

A Flightplan tutorial

In an effort to standardise commonly used aspects of charter flights it has been decided that a standard format for flightplans would be beneficial to us all. Up until now charter submissions have included an assortment of individual styles that on occasions have been very time consuming to organise into an acceptable format for posting as a charter.

My reasons for introducing a standard format are twofold. The first is entirely selfish in that it will ease my task considerably when it comes to checking a submitted charter for obvious errors and my task should be reduced to correcting a few numbers rather than re-building a flightplan. My second reason is to introduce a format that is easily understandable by all and includes all the necessary information to successfully fly the plan, even without the assistance of FSNavigator for those few who do not yet have it.

The following example of a completed plan is entirely fictitious and while it doesn't comprise a complete list of all eventualities it will give you an idea of how to portray most aspects of an average flight. Don't worry too much if your presentation isn't exact as I will do my best to ensure the plan is correct before it is posted to our site.

Just a few pointers on the plan itself. First, we have the 'From – To' panel. Restrict your enthusiasm to naming only the city, as in Chicago, and Not the Airport name, Chicago O'Hare Intl. This eliminates long names that no one has ever heard of such as Abdulrachman Saleh Aero which is the airport for the city of Malang, Indonesia.

The flight Description panel next. As it says, the allocated runway may change when using ATC or flying on line and the user must be prepared for variations in the schedule.

The remainder is straightforward and just requires the entry of the 'correct' information.

I have included two blank panels along with the completed plan so that you may use the completed version as a guide while you are compiling your own plan. The idea then is to copy and paste your own plan into the text of your own charter. Just a tip here for you to use or not as you wish. The method I use is to copy a completed leg and paste it immediately beneath the previous entry. I then delete all the information in the pasted version that I don't need which leaves me with a fully formatted panel and I then use the information in the completed panel as a guide.

I have to thank John Achor for working with me to compile the 'Master Plan' and also grateful thanks to Charlie Wood and Ron Bushell for their helpful tips and advice, thanks guys.

The settings used to create this tutorial and the ones I would suggest you use when creating or viewing a charter are:-

1. In Microsoft 'Word' go to File/Page Setup... 'Click' the Margins tab, select Landscape and in the margins panel overwrite the existing figures for top, bottom, left and right with 0.75
2. Now 'click' the Paper tab. In the 'Paper size' panel scroll down to 'Letter 8 1/5 x 11in' and select it.

From - To	Flight Description. "Allocated runways and related information may change when flying online or using Real Weather"				Course (Leg)	Distance (Leg)	ETE(leg) HH+MM
	Dep. Rwy - 32L	Init. Hdg - 304deg.	Init. Alt - 6500ft	Apt Elev. - 666ft.			
Chicago (KORD), Illinois, USA. to Minneapolis (KMSO), Minnesota, USA.	To JVL VOR, 114.30.				304deg	64.3nm	00+28
	To MRJ NDB, 365.0. Descend to 5500ft.....				012deg	53.2nm	00+20
	To CHU NDB, 209.0. Climb to 6500ft. On station passage continue OB from CHU NDB on heading 290deg. until RS NDB received.				306deg	69.4nm	00+26
	To RS NDB, 329.0.				290deg	43.0nm	00+16
	To FOW VOR, 111.20. When DME reads 27nm commence 300fpm descent to 2000ft ASL.....				294deg	46.4nm	00+17
	Track to FCM VOR, 111.80. When DME reads 10nm, maintain heading and tune Nav1 to 109.30. Intercept the ILS and turn right to runway heading 042deg.				351deg	31.5nm	00+12
	Land Minneapolis Rwy 4.				042deg	12.3nm	00+05
Flight No. 375-06-01	Arrival Airport Elev. - 839ft.		Estimated totals for flight>>>			320 nm	02+04

From - To	Flight Description. "Allocated runways and related information may change when flying online or using Real Weather"				Course (Leg)	Distance (Leg)	ETE(leg) HH+MM
	Dep. Rwy -	Init. Hdg -	Init. Alt -	Apt Elev. -			
Flight No.	Arrival Airport Elev. -		Estimated totals for flight>>>				

From - To	Flight Description. "Allocated runways and related information may change when flying online or using Real Weather"				Course (Leg)	Distance (Leg)	ETE(leg) HH+MM
	Dep. Rwy -	Init. Hdg -	Init. Alt -	Apt Elev. -			
Flight No.	Arrival Airport Elev. -		Estimated totals for flight>>>				