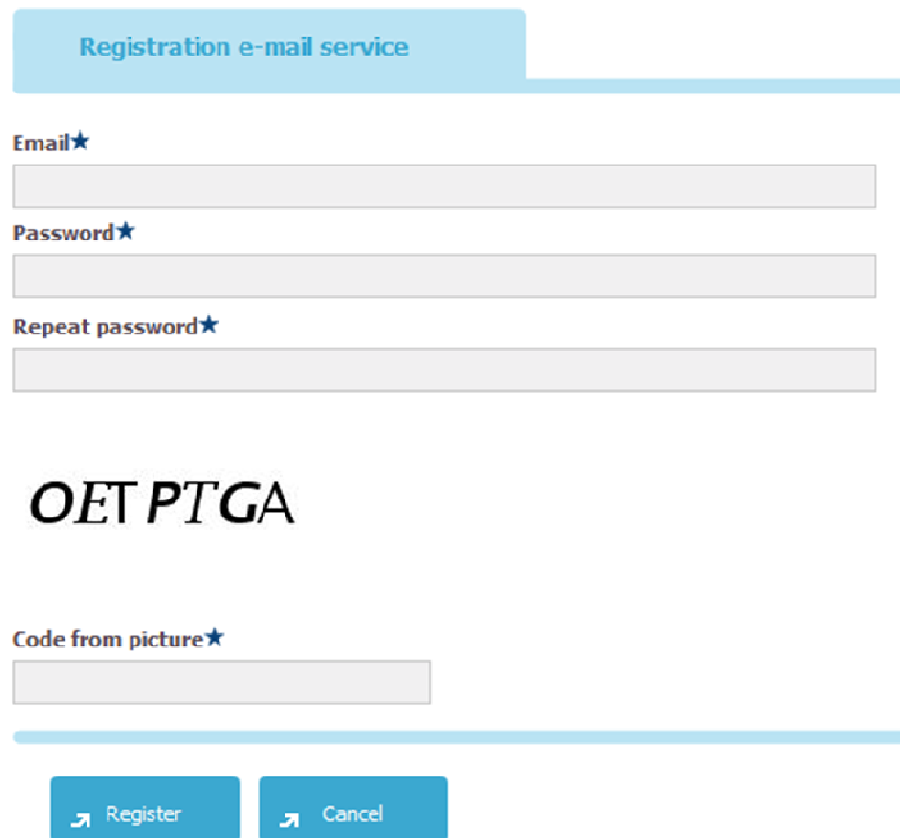
The image shows a light blue rectangular interface for user authentication. At the top, there is an 'Email' label followed by a text input field containing the placeholder text 'email address'. Below this is a 'Password' label followed by a text input field filled with ten black dots. To the right of the password field is a 'Login' button with a right-pointing arrow. Below the login button are two links: 'Registration e-mail service' and 'Forgotten password', both with right-pointing arrows. At the bottom of the interface is a language selection dropdown menu showing 'English (en)' with a downward arrow.

Figure 5: Login, Registration, forgotten password, language select

### 4.1 Registration

To register an account, click on the “*Registration e-mail service*” link. The NtS application will generate the registration form.

Registration for the Notices to Skippers e-mail service is free of charge. Fill the mandatory text fields (e-mail, password and code from the picture) and click “*Register*” button to receive an e-mail with a link to activate your user account. After successful activation you can subscribe for different notices in the desired format.



The form is titled "Registration e-mail service" and contains three input fields: "Email★", "Password★", and "Repeat password★". Below these fields is a large, stylized watermark "OETPTGA". At the bottom, there is a "Code from picture★" field and two buttons: "Register" and "Cancel".

Figure 6: Registration e-mail service

## 4.2 Login

To manage your user account and e-mail subscription you must login with your e-mail address and password provided during the registration process.

Enter the credentials to the text fields Email and Password and click “Login” link (see Figure 5: Login, Registration, forgotten password, language select). After successful login the User name (e-mail) will be shown in the header with the link “Manage account”.

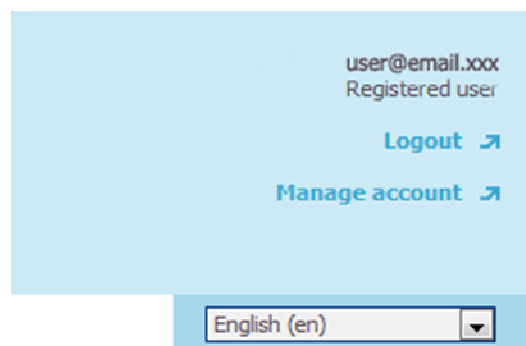


Figure 7: Successful login

The application automatically logs out the user after 60 minutes of inactivity.

### 4.3 Forgotten password

If you have forgotten your password, click the “*Forgotten password*” link.

A form will open where you can provide your e-mail address used in the registration process and enter the code from the picture. Temporary password will be sent to your provided e-mail address after clicking “*Send*” button. This password is temporary and will expire in 60 minutes.

Log in with the Username (e-mail) and the temporary password and change the password in the “*Manage account*” form (see the Chapter 5.1 Managing user data).

The screenshot shows a web form titled "Forgotten password". It features a light blue header bar with the title. Below the header, there is a text input field labeled "Email" with a star icon. Underneath the email field is a CAPTCHA image displaying the text "PLUKMMN". Below the CAPTCHA is another text input field labeled "Code from picture" with a star icon. At the bottom of the form, there are two blue buttons: "Send" and "Cancel", each with a right-pointing arrow icon.

Figure 8: Forgotten password

## 5 MANAGE USER ACCOUNT

To manage your user account click the link “*Manage account*” in the header (see the Figure 7: Successful login) after successful login. Managing account includes:

- Updating your user data with login credentials
- Subscribing and managing the e-mail service
- Deleting your user account

### 5.1 Manage user data

Clicking “*Manage account*” link will open the user data screen. You can enter: e-mail, new password, name, address, company, and telephone / fax information. To save the changes click “*Save*” button.



The screenshot shows the 'E-mail service' tab selected. The form is organized into three columns:

- Column 1:** Email (text input), First name (text input), Address (text input), Country (dropdown menu), Telephone (text input).
- Column 2:** New password (password input), Last name (text input), City (text input), Company (text input), Fax (text input).
- Column 3:** Repeat new password (password input), Zip Code (text input), Default language (dropdown menu, currently set to English), Signature (text input).

At the bottom, there are three buttons: Save, Cancel, and Delete account.

Figure 9: manage user data

## 5.2 Manage e-mail subscriptions

To manage the e-mail service (subscription), choose the “*e-mail service*” tab in the manage account screen. The e-mail service screen provides an interface for managing (create, update, delete) subscriptions. Every user can have unlimited active subscriptions.

The screenshot shows the 'E-mail service' tab with a table of subscriptions. The table has three columns: Message type, Message format, and Message language. There is one record in the table.

Message type	Message format	Message language
<input type="checkbox"/> Traffic report (TR)	PDF	[EN] English

At the bottom of the table, it says "Number of records: 1".

At the top right of the table area, there are buttons for Create and Delete. At the bottom of the form, there are buttons for Save, Cancel, and Delete account.

Figure 10: create e-mail subscription

To create a new e-mail subscription, click the “*Create*” button in the upper right corner of the screen. The NtS application will generate a new empty record in the subscriptions table (see next Figure 11).

Figure 11: new empty subscription record

Select the message type, message format and the message language for the new e-mail subscription. To save the created subscription, click “Save” button under the table with user subscriptions. If you do not want to save the subscription, simply click the “Cancel” button.

### 5.2.1 Update e-mail subscriptions

To update an active e-mail subscription, navigate to the e-mail service screen in the application.

	Message type	Message format	Message language
<input type="checkbox"/>	Fairway and traffic related message (FT)	XML	
<input type="checkbox"/>	Water related message (WRM)	Code Format	[EN] English
<input type="checkbox"/>	Traffic report (TR)	PDF	[DE] German
<input type="checkbox"/>	Summary ice report (WEICEM)	Full text message	[FR] French

Number of records: 4

Buttons: Save, Cancel, Delete account

Figure 12: Update e-mail subscription

Simply click on the select boxes in the subscription records and change the values. After updating of the records click the “Save” button.

### 5.2.2 Delete e-mail subscriptions

To delete an active e-mail subscription, navigate to the e-mail service screen and click on the checkboxes in front of subscription records. After selecting the subscription to delete, click the “Delete” button in the upper right corner of the subscription table. The application will generate confirmation pop-up window for deleting the active subscription. After successful deletion, click the “Save” button to store your subscriptions in the application database.

## 5.3 Delete an account

To delete your own user account, click the “Delete account” button in the manage account screen. After deleting your account, you will not receive further Notices to Skippers messages via e-mail and will not be registered within the Notice to Skippers service any more.

## GLOSSARY

NtS	Notice to Skippers (European Standard for announcements of relevance for inland navigation)
FTM	Fairway and traffic related message according to the European NtS Standard about limitations, blockages and other events of significance for inland navigation
WRM	Water Related Message (water level information) according NtS standard
ICEM	ICE Message according NtS Standard for a specific waterway section
EICEM	Information about the ice condition in specific lock chambers and in the surrounding of a lock as well as the ice condition in ports and tributaries. (Enhanced ICE Message)
WEICEM	Ice information overview for the Austrian Danube (Whole Enhanced ICE Message)
FWI	Executive Summary of FairWay Information available for the Austrian Danube
Text	Display of a notice content in full text
PDF	Display of a notice content in full text in a PDF file (Portable Document Format)
Code	Display of a notice content in a structured list (Code Format)
XML	Extensible Mark-up Language (machine-readable file format)

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