

AOCMS Feature Guide

New features and PDF reports — reference for all users

Sign In Without a Password

Two new ways to sign in are available alongside the existing username and password login.

Magic Link

From the login page, click **Can't log in? Get help here** to reach the Login Help page. From there you can request a magic link in two ways:

- **By email address** — enter your registered email and a link is sent immediately. If you have multiple accounts at the same address, a link is sent for each one.
- **By user ID** — enter your user ID and a link is sent to the email address registered to that account. Useful if your email address has changed and you cannot remember the old one.

The link signs you straight in — no password required. It expires after 20 minutes and can only be used once. Open the link on the same device you requested it from.

Biometric Login (Face ID / Fingerprint)

If you use AOCMS as an installed app on a phone or tablet, you can register your device and sign in using your device's biometric — Face ID or fingerprint — instead of a password. Once set up, biometric login is faster than typing a password and works offline from the login screen.

To register a device, go to **Settings** in the navigation bar, then click **Change Password** in the submenu. The **Passkeys & devices** section at the bottom of that page lists your registered devices and lets you add new ones or remove old ones. You can register as many devices as you use.

Biometric login requires AOCMS to be installed as an app on the device. The install guide explains how to install AOCMS on iPhone, iPad, Android, and desktop.

Account Settings

Account settings are available via **Settings** in the navigation bar, then **Change Password** in the submenu. From here you can:

Email address	Update the email address used for magic link login. Keeping this current is important — if your registered address is no longer valid you will not receive magic links.
Password	Change your password at any time.
Passkeys & devices	Register or remove devices for biometric login.

Interface Modernisation

The interface has been substantially redesigned and modernised throughout — improved layout, typography, colour, and consistency across all pages. The changes are cumulative and affect every part of the application.

Mobile Layout and Desktop Toggle

Most pages adapt automatically to the screen width. On a narrow screen (phone or small tablet), wide tables switch to card-based layouts that are readable without horizontal scrolling.

A **desktop / mobile toggle** sits in the top bar. Click it to force the desktop layout at any screen width — useful on tablets where the automatic switch point does not suit your preference. Your choice is preserved while you navigate.

Display Theme (Light / Dark / Auto)

A theme toggle sits in the top-right corner of the navigation bar. Click the icon to cycle through three modes:

Icon	Mode	Behaviour
✱	Light	Always light, regardless of device setting.
☾	Dark	Always dark, regardless of device setting.
●	Auto	Follows your device or browser's dark/light preference.

Your choice is saved as a cookie and remembered across sessions. The default is **Light**. The site also uses a session cookie for login and a preference cookie for your theme choice.

Loading Indicator

Pages that involve a large amount of data (FTL, OOD, company reports) can take a few seconds to load. A spinner overlay appears as soon as you click a link or submit a search, so it is clear the page is loading. The overlay disappears automatically when the page is ready.

Notifications

Confirmations, warnings, and errors now appear as a coloured bar directly below the navigation bar, replacing the previous pop-up alerts:

Colour	Meaning
Green	Success — e.g. flight stored, file uploaded.
Amber	Warning — e.g. date range limited, invitation already outstanding.
Red	Error — e.g. invalid data, not authorised.

The bar disappears on the next page load and will not reappear if you refresh.

Sorting and Filtering Tables

Most tables in the app now support sorting and filtering by column.

Sorting

Column headers that support sorting are marked with a pair of triangles. Click the header to sort by that column; click again to reverse the order.

Filtering

Click a value in the table body to filter the entire table to rows matching that value. A pill appears below the column header — for example **Role: Pilot** or **Type: EC135**. Click the pill to clear the filter.

Sort and filter state is preserved when you change the date range or switch between layout styles.

Sortable and filterable columns are indicated within each table — not all columns on every page support these features.

PDF Reports — Overview

PDF reports are available on most company and user pages via a **PDF reports** panel (a labelled box similar to the data export box). Click the relevant button — the report opens in a new browser tab and can be saved or printed.

All reports include the company name, a generation timestamp, and page numbers. Company reports include a confidentiality footer.

Reports Available to All Users

Logbook Extract

Logbook page → PDF reports

A formatted logbook extract covering the currently selected date range. Layout mirrors the CAA CAP 407 / Part-FCL physical logbook format, with running page totals (Page Total, Carried Forward, Total to Date) at the bottom of each page. Switch between compact and expanded day/night columns using the toggle on the logbook page before generating the PDF.

Duty Log

Duty page → PDF reports

A formatted duty log covering the current date range. Includes all FTL columns — DP and flying rolling totals, rest periods, and discretion events — matching what you see on screen.

Rolling FTL Totals

Duty page → PDF reports

Two line charts showing your 28-day rolling flying hours and duty hours over time, with a full colour-coded data table below.

Pilot Training Status

Training overview page → PDF reports

A snapshot of all your qualifications and checks. Each item shows the date done, date due, and a colour-coded status (red = overdue, amber = due soon, green = current). Respects the "Show archived" setting — the PDF matches exactly what you see on screen.

Check Due Timeline

Training overview page → PDF reports

A Gantt-style timeline of all your check records. Each row shows a coloured bar spanning from date done to date due, with a vertical "today" marker. Useful for seeing at a glance how your checks spread over time.

Reports Available to Company Administrators

Company Training Compliance

Training checks page → PDF reports

A table showing every pilot's status for each selected check type. Cell colours reflect the worst RAG status across all entries for that pilot and check type.

Training Compliance Charts

Training checks page → PDF reports

One donut chart per selected check type, showing the proportion of pilots in each RAG band (overdue / due <30 days / due <90 days / current / no record). Useful for a quick compliance overview without reading the full table.

Out-of-Date Checks Report

OOD page → PDF reports

A PDF of the OOD table as currently displayed — respects the active window (OOD only / +7 / +30 / +90 / +365 / All) and any active filter.

FTL Hours Remaining Snapshot

Pilot company page → PDF reports

A point-in-time table of every pilot's remaining DP and flying hours across all rolling windows (DP7/14/28/365, Fly3/7/28/84/365). Colour-coded to highlight pilots approaching or exceeding limits.

Discretion Reports Summary

Discretion reports page → PDF reports for date range

A table of all discretion events in the selected date range. Includes pilot and CP statements, event type, and lock status.

Discretion Event Frequency

Discretion reports page → PDF reports for date range

A donut chart showing the split between FDP extension and rest reduction events, alongside a monthly stacked bar chart of event frequency over the date range. Includes a by-pilot summary table.

Scheme Reference Card

Schemes page → PDF icon on each scheme row

A single-page reference card for a scheme: DP limits, flying limits, constraints, override rules, and the FDP/fly time matrix.

Company Logbook Reports

Logbook → Company page → PDF reports for date range

Four reports covering all pilots' logbook data for the selected date range:

Report	Contents
Monthly Flying Hours	Stacked bar chart (day / night / sim) by month, with a pilot × month detail table.
Time in Type	Bar chart showing hours per aircraft type per pilot.
Approach and Instrument Currency	Bar chart showing ILS / RNAV / NPA approaches per pilot, with a detail table including SP/MP split and instrument time.
Company Hours by Pilot	Bar chart of total hours (day / night / sim) per pilot, sorted by total.

FTL Calculation Detail

On any duty record, a **Show calculation** link opens a step-by-step breakdown of exactly how the FTL figures for that duty were derived. This covers:

Item	What is shown
DP and FDP times	Start, stop, and total for the duty period and flight duty period, both planned and actual.
Flying time	Actual flying hours accumulated in the duty, and the running totals at that point (Fly, Fly3, Fly7, Fly28, Fly84, Fly365).
Rest	The preceding rest period, required minimum, and any reduction applied.
Scheme limits	The limits that applied — which scheme, which rule, and how the limit was arrived at (e.g. number of sectors, split duty extension).
Discretion	If discretion was used, the extension amount and the resulting adjusted limit.

This is particularly useful when a figure does not look right, or when a pilot or CP wants to understand how a split duty, overnight, or discretion event has affected the calculation. The detail view is read-only and does not affect any stored data.

Company Logbook Page

A **Company** link appears in the logbook submenu (visible to administrators). This page shows all pilots' logbook entries for the selected date range in a single table, with:

Sorting and filtering	By pilot name, aircraft type, registration, departure, destination, and capacity.
Layout modes	Compact and expanded (same toggle as the user logbook).
Data export	CSV, tab-separated, JSON, and XML formats.
PDF reports	Access to all four company logbook PDF reports.