

# Schedule Importer

<https://www.youtube.com/watch?v=FGIMCzfGiYc&list=PLt5jhPpkokeL7jZrgoINs1synCP7F3iAy&index=24>

## Overview

APDL offers 4 different methods to import your schedule. All these methods are described here and listed below from most automated to least automated.

[Check Schedule](#)

[APDL Toolkit](#)

[Paste and Process](#)

[Schedule Importer Portal](#) (APDL.net)

Prior to using the Schedule Importer, configure all default settings in [Settings](#) as well as the [Schedule Importer Settings](#) for best results. Properly configuring these settings can reduce a lot of manual editing after importing.



### Note

The primary method of using APDL is in conjunction with the Airline Schedule Importer. If you are NOT using the Airline Schedule Importer to import your data into APDL, the process of preloading your schedule will be slightly different than described in this section.

Go to the [Manual Entries](#) section for details on preloading your schedule into APDL manually.

## Reviewing Data to Import

All of the schedule importing methods use the same process to decide which parts of the analyzed data you want to import or ignore. The details in this section will be the last step when importing using Check Schedule, APDL Toolkit, or Paste and Process. After your data has been processed, you will see the resulting trips with some useful summary data and have an opportunity to review any changes that will be made prior to saving them in APDL.

Cancel Review Changes Accept

### Add 0758:06FEB

Report at 1555L on 02/06/2017, Release at 1630L on 02/09/2017

- Credit 18+40
- Block 13+27
- TAFB 72+35 -5:55

4 Duty Periods, 4 Calendar Days, Commutable To, Deadhead, Conflicts With 0759

Skip this Trip  Details

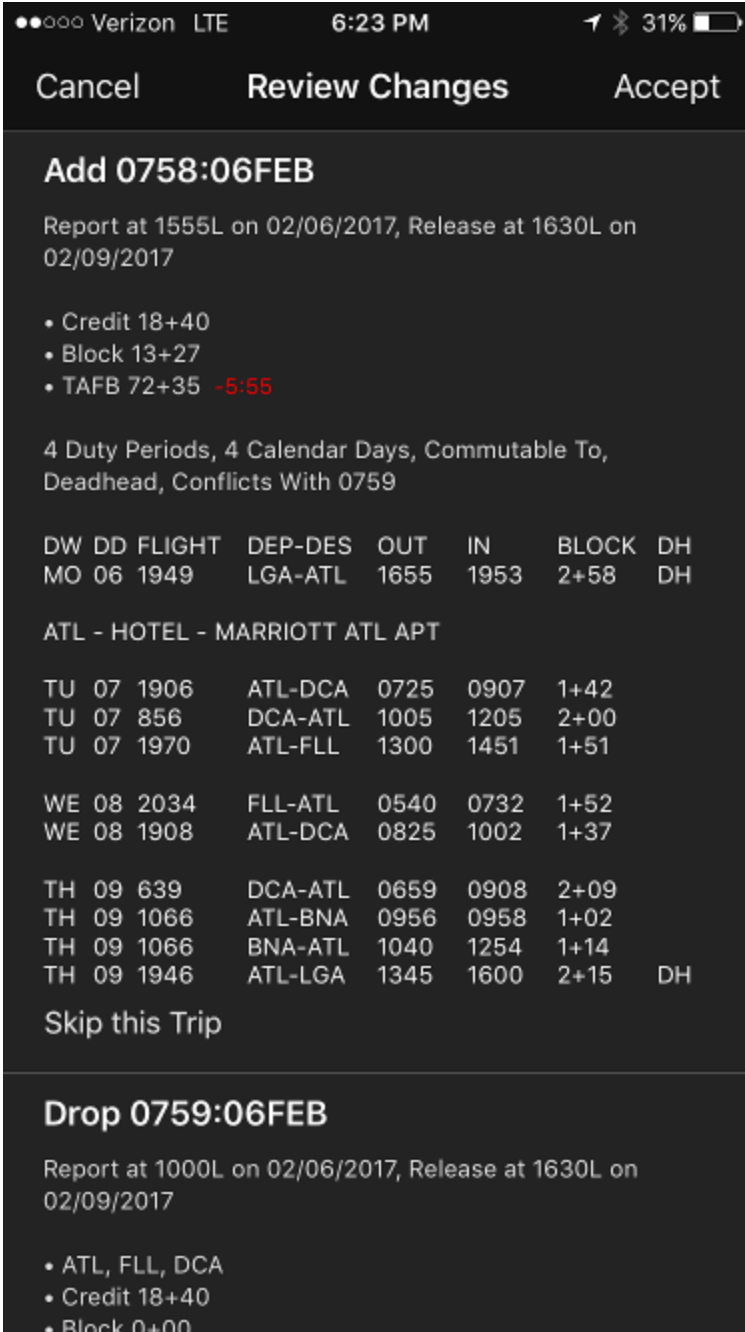
### Drop 0759:06FEB

Report at 1000L on 02/06/2017, Release at 1630L on 02/09/2017

- ATL, FLL, DCA
- Credit 18+40
- Block 0+00
- TAFB 78+30

4 Duty Periods, 4 Calendar Days, Conflicts With 0758

Keep this Trip 



Notice APDL allows you to decide which trips you want to import or skip by tapping the appropriate button shown above. You can also expand the details of each trip to compare more closely. In the example above, a small modification to the TAFB of a trip already imported, is handled by dropping the old trip and importing the newly modified trip in its place.



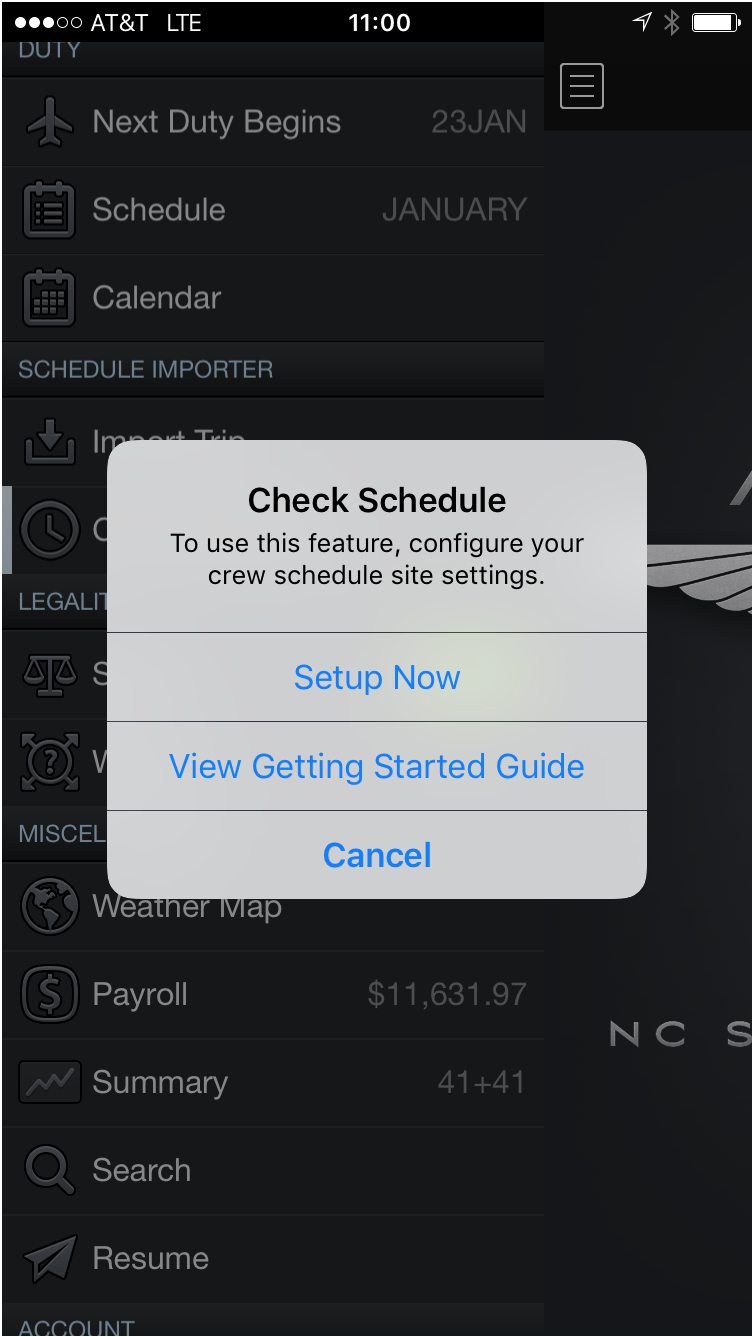
### Caution

"Trip Blending" where a partially flown trip is modified and reimported on top of itself is not currently supported. You cannot import a trip on top of any portion of an existing trip where flights have already been closed out.

[Check Schedule](#)

Check Schedule is our most automated schedule importing solution. It can login to your crew website and check your schedule and import your new trips or changed/swapped trips automatically. APDL knows if it is capable of using Check Schedule with your airline because of your airline selection in Settings > [Airline](#). If your airline is not supported, the Check Schedule menu item as well as Check Schedule settings items will be disabled. Additionally, if you try to use Check Schedule and it fails, APDL will automatically guide you to an alternate import method which will typically work if Check Schedule does not.

The first time you tap the Check Schedule menu item you will be prompted to set up your login information in Settings.



●●○○ AT&T LTE 11:01

Cancel FLICA Test Login

CREW WEBSITE LOGIN

User ID Login, Username, or ID

Password Password

OPTIONS

Check Periodically ☒

FLICA users with Mobile Access can periodically check and sync their company schedule with APDL. This feature does not currently support Reserve trip types.

REMOVE ALL LOGIN INFO

q w e r t y u i o p

a s d f g h j k l

⬆ z x c v b n m ⬅

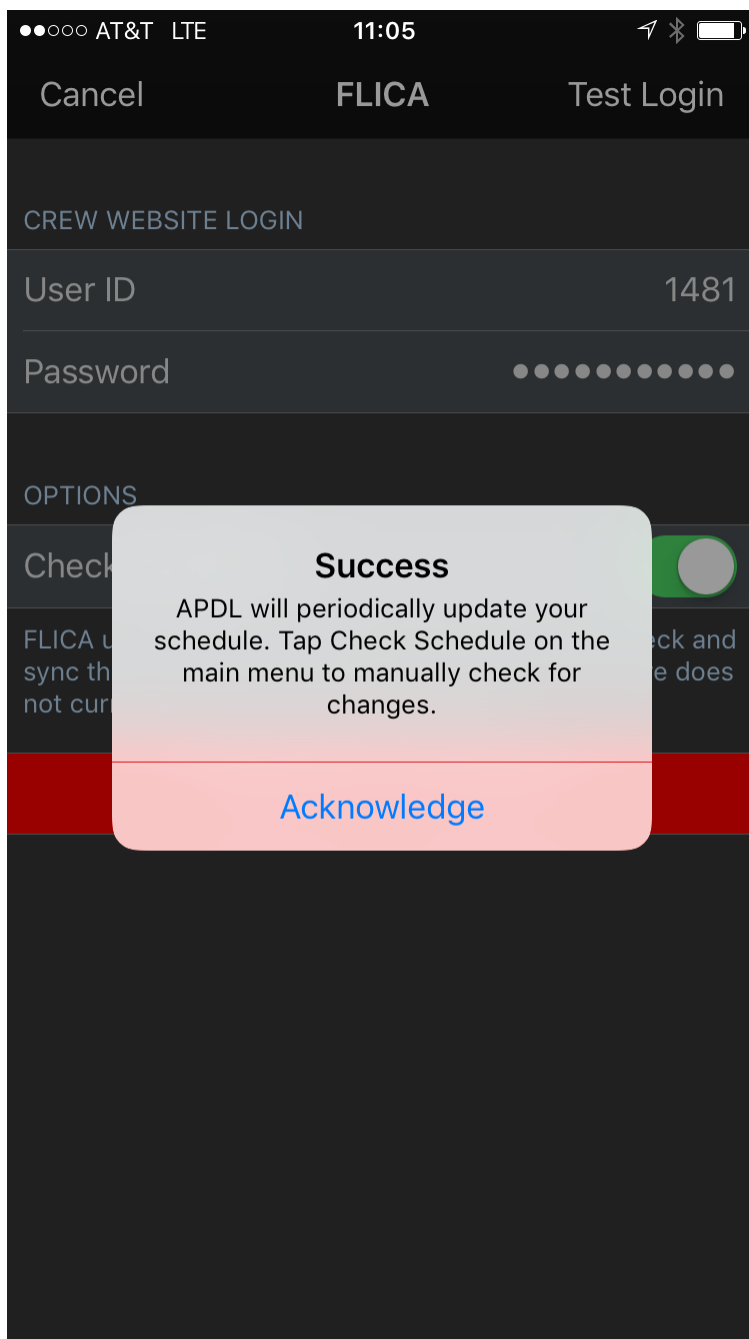
.?123 space return

Enter your username and password to have APDL login to your crew website and check your schedule for you.



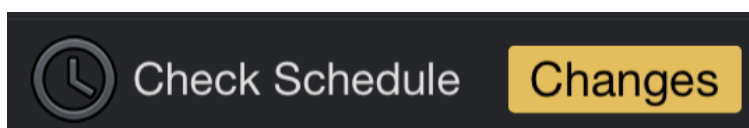
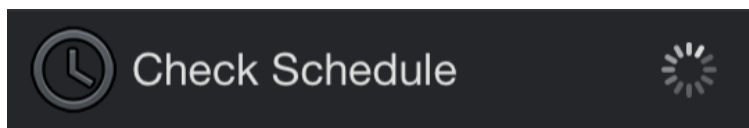
Your login information is saved in the device's secure encrypted keychain. Your information is not sent to NC Software nor is NC Software able to retrieve it. This requires you to enter this information on all devices you wish to use the Check Schedule feature with APDL.

Tap "Test Login" and APDL will attempt to login and download your current month's schedule. If successful, Check Schedule is enabled.

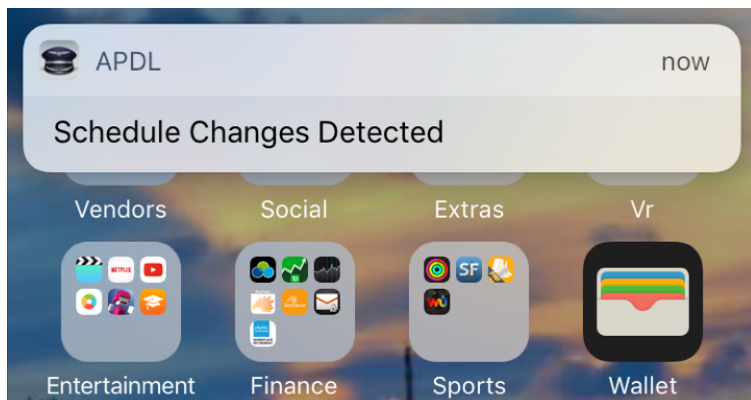


If you enable the "Check Periodically" option, Check Schedule will periodically check for schedule changes once every 24 hours, and at least 1 hour prior to your show time. The spinner is displayed when Check Schedule is running. You can also tap Check Schedule in the menu to manually check for schedule changes.

If you wish to disable Check Schedule temporarily for some reason, such as a modified schedule that isn't reflected correctly on your company website, you can just disable "Check Periodically" and Check Schedule will only run when you manually tap the Check Schedule menu item.



If APDL is not open when changes are detected, you will receive an iOS notification.



Tap any of these notifications to review the changes detected as described in the [Reviewing Data to Import](#) section above.

## APDL Toolkit

The APDL Toolkit is a feature built into your iOS device that APDL can use to process data from a webpage you are viewing in the Safari internet browser. APDL Toolkit must be enabled before you can use it. The first time you attempt to use the APDL Toolkit from within APDL, you will be taken to the step by step guide. If you want to review the guide manually, you can access it at any time by going to Settings > Schedule Importer > View Getting Started Guide > How to Enable APDL Toolkit.

Once you have the APDL Toolkit enabled, you can use it two different ways. The first is to navigate to your crew website in Safari on your iOS device and display your schedule. Then tap the share button in Safari and choose APDL Toolkit. You may need to scroll to the bottom of the share screen and tap "Edit Actions" to enable and/or move the APDL Toolkit higher in the list to reduce the need to scroll during future uses.



Sabre AirCentre®

FLICA.Net - Mobile

UserId

Password

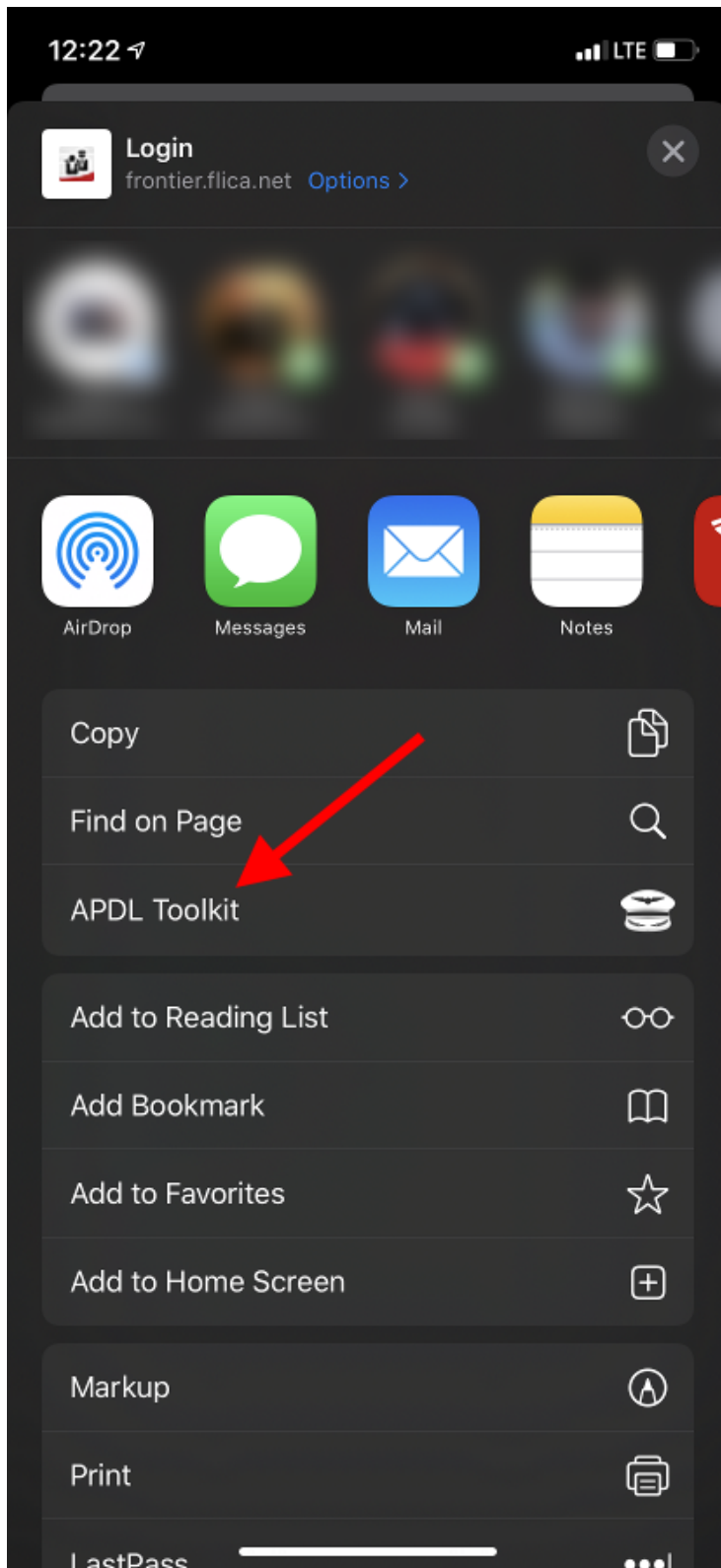
☐ Remember Me

Log In

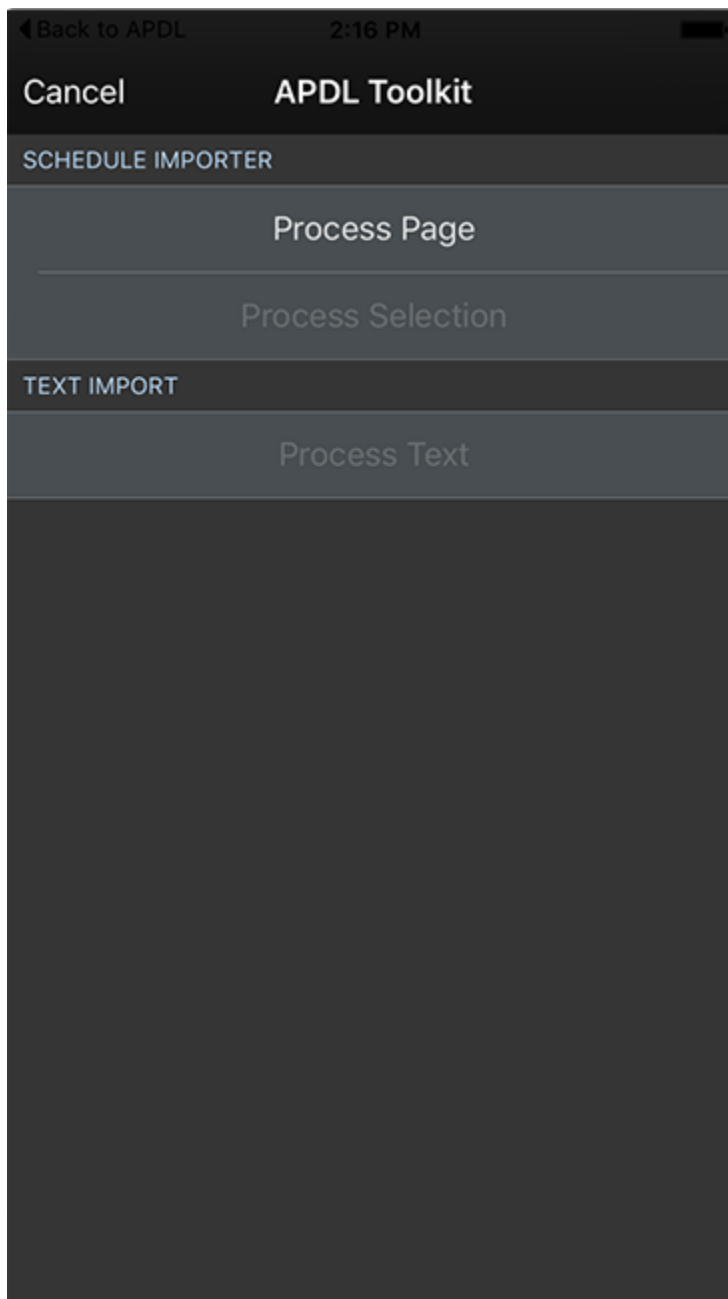
[Full Site Login Page](#)

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This will open APDL and take you to the processing page. From there you can choose to process the entire page for trip data or process only the highlighted text if you highlighted only a single or multiple trips but not the entire page.



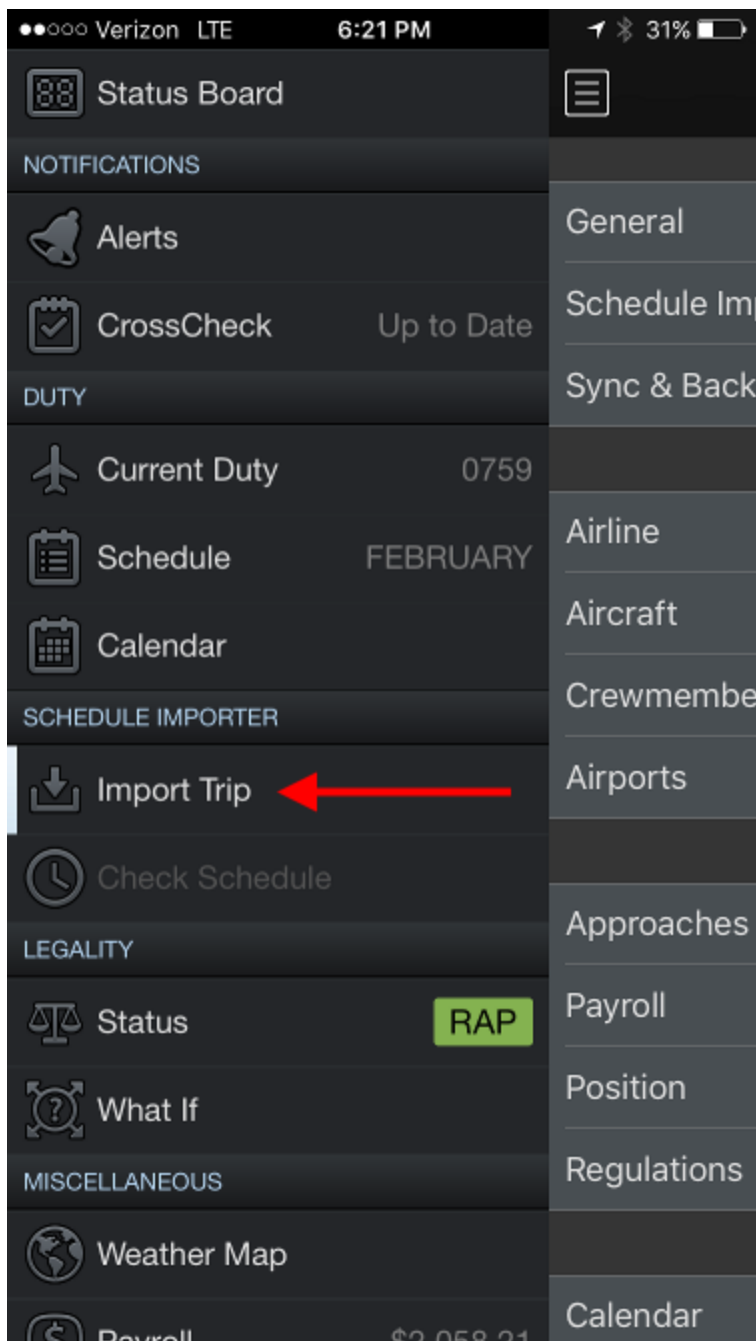
The second way to use the APDL Toolkit is to tap the Import Trip row on the menu in APDL and choose the APDL Toolkit option which will open Safari for you and go to the default address for your crew website.



See the [Reviewing Data to Import](#) section above to continue after processing.

## Paste and Process from Within APDL

To import your schedule using the Importer within APDL, select "Import Trip" from the menu. Tap "Paste and Process".





This will display a simplified version of the Schedule Importer Portal.

Verizon LTE 6:22 PM 31%

Cancel Paste and Process Process

Paste Clear LOCAL - AUTO

NYC PILOT 320 \*\*\* ROTATION OPER  
 0759 POS-B EFFECTIVE FEB06 CHECK IN AT  
 15.55  
 ACTUAL REPORT TIME 1555

DAY FLT T DEPARTS ARRIVES C BLK M/U TURN M  
 EQP  
 6 D1949 LGA 1655 ATL 1953 2.58 739  
 2.58DHD  
 ATL 10.02/MARRIOTT ATL APT 0.00BL  
 2.58TL  
 PWA FDP/SKD MAX/ACT MAX  
 3.58/13.00/14.00  
 B- LAST ACCLIMATED CITY-LGA REST CLASS-  
 0.00/ 0.00/ 0.00  
 PAY REPORT TIME 0625/07 ACTUAL REPORT TIME  
 0625/07  
 7 1906 ATL 0725 DCA 0907 1.42 0.58 321  
 856 DCA 1005 ATL 1205 2.00 0.55  
 1970 ATL 1300 FLL 1451 \* 1.51  
 FLL 13.19/EMBASSY SUITES  
 1 ROOM ORIGINALLY BOOKED FOR PLT 1970/07FEB  
 5.33BL  
 5.33TL  
 PWA FDP/SKD MAX/ACT MAX  
 8.26/11.30/14.00  
 B- LAST ACCLIMATED CITY-LGA REST CLASS-  
 12.00/14.00/ 9.00  
 PAY REPORT TIME 0440/08 ACTUAL REPORT TIME  
 0440/08  
 8 2034 FLL 0540 ATL 0732 1.52 0.53  
 1908 ATL 0825 DCA 1002 1.37  
 DCA 19.27/RENAISSANCE M STREET  
 1 ROOM ORIGINALLY BOOKED FOR PLT 1908/08FEB

You can paste your trip data directly for processing using the paste button at the top left. Tap the process button at the top right to process the data.



Make sure you have selected the appropriate time zone and filter in [Schedule Importer Settings](#) to match your company provided schedule data!

See the [Reviewing Data to Import](#) section above to continue after processing.

## Schedule Importer Portal

<https://www.youtube.com/watch?v=1d2cXBrdmzc&list=PLt5jhPpkokeL7jZrgoINs1synCP7F3iAy&index=2>

To import your schedule using the Online Schedule Importer Portal, go to [APDL.net](#) and login. Click the Schedule Importer button and follow the instructions presented on screen to process your data.

APDL

Log Out

Filter: \*\*\* Auto (Recommended) \*\*\*

My Trip Data is in:
☒ Local
☐ UTC
☐ Custom

Make sure you select the appropriate time zone to match your company provided schedule data!

APDL

Log Out

Paste Trip Data Below:

(Typically Pairing or Trip #/Date through Crew/TAFB)

CA Captain APDL

L7786 : 01MAR ONLY ON SUN BSE REPT: 1650L Operates: Mar 1 Only

Base/Equip: CLT/CRJ CA01

DY DD DH C

FLTNO

DPS-ARS DEPL

ARRL

BLKT

GRNT

OA

EQP

TBLK

TDHD

TCRD

TOUTV/FDP

LAYOVER

SU 01

5293

CLT-SRQ 1735

1920

0145

0030

R7

SU 01

5293

SRQ-CLT 1950

2135

0145

CRJ

0330

0330

0500/0445

D-END: 2150L

T.A.F.B.: 0500

Total: 0330

0000

0330

0500/0445

Crew:

CA Captain APDL

Process Trips

Clear Text

Click to process trip data now

My Trips:

Trip #	Start Date	Crew	Details	Add Trip
No data to display				

Click > on the left of rows to expand content and review days and legs.

Clear Trips

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Paste your trip data and click "Process Trips".

⚠ This MUST include the pairing or trip number through crew/TAFB!

APDL

Log Out

Process Trips

Clear Text

4 Trips processed

My Trips:

Trip #	Start Date	Crew	Details	Add Trip
> L7803	02/13/2015		3 Day 8 Leg <a href="#">Edit</a> <a href="#">Delete</a>	
> L2007	02/21/2015		1 Day 4 Leg <a href="#">Edit</a> <a href="#">Delete</a>	
> L2237	02/25/2015		4 Day 16 Leg <a href="#">Edit</a> <a href="#">Delete</a>	
> L7786	03/01/2015		1 Day 2 Leg <a href="#">Edit</a> <a href="#">Delete</a>	

Click > on the left of rows to expand content and review days and legs.

Clear Trips

Importing to your Desktop and Mobile Apps

Logbook Pro Desktop

Make sure you're using version 1.16.x or later (Help/About Logbook Pro to check). Go to **Options / User Info** and sign-in to your NC Software account.

To import trips click **File...Import Schedule**.

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Click the arrows to the left to expand each trip and view details.

Log Out

Process Trips

Clear Text

4 Trips processed

My Trips:

Trip #	Start Date	Crew	Details	Add Trip
▼ L7803	02/13/2015		3 Day 8 Leg	Edit Delete

Date	Duty On	Duty Off	Hotel	Add Day
► Fri 13 Feb	1859	2124	RAMADA HALL OF FAME CANTO1(330)499-1011	Edit Delete
▼ Sat 14 Feb	1125	2127	FOUR POINTS RICHMOND(804)226-4300	Edit Delete

Flight #	Deadhead	Departure	Destination	A/C Type	A/C Ident	Out (source)	Out (UTC)	In (source)	In (UTC)	Block	Credit	Add Leg
5098	<input checked="" type="checkbox"/>	CAK	CLT			1210	1710	1347	1847			Edit Delete
5081	<input type="checkbox"/>	CLT	CMH			1555	2055	1713	2213	0118		Edit Delete
5081	<input type="checkbox"/>	CMH	CLT			1750	2250	1914	0014	0124		Edit Delete
5283	<input type="checkbox"/>	CLT	RIC			2005	0105	2112	0212	0107		Edit Delete

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Updated 7 February 2015

Click any of the Edit links to the right to edit details for the Trip, Day, or Leg respectively. Trip, Day, and Leg Edit links each allow editing of different parameters.



It is important to review your trips and confirm that all data is correct BEFORE importing to APDL. Making certain modifications to trip data cannot be done after importing.

After your data has been processed, reviewed, and edited if necessary, scroll down the page and you can review the changes that will be made in APDL. If these changes look correct, click the "Import Trips into APDL" button.

Alternatively, rather than clicking the "Import trips into APDL" button, you can leave this page and open APDL. Allow it to sync and tap the "trip available to import" notification, or tap the "Import Trip" menu item and choose "1 Trip from APDL.net".

Importing to your Desktop and Mobile Apps

Logbook Pro Desktop

Make sure you're using version 1.16.x or later (Help/About Logbook Pro to check). Go to **Options / User Info** and sign-in to your NC Software account. To import trips click **File...Import Schedule**.

Logbook Pro Mobile (iOS/Android)

Configure the schedule importer settings prior to importing any schedule data (Settings/Schedule Importer). Tap "Schedule Importer" on the Home Screen to import your trips.

APDL (iOS)

The following changes will be made on import:

- 0759:06FEB has no changes.

Import Trips into APDL

✓ 1 Trip processed

**APDL Users: Click Import Trips to APDL to import to your APDL cloud account now.**

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(No changes above and changes below)

APDL (iOS)

The following changes will be made on import:

- 0758:06FEB will be added.
- 0759:06FEB will be dropped.

Import Trips into APDL

Note: Importing trips will remove the trip data from your personal storage automatically.

After clicking the "Import Trips into APDL" button, simply open APDL and allow it to perform a sync and your trips will show up. (You may need to close and open the screen you are viewing in order to refresh it.)

Trips are automatically cleared from the Schedule Importer Portal when imported to APDL. You can manually clear trips by tapping the "Clear Trips from Cloud" button.



If you are using Logbook Pro Mobile and APDL at the same time and wish to import your schedule to both apps, you will need to import your schedule separately for each app. Trips are automatically cleared from the Schedule Importer Portal when imported to APDL or Logbook Pro Mobile. This means they are not available to be imported to a second device unless processed through the Schedule Importer Portal again.