

EUROCONTROL

pTracker User's Guide

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Privileges and Views

This chapter briefly presents privileges and views used in the pTracker.

Privileges

pTracker user base is taken from AIS AGORA (www.eurocontrol.int/aisagora). The pTracker consists of four different types of users:

- *Guest:* All registered AIS AGORA users are by default guest users and they are allowed to see publication announcements;
- *Publisher:* Users who are allowed to announce their publications;
- *Recipient:* Users who are allowed to log reception dates for announced publications from other users.
- *Publisher/Recipient:* Users who can both announce their publications and log reception dates for announced publications from other users.

When you enter into the system, if you do not have **Add** link in the **All Publications View** or **My Publications** link in the menu, it means that you don't have sufficient privileges for announcing a publication.

When you enter into the system, if you do not have reception links (last column with reception date links or **check** buttons) in the **All Publications View** or **My Received Publications** link in the menu, it means that you don't have sufficient privileges for entering reception details.

MENU

- All Publications
- My Publications
- My Received Publications
- Logout

List: All Publications

Show all Search **Add**

Only publishers can add publications and see reception details associated to his publications

Only receivers can enter reception details

Publishing State	Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)
Slovakia	AIRAC AMDT				
Greece	AIRAC AMDT				04/04/2005
Belgium	CD				28/01/2006
Romania	AIRAC AMDT				04/04/2005
Spain	AIRAC AMDT				04/04/2005
Poland	AIRAC AMDT				15/04/2005
Norway	AIRAC AMDT				<input checked="" type="checkbox"/>
Czech Republic	AIRAC AMDT				10/03/2005
Ukraine	AIRAC AMDT				11/04/2005
Serbia and Montenegro	AIRAC AMDT				06/04/2005
Austria	AIRAC AMDT				06/04/2005
Czech Republic	AIRAC AMDT				06/04/2005
Latvia	AIRAC AMDT				06/04/2005
Denmark	AIRAC AMDT				<input checked="" type="checkbox"/>
Sveden	AIRAC AMDT				22/03/2005

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Figure 1 Changes according to Privileges

View: All Publications

This view is visible to both publishers and recipients. It presents all publications ordered by effective date. Publishers can announce their publications or recipients can enter their reception details via this view.

MENU
All Publications
My Publications
My Received Publications
Logout

List: All Publications

[Show all](#) [Search](#)

[Add](#)

Publishing State	Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)
Slovakia	AIRAC AMDT				
Greece	AIRAC AMDT				04/04/2005
Belgium	CD				28/01/2006
Romania	AIRAC AMDT				04/04/2005
Spain	AIRAC AMDT				04/04/2005
Poland	AIRAC AMDT				15/04/2005
Norway	AIRAC AMDT				
Czech Republic	AIRAC AMDT				10/03/2005
Ukraine	AIRAC AMDT				11/04/2005
Serbia and Montenegro	AIRAC AMDT				06/04/2005
Austria	AIRAC AMDT				06/04/2005
Czech Republic	AIRAC AMDT				06/04/2005
Latvia	AIRAC AMDT				06/04/2005
Denmark	AIRAC AMDT				
Sweden	AIRAC AMDT				22/03/2005

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Figure 2 View – All Publications

A publisher uses **Add** link to announce a publication. A recipient can enter his reception details by using the last column. There are three distinct cases:

- *No link:* it means that the associated publication was announced by you. Therefore, you can not enter reception details
- *Reception date:* you have already entered reception detail for the associated publication. You can use the link with reception date to view your entry.
- *Check button:* you didn't yet receive this document. You can enter your reception details by clicking on this button.

Publishing State	Publication Type	Comments (*)	
Greece	AIRAC AMDT		22/10/2004
Ukraine	AIRAC AMDT		22/10/2004
Slovakia	AIRAC AMDT		
Netherlands	AIRAC AMDT		28/10/2004
United Kingdom	CD	<input checked="" type="checkbox"/>	
Georgia	AIRAC AMDT		20/10/2004
Belgium	CD	...	<input checked="" type="checkbox"/>
Switzerland	AIRAC AMDT		20/10/2004
Moldova	AIRAC AMDT		28/10/2004
Germany	AIRAC AMDT		20/10/2004
Germany	AIRAC AMDT		04/10/2004
Turkey	AIP AMDT	<input checked="" type="checkbox"/>	
Croatia	AIRAC AMDT		24/09/2004
Russia	AIRAC AMDT	<input checked="" type="checkbox"/>	
Poland	AIRAC AMDT		24/09/2004

Empty column means that the publication was announced by you. Therefore, you can not receive it.

If you already entered reception details. You will see the reception date. You can use this link to view the reception details.

If you already entered reception details. You will see the reception date. You can use this link to view the reception details.

Figure 3 Possible Cases for Recipients

The **Search** link provides search utility for publications. The search screen allows you to filter publications with respect to the following attributes:

- Publishing State,
- Publication type,
- Publication number,
- Effective date interval,
- Dispatch date interval.

MENU

[All Publications](#)

[My Publications](#)

[My Received Publications](#)

[Logout](#)

Search List: All Publications

[Back to List](#)

Publishing State	=	<input type="text" value="Turkey"/>	
Publication Type	=	<input type="text" value="AIP AMDT"/>	
Publication No	LIKE	<input type="text"/>	
Effective Date	>=	<input type="text" value="29/01/2006"/>	<input type="button" value=""/>
	<=	<input type="text" value="01/03/2006"/>	<input type="button" value=""/>
Dispatch Date	>=	<input type="text"/>	<input type="button" value=""/>
	<=	<input type="text"/>	<input type="button" value=""/>

Figure 4 Search Page for All Publications

View: My Publications

This view is only accessible by publishers. It presents a read-only list of all of your announced publications ordered by effective date. The **Export to Excel** link produces an Excel report containing all of your publications and associated reception details.

MENU

[All Publications](#)

[My Publications](#)

[My Received Publications](#)

[Logout](#)

List: My Publications

[Show all](#) [Search](#)

[Export to Excel](#)

Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)	
AIRAC AMDT	83	12/05/2005	29/03/2005		Recipients
AIRAC AMDT	82	14/04/2005	22/02/2005		Recipients
AIRAC AMDT	81	17/02/2005	23/12/2004		Recipients
AIRAC AMDT	80	25/11/2004	04/10/2004		Recipients
AIRAC AMDT	79	10/06/2004	26/04/2004		Recipients
AIRAC AMDT	78	13/05/2004	29/03/2004		Recipients
AIRAC AMDT	77	15/04/2004	01/03/2004		Recipients
AIRAC AMDT	76	18/03/2004	30/01/2004		Recipients
AIRAC AMDT	75	19/02/2004	29/12/2003		Recipients
AIRAC AMDT	74	22/01/2004	05/12/2003		Recipients
AIRAC AMDT	73	25/12/2003	05/11/2003		Recipients
AIRAC AMDT	72	27/11/2003	13/10/2003		Recipients
AIRAC AMDT	71	30/10/2003	05/09/2003		Recipients
AIRAC AMDT	70	02/10/2003	13/08/2003		Recipients
AIRAC AMDT	69	07/08/2003	16/06/2003		Recipients

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Figure 5 View – My Publications

The **Search** link provides search utility for your publications. The search screen allows you to filter your publications with respect to the following attributes:

- Publication type,
- Effective date interval,
- Publication number,
- Dispatch date interval.

MENU

[All Publications](#)

[My Publications](#)

[My Received Publications](#)

[Logout](#)

Search List: My Publications

[Back to List](#)

Publication Type	=	Please Select	Please Select
Publication No	LIKE		
Effective Date	>=	CD	
	<=	AIRAC AMDT	
		AIP AMDT	
		AIRAC SUP	
		AIP	
Dispatch Date	>=		
	<=		

Figure 6 Search Page for My Publications

Please note that the current search filter is kept until you do another search or click on **Show All** link.

You can inspect recipients of your publications by clicking on **Recipients** link:

Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)	
AIRAC AMDT					Recipients

Figure 7 Recipients Link

This action will show all recipients for the selected publication:

MENU

[All Publications](#)

[My Publications](#)

[My Received Publications](#)

[Logout](#)

Selected Publication From: My Publications
[Back to List](#)

Publication Type	Publication No	Effective Date	Dispatch Date	Comments
AIRAC AMDT				

List: Recipients of the Selected Publication

Recipient of Publication	Reception Date	Means
Italy		POST
Spain		POST
Lithuania		POST
NGA-Germany		POST
Norway		POST
Serbia and Montenegro		POST
Eurocontrol		POST
Croatia		POST
Air Canada		POST
EAG UK		POST

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Figure 8 Reception Details for Selected Publication

View: My Received Publications

This view is only accessible by recipients. It presents a read-only list of all your receptions details ordered by reception date. The **Export to Excel** link produces an Excel report containing all of publications for which you have entered a reception detail.

MENU
All Publications
My Publications
My Received Publications
Logout

List: My Received Publications

[Show all](#) [Search](#)

[Export to Excel](#)

Publishing State	Publication Type	Publication Number (*)	Effective Date	Dispatch Date	Comments (*)	Reception Date	Means
Italy	AIRAC AMDT					04/04/2005	POST
Spain	AIRAC AMDT					04/04/2005	POST
United Kingdom	AIRAC AMDT					04/04/2005	POST
Sweden	AIRAC AMDT					22/03/2005	POST
Austria	AIRAC AMDT					06/04/2005	POST
Czech Republic	AIRAC AMDT					06/04/2005	POST
Greece	AIRAC AMDT					04/04/2005	POST
Norway	AIRAC AMDT					07/03/2005	POST
Latvia	AIRAC AMDT					06/04/2005	POST
Belgium	CD					28/01/2006	AGORA
Hungary	AIRAC AMDT					19/04/2005	POST
Poland	AIRAC AMDT					15/04/2005	POST
Germany	AIRAC AMDT					04/04/2005	POST
Romania	AIRAC AMDT					04/04/2005	POST
Netherlands	AIRAC AMDT					19/04/2005	POST

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Figure 9 View – My Received Publications

The **Search** link provides search utility for your reception details and associated publications. The search screen allows you to filter your reception details with respect to the following attributes:

- Publishing State,
- Publication type,
- Publication number,
- Effective date interval,
- Dispatch date interval,
- Comments,
- Reception date interval and
- Means of receptions.

MENU	
All Publications	
My Publications	
My Received Publications	
Logout	

Search List: My Received Publications

[Back to List](#)

Publishing State	=	Turkey
Publication Type	=	AIP AMDT
Publication Number	LIKE	<input type="text"/>
Effective Date	>=	<input type="text"/>
	<=	<input type="text"/>
Dispatch Date	>=	<input type="text"/>
	<=	<input type="text"/>
Comments	LIKE	<input type="text"/>
Reception Date	>=	<input type="text"/>
	<=	<input type="text"/>
Means	=	POST

Figure 10 Search Page for My Received Publications

Please note that the current search filter is kept until you do another search or click on **Show All** link.

How tos

This chapter contains how to use PTracker.

How to Login

Please provide user name and password that you are using to enter into the AIS Agora in the login screen at <https://www.eurocontrol.int/aisagora>

EUROCONTROL

you are currently **not** logged in.

Friday, Sep 15, 2006

Login

Existing users

Enter your username and password to sign in:

username :

password :

forum :

Select “pTracker” in the left pane menu to open the application

Voicing problems, sharing solutions

EUROCONTROL

AIS AGORA
Aeronautical Information Forum

contact us | FAQ | your privacy | policy | disclaimer | you are logged in as ALEXANDRE PETROVSKY [EUROCONTROL]

Friday, Sep 15, 2006
Members connected: 3

Home
 Post a Message
 Search
 Guestbook
 Tell a friend

View postings by:
 Posting Date
 Countries
 Cycles
 Document Types
 Information Types

Customise
 Edit Account
 Edit Profile
 Update picture

pTracker

Agora live (experimental) pop up
 Facilitate
 Logoff

AIS AGORA

The Aeronautical Information Forum

AIS AGORA
A EUROCONTROL innovation aimed at improving communication among Aeronautical Information Stakeholders with the ultimate goal of improving the quality of aeronautical information.

Daily, through AIS AGORA, its more than 2000 professional members benefit from receiving copies of advanced and late-issued publications, are informed of aeronautical information inquiries and solutions, investigate and receive advice on flight planning, and share experience and the latest news of Aeronautical Information around the world.

AIS AGORA acts as a true AIS Portal as it contains information and links to all AIS websites, European AIS points of contact and other relevant information.

AIS AGORA Bulletin

Stay tuned into AIS AGORA with our monthly bulletin. For the latest news and announcements, summary of happenings, contact updates, and user tips, check out the latest issue of AIS AGORA bulletin.

Recommended Links

- ▶ @is online
- ▶ European AIS Database (EAD)
- ▶ National AIRAC publication review
- ▶ SkyView2
- ▶ ICARD

Thematic Maps

- ▶ Status of Quality System implementation in AIS
- ▶ Status of the European AIS on-line products
- ▶ Status of migrated EAD Data Providers
- ▶ ECAC Countries with WGS84 statement in AP

How to Announce a Publication

ANNOUNCE A PUBLICATION

1. Select **All Publications** from the menu.
2. Click on **Add** link.
3. Enter details related to your publication.
 - a. Select your publication type.
 - b. Type publication number.
 - c. Enter effective date.
 - A. If the publication is based on AIRAC, you can select effective date from the associated list.
 - B. Otherwise, you can directly type effective date or use the pop-up calendar.
 - d. Type dispatch date in "dd/mm/yyyy" format or use the pop-up calendar.
 - e. If applicable, provide your comments about your publication.
4. Click on **Add** button to confirm your changes or **Back to List** to cancel.

The screenshot displays the 'P3 WEB - Publisher/Receiver' interface. On the left, a 'MENU' box contains links for 'All Publications', 'My Publications', 'My Received Publications', and 'Logout'. The 'All Publications' link is highlighted with a green circle '1'. In the main content area, there is a 'List: All Publications' section with an 'Add' link highlighted by a green circle '2'. Below this is a 'Publishing State' dropdown menu set to 'Slovakia'. The main form, titled 'Add to List: All Publications', includes fields for 'Publishing State' (set to 'Your State'), 'Publication Type' (set to 'AIP AMDT'), 'Publication No' (set to '1'), 'Effective Date', 'Dispatch Date', and 'Comments'. A green circle '3' is placed over the 'Effective Date' field, and a red arrow points from a text box labeled 'Button for pop-up calendar' to the calendar icon next to it. A pop-up calendar is displayed, showing the month of January 2006. The date '29' is selected and highlighted in red. A green circle '4' is placed over the 'Add' button at the bottom of the form. The calendar footer indicates 'Today is Sun, 29 Jan 2006'.

Figure 11 Announce a Publication (non-AIRAC)

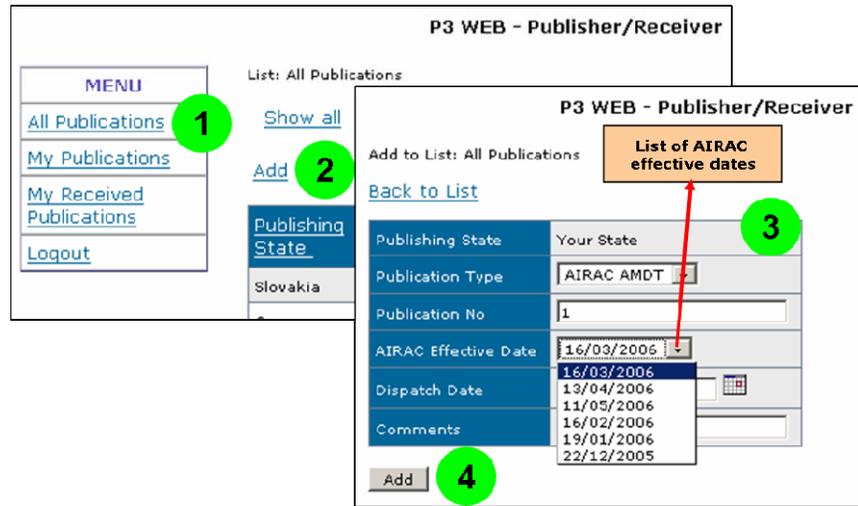


Figure 12 Announce a Publication (AIRAC)



Please note that once you have entered your publication, you are not allowed to change or delete it. Main reason for this limitation is to avoid that you modify or delete a publication with reception details. Therefore, proceed carefully. If you make mistake, please contact P3 Project Manager.

How to Enter Reception Details

ENTER RECEPTION DETAILS

1. Select **All Publications** from the menu.

2. Click on **Check** button associated to the publication for which you want to enter reception details.

3. Verify whether you have selected the correct publication.

4. Click on **Add My Reception** button.

5. Enter reception details.
 - a. Type reception date in "dd/mm/yyyy" format or use the pop-up calendar.

 - b. Select means of reception.

6. Click on **Add** button to confirm your changes or **Back to List** to cancel.

P3 WEB - Publisher/Receiver

MENU

[All Publications](#)

[My Publications](#)

[My Received Publications](#)

[Logout](#)

List: All Publications

[Show all](#) [Search](#)

[Add](#)

Publishing State	Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)
Slovakia	AIRAC AMDT	83	12/05/2005	29/03/2005	

Selected Publication From: All Publications

[Back to List](#)

Publishing State	Publication Type	Publication No	Effective Date	Dispatch Date	Comments
Slovakia	AIRAC AMDT	83	12/05/2005	29/03/2005	

List: Received Publications

Recipient of Publication	Reception Date	Means

[Add My Reception](#)

P3 WEB - Publisher/Receiver

Add to List: Received Publications

[Back to List](#)

Recipient of Publication	Your State
Reception Date	<input type="text" value="29/01/2006"/>
Means	<div style="border: 1px solid gray; padding: 2px;"> Please Select AFL AGORA DHL EMAIL FEDEX OTHER POST WEB WEB-PAGE </div>

Figure 13 Entering a Reception Detail



Please note that once you have entered your reception details, you are not allowed to change or delete it. Therefore, data entry is made in two steps. The first step allows you to verify the selected publication. If you make mistake while entering you reception details, please contact P3 Project Manager.

How to Search

SEARCH

1. Select **any view** from the menu.
2. Click on **Search** link.
3. Specify your search condition in the new window.
4. Click on **Search** button.

The screenshot shows a web application interface for searching publications. It includes a menu on the left, a main table of publications, and a search filter window. Numbered callouts indicate the steps: 1 points to the menu, 2 to the 'Search' link, 3 to the search filter window, and 4 to the 'Search' button.

Publishing State	Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)
Slovakia	A				
Greece	A				

Search List: All Publications

Back to List

Publishing State = Turkey

Publication Type = AIP AMDT

Publication No LIKE

Effective Date >= 29/01/2006

<= 01/03/2006

Dispatch Date >=

Search

Figure 14 Searching



Please note that the current search filter is kept until you do another search or click on **Show All** link.

How to Sort

SORT

1. Select **any view** from the menu.
2. Click on the **Column Name** link in the list.
 - a. If necessary, click again on the **Column Name** link in the list to change sort order.

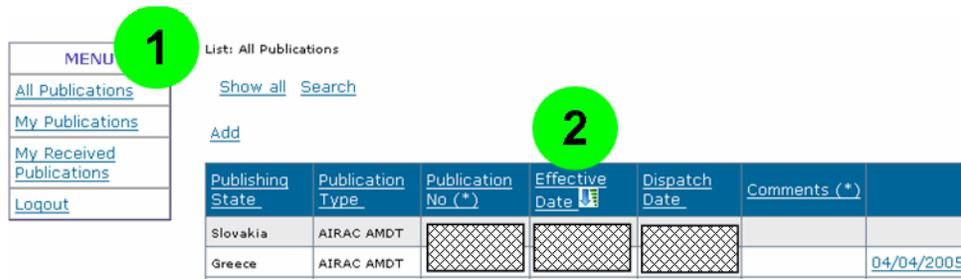


Figure 15 shows a screenshot of a web application interface. On the left, there is a menu with the following items: MENU, All Publications, My Publications, My Received Publications, and Logout. A red circle with the number '1' is placed over the 'All Publications' link. To the right of the menu, there is a section titled 'List: All Publications' with links for 'Show all' and 'Search', and an 'Add' link. Below this is a table with the following columns: Publishing State, Publication Type, Publication No (*), Effective Date, Dispatch Date, and Comments (*). A red circle with the number '2' is placed over the 'Effective Date' column header. The table contains two rows of data: Slovakia (AIRAC AMDT) and Greece (AIRAC AMDT). The 'Effective Date' column for the Greece row is highlighted with a grid pattern, and the 'Dispatch Date' column for the Greece row is also highlighted with a grid pattern. The 'Comments (*)' column for the Greece row contains the date '04/04/2005'.

Publishing State	Publication Type	Publication No (*)	Effective Date	Dispatch Date	Comments (*)
Slovakia	AIRAC AMDT				
Greece	AIRAC AMDT				04/04/2005

Figure 15 Sorting



Please note that the current sorting preference is kept until you do another sort.

How to Export to Excel

EXPORT TO EXCEL

1. Select **My Publications** or **My Received Publications** from the menu.
2. Click on **Export to Excel** link.

Frequently Asked Questions

This chapter contains Frequently Asked Questions (FAQs) related to the use of PTracker. Please refer to this chapter before raising any questions.

I never received a publication; how should I enter my reception details?

You can only enter reception details with a reception date. For such cases, you have to inform the pTracker facilitator at ais.agora@eurocontrol.int.

I received same publication twice; what should I do?

pTracker allows only one reception detail for the same publication and recipient. Therefore, you will not be able to enter such cases.

Which date format should I use?

All dates should be expressed in “*dd/mm/yyyy*” format.

I am not able announce to a publication; what should I do?

Please contact the pTracker facilitator at ais.agora@eurocontrol.int to have sufficient rights for announcing publications.

I am not able to enter reception details; what should I do?

Please contact the pTracker facilitator at ais.agora@eurocontrol.int to have sufficient rights for announcing publications.

What to do when the state and the product is not on the list despite we have received AIRAC AMDT or SUP?

Please contact the pTracker facilitator at ais.agora@eurocontrol.int to add any additional state and product.

Can we have several recipients for one State? (e.g. NOF, ARO, AIP...)

It is possible to have more than one recipient for one State.
