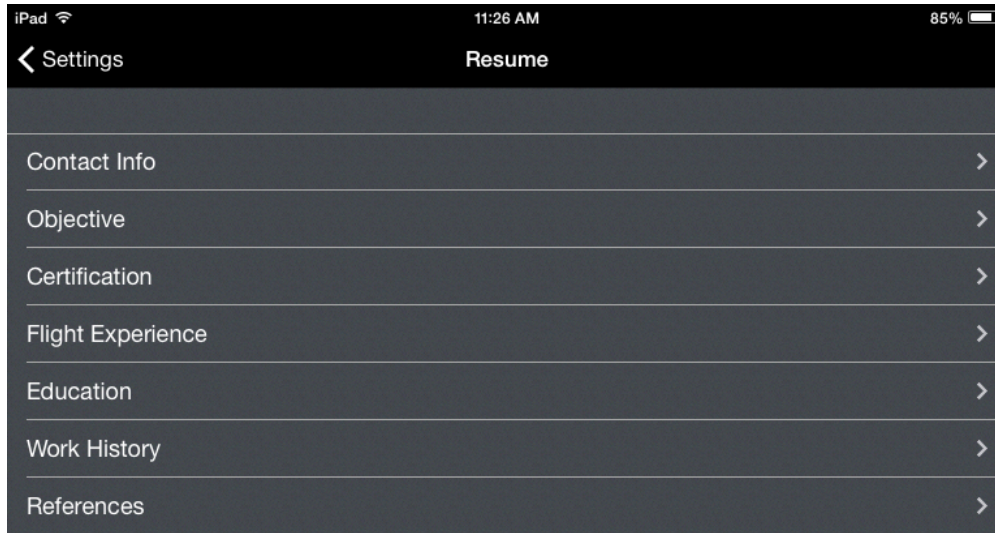


# Resume Settings

<https://www.youtube.com/watch?v=TOMX0IXHBXo&list=PLt5jhPpkokeL7jZrgoINs1synCP7F3iAy&index=16>

## Overview

Multiple settings are available for you to customize your resume as you would like it to appear. APDL can generate a portion of the resume data for you while others require your manual input.



## Contact Info

Edit your contact information to be used on your Resume.

A screenshot of an iPad screen showing the 'Contact Info' form. The status bar at the top shows 'iPad', signal strength, '11:26 AM', and '85%' battery. The navigation bar has a 'Cancel' button on the left, the title 'Contact Info' in the center, and a 'Save' button on the right. The form contains several input fields with pre-filled text: 'Name' (Jane Doe (Demo Pilot)), 'Address' (123 United Lane), 'City' (Houston), 'State' (TX), 'Zip' (77001), 'Country' (USA), 'Phone' ((999) 555-1212), and 'Email' (JaneDoe@apdl.net). At the bottom, there is a small text note: 'Provide your contact information for use on resumes.'

## Objective

The objective page contains several free form entry fields for you to configure the objective statement and summary statements that will appear on your resume.

iPad 11:26 AM 85%

Cancel Objective Save

Flight Officer; A long-term flight operations position with an industry leading aviation company.

What is the job profile you are applying for

Flight Officer; A long-term flight operations position with a industry leading aviation company.

Simple objective statement

12 years experience in airline operations, line check airman, and ground school instructor - Proven professional track record in cockpit resource management - Seeking a flight officer position with and international airline.

A summary statement is a great way to start your resume. A good summary highlights your qualifications, accomplishments and skills. The statement should clarify exactly what type of position you want, why you are qualified and what you can contribute to the role. Ideally, the summary statement should be four to six lines in length.

## Certification

APDL can automatically enter your flight certifications into your resume. Select the appropriate options to have them entered on your resume. You can add additional endorsements not listed in the free form addendum section at the bottom.

Cancel

Certification

Save

LICENSE

Airline Transport Pilot

Airline Transport Pilot - Restricted

Commercial Pilot ✓

Select one

CERTIFICATES

Flight Instructor ✓

Ground Instructor ✓

Select all that apply

RATINGS

Instrument ✓

Instrument Instructor ✓

Multi-engine ✓

Multi-engine Instructor ✓

Select all that apply

ADDENDUM

Any Additional Endorsements

Enter any additional certifications

## Flight Experience

APDL can use your flight time entered in the app to generate totals for your resume if enabled here. A preview of what these totals will look like is displayed below. A free form addendum section is available for additional details.

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Cancel

Flight Experience

Save

Use Logbook Data

Automatically update resume flight experience

SUMMARY

Total: 913

TEST1T: 455

TEST2T: 458

Aircraft, Position, and Condition flight time summary

ADDENDUM

Are you a LCA, Sim Instructor, or Fleet Captain? Add those details here.

Additional information to be added after experience summary

## Education

A free form entry area is provided for you to enter your education information.

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Cancel

Education

Save

SUMMARY

Enter your highest level of education, school, and contact info.

Reverse Chronological Order

## Work History

APDL can use your work history entered in the app to generate employment history for your resume if enabled here. If you would like to enter your own work history instead, disable "Use Logbook Data" in order to type in the "Summary" block. An addendum is available for non-flying related work experience as well if desired.

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Cancel Work History Save

Use Logbook Data ☒

Generate work history from your logbook.

SUMMARY

Airline, Date Range, Position, and Equipment

ADDENDUM

Enter your non-flying related work experience.

Additional information to be added after summary

## References

Professional and/or personal references can be entered in the free form entry area.

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Cancel References Save

Enter a Professional Reference including contact information

At least two professional references recommended.