



IN-AAI-AMHS

**AMHS-Mobile App
Pilot Portal User Manual
AMHS_MobileApp_UMAN, V2.1**

HISTORY CHART

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1.0	2025-04-15	Entire	Document	Initial Version	Avijit B
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1. Introduction

This Operator's Manual describes the Mobile Apps - Pilot Portal of the COMSOFT Aeronautical Data Access System (CADAS) and how to use it.

The Mobile App - Pilot Portal is a web-based application allowing a user to create FPL Proposals without terminal access and even via mobile devices, such as tablet PCs. The web application is connected to CADAS Main systems. Thus, proposed FPL messages through Mobile App are handled by the system in the same way as proposed FPL messages that have been created via a CADAS-ATS terminal application.

The user of the Mobile App - Pilot Portal gets an overview of proposed FPL messages he/she created and can also track operations that have been applied to these messages.

All messages created via the Mobile App - Pilot Portal are message proposals that need to be accepted by System Supervisor/ARO before they become effective!

The Pilot's responsibility is to make sure his/her Flight plan proposal is accepted by system and the flight plan has an 'Active' status.

Note! This document may contain screenshots that display information on functions or features your actual software does not provide or screenshots of CADAS-ATS terminals. All data used for illustrating purpose in this manual is not necessarily valid for your very system. In case of divergence the software version is relevant and applicable.

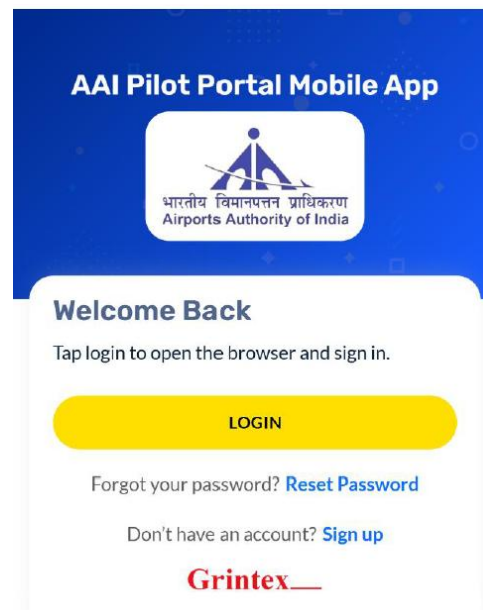
2. Log-In in CADAS Pilot Portal

To Log-in, tap the Login button.

This will open a login page inside the app's in-built browser.

On that page, enter your username and password and then submit to sign in. If your details are correct and your account has been activated by an administrator, the login will be successful.

After a successful login, you will be automatically redirected back to the app and signed in to your account.



2.1. Register for CADAS Pilot Portal

The *User Registration* offers an easy way for future operators to prepare their own CADAS Mobile App - Pilot Portal user account through *<Sign up>*. By entering basic data by themselves via web browser, people can accelerate the processes necessary to create new accounts.

After submitting, the entered data will be immediately accessible within the CADAS Mobile App - Pilot Portal application for further working steps.

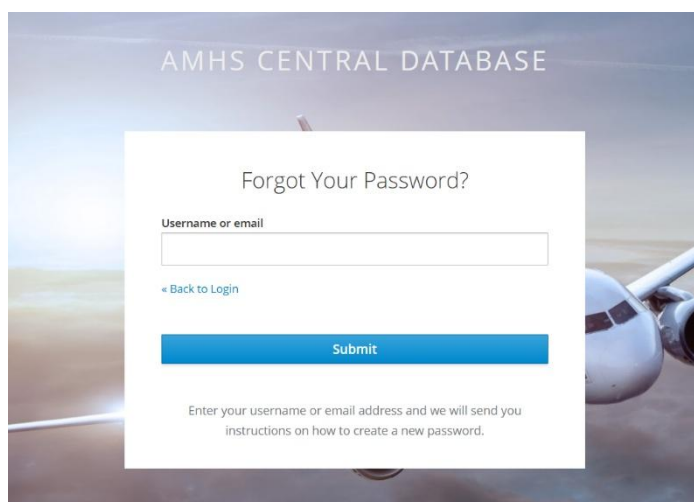
The password recovery ('Forgot Password?') cannot be used as long as the new account has not been approved by an administrator.

After the form has been submitted, the system sends automatically an activating link to the given e-mail address for verification purposes if the administrator set up the system accordingly.

The new user account has to be approved by an administrator before you can log in.

2.2. Password Recovery

The *User Password Recovery* allows registered users to ask the system for help if they lost their password.

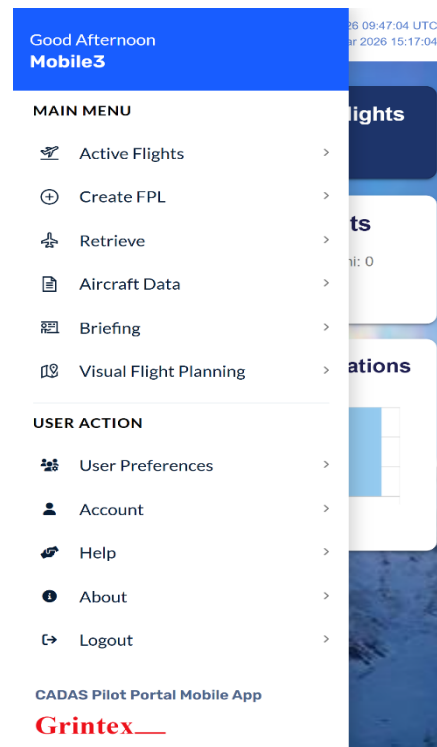
The image shows a web form titled "AMHS CENTRAL DATABASE" with a subtitle "Forgot Your Password?". The form is set against a background image of an airplane wing. It contains a text input field labeled "Username or email", a link that says "< Back to Login", and a blue "Submit" button. Below the button, there is a small note: "Enter your username or email address and we will send you instructions on how to create a new password."

The system sends automatically a message containing temporary log in data if the user enters his/her e-mail address and clicks the <Submit> button.

3. Menu Bar

After successful logging in, user can click on Menu Icon located at the top left. The action will open the *Menu Bar*. The Menu Bar contains the following menu items whose functions and features are described in separate chapters:

- Active Flights
- Create FPL
- FPL Retrieve
- Aircraft Data
- Briefing
- Visual Flight Planning



3.1. User Preferences

User can set up his/her personal user settings. To do so, log in to the system, click on *User Preferences* under User Action of Menu Bar.

- Edit field "*Additional flight levels*"

Set up a flight level the system adds to the highest value found in the FPL message that is the base for the PIB creation. The sum will be inserted into the PIB creation form as first upper flight level. (In Aerodrome PIBs, the first upper flight level is always automatically set to 999.)

- Edit field "*Default Departure Aerodrome*"

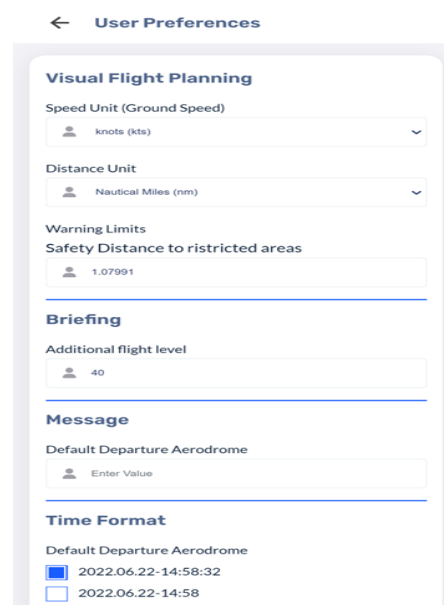
Define here the aerodrome that is entered into an FPL by default.

- Buttons "*Time Format*"

Define here how the date and time will be displayed in the Pilot Terminal.

- *Speed Unit* (Ground Speed)

Select the speed unit that is used in the route planning.



2. Active Flights

They user will be able to access a comprehensive list of all currently active flights. The system displays all FPLs that user sent to CADAS as proposals so that user can track changes to the related initial FPL.

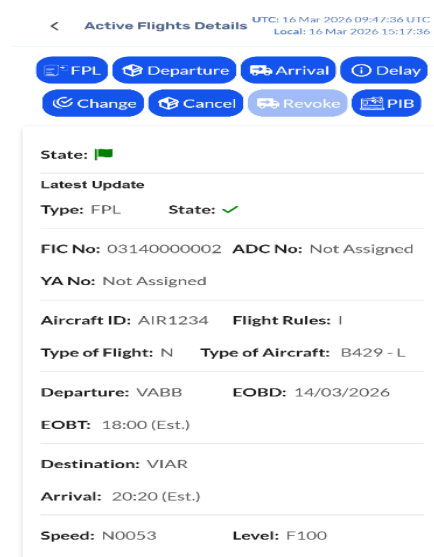
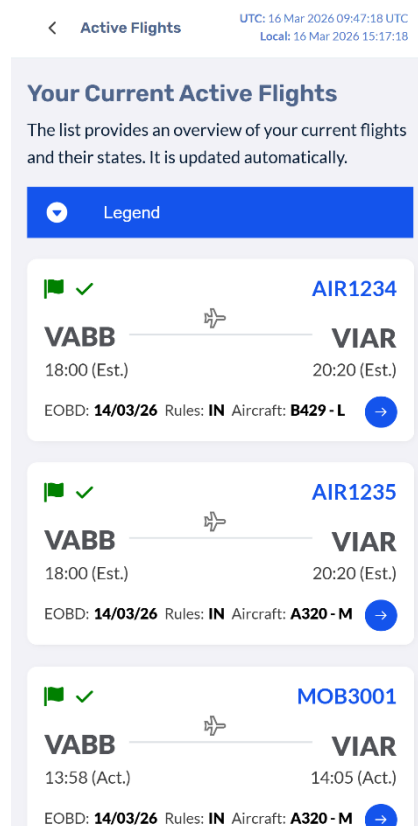
Click 'Show Legend' to get a description for the different icons used in the overview.

The following information are displayed:

- The icon indicates the flight status: planned, proposed or cancelled.
- The ID of the aircraft.
- The departure aerodrome.
- The destination aerodrome.
- The estimated departure time.
- The arrival aerodrome
- The estimated arrival time
- Date of Flight
- Flight rules
- Aircraft type & WTC

Users can click on their preferred flight to view further details about a specific active flight record.

Users may click the "Cancel" button to deactivate the active flight



3. Create FPL

User can fill in the form to create an FPL proposal message.

← **Create FPL**

Load

Store

PIB

Air. Data

FPL to Route

Text to FPL

Please fill out the flight form.
Fields marked with an asterisk (*) are mandatory.

Additional Distribution AFTN Addresses

Message Type: (FPL)

7 Aircraft Identifications *

Enter Aircraft Identifications

8 Flight Rules

Type of Flight

I-IFR

Select Type of Flight

9 Number

Type of Aircraft *

Enter Number

Enter Identifier

Store

You can save a (partially) filled in form as template. Click on the button to open a dialogue where you can enter a unique name for the template. Click on <Store> to make the form available as template.

Store Template Data ×

Show own records

Delete

Name	Group
to_VIBR	WEBUSERS
to_VIBR	WEBUSERS

Showing 1 to 2 of 2 entries

Template Name*

Enter Template Name

Permission

Select Group

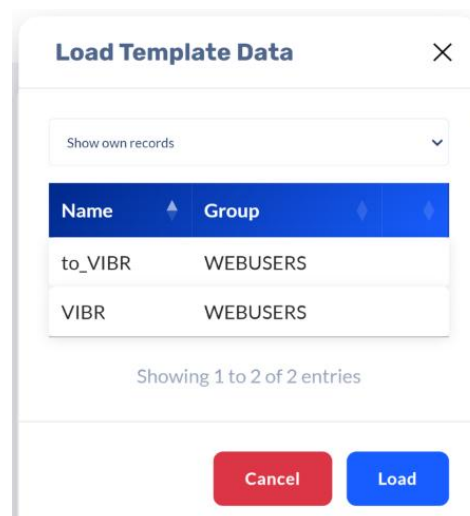
Select Other

Cancel

Store

Load

Click the button to open a dialogue where you can navigate through all templates you saved before. Select the template to be used and click on <Load>. The content will be filled into the form then.



The 'Load Template Data' dialog box features a close button (X) in the top right corner. Below the title bar is a dropdown menu currently set to 'Show own records'. A table with two columns, 'Name' and 'Group', displays two entries: 'to_VIBR' and 'VIBR', both associated with the 'WEBUSERS' group. The table is followed by a status message 'Showing 1 to 2 of 2 entries'. At the bottom, there are two buttons: a red 'Cancel' button and a blue 'Load' button.

Name	Group
to_VIBR	WEBUSERS
VIBR	WEBUSERS

PIB

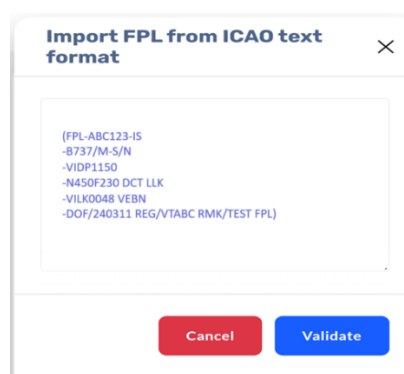
Click the button to open a context menu. There user have the possibility to select a PIB type. The data entered in the current FPL form is used to fill in the selected PIB.

FPL to Route

This button makes the system take over your data given in the Route field into the map where you can further edit it if need be.

Text to FPL

Click the button to open a dialogue where FPL can be entered in ICAO FPL text format and on submit the content will be filled into the FPL form then.



The 'Import FPL from ICAO text format' dialog box includes a close button (X) in the top right. It contains a text area with the following ICAO FPL text: (FPL-ABC123-IS, -B737/M-S/N, -VIDP1150, -N450F230 DCT LLK, -VILK0048 VEBN, -DOF/240311 REG/VTABC RMK/TEST FPL). At the bottom, there are two buttons: a red 'Cancel' button and a blue 'Validate' button.

Additional Distribution AFTN Addresses

Click on the arrow to open an edit field where additional addressees can be entered for distribution of AFTN FPL Message.

All FPL Form Fields

User can enter data as required and may use the input assistance to facilitate the process.

Equipment (field 10)

User can directly enter the values or click on the tool icon to use the input assistance. For this field, user get displayed a list to select values from. The default value for this field is N.

Route

Enter the flight route.

Other Information (field 18)

User can directly enter the values or click on the *tool* icon to use the input assistance. For this field, user have the possibility to add several items. Click <Add Item> to start.

Supplementary information

Click the arrow or the heading to open an additional section where you can give supplementary information (field 19).

Reset

Click the button to empty all fields, i.e. display an empty form. That also includes content that has been filled in by loading a template. However, the template itself is not modified.

Cancel

Click the button to abort creating the message proposal and to return to the *Current Active Flight Overview*.

Submit

Click the button to send the proposal message.

3.1. Input Assistant

The user may use the Input assistant for Field-10 and Field-18 of FPL Form.

3.2. Bulk FPL

Users can download the Excel template by clicking on “Get a Template.” After downloading, fill in the required details for multiple FPLs in the Excel sheet. Once completed, upload the file to import the data. This allows users to submit multiple FPLs at once, saving time and effort.

< Create Bulk FPL UTC: 16 Mar 2026 10:10:13 UTC
Local: 16 Mar 2026 15:40:13

Bulk FPL Upload

Please select a source in xlsx format containing flight plans to be imported.

[Get a template](#)

Select a source file:

[Choose file](#) No file chosen

[Import](#)

4. Retrieve

4.1. FPL Messages

The FPL Retrieve page will display the filed flight plans. Users can select or click on any of the FPLs to view the complete details of the FPL.

The Users will find three options: FPL, PIB and PDF on details of FPL.

Users can export all the details in PDF format.

4.2. OPMET Reports

In the OPMET Report section, users can retrieve OPMET reports.

Users can also apply filters such as Location and Text to find specific reports quickly. This helps in viewing the required OPMET information easily.

The screenshot shows the 'OPMET' screen with a back arrow and a title bar. The status bar at the top right displays 'UTC: 16 Mar 2026 10:10:34 UTC' and 'Local: 16 Mar 2026 15:40:34'. The main heading is 'OPMET Reports'. Below it, a subtitle reads 'Filter and display OPMET reports by providing a location below.' There are two input fields: 'Location' with a red asterisk and 'Text'. Both fields have placeholder text 'Enter Location' and 'Enter Text' respectively. A blue 'Search' button is at the bottom.

4.3. NOTAM

In the NOTAM section, users can retrieve NOTAM information. Users can also apply filters such as NOF, Location, Series, Year, Number From, Number To, and Text to search for specific NOTAMs. This helps users quickly find the required NOTAM details.

The screenshot shows the 'NOTAM Retrieve' screen with a back arrow and a title bar. The status bar at the top right displays 'UTC: 16 Mar 2026 10:10:43 UTC' and 'Local: 16 Mar 2026 15:40:43'. The main heading is 'NOTAM'. Below it, a subtitle reads 'Filter and display NOTAM reports by providing a NOF designator and optionally location, series, year, number from and/or number to..'. There are six input fields: 'NOF' with a red asterisk, 'Location', 'Series', 'Year', 'Number From', and 'Number To'. Each field has a placeholder text. A blue 'Search' button is at the bottom.

4.4. SNOWTAM

In the SNOWTAM section, users can retrieve SNOWTAM information. Users can also apply filters such as NOF, Aerodrome, Number, and Text to search for specific SNOWTAMs. This helps users quickly find the required SNOWTAM details.

The screenshot shows the 'SNOWTAM Retrieve' screen with a back arrow and a title bar. The status bar at the top right displays 'UTC: 16 Mar 2026 10:10:49 UTC' and 'Local: 16 Mar 2026 15:40:49'. The main heading is 'SNOWTAM'. Below it, a subtitle reads 'Filter and display SNOWTAM reports by providing a NOF designator and optionally an aerodrome and/or number below.' There are four input fields: 'NOF' with a red asterisk, 'Aerodrome', 'Number', and 'Text'. Each field has a placeholder text. A blue 'Search' button is at the bottom.

4.5. ASHTAM

In the ASHTAM section, users can retrieve ASHTAM information. Users can also apply filters such as NOF, FIR, Number, and Text to search for specific ASHTAMs. This helps users quickly find the required ASHTAM details.

The screenshot shows the 'ASHTAM Retrieve' screen with a back arrow and a title bar. The status bar at the top right displays 'UTC: 16 Mar 2026 10:10:59 UTC' and 'Local: 16 Mar 2026 15:40:59'. The main heading is 'ASHTAM'. Below it, a subtitle reads 'Filter and display ASHTAM reports by providing a NOF designator and optionally a FIR and/or number below.' There are four input fields: 'NOF' with a red asterisk, 'FIR', 'Number', and 'Text'. Each field has a placeholder text. A blue 'Search' button is at the bottom.

5. Aircraft Data

The user may define here the aircraft data that he/she wants to be available when creating an FPL. The only mandatory field is the aircraft ID, i.e. the registration. Click Submit to save changes.

Click on the "*Aircraft Data*" button, the Aircraft Data page will be displayed. The Users can choose from the list of stored aircraft data or add data. This data will be available when creating an FPL.

The screenshot shows the 'Aircraft Data' screen in a mobile app. At the top, there is a back arrow and the title 'Aircraft Data'. Below this, a message states: 'You may set up a collection of aircraft data that you insert later into any FPL.' Underneath the message are four buttons: 'Add', 'View', 'Edit', and 'Delete'. Below the buttons is a dropdown menu currently showing 'Show own records'. The main content area features a table with two columns: 'Registration' and 'C/N/A Equipment'. The first row is highlighted in blue and contains a red minus icon, 'A3', and 'SE1'. Below this row is a section for 'Supplementary Information R/S/J/D/' with the text 'Group Name WEBUSERS'. The second row of the table is highlighted in light green and contains a green plus icon, 'A4', and 'SE2'. At the bottom of the screen, it says 'Showing 1 to 2 of 2 entries' and has three buttons: 'Previous', '1' (which is highlighted in blue), and 'Next'.

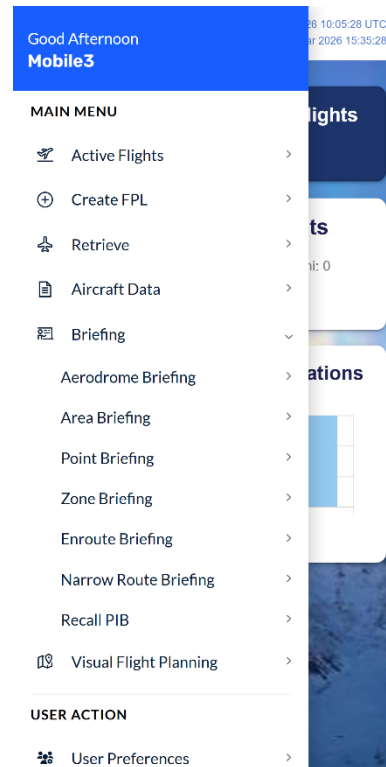
Users will have access to four options:

- "Add" – to create new aircraft data
- "View" – to review previously created aircraft data
- "Edit" – to modify existing aircraft data
- "Delete" – to remove unnecessary aircraft data.

6. Briefing

Click on the "Briefing" button from the menu bar. A sub-menu will be visible offering seven options:

- (1) "Aerodrome Briefing" – for creating an Aerodrome briefing.
- (2) "Area Briefing" – for creating an area briefing.
- (3) "Point Briefing" – for creating a point briefing.
- (4) "Zone Briefing" – to creating a zone briefing.
- (5) "Enroute Briefing" – for creating an Enroute briefing.
- (6) "Narrow Route Briefing" – for creating a narrow route briefing.
- (7) "Recall PIB" – to recall a PIB that was executed.



Additionally, users can click the "Show PIB" button to access the PIB result page.

Only the fields that are needed to fill out the chosen briefing definition type are displayed. User may also execute a briefing on a flight displayed in the Active Flights Overview or from the Create FPL dialogue.

Validity

Define the validity period for the PIB, entering a start date and time (from) and an end date and time (to) in UTC.

Flight Level

Define the upper and lower flight levels.

Message Type

Select the message types to be included in the PIB, e.g. *NOTAM (national)*.

Click <Select all> to check all message types at once.

Click <Select none> to uncheck all message types at once.

Flight Rules

Select the flight rules for the PIB.

Scope

Define the scope. Enter, in instance, A (Aerodrome) to only include NOTAM into the PIB that have this value in the Q-Line.

Purpose

Select the purpose of the bulletin. The purpose further restricts the kinds of NOTAM that will later be listed in the bulletin.

Flight Route

Give the Corridor Width in nautical miles and enter the Route Parts of the flight route.

Aerodromes

Specify the aerodromes concerned.

FIR/UIR

Specify the FIRs/UIRs concerned.

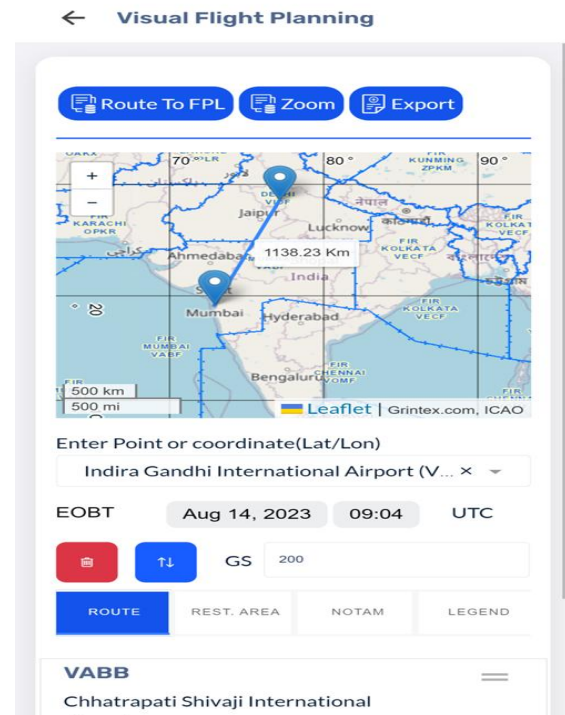
With the Enroute and Narrow Route briefing user have the possibility to determine the function of an added aerodrome, e.g. DEP for departure aerodrome.

7. Visual Flight Planning

Click the "Visual Flight Planning" button located on the menu bar. The Visual Flight Planning page will be displayed. Users have the capability to search for airports, establish routes, and formulate a flight plan.

Users are presented with three options:

- (1) "Route to FPL" – for converting the visual flight plan into an official FPL.
- (2) "Zoom" – to magnify the route details.
- (3) "Export" – to download the route map.



Edit field "Enter point or coordinate (Lat/Lon)"

Enter here an aerodrome name (ADID) or its coordinates, or a point ID or its coordinates. Select a hit from the list that the system suggests, to add the point in question into route.

Edit field "GS"

Enter the ground speed with which the distance between two route points will be calculated.

Tab "Route"

Shows the route user have defined point by point.

Tab "Rest. Area"

Shows the prohibited, danger, and restricted areas that the route intersects or touches; the map usually displays a restricted area with a light red boundary.

Tab "NOTAM"

When your route intersects or, within 10 nautical miles, touches an area/aerodrome for which CADAS-IMS has got a NOTAM in its database, this NOTAM will be shown in the map.

A NOTAM will be displayed, as a blue area, if its scope is E, or W and if it is valid from (ETD – 15 min) to (ETD + 24h + 15 min), i.e. it is not valid for the given flight but might become valid if the flight is delayed.

A location NOTAM will be displayed as an orange area, its boundary being lines and dots, if its scope is A, AE, or AW, and if the start/end point of the route is its affected aerodrome, and if it is valid from (ETD - 15 min) to (ETD + 15 min) and from (ETD + flight duration - 15 min) to (ETD + flight duration + 15 min).

A route NOTAM will be displayed as an orange area, its boundary being a line, if its scope is E, or W and if it is valid between (ETD - 15 min) and (ETD +flight duration + 15 min).

Tab "Legend"

Shows the various symbols for route points used in the map.

Button "Route to FPL"

Opens a new FPL that contains the data that you have set up via the map.

Button "Zoom"

Displays the route in the centre of the map.

Button "Export"

Opens a dialogue that allows user to export the current route as file

