

Visual Online Reservations - Using messages

First ensure that you are 'logged in'.

You should get a screen something like this:

The screenshot shows the Visual Online Reservations interface. At the top, there is a navigation menu with links: Reservations Profile, Legend, Support, Inbox, Reports, Staff, Logout, and Info. Below the menu is a blue header area containing a logo (a stylized yellow 'A' with wings), a left arrow button, the date "Saturday, 6 May 2006", and a right arrow button. Below the header, there is a white bar displaying "Sunrise: 04:44, Sunset: 21:09". Below this is a search area with a "Go!" button, a date selector set to "6 May 2006", a calendar icon, and two checkboxes: "Display Waiting List" and "Display Freelance Instructors". The main content is a reservation grid with columns for dates from 07 to 31 and rows for reservation types: G-BOOL, G-BOHS, and a blank row. The grid shows reservations for JDR (08-14), JS (15-21), and GH (15-16).

	07	08	08	09	09	10	10	11	11	12	12	13	13	14	14	15	15	16	16	17	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
G-BOOL		JDR														JS																			
G-BOHS																		GH																	

[If there is a dialogue box warning you that you have messages, click on the 'OK' button to get to the screen above.]

Viewing Messages

Click on 'Inbox' [on the top line of the screen].

You should see a screen like the one shown overleaf.

New Email

	From	Date	Message
<input type="checkbox"/>	Dray (adm) John	07.05.06 11:55	Thank you for the great flight yesterday. I did not realise that it was possible to land so smoothly.
<input type="checkbox"/>	Rezzonico Michelangelo	28.04.06 10:30	<p>** THIS MESSAGE WILL BE AUTOMATICALLY DELETED AFTER 180 DAYS. **</p> <p>User Ablett (adm) Robin has added a new reservation for you. The data are:</p> <p>Member: Dray John Aircraft: G-BOOL From: 29.04.06 11:00 To: 29.04.06 20:00</p> <p>Remarks: "</p> <p>Your VOR Customer Support</p>

Delete

In this case there are two messages: one from John Dray (administrator account), and the other from Michelangelo Rezzonica. The latter is the developer of the system. All system generated messages are marked as coming from him. In this case a booking has been made by Robin Ablett (administrator account) for John Dray.

Deleting Messages

Having read a message, it is possible to delete it by clicking the box to the left of the message and clicking on the 'Delete' button.

Writing New Messages

To write a new message, click on the words 'New Email'.

This will bring up a screen where you can write your new email (shown overleaf).

New Email

Pilots:	Dray John
Instructors:	--None--
Mechanics:	--None--
Employees:	--None--
Administrators:	--None--
Message:	Thank you for the great flight yesterday. I did not realise that it was possible to land so smoothly.

Print Send Close

Choose your recipient. [In this case a pilot named 'John Dray', but you can send to instructors or employees - our club does not have any official mechanics.]

Type your message in the 'Message' section.

Click on 'Send'.

A message will pop up, saying that your message has been sent.

Click on 'OK'.

The message will be sent through the internal VOR system [the one demonstrated in this article]. If the person is receiving e-mails from VOR, it will also send a copy to their e-mail address.

Social Warning: Used appropriately this may help members to keep in better contact with each other. This could lead to more flying.
