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HOW TO AEV

FOR PILOT MEMBERS

AEGEAN VIRTUAL AIRLINES

User Manual

Aegean Virtual Airlines

www.aev.gr

Aegean Virtual Airlines Rules and Regulations must be read by all pilots! In case a pilot does not comply with them, the administration team can proceed to a final DELETE or BAN from the AEV VA, without any absolute warning.

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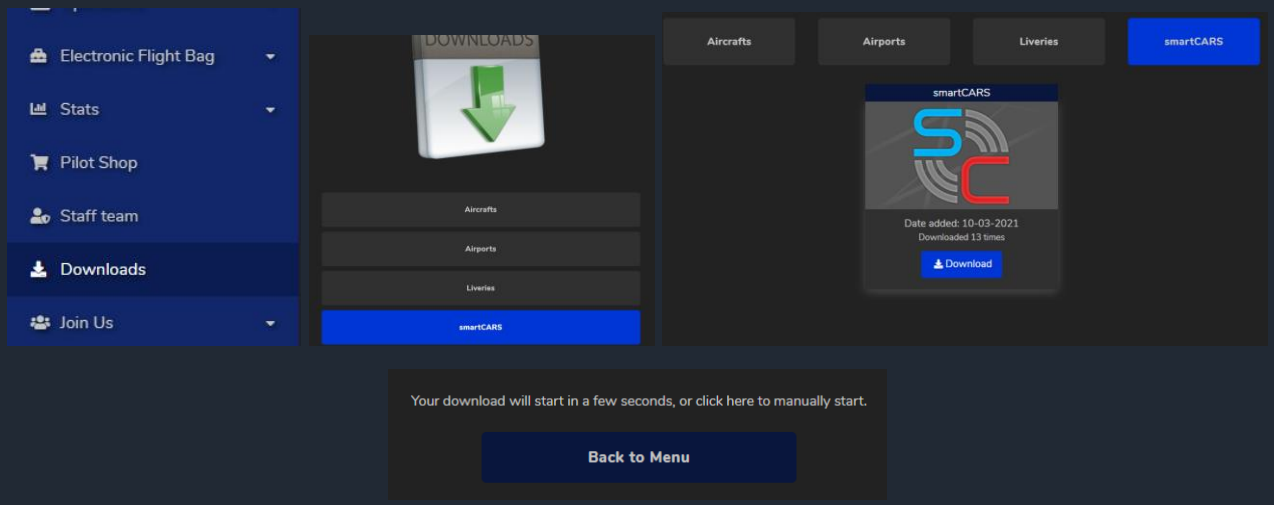
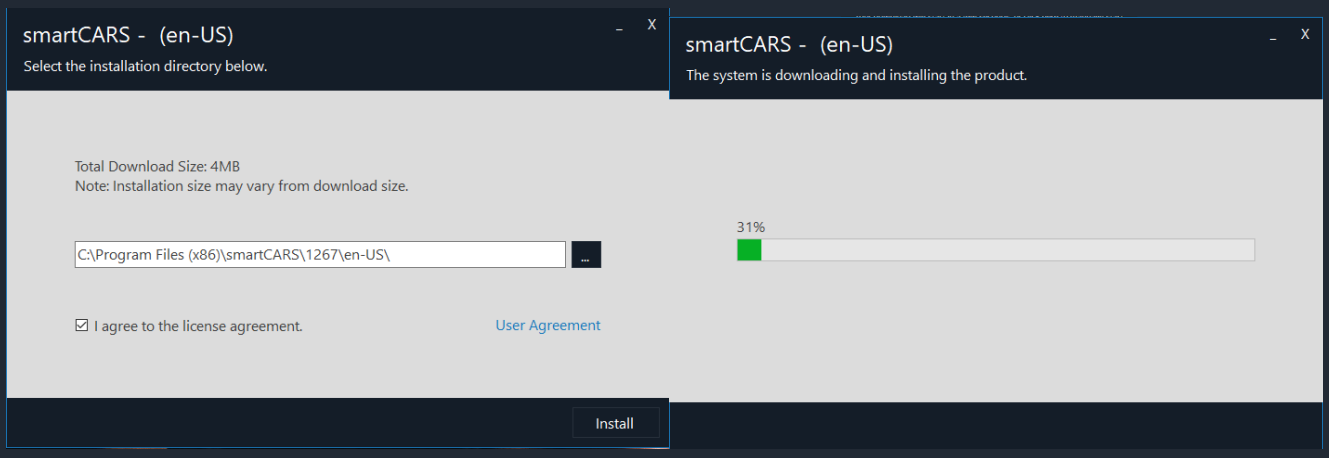
SMARTCARS

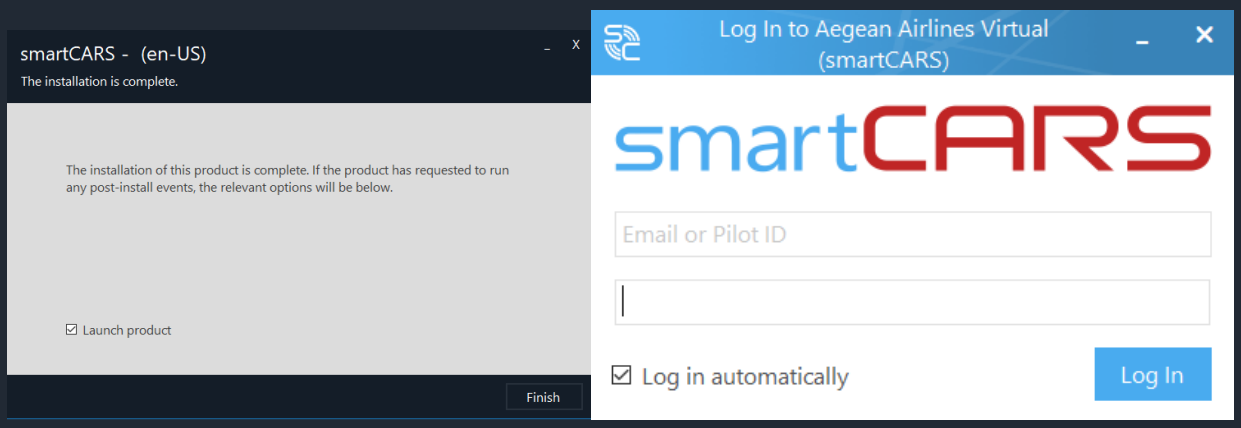
The first thing we need to do when entering Aev.gr for the first time is to download and install the smartCARS.



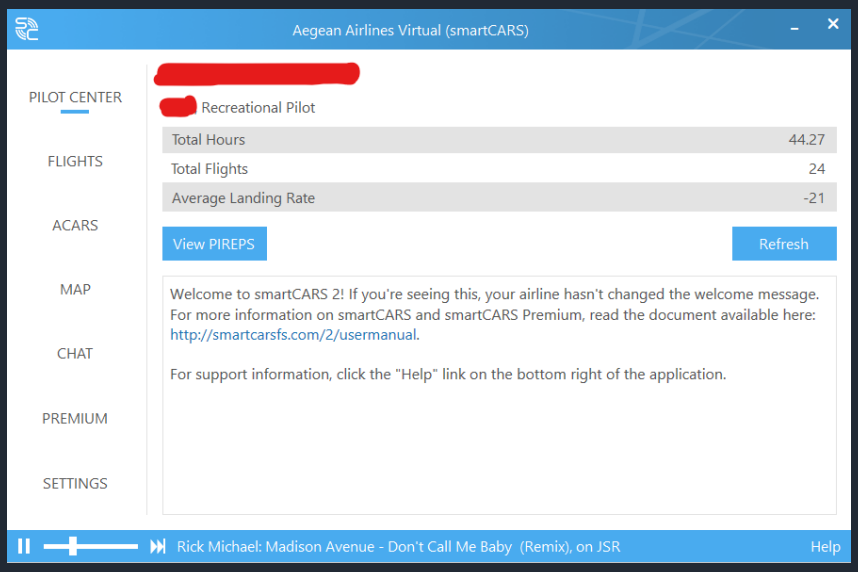
In the next menu we will see and press the option Downloads, next smartCARS and then the option Download and the installation file will be downloaded to your computer.



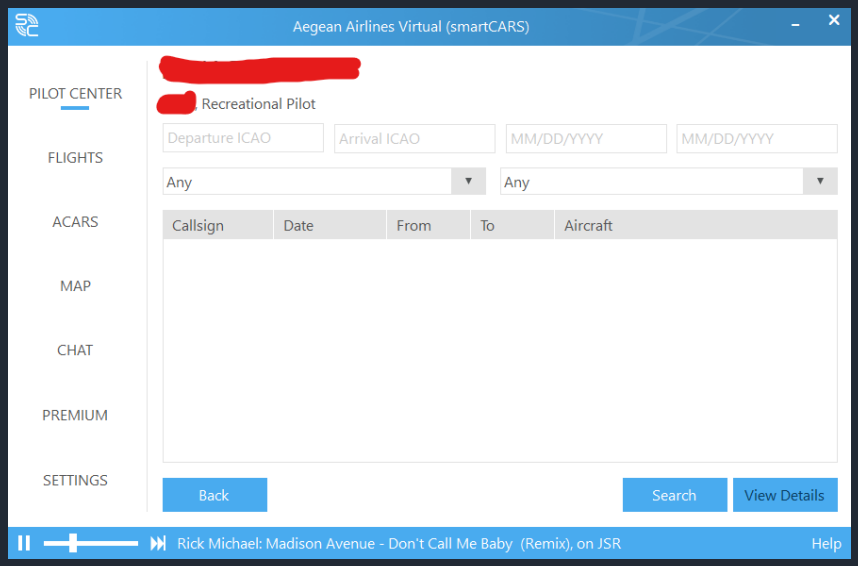
We do the installation in the location that suggests us, we select I agree to the license agreement and then select install.



Once the installation is complete, click finish and **smartCARS will open.** You may need to wait a while for any updates and then you will have to log in. You will need the same information that you link to the AEv website. You type the email you have registered in AEv or your callsign (only the numbers, eg 001, without the AEE) then the password that you connect to the Aev website and you press Log In. If you do not want to write down your credentials every time you open smartCARS, you select the option Log in automatically .

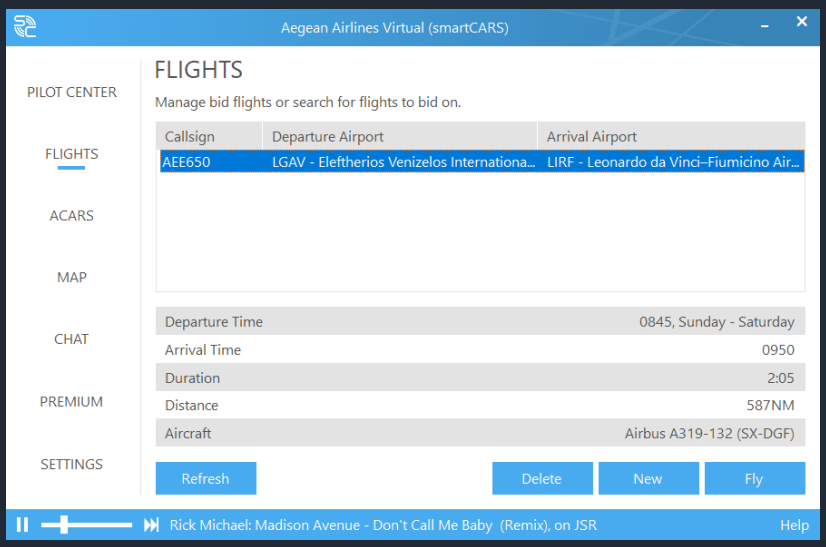


PILOT CENTER:



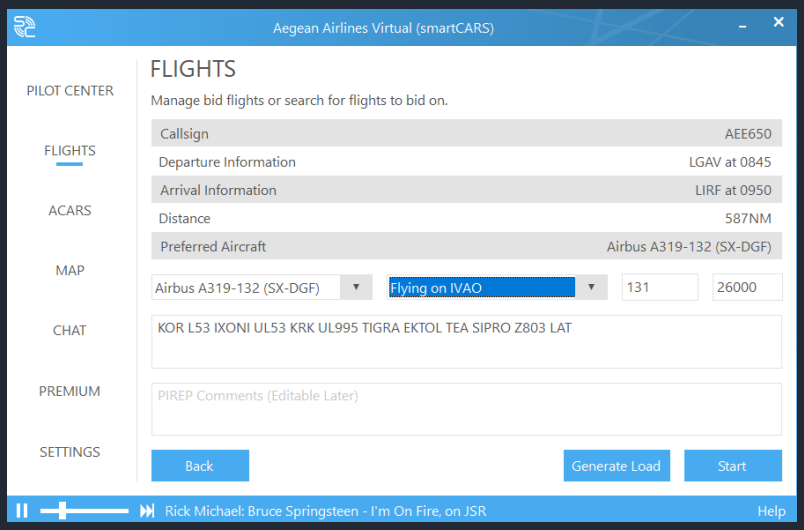
in the view PIREPS option you will see a history of the pireps you have made. In this case, when you enter for the first time you will have no data there.

FLIGHTS:

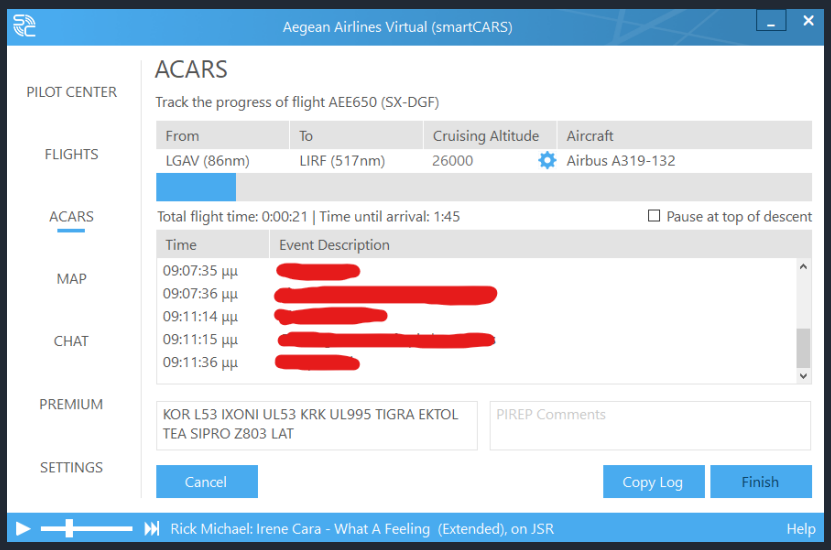


Every booking you make on the AEv website, it will be displayed at FLIGHTS. Once you have opened our Simulator and you are at the gate, you select the flight you have booked and you select Fly .

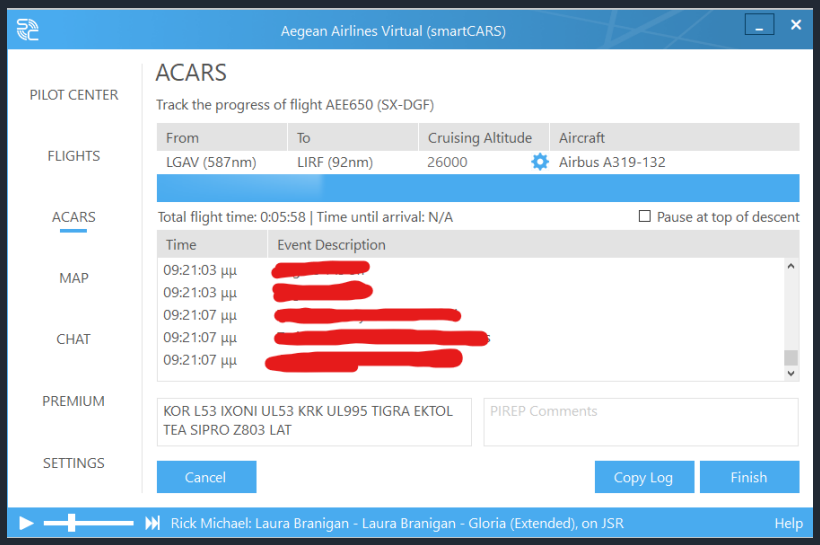
(information on how to make a booking in AEv can be found in the section FLIGHT OPERATIONS)



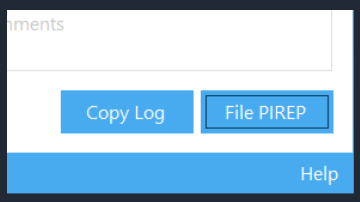
Then you select on which network the flight will take place. Ivao or Vatsim and press START .

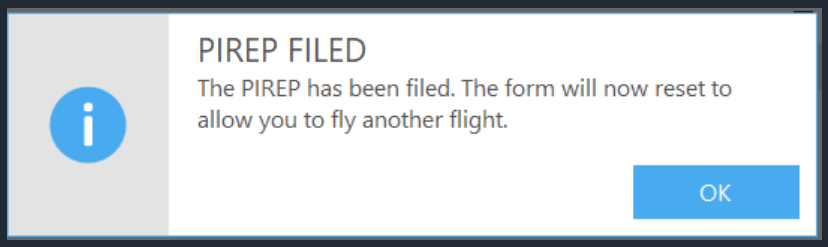


After takeoff, the flight progress bar will appear in smarCARS.



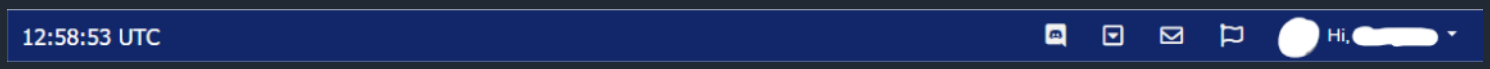
Once you complete your flight, you select Finish .



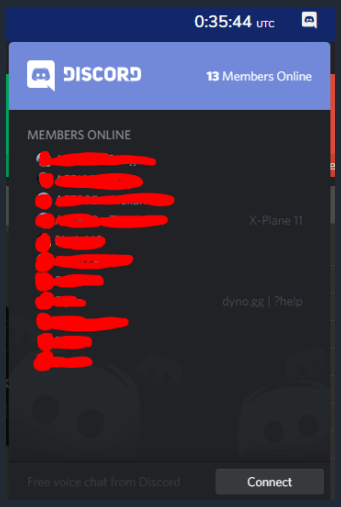


And then, File Pirep to send the pirep of the flight to the Aev system, where it will be pending for its approval. You press OK and you are ready for your next flight.

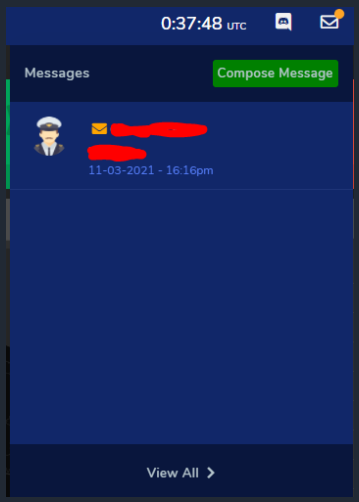
Top Menu



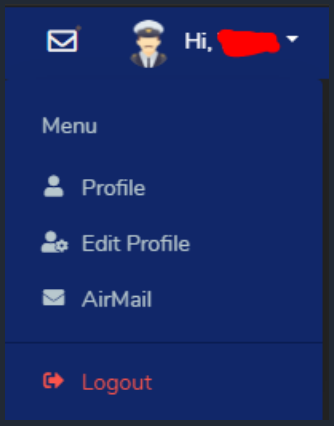
In the Top Menu you will see the time (UTC) .



The Discord server, in which you can see which Discord members are connected, as well as log in.



The messages which you see the incomings from another member or an announcement from the administration team that has been sent to all members. In case you have unread messages, you will see a notification just above the folder. From this window, you also have the ability to create a new message by pressing the button Compose Message, ή or go to the main Airmail application by pressing View All.



Your name along with your profile picture. Clicking on your name will show you a menu with the following options.

Profile: View your profile.

Edit Profile: Changes in our profile information.

Airmail: Μεταφορά στο Airmail τις AEv. Trasfer to AEv Airmail application.

Logout: Safe log out from the AEv website.

Top Left Menu

In the Top Left Menu, you will find 4 options: .

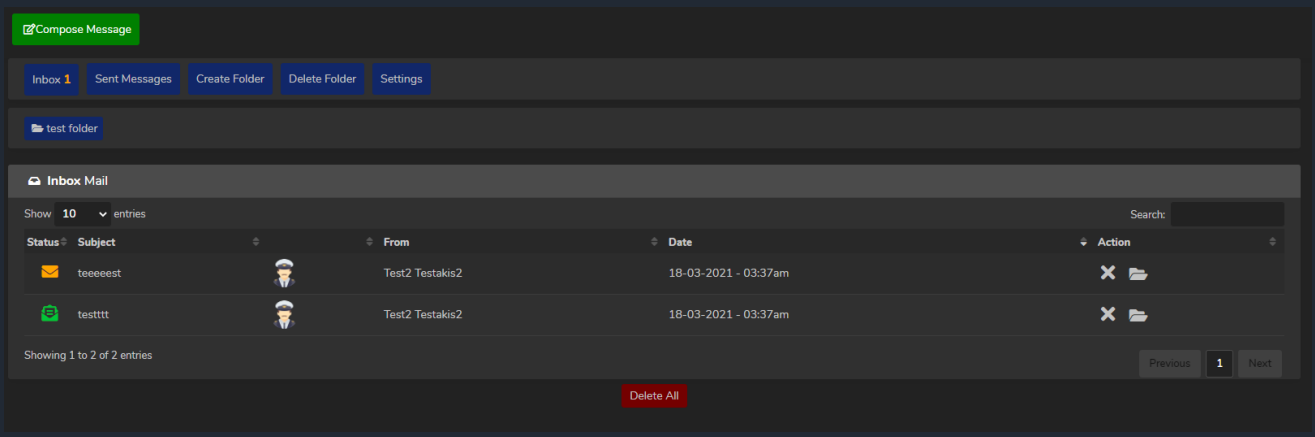
Profile: Go to your profile.

Airmail: Μετάβαση στο Airmail τις AEv. Go to AEv Airmail Application.

Logbook: Go to the flights we have made

Logout: Safe log out from the AEv website

Airmai



As you see in the photo, on the top there is the Compose Message button. By pressing it you can create a new message by selecting the pilot, writing the subject of the message and of course, the main message you want to send, by pressing the send button.

Inbox: List of incoming messages. You have the option to move a message to a folder you have created or delete it.

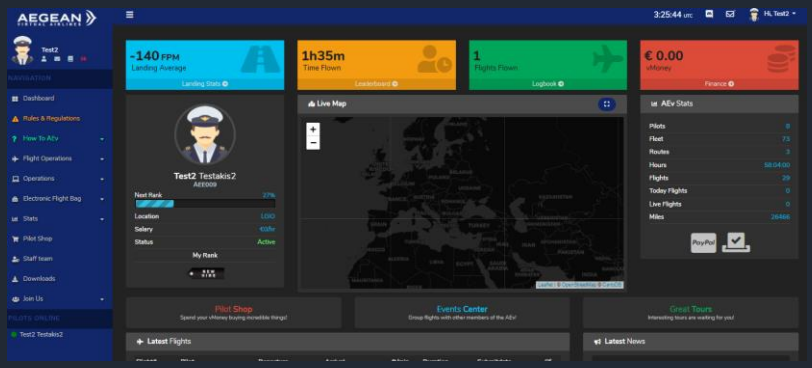
Send Messages: List of sent messages. With the help of the icons in the STATUS column you have the ability to check if the message you sent 1. has been read, 2. has been read and deleted, 3. has been deleted unread.

Create Folder: You can create folders, so that you can send them whatever messages you want. Just type the name of the folder and then click Create Folder. And the folder will appear below the menu, as seen in the photo above, as << **Test Folder** >>

Delete Folder: You can delete any folder you do not want. Select the folder and press Delete Folder. In case you delete a folder that contains messages, they will be automatically transferred to the inbox folder.

Settings: Send a message to your email when you have a new message on the Aev website, if you wish. Select YES or NO and then press SAVE.

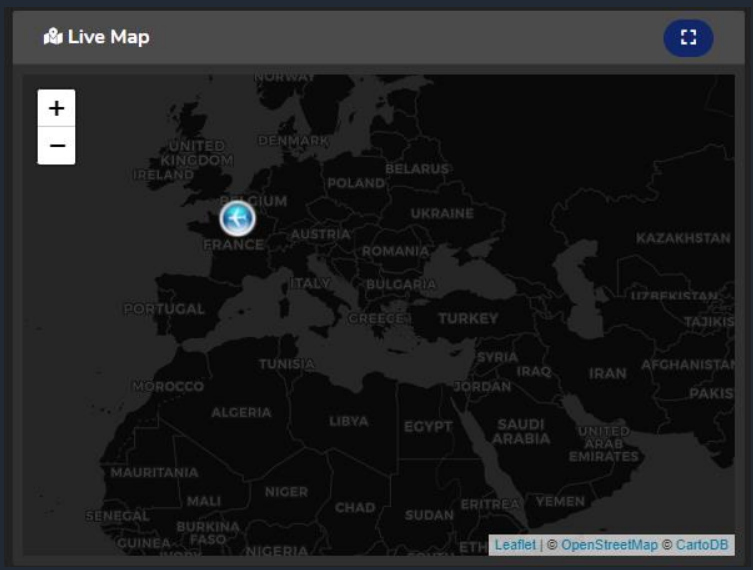
DASHBOAR



Dashboard is the home page of the site. There we can see:

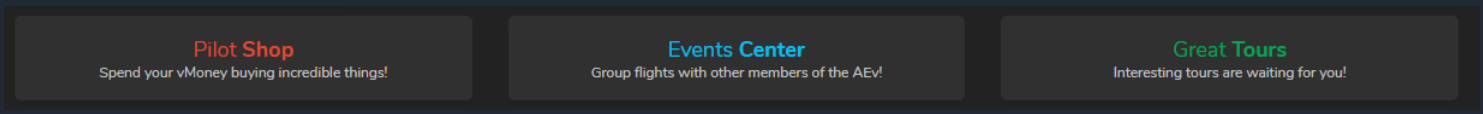
Basic information about our profile.

Progress bar to the next rank.



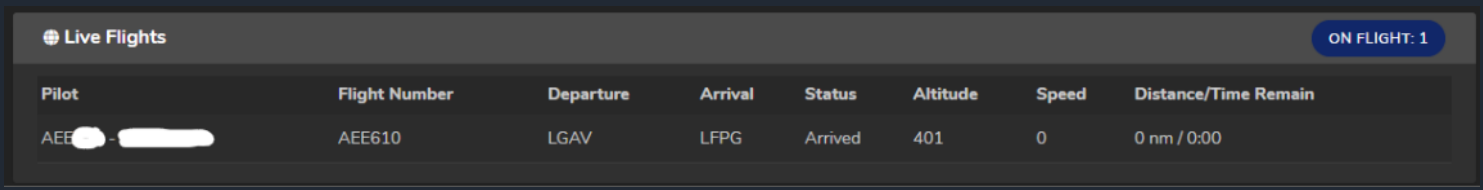
Live Map: Map on which we see the live flights.

Aev Stats: Statistics for AEV, Paypal Donations and Voting for the best VA of the month.

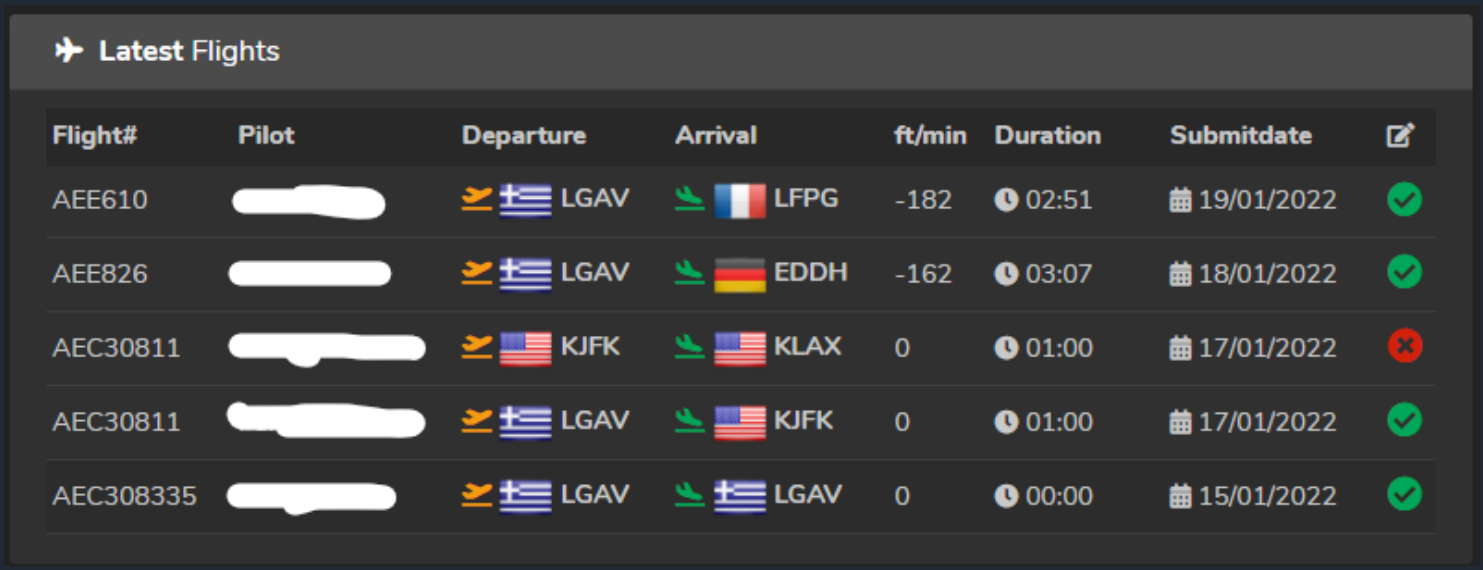


Shortcuts to PILOT SHOP – EVENTS CENTER – GREAT TOURS

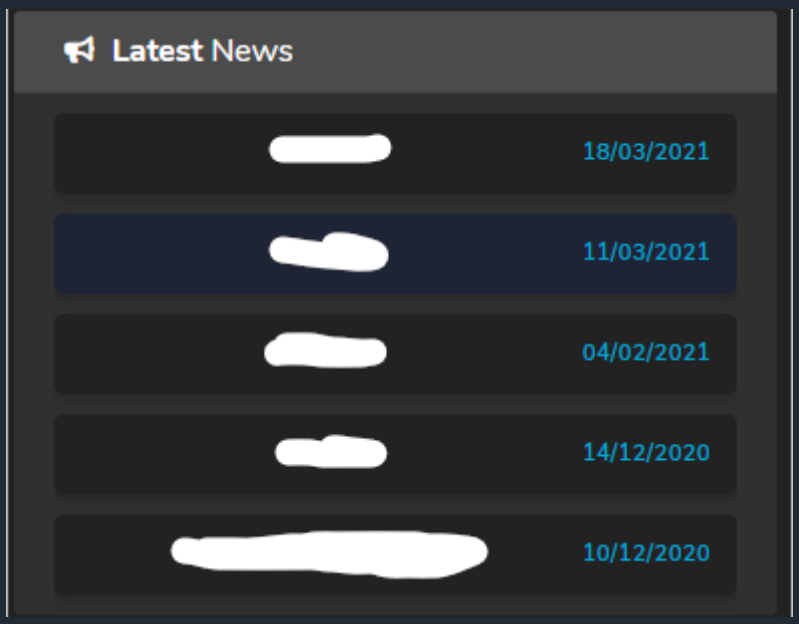
Details for these 3 activities can be found in the continuation of the tutorial or by going to the 1st page in the contents.



Live Flights: In the event of a flight in progress, this box will appear with information for each flight.

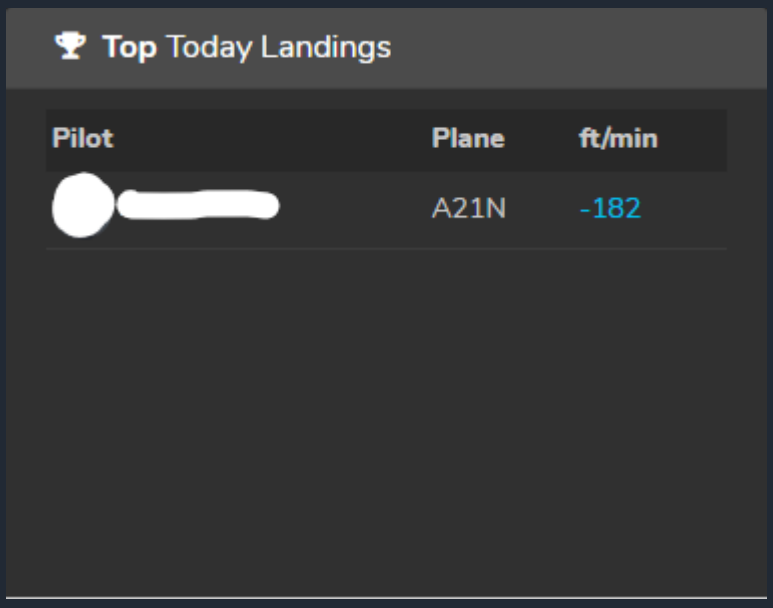


Latest Flights: Last 5 AEv flights.

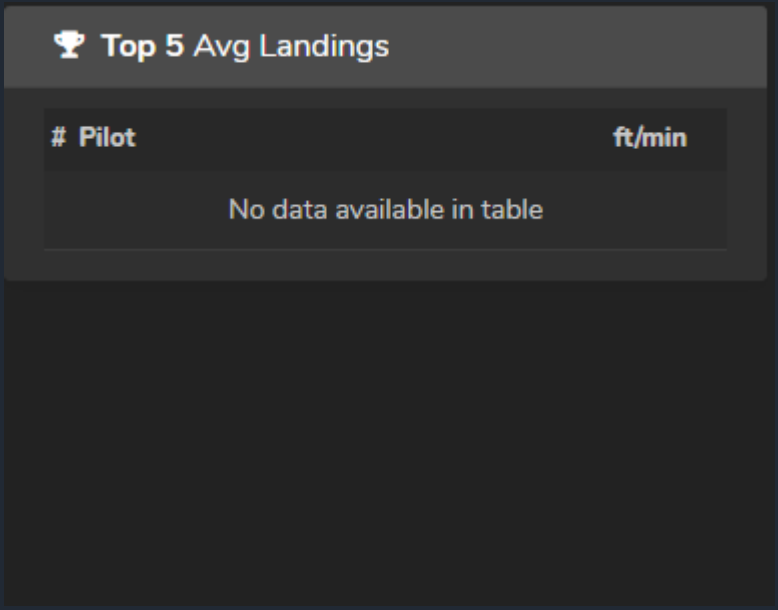


Latest News: Latest AEv News, eg New events - Announcements - Upgrades - Downloads - and everything that happens at Aegean Virtual Airlines, you will be informed by Latest News section.

Next Event: The next event that follows.



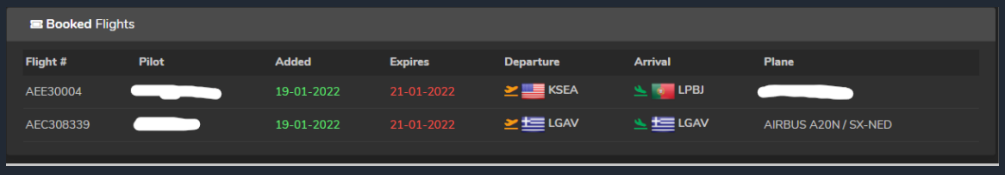
Top Today Landings: The 5 best landing rates of the day.



Top 5 Avg Landings: The 5 best Landing Rates in average.

Top Pilot of Month: Top pilot of the month based on miles flown.

Newest Pilots: New pilots.



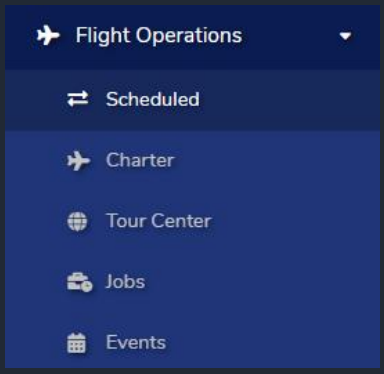
Booked Flights: And finally the flights that are booked by the pilots of AEv.

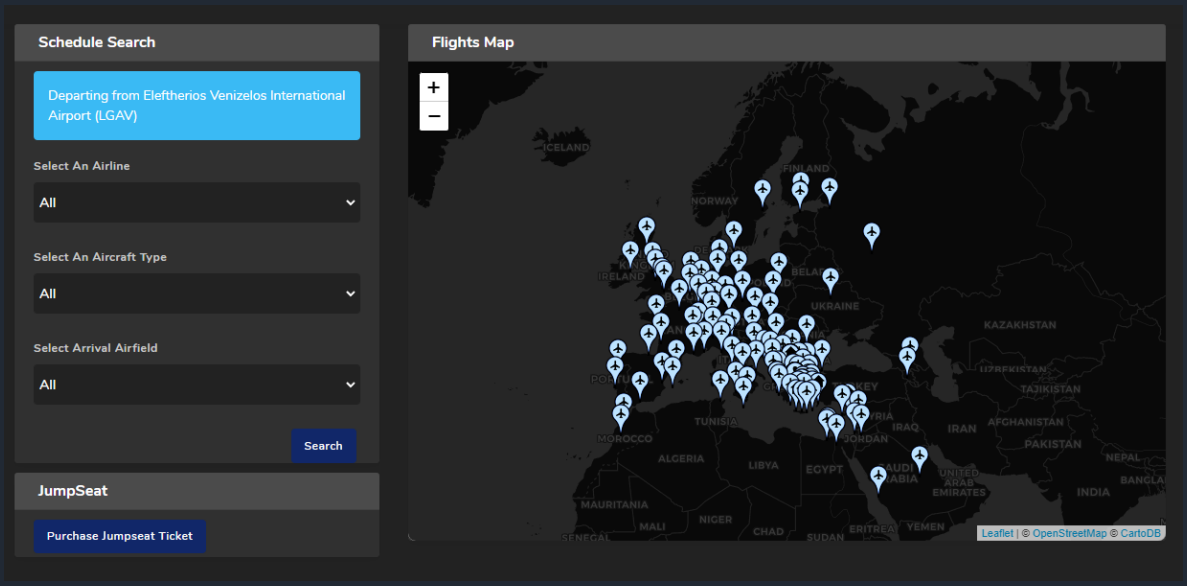
RULES &

Aegean Virtual Airlines Rules & Regulations must be read by all pilots. In case a pilot does not comply with them, the administration team can proceed to a final DELETE or BAN from the AEv VA without any absolute warning.

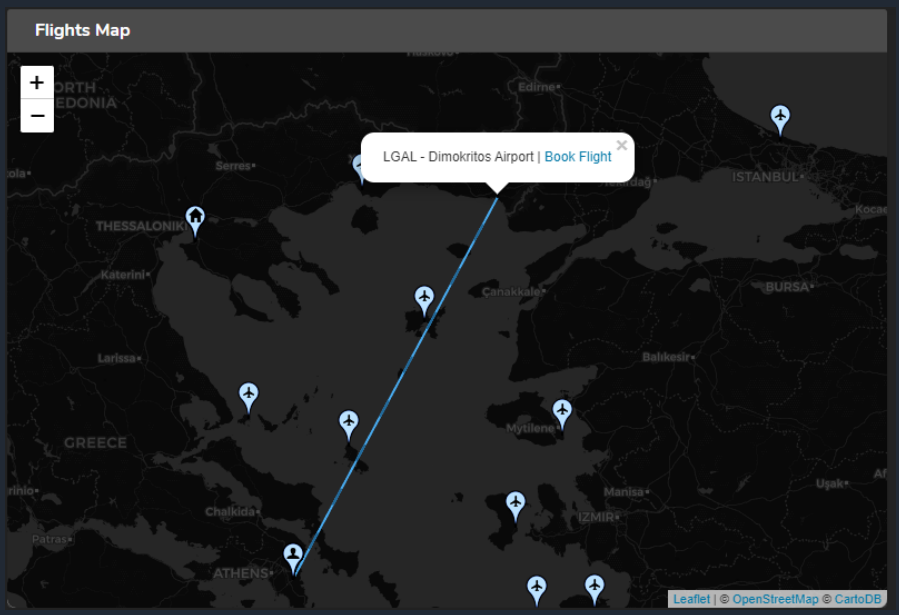
FLIGHT

SCHEDULED



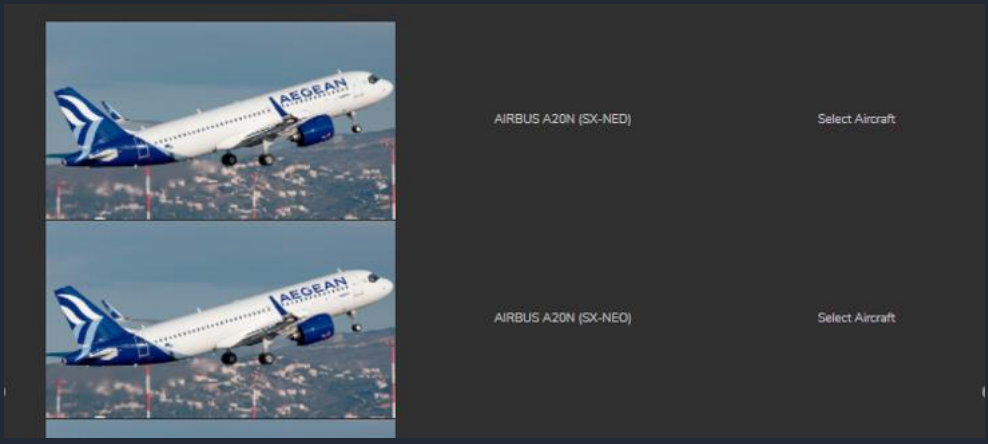


Here you can find the available scheduled flights from the hub you are located, based on the actual Aegean Airlines schedules.

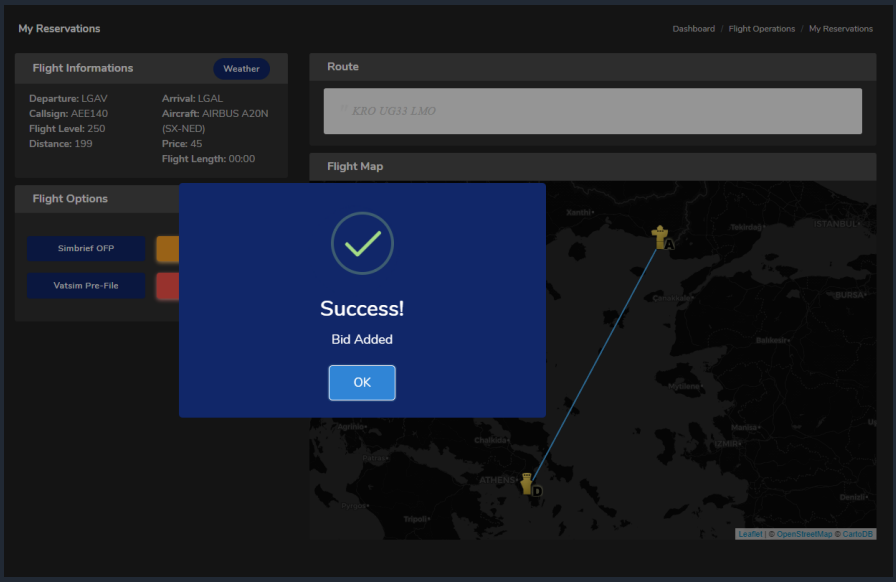


Flights Map

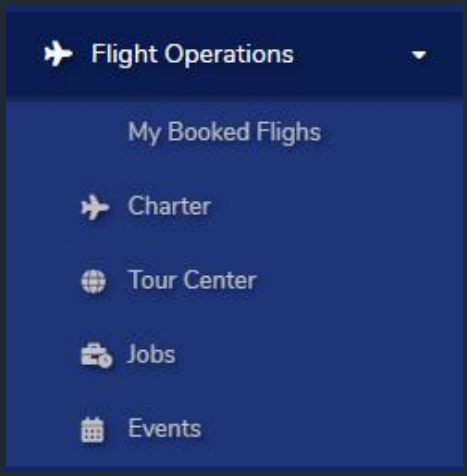
An easy way to book your next flight is on the map. For example, if we want to go to Alexandroupolis (LGAL), all you have to do is find the airport, click on it and then click on book flight .



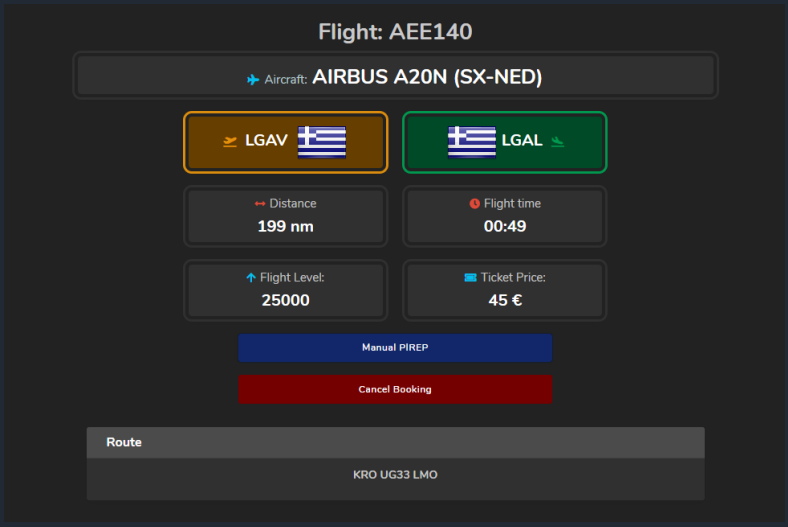
The next step is to select one of the aircraft available from your hub by clicking Select Aircraft.



When we get the information that the booking has been made successfully, we press OK.

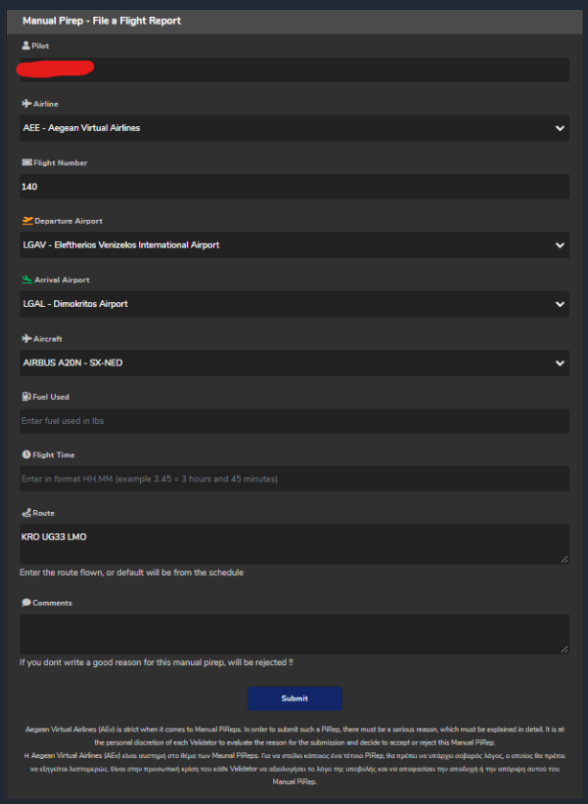


Once you have made a booking, you will see how the choice Scheduled has been changed to my booked flights. Here are all the bookings you have made. On scheduled flights we can not make 2 simultaneous bookings. Once the first flight is completed, then we can book the next route or return.



Looking at our booking, we will see that we have 2 options.

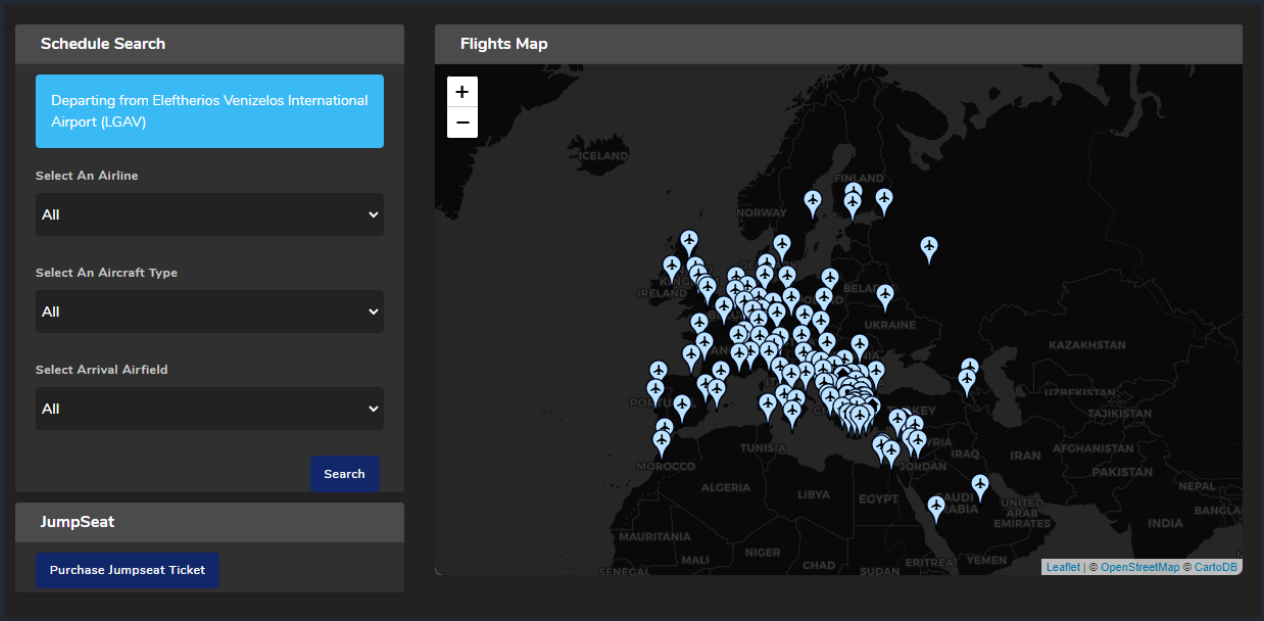
Manual Pirep: By clicking on the manual pirep, you will be transferred to a form, where you have to fill in some data.



As you will see the system will fill in most of the form elements. You will only need to complete the following: Fuel Used (Fuel used to complete the flight), Flight Time Route (Total flight time) and finally Comments (the reason the manual pirep function is used)

Aegean Virtual Airlines (AEv) is strict on Manual PiReps. In order for someone to send such a PiRep, there must be a serious reason, which must be explained in detail. It is at the personal discretion of each Validator to evaluate the reason for submission and decide whether to accept or reject this Manual PiRep.

Cancel Booking: Cancel your booking.



Schedule Search

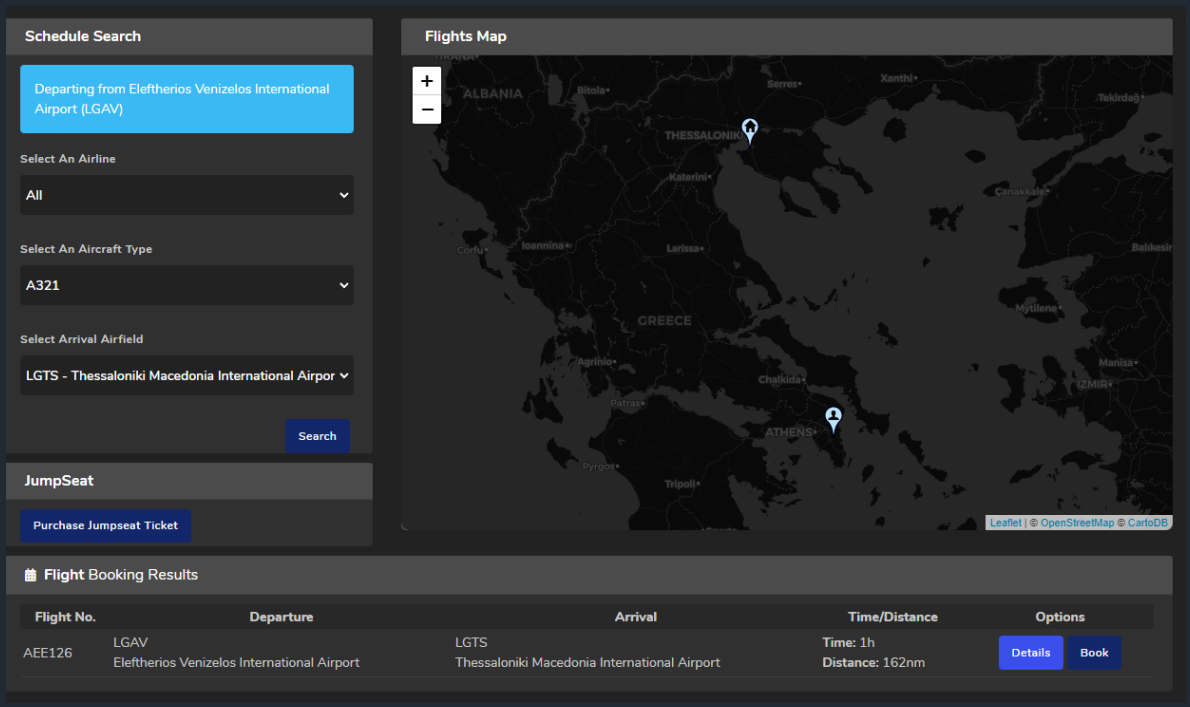
In the blue box you see the location where we, the pilots, are.

Select An Airline: Choose Aegean Virtual Airlines.

Select An Aircraft Types: Choose the type of aircraft you are interested in.

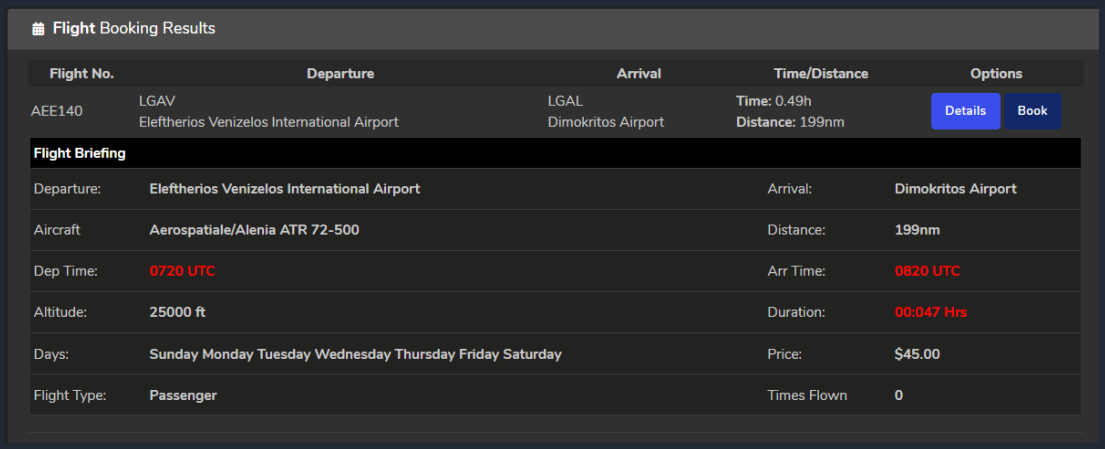
Select Arrival Airfield: Choose the destination.

By clicking Search, you will see the search results.

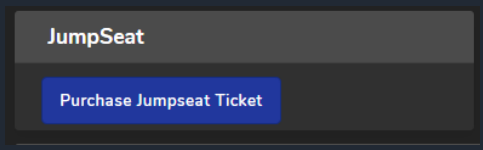


Next to the flights you will find at Flight Booking Results you have to options:

Details: Information about this flight

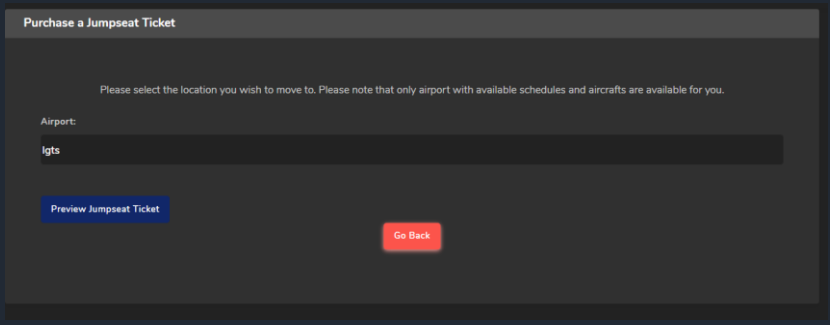


Book: Booking the flight. Above we have listed the steps for booking a flightBooking the flight. Above we have listed the steps for booking a flight. Scheduled



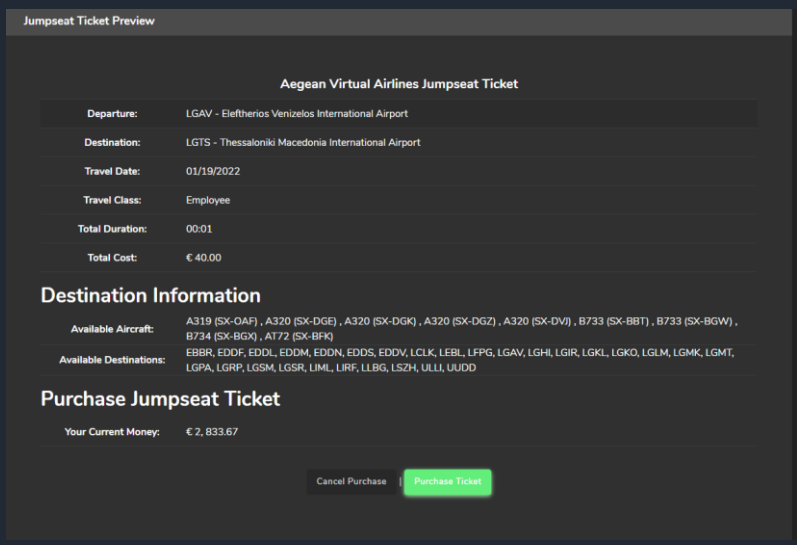
JumpSeat

We will also find the option Purchase Jumpseat Ticket. A function for you to transfer to another airport.

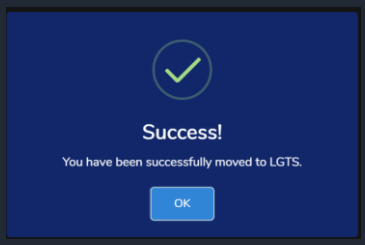


Enter the ICAO of the airport you are interested in and then press Preview Jumpseat Ticket.

We can only transfer to airports that are on the scheduled flights and if an aircraft is available.

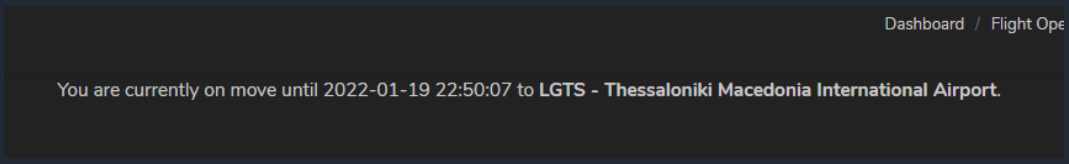


Next you will see information about your transfer. To complete your transfer, you press the Purchase Ticket button.



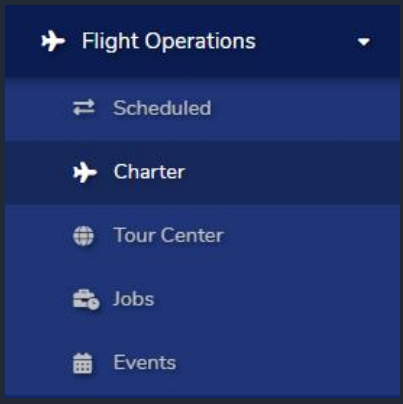
If all goes well, you will see on your screen the above message. Success!

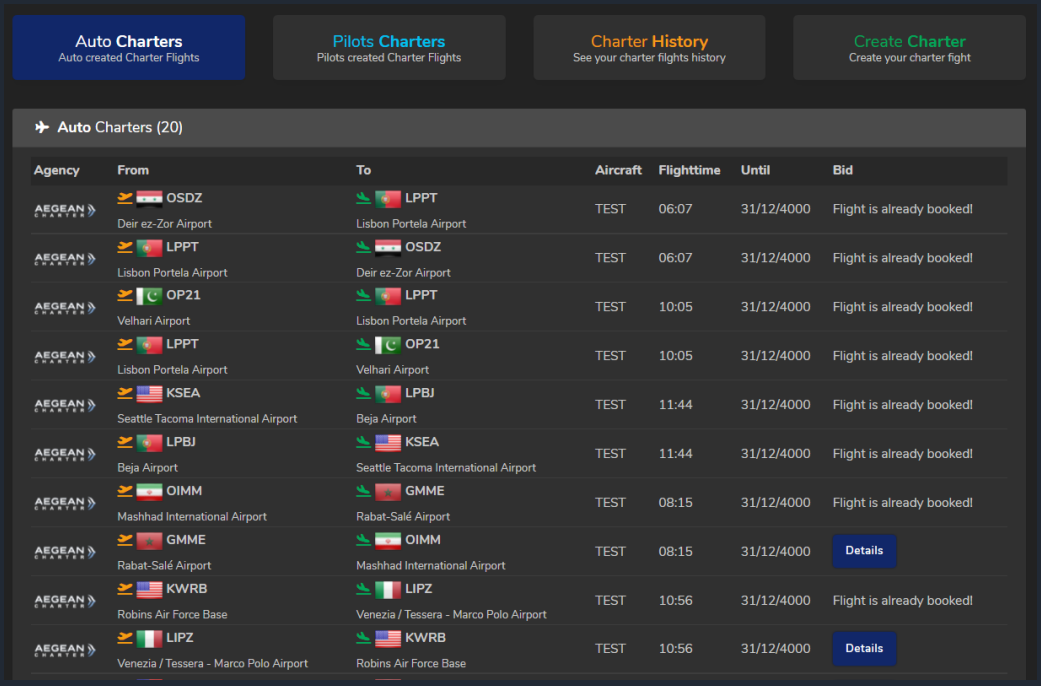
Pess OK.



Then you will see at what time your trip to the airport you have chosen to transfer will be completed. Here you see that the trip will be completed at 22:50 (local time).

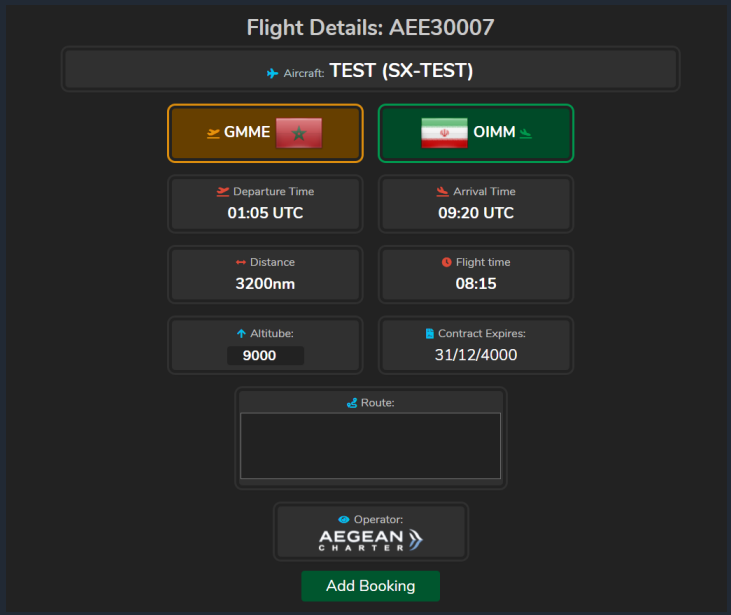
CHARTER



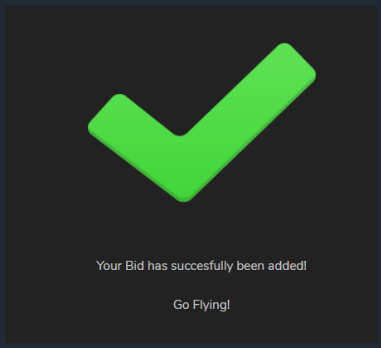


Auto Charters: Charter flights created by the system.

Clicking details in one of these flights …

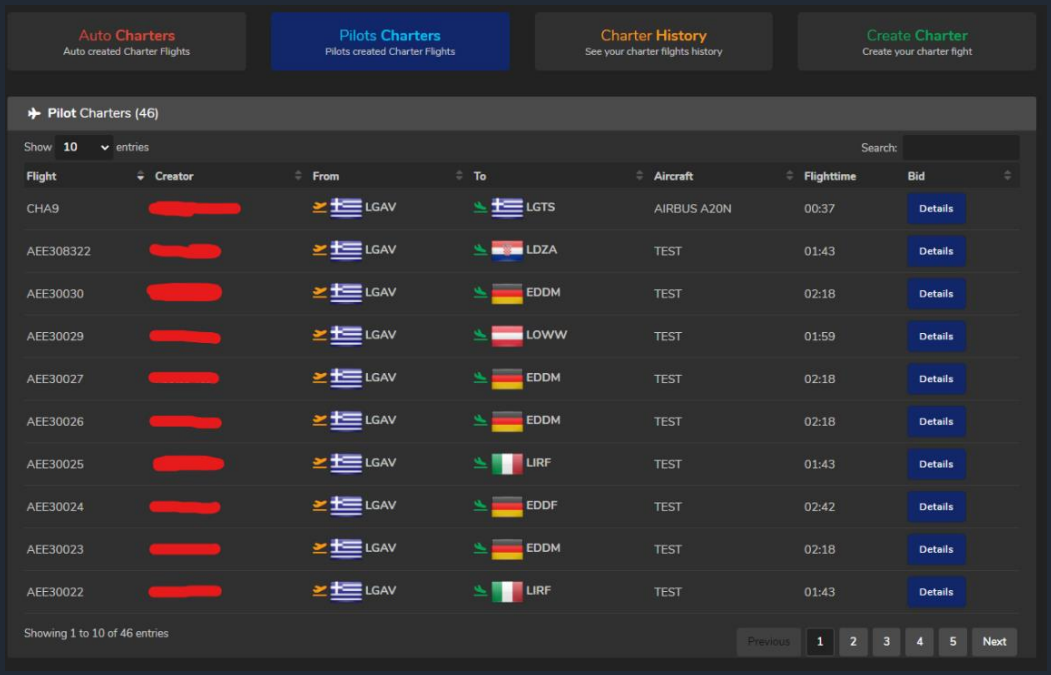


You will see its information, as well as the Add Booking selection to book the flight.

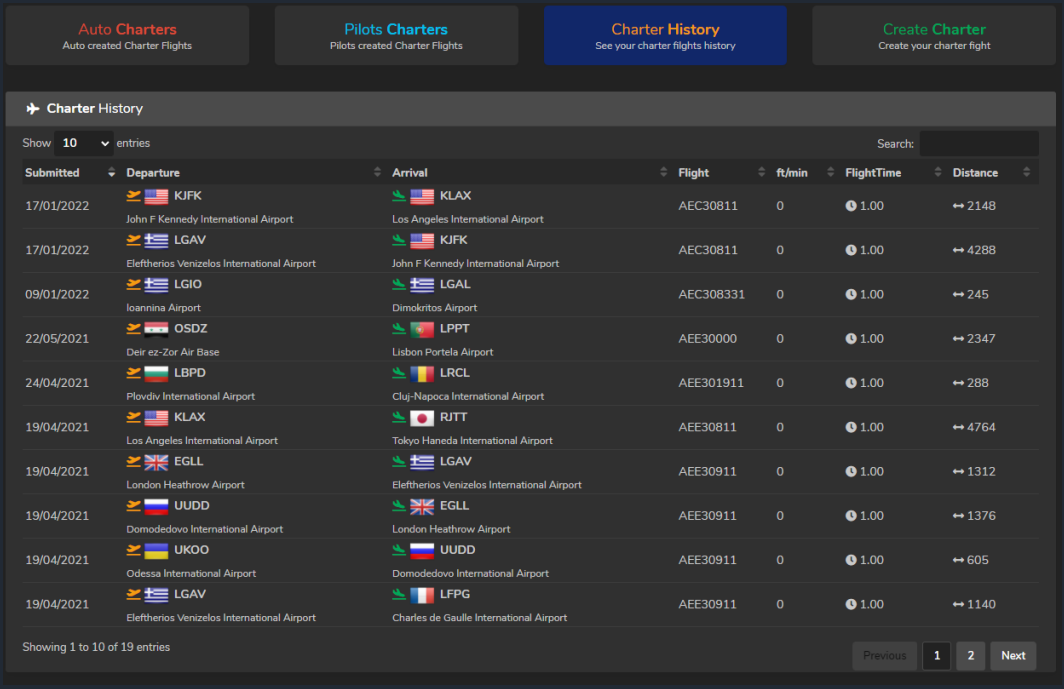


By pressing it, you will see a confirmation message that the flight has been booked.

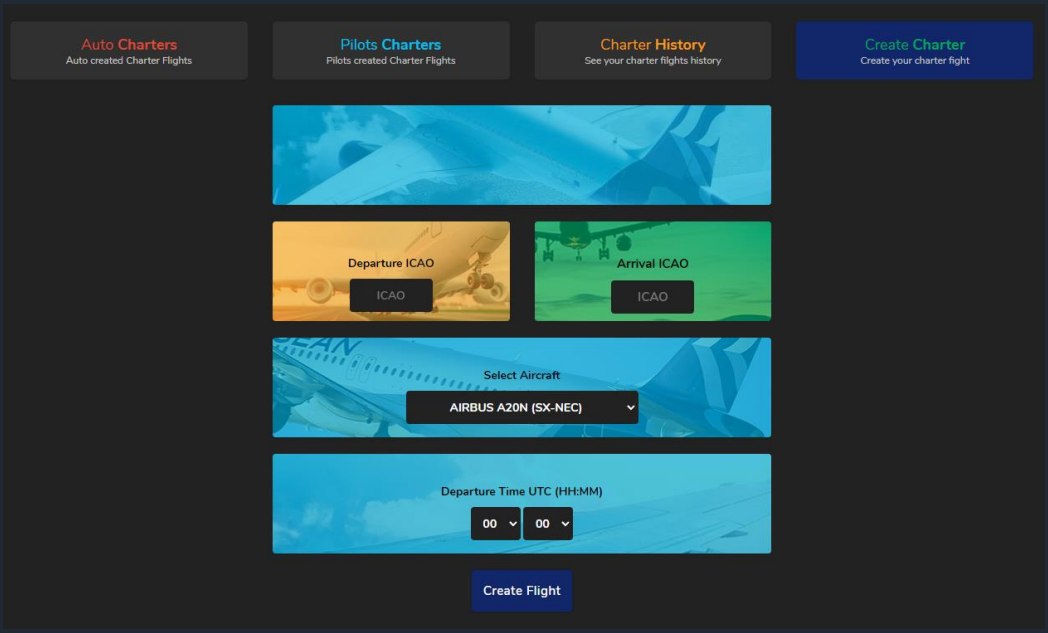
And it has been transferred to my booking flights . Scheduled



Pilots Charters: Charter flights created by AEv pilots.

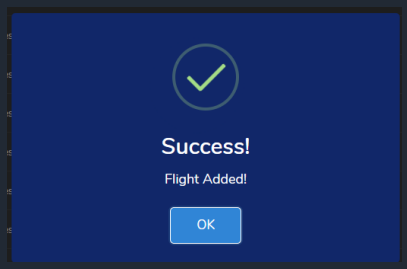


Charter History: History of Charter flights completed by you.



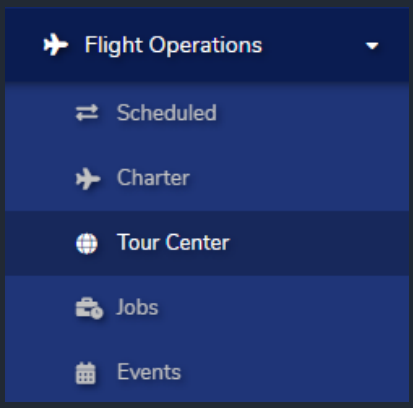
Create Charter: Create your own Charter flights.

Once you have filled in the required fields on the form, click Create Flight

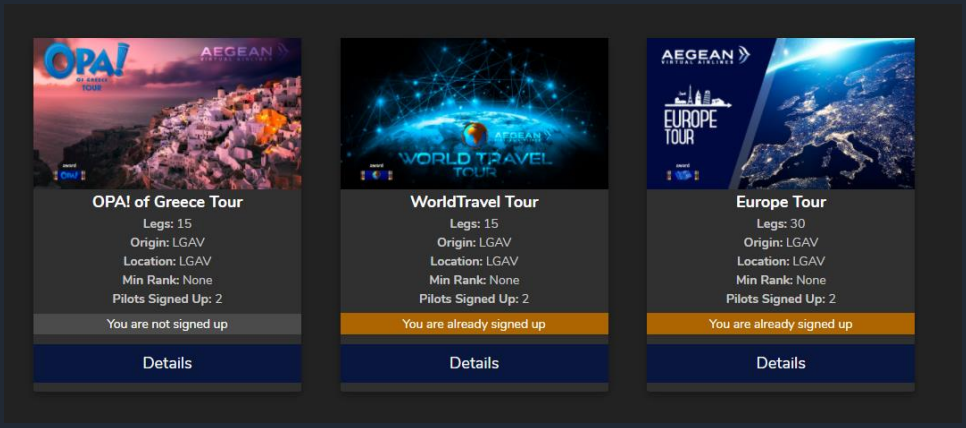


Click OK and then your flight will have appeared in Pilots Charters.

Tour Center

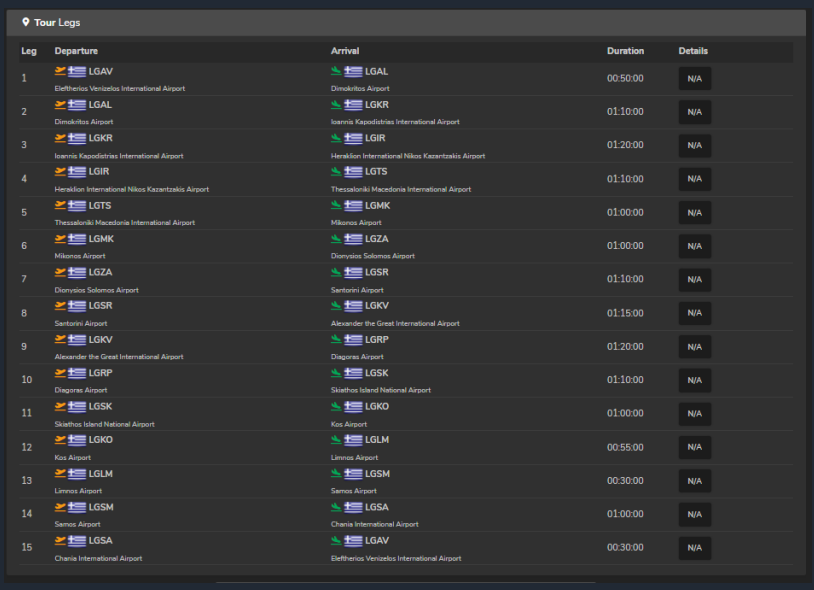


Entering the Tour Center you will see the available tours of AEv.



Πατώντας το κουμπί Details μπαίνουμε στο tour που μας ενδιαφέρει.

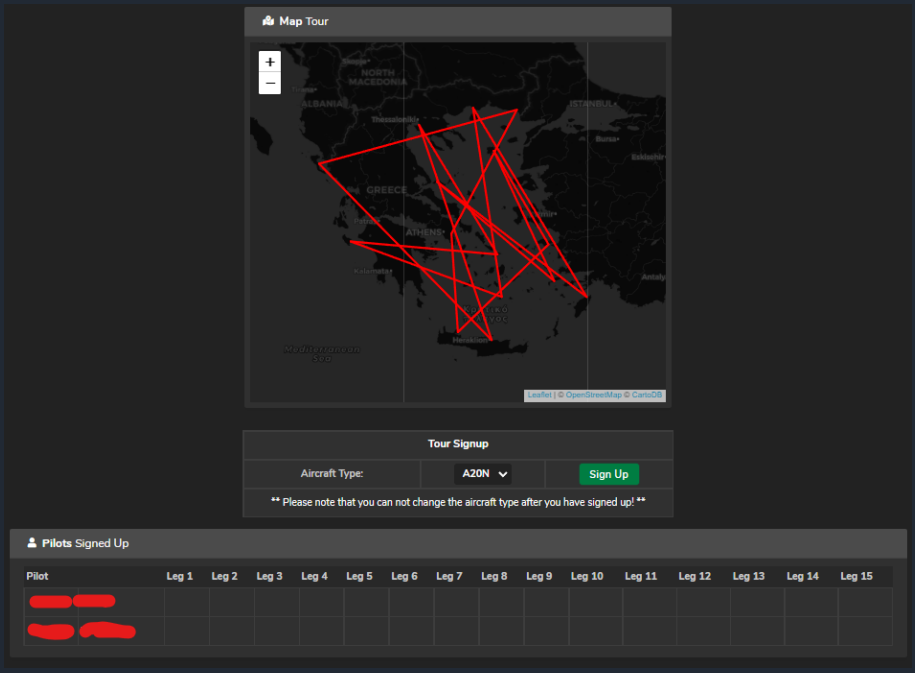
At the beginning of the tour we will see some information.



Tour Legs

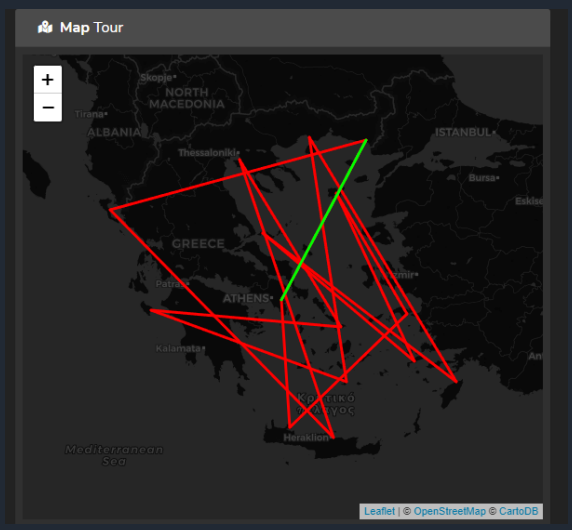
Leg	Departure	Arrival	Duration	Details
1	LGAV Eleftherios Venizelos International Airport	LGAL Dimokritos Airport	00:50:00	N/A
2	LGAL Dimokritos Airport	LGKR Ioannis Kapodistrias International Airport	01:10:00	N/A
3	LGKR Ioannis Kapodistrias International Airport	LGIR Heraklion International Nikos Kazantzakis Airport	01:20:00	N/A
4	LGIR Heraklion International Nikos Kazantzakis Airport	LGTS Thessaloniki Macedonia International Airport	01:10:00	N/A
5	LGTS Thessaloniki Macedonia International Airport	LGMK Mikonos Airport	01:00:00	N/A
6	LGMK Mikonos Airport	LGZA Dionysios Solomos Airport	01:00:00	N/A
7	LGZA Dionysios Solomos Airport	LGSR Santorini Airport	01:10:00	N/A
8	LGSR Santorini Airport	LGKV Alexander the Great International Airport	01:15:00	N/A
9	LGKV Alexander the Great International Airport	LGRP Diagoras Airport	01:20:00	N/A
10	LGRP Diagoras Airport	LGSK Skiathos Island National Airport	01:10:00	N/A
11	LGSK Skiathos Island National Airport	LGKO Kos Airport	01:00:00	N/A
12	LGKO Kos Airport	LGLM Limnos Airport	00:55:00	N/A
13	LGLM Limnos Airport	LGSM Samos Airport	00:30:00	N/A
14	LGSM Samos Airport	LGSA Chania International Airport	01:00:00	N/A
15	LGSA Chania International Airport	LGAV Eleftherios Venizelos International Airport	00:30:00	N/A

Tour legs: The legs that we have to do to complete the tour.

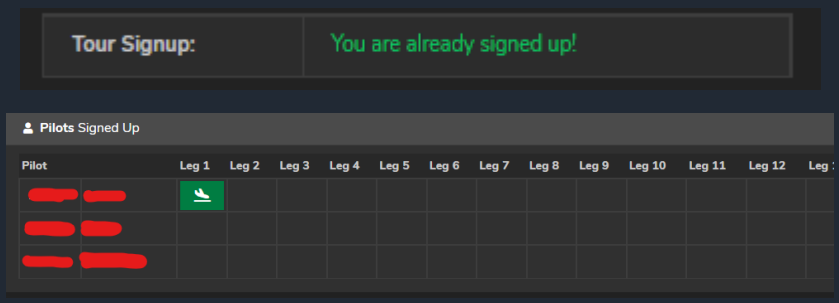


And in the end you will see:

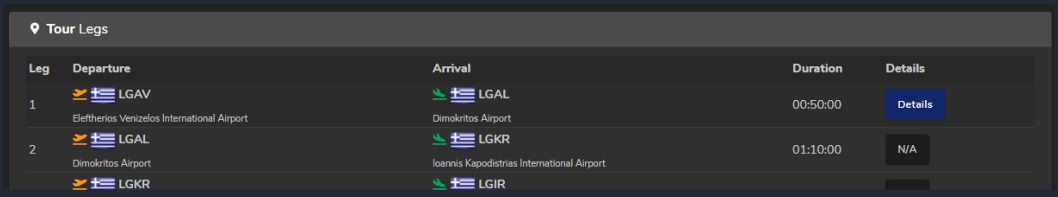
Map tour: Each red line corresponds to the corresponding leg of the tour. Once a leg is completed the corresponding red line will turn green.



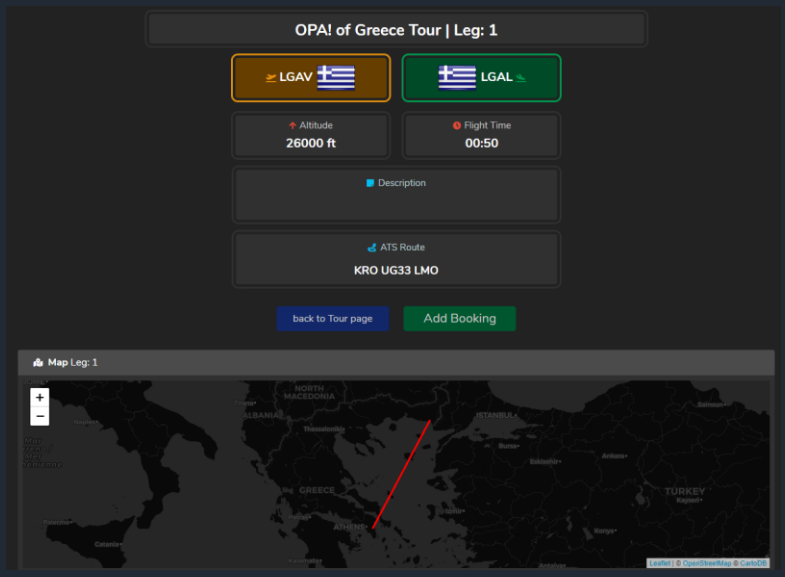
Tour Signup: To participate in a tour you are interested in, you must sign up by selecting the type of aircraft with which you want to participate in the tour. Youcan not complete a leg with a different aircraft. Everything should be completed with the aircraft you will choose in this step. Then, you press sign up and the following message will appear in the place of the Tour sign up.



Pilots Signed Up: Appearance of the pilots participating in this tour, as well as how many legs they have completed.



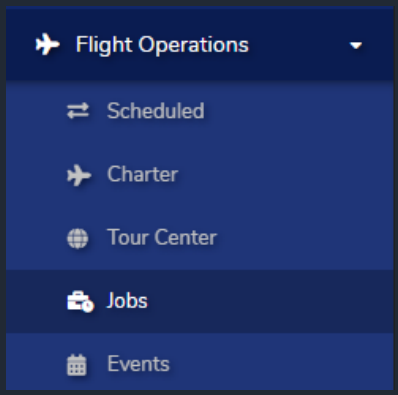
Then we will see that our first leg has been unlocked. Whenever, we click on Details.

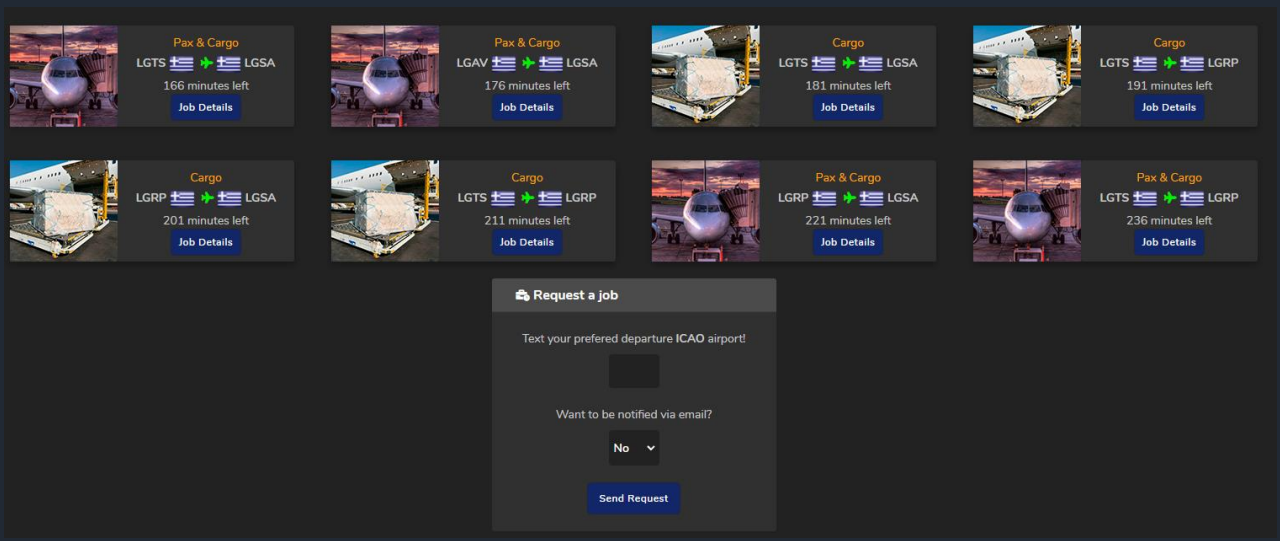


Here we can see some information about this particular LEG, as well as the Add Booking selection to book the flight. The booking can then be seen at My booked Flights (Scheduled).

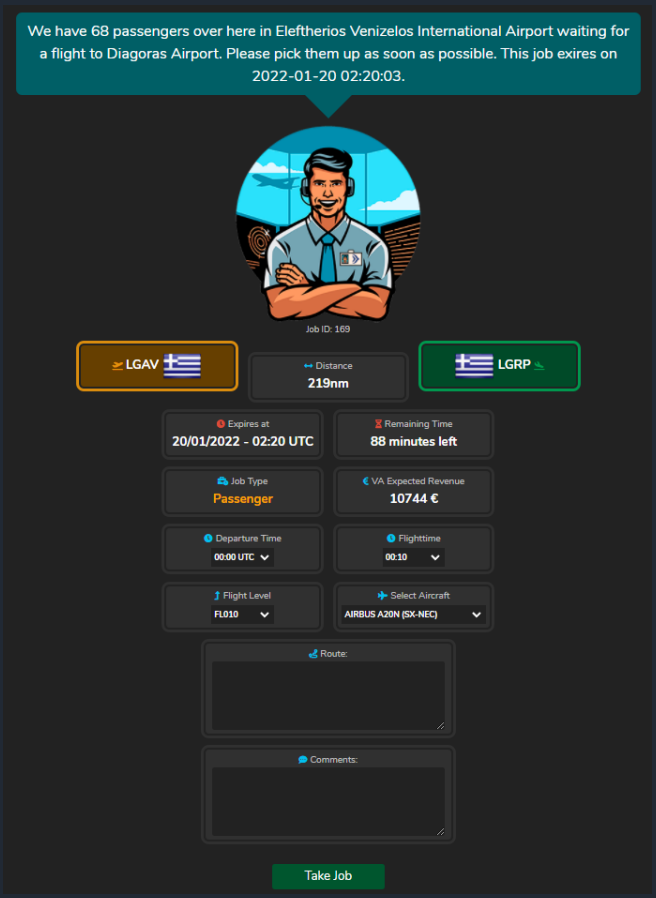
After the completion of each tour, you are automatically awarded the corresponding tour award by the system.

JOBS



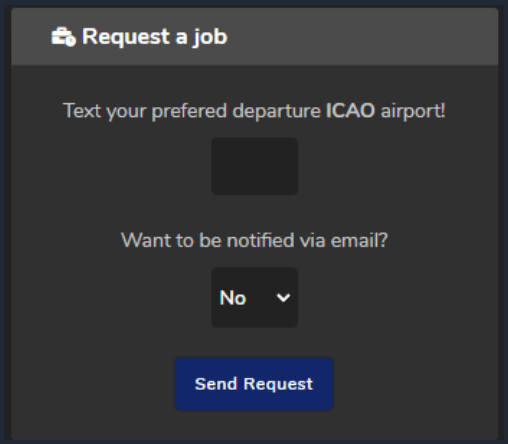


In the Jobs section you will see various jobs assigned to you pilots by AEv. Also, as you will notice for each job, there is a time limit that when this job expires, it disappears. When you will find the one you are interested in, click on Job Details.



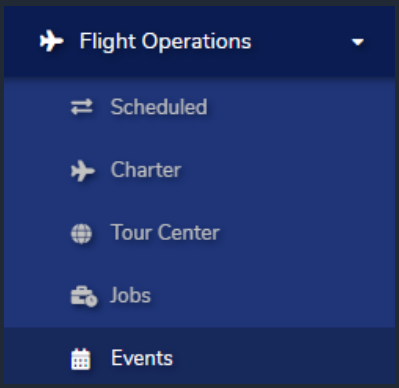
Here you will see information about the JOB you are interested in as well as the Take Job button to book the flight.

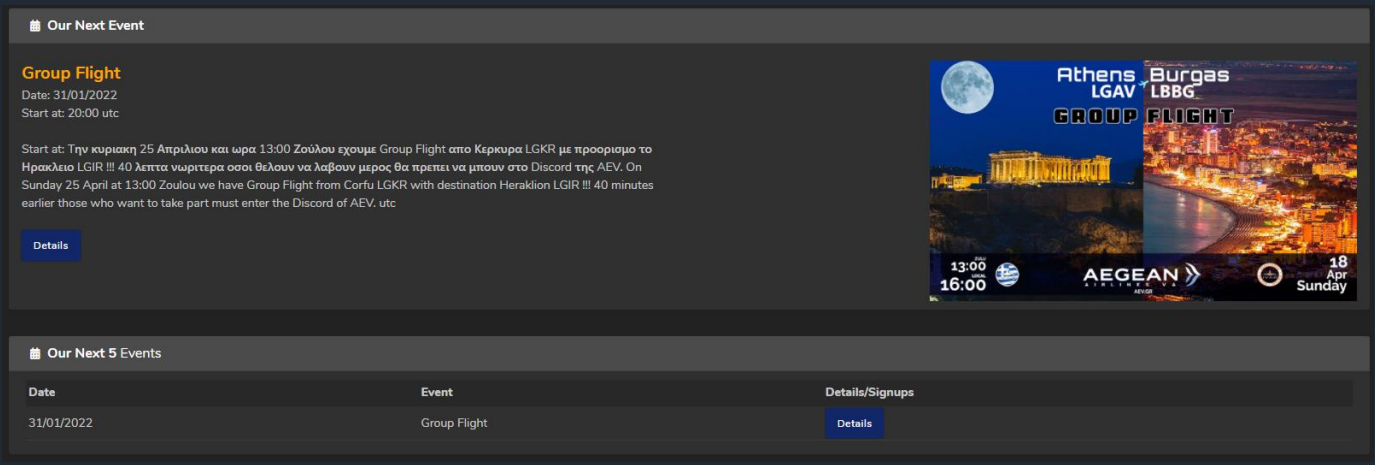
The flight booking for JOB does not appear in My Booked Flights, but you will find it normally in smartCARS, so that you can complete it.



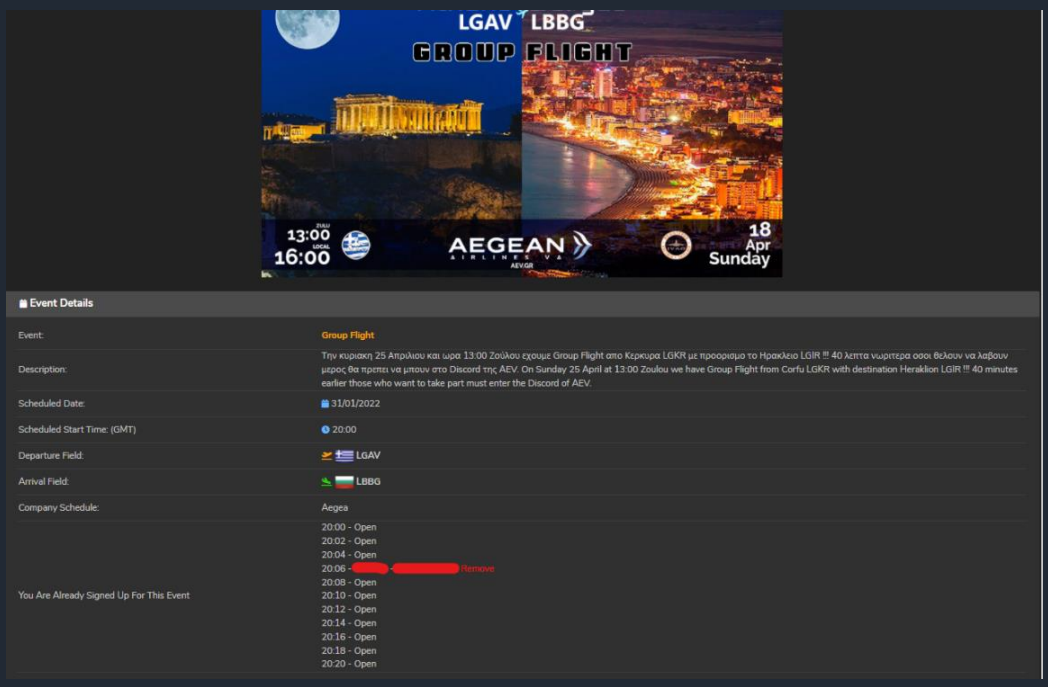
You can also take JOBs with the departure airport of your choice. When AEv finds the job that corresponds to your criteria, it can notify you via email, if you wish.

EVENTS





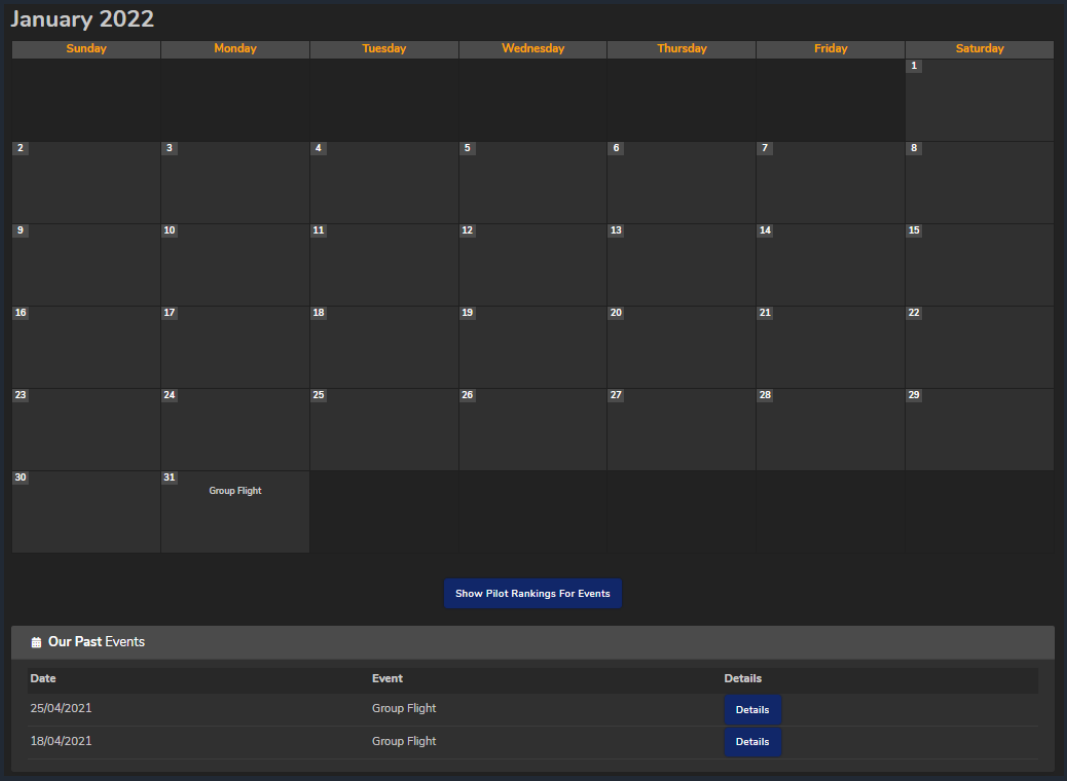
Our Next Event: Appearance of the next event of AEv. Clicking on Details, you will see information about the specific event.



As well as to declare your participation. If you do not register, you can not participate in the event.

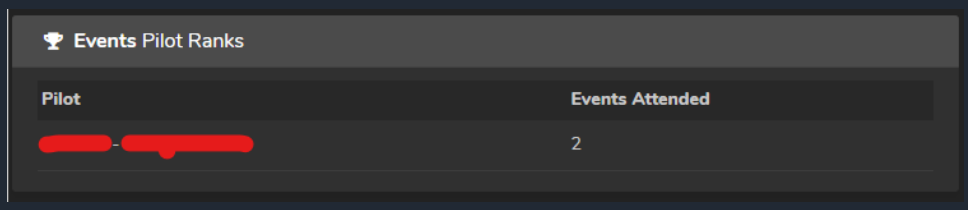
At the bottom you will see the empty seats of the event, as well as the departure time of each one. In case you want to change the departure time or cancel your participation, click on **remove** button, next to your name.

Our Next 5 Evets: Appearance of the next 5 AEv events.



Calendar of the current month with its events.

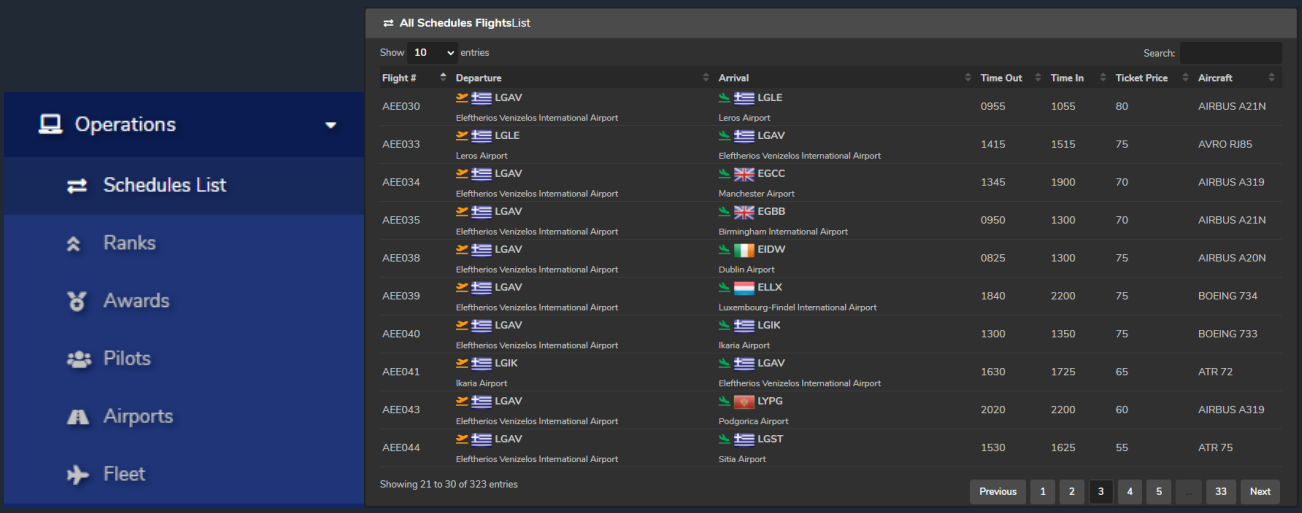
Show pilot Ranking for Events: By pressing this button, you see the pilots, who have participated in events, as well as the number of participations of each.



Our past events: Events that have taken place in the past.

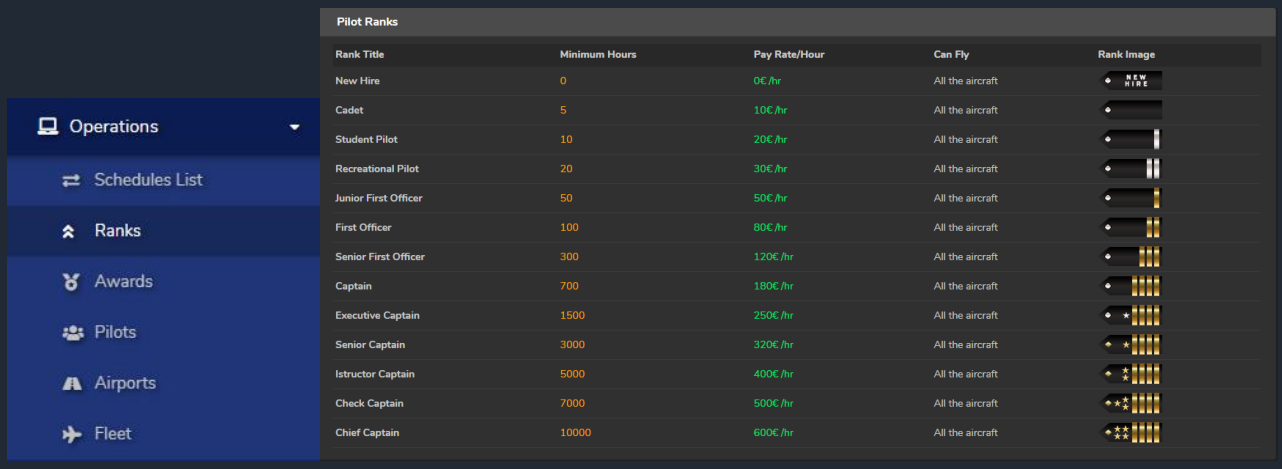
OPERATIONS

SCHEDULES LIST



On the schedules List you will see the All Schedules Flights List with all the scheduled AEv routes, which correspond to the actual Aegean Airlines.

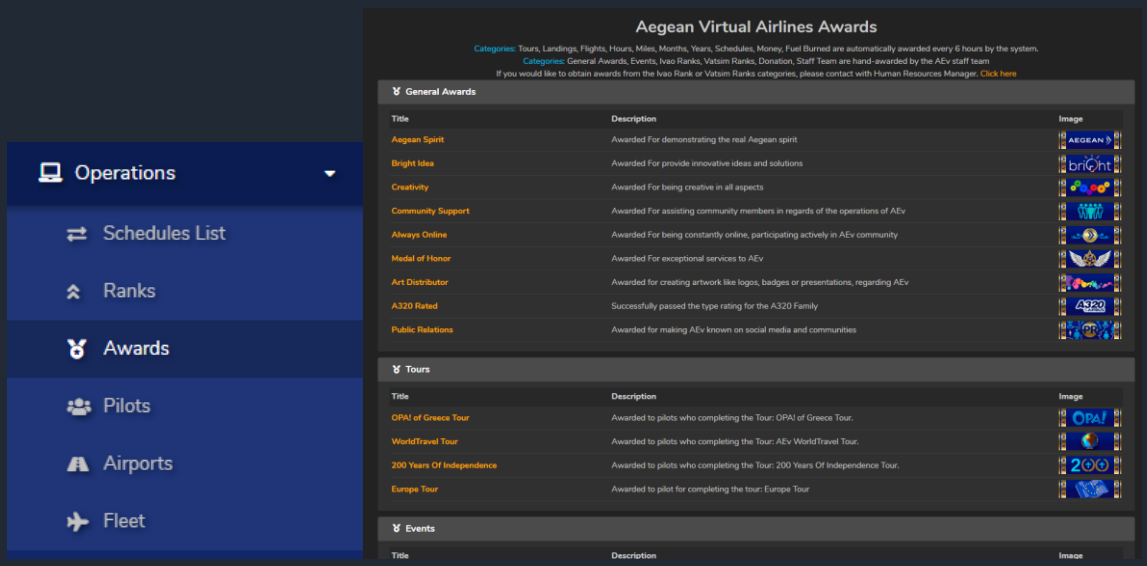
RANKS



Rank Title	Minimum Hours	Pay Rate/Hour	Can Fly	Rank Image
New Hire	0	0€/hr	All the aircraft	
Cadet	5	10€/hr	All the aircraft	
Student Pilot	10	20€/hr	All the aircraft	
Recreational Pilot	20	30€/hr	All the aircraft	
Junior First Officer	50	50€/hr	All the aircraft	
First Officer	100	80€/hr	All the aircraft	
Senior First Officer	300	120€/hr	All the aircraft	
Captain	700	180€/hr	All the aircraft	
Executive Captain	1500	250€/hr	All the aircraft	
Senior Captain	3000	320€/hr	All the aircraft	
Istructor Captain	5000	400€/hr	All the aircraft	
Check Captain	7000	500€/hr	All the aircraft	
Chief Captain	10000	600€/hr	All the aircraft	

On RANKS section you will see a list of all the Pilot Ranks, as well as some information about each one. Hours needed to obtain each rank, salary per hour and which aircraft you can fly in each rank.

AWARDS



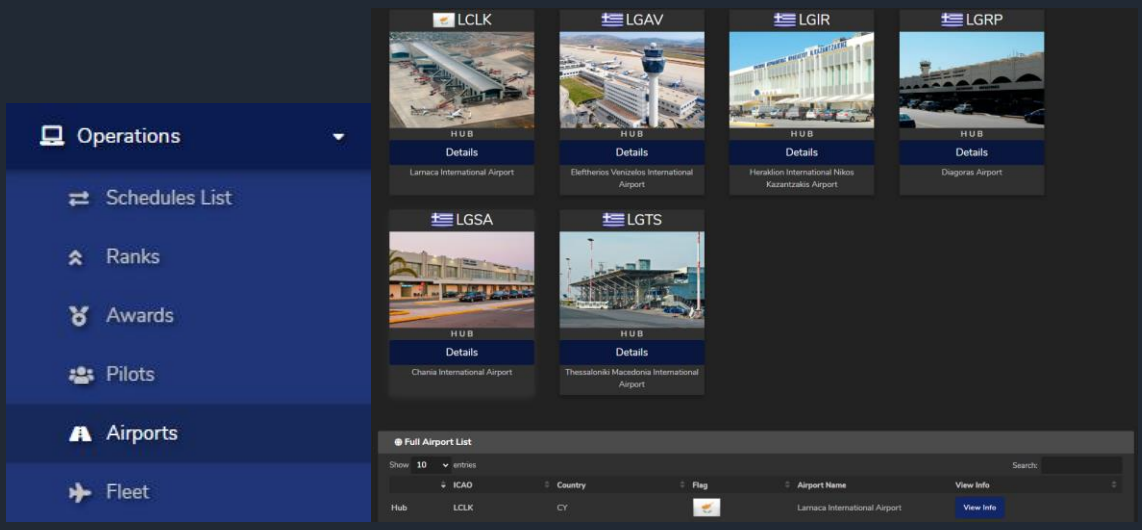
In the Awards section you will see a list of all the AEv awards, as well as some explanations for each one.

If you would like to receive awards from the Ivao Ranks or Vatsim Ranks categories, please contact the Human Resources Manager (HRM).

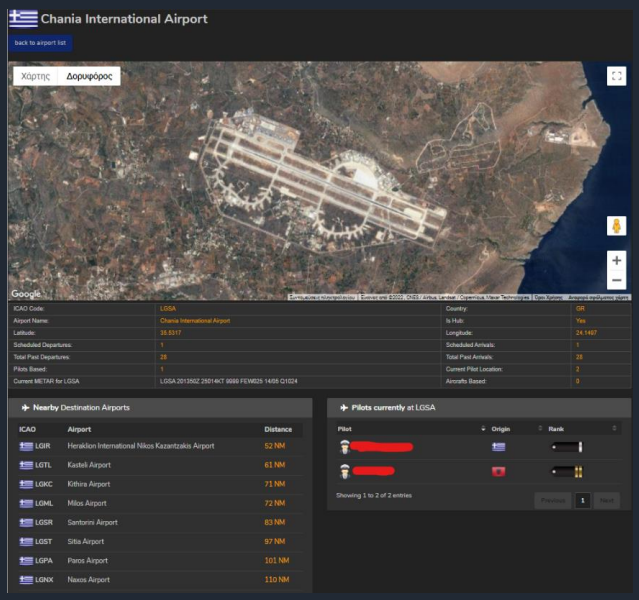
Pilots

On Pilots section you will see a list of all AEv pilots, as well as some basic information about each one.

Airports

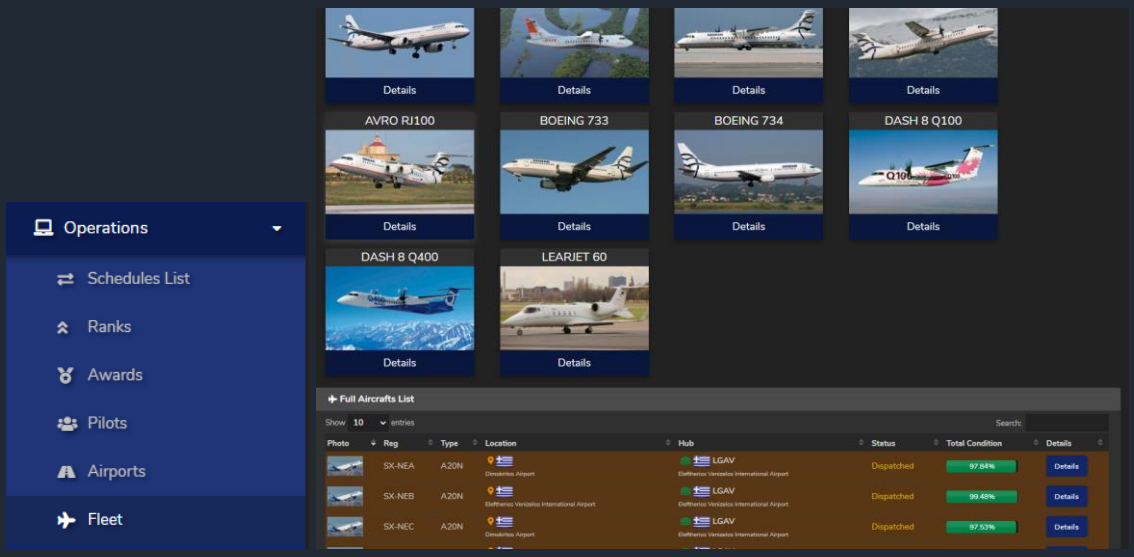


On Airports section you will see which airports are the AEv Hubs and just below a list of all the airports in the world. Around 24,000 airports on our list.

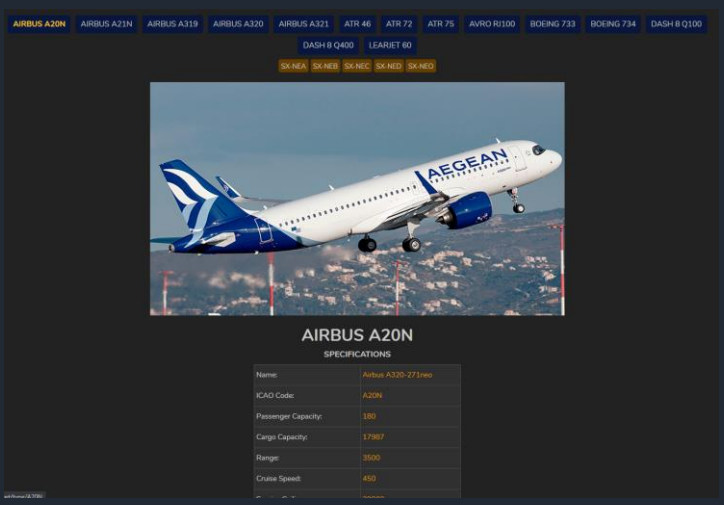


Clicking on Details on hubs ή or on view info of the list, you will see some interesting information about each airport.

Fleet



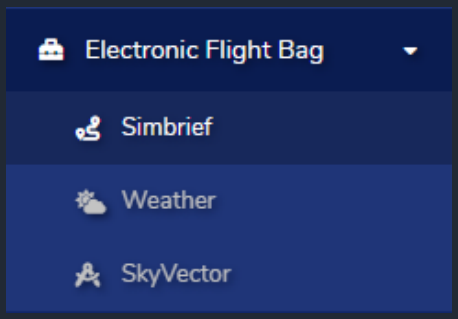
On Fleet section you will see all the available AEv aircraft, which correspond to the actual fleet of Aegean Airlines, as well as aircraft that existed in their fleet in the past. Clicking on Details



we can see interesting information for each type of aircraft, as well as for each aircraft separately. Its status, location, schedules and other useful information.

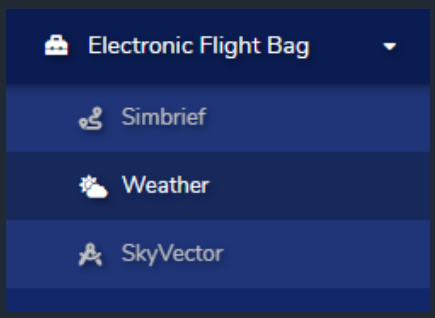
Electronic Flight Bag

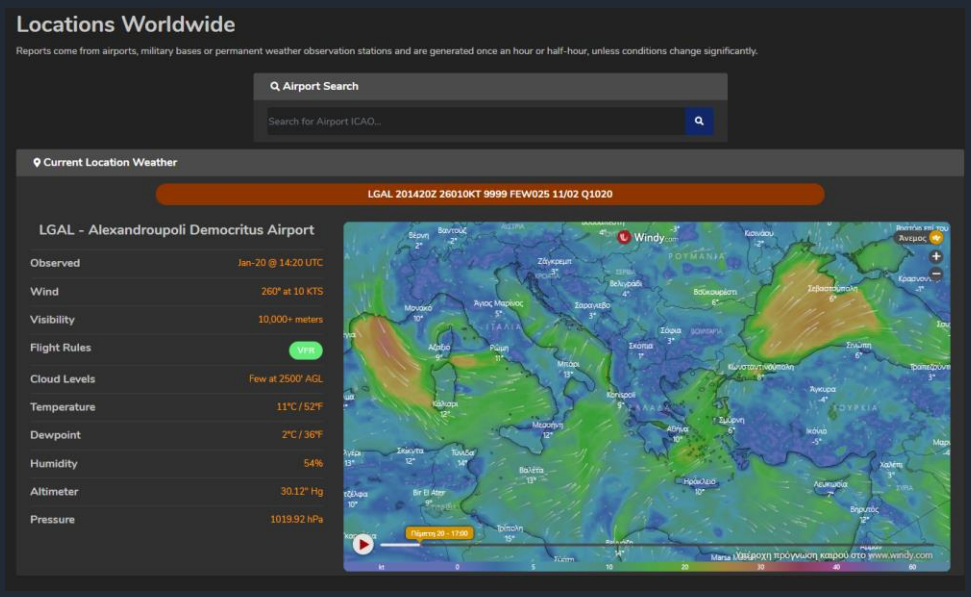
SimBrief



Visit the page of Simbrief.

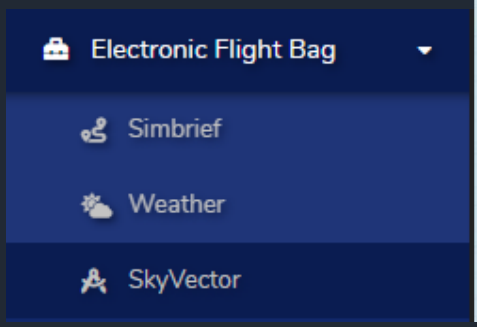
WEATHER

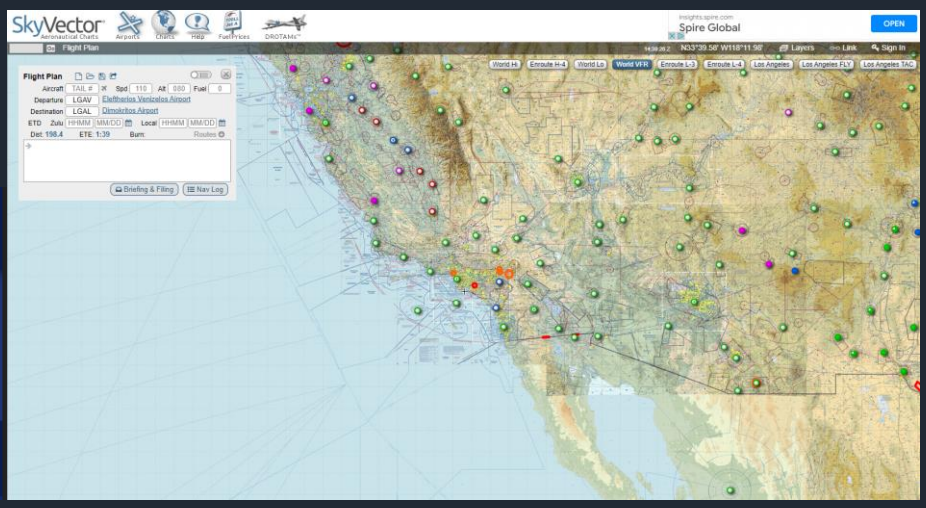




Weather information for any place and airport in the world you are interested in.

SKYVECTOR

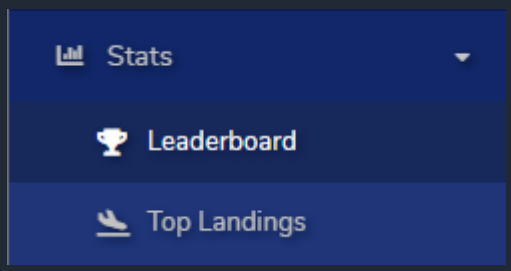


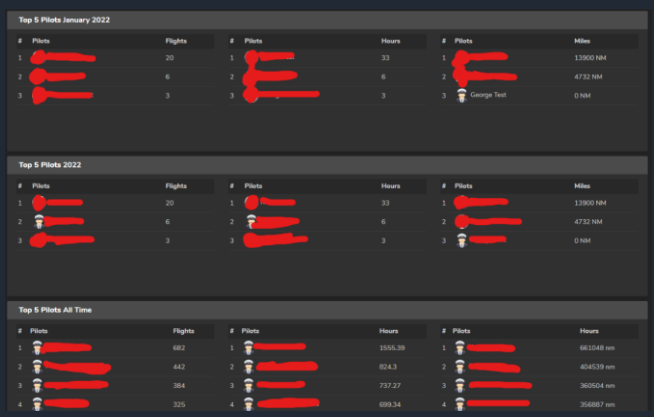


Visit the page of Skyvector.

STATS

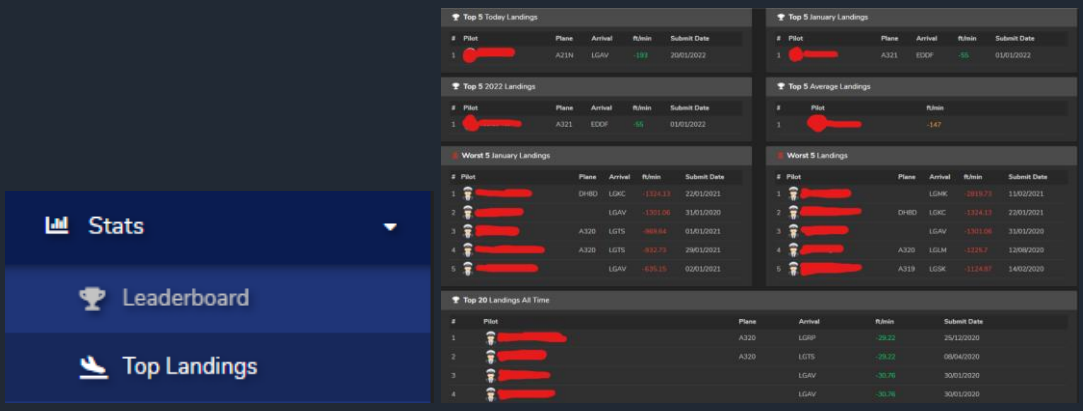
LEADERBOARD





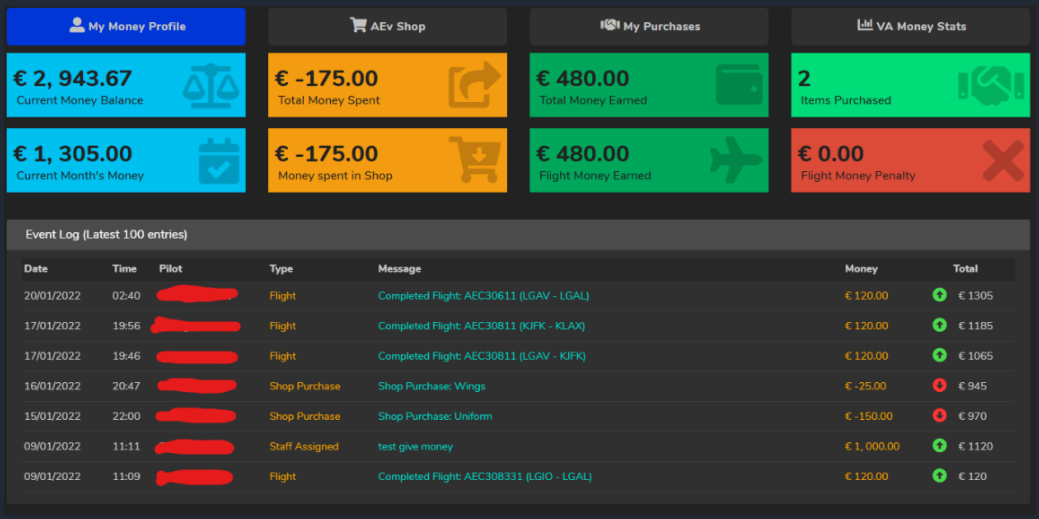
Top AEv pilots.

Top Landings



Top Landings of AEv pilots.

Pilot Shop



One way to spend and control your finances, is the Pilot Shop.

At the top right, after the menu, you will see some information about your finances.

Current money balance: Total amount in your wallet.

Total money spent: Total expenses.

Total money earned: Total revenue.

Items purchased: tems you have purchased from the Pilot Shop.

Current months money: Total amount of the current month.

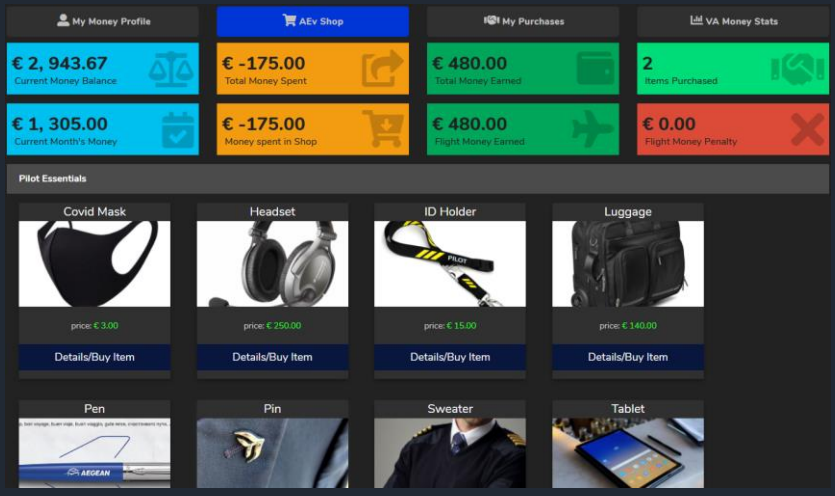
Money spent in shop: Total expenses in the Pilot Shop.

Flight money earned: Revenue from flights.

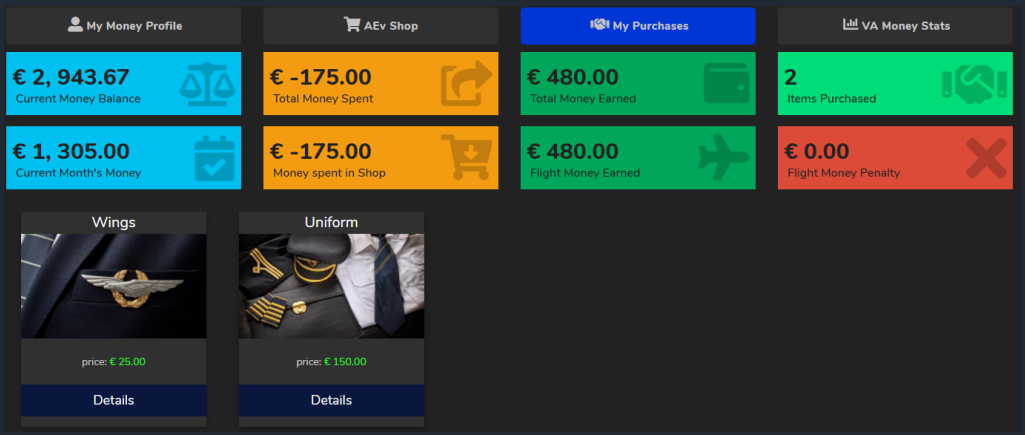
Flight money penalty: Lost money from penalties

In the main menu at the top we will see the following options:

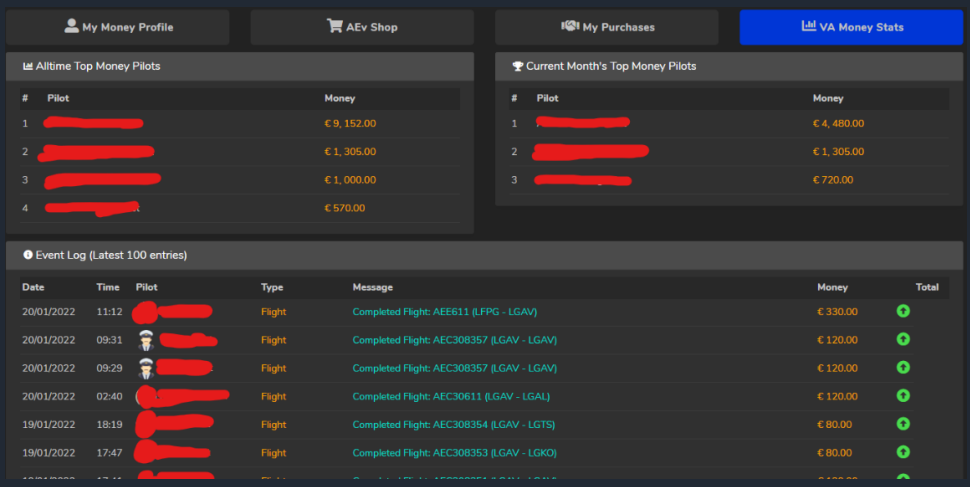
My Money Profile: Display of the table Event log. A history with your last 100 personal financial movements, income - expenses.



AEv Shop: A store, where you can buy various items, up to whole houses and villas.

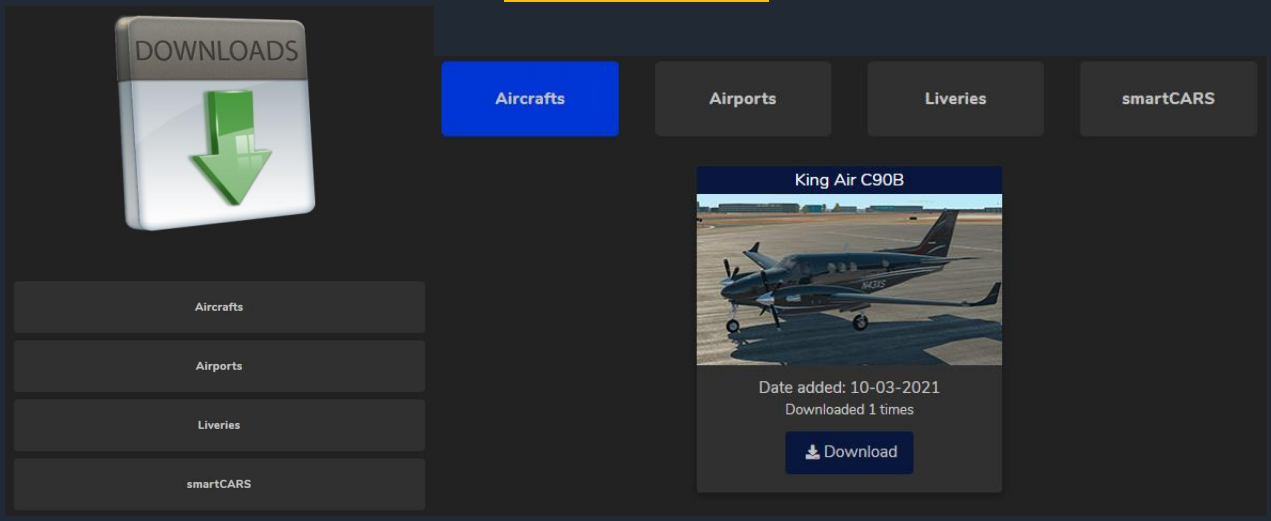


My Purchases: Items that we have bought and have in our possession.

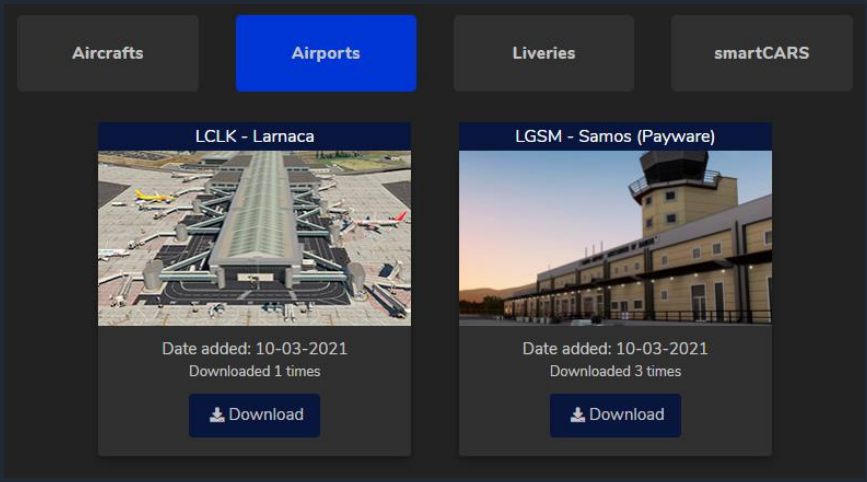


VA Money Stats: Basic Financial Statistics of all pilots.

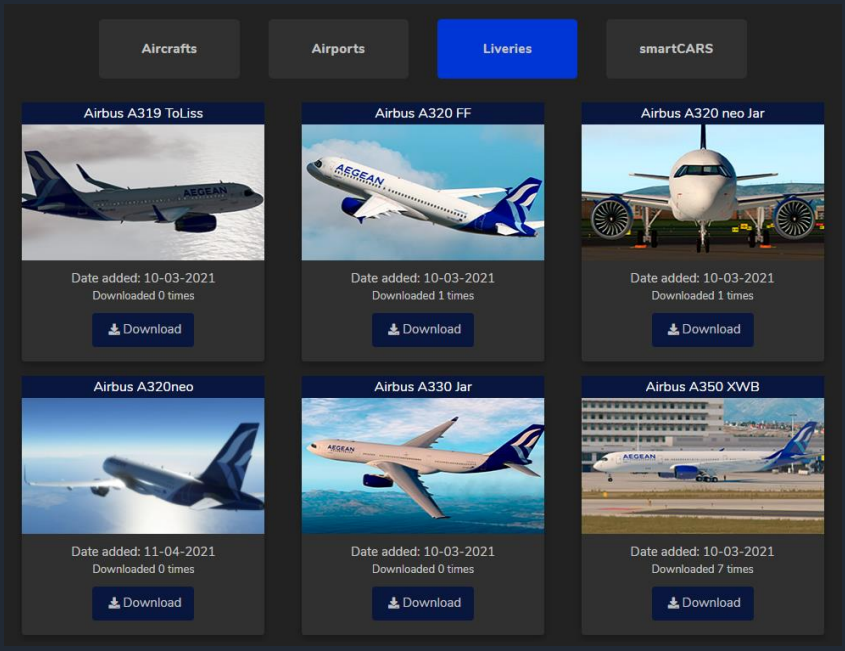
DOWNLOADS



Aircrafts: Various freeware aircraft.



Airports: Various airports.



Liveries: Liveries of AEv.gr

SmartCARS: see here smartCARS