



Version 3.0
Release Notes



New Features & Updates


Rebrand

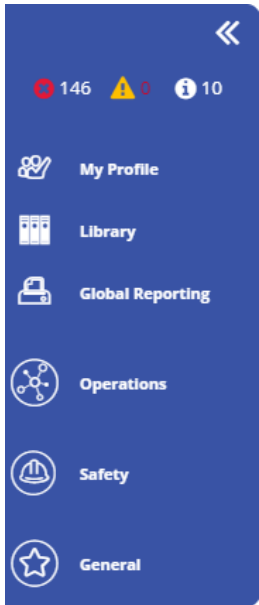
Avinet are delighted to introduce the new version of Air Maestro, version 3.0. The primary focus for version 3.0 is a User Interface overhaul. Every page within Air Maestro has been updated with a new streamlined look and feel, with the goal to not only visually impress, but also improve the day to day use of the system by the end user.

Version 3.0 is the first instalment of the site-wide rebrand, which will be continued over subsequent releases. The goal of this first phase was to update all of the pages with a modern and consistent look across all 290 pages contained within the system.

Key areas to note about the new user interface are mentioned below:

New Side Menu:

- One of the biggest changes in the new release is the shift to a new menu system. The menu system is no longer horizontally across the top of the page, it will now be an interactive side menu bar located on the left hand side of the page.
- The menu will initially start collapsed, which will show just the icons for each of the modules, however can be expanded by clicking on the  icon.
- When expanded, the menu will show the icon as well as the name of the module.
 - The goal is that once experienced with the new menu system, users will be able to remember which icons are associated with certain modules and will not always need to expand the menu. This will result in quick access to the module.
- Below is the view of the expanded new menu:

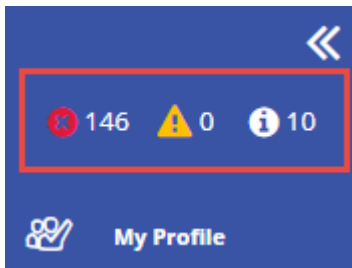


- Each of the high level areas – **Operations**, **Safety** and **General** can be expanded to see each of the modules contained within. This idea of this is to de-clutter the page and only show the user what they are interested in seeing.

- Leading on from the previous point, the new menu system will now be fully integrated with the **Access Levels** within Air Maestro. What this results in is showing only the icons for the modules that the user has access, again to de-clutter what is on the page.

Alerts:

- The users own personal **Alerts** that previously were located in the top right hand corner, will now be integrated into the new side menu. When the menu is collapsed, it will show the icon of the highest level Alert the user has. When expanded, all 3 Alert categories will be displayed and the number of Alerts for each category:




- **Red Cross** – Critical Alerts
 - **Yellow Exclamation** – Caution Alerts
 - **White Information** – Notice Alerts
- Each Alert Type can be clicked on to see the full details of the Alerts in a popup.

Quick Find:

- The **Quick Find** menu has now been moved to the left hand side of the top menu pane.
 - The drop-down list to select the type of search item is no longer present, instead the new Quick Find will be integrated across the entire system in the one search.
- To use the **Quick Find**, start typing in the title of the search item and it will appear in the list results.
- Items that you can search for are listed below:
 - Aircraft
 - Personnel
 - Locations
 - Pages in the system
 - Links
 - Safety Reports (Note: to search for safety reports, key in the ID of the report and press enter)

Setup Page:

- The old **Manage** menu item in the top right hand corner has been removed. Instead of having individual menu items for each Setup page, they will now be contained in the one page. In the top right hand corner you will see the cog symbol, click on this link to access the new Setup page - 
- Access to the Setup page can also be achieved via **General > Setup** in the new left hand side menu.

Buttons and Tables:

- All buttons have now been standardised to a consistent look of a solid black background with white text. They will appear as follows:



Font and Icons:

- The Air Maestro font has been updated and applied globally across the entire system.
- The Air Maestro icons have been updated and applied globally across the entire system.

Audits

- Added a setting to enable **Risk Levels** to be set per **Finding** and also **Action**.
 - **Note:** this setting can also be enabled in the **Safety Reporting** and **Hazard Register** modules.
 - This setting is enabled under **Setup > Audits**.
 - A **Risk Level** filter has been added to the Action Register to allow searching upon this new field.
- Added additional linking between the **Action** items and the **Documents** added to an Audit.
- Added the ability to update a linked **Checklist Item** from the **Findings** tab.
- Improved the linking between the **Checklist Item** and their corresponding **Findings / Actions**.
- Added the ability to collapse / expand all **Findings** and **Actions** in the **Findings** tab.
 - The system will remember your state and apply that to the next time you visit the **Findings** tab.

Dashboards

- All Dashboard types are now found under the same menu item - **General > Dashboards**.
- Dashboards can now be saved as **Templates**, allowing for multiple views of each Dashboard type.
- To add a new Dashboard view, right click on the heading and select **[Add]**.
 - Enter a Title
 - Choose whether the Dashboard is a **Private** or **Global** Dashboard
 - **Private** Dashboards are only visible to the user themselves.
 - **Global** Dashboards are visible by others, however **View** and **Modify** access can be applied to specify which users in particular have access.
- Added a **Recency Dashboard** module that assists operators to examine the data that is captured within the Recency module.
 - The **Recency Dashboard** is designed to replace the old Recency Reporting Wizard
 - Performance of the **Recency Dashboard** is vastly improved in comparison to the old wizard

Exams

- Added a new setting **Auto Mark Exam**, which will have the system automatically mark exams.
 - This will only be applicable for **Multiple Choice** exams
 - This is an extension on previous functionality, where the system would mark **Multiple Choice** exams, however it would require the user to login to the system and manually press the Mark button.
 - This setting will appear when creating a new Exam instance at the **Summary** step, only when **Multiple Choice** questions are included in the exam.
- Added a setting to enable users to view completed exam results immediately after marking.
 - This works well in conjunction with the new **Auto Mark Exam** setting mentioned above, where the user can see their results immediately after completing a **Multiple Choice** exam.
 - This setting is applied per exam instance.

Global Reporting

- Added a **Created By** column to the **Global Report** register.
- Adding the ability to filter on each of the columns in the **Global Report** register.

Knowledge Base

- Introducing a new **Knowledge Base** tool, which can be located under **General > Help > Knowledge Base**.
 - You can also access the **Knowledge Base** directly via the following URL: <https://wiki.airmaestro.com.au/display/AMKB>
 - The **Knowledge Base** is an interactive Help tool, which will allow the user to search for key words and it will produce all applicable results relating to the User Guides and Troubleshooting Guides.
 - The **Knowledge Base** will also be a useful resource for displaying other important information to the user, such as Helpdesk Hours, Avinet Website, a link to Upcoming Webinars and all Social Media links.
 - The **Knowledge Base** will replace the old **Help > Search** tool.
 - The **Knowledge Base** will continually be updated with new Troubleshooting and User Guides.

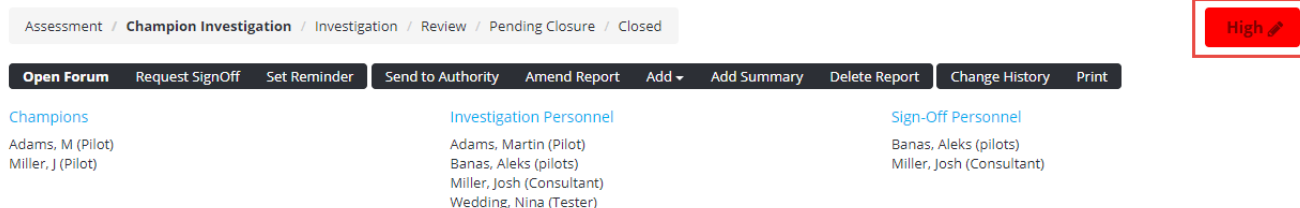
Rostering

- Added a new **Roster Import** tool, which allows operators who build their Roster outside of Air Maestro to import the data via a pre-defined .csv format.
 - The Roster Import tool is located within the Roster under **Menu > Roster Import**.
 - The defined columns and layout of the import is displayed within the **Roster Import** popup and a sample import document can be generated.

Safety Reports

- Added the ability to re-assign a **Risk Level** with a Safety Report
 - The Champion(s) of the report will have the ability to alter the **Initial Risk** as well as the ability to revise the **Current Risk**.
 - Previously the system would only track one **Risk Level** per Safety Report, now the system will keep track of the **Initial Risk** and the **Current Risk**.
 - To change either of the **Risk Levels** of a Safety Report, click on the pencil icon in the coloured **Risk** box in the top right hand corner, as per the below screenshot:

Safety Report Investigation G2 - Oil Spill



- When revising the **Risk Level** of a report, the user will have the ability to enter a comment to explain why the change is being made.
- A new **Report Risks** tab will appear in the second menu strip, which will keep a log of all changes made to the **Initial Risk** and the **Current Risk**.
- A new **Status** trail has been added below the Safety Report title, which will highlight the current report status:

Assessment / **Champion Investigation** / Investigation / Review / Pending Closure / Closed

- Removed the old **Safety > Reports > New** menu item, which was used to lodge a new **Safety Report**. This is now performed by navigating to **Safety > Safety Reports** on the new left hand side menu and then clicking on the **New Safety Report** button located on the top right hand corner of the Register.

Work Practices

- Added an extension to the **Time Free of Duty** work practice control, which has the ability to now accept a length of period as well as a start and end time of the period.
 - This caters for the CAP 371 Time Free of Duty rule in particular, which looks at a 8 hour period between the hours of 2200 and 0800.
- Added the a new work practice control titled **Tour Length**
 - This control consists of two different rules within the one control.
 - The first rule allows you to specify how many consecutive days a FCM ca*/n work during a Tour, based upon how many consecutive hours they had off prior to the beginning of the Tour.
 - The second rule allows you to specify how many consecutive hours off are required after a certain amount of consecutive days worked in a Tour. It also allows you to specify the last day in which this time off can be taken in the Tour.
- Added the ability to create **Composite** work practice rules.
 - This allows for grouping of certain work practice rules and specifying how many of the rules are required to make the overall composite satisfied.