

NOP USER GUIDE - Public Portal

Network Manager

Edition: 26.0 Edition date: 07-06-2022 Classification: Reference nr: 134





NM		EUROCONTROL
NOP F	Public Portal - User Manual	

1 Version

NOP PUBLIC PORTAL

Portal Version: 26.0 **Document Version**: 134 **Last Update**: 07/06/2022



The online HTML version of the NOP Help will be maintained and kept up to date on a regular basis. The pdf manual, on the contrary, will only be generated on more important revisions.

As a result, the pdf version (and the material printed from it) can be potentially outdated by the time you wish to use it.

Whenever in doubt, please always refer to the online version for the most recent information.

V. 26.0-134 Last saved: 7 June 2022 Page 1

NM		EUROCONTROL
NOP F	Public Portal - User Manual	

2 The NOP Portal

2.1 Purpose

What is the purpose of the NOP?

The **NOP** (**N**etwork **O**perations **P**ortal) aims at facilitating the NM Users' access to all kinds of dynamic data and operational information in a consolidated way. Information is displayed according to the ATFCM phases: Strategic, Pre-tactical, Tactical, & Post Operations.

The ultimate goal is to facilitate decision making for all ATFCM actors by sharing the most up to date view on the Network Operations situation along the ATFCM cycle (plans, events, scenarios, real-time information on flights and measures, etc.).

Objectives

The NOP achieves the following objectives, as defined in the DMEAN Concept of Operations:

- 1. Reflect the ASM / ATFCM decision status at the time they have been taken;
- 2. Enable a common understanding of the Network situation;
- 3. Present potential disturbances that could impact the Network and that could therefore require appropriate actions for risk mitigation;
- 4. Assist Airspace Users to take their operational decisions
- 5. Assist Planners to build their local ATM plans and adjust them along the ATFCM phases, in full mutual coordination.

All in all, the NOP is the enabler of the operational CDM processes supporting ATM in Europe.

Content management

The NOP is updated dynamically according to operational needs. This means that the frequency of updates may be seasonal, daily, or ad-hoc in real-time depending on the nature of the information. The publication cycle of the operational information follows the principles described in the Network Operations Handbook / ATFCM User Manual.

The NOP content is managed by a **NOP office** team for general and strategic information during office hours and by the NM operations teams on duty for the pre-tactical and tactical information.

2.2 Technical Prerequisites

2.2.1 Operating System

The recommended operating system is Windows 10 64-bit.



IMPORTANT: Microsoft Windows 10 32-bit is no longer supported

2.2.2 Browser

The following browsers are supported in NM25.0:

- Firefox Recommended
- Chrome Recommended



Internet Explorer is no longer supported.

2.2.3 Screen resolution

The ideal display size would be 1600x1200.

Some applications (including **Headline News**) require Firefox to get the full **AUTHORING** functionality (Internet Explorer not supported).

Other types/versions of browsers might encounter functionality and/or performance issues.



Note: administrator privileges may be required to carry out the installation.

In addition, your browser should be configured to run **JavaScript**. This is usually the case by default - but some users or organisations disable it, in which case we suggest to get in touch with your IT service.

Specific Settings

2.2.4 Pop-us

NM		EUROCONTROL
NOP F	oublic Portal - User Manual	

By default and as a safety feature, browsers forbid scripts to raise windows and, subsequently, the Portal feature of bringing windows to the front cannot work.

To overwrite this safety measure, make sure that pop-ups are set to be allowed for pages opened by the NOP.

2.3 Accessing the NOP

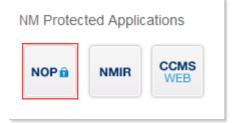


The public version of the **NOP** contains information to assist parties involved in ATM operations. However, some elements which are subject to a service agreement are only accessible from the **Protected NOP** ('Login to the **Protected Portal**' in the on-line documentation).

Access to the Portal

 $\textbf{The NOP} is accessible from the Network Manager website: \\ \underline{\text{http://www.eurocontrol.int/network-manager.}}$

Use the highlighted button to access the **Protected** NOP:



To access the Public NOP, use this other link:

Network Manager quicklinks

- Network Manager contacts
- NOP public portal
- . Measuring performance
- Training
- NM Calendar



A large number of URLs have been updated since NM 18.0 (replacing **cfmu.eurocontrol.int** with **nm.eurocontrol.int**). In case you have bookmarked some links to the NOP, please make sure they properly reflect the new addresses.

2.4 Global Layout (Main View)

The NOP layout consists in a Header (that manages the navigation) and 5 main areas, which correspond to the ATFCM phases:

- Strategic
- Pre-tactical
- Tactical
- Post-Operations
- Resources (general reference information, not specifically related to any ATFCM phase).

More information of the ATFCM phases in the **Timeline Navigation Concept (Section 3.1)**.



HMI Customisation

When opened for the first time, the NOP presents by default, all the currently available Portlets in their respective 'expanded mode'. This results in a very large amount of information, likely to make the Portal somewhat confusing to use.

The Portal Customisation enables you to store your preferences on how some sections of the portal will

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

behave or look like, to best fit your working habits or areas of interest - and significantly reduce the size of the pages. The Portlets can be defined to be visible or invisible on the Portal Main View, resulting in a user-defined layout only displaying the selected items - and presenting them in a compact and practical way.

Please refer to the **Customise the NOP (on-line documentation)** section to learn how to optimise the NOP layout.

The NOP layout is globally consistent across all the pages to facilitate users' navigation. For instance, **News** and **Calendar** are always displayed at the top right, **ATFCM Messages** at the top left, the main information of the period at the top centre, the ATM functions at the middle right, and the collaboration functions at the bottom centre - on the other hand, **ACC Info** and **Airport Info** are located differently in **Strategic** and **Post-Operations**.

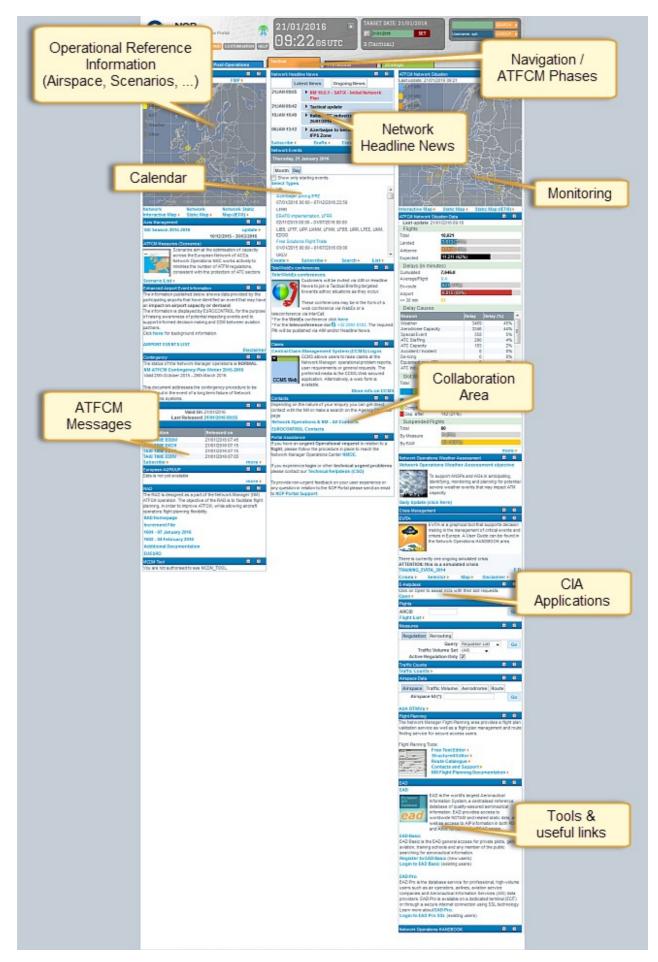
The overall layout is summarised below, as it appears when all Portlet are expanded and visible:

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Document Title:

NOP Public Portal - User Manual



NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

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Note: this is the default layout - you may determine what you see and adapt the information displayed to your specific needs by means of the **Customisation ('HMI Customisation' in the on-line documentation)** feature...

Each Portal main page is made of **Portlets**: individual content boxes each with its own title bar displaying text, images, links or data dynamically fed by the NM Operational back-end Applications (ETFMS, IFPS, DWH,...) or by the Portal content editors.

Each portlet can be collapsed or expanded by means of \blacksquare or \blacksquare buttons in the Portlet title bar. Your setup will be saved within your browser settings, and restored if you use the same browser for another session (even after reboot).

In a similar way, the probability button will open a Contextual Help (Section 4.2.3) window.

2.5 Printing from the Portal

A. Printing from the Main View

This may differ from each make and version, but is basically obtained under the "File..." and then "Print ..." function of your browser.

Consider having a look at the additional setting capabilities of your configuration to select more appropriate (combination of) settings where relevant:

- · the Properties linked with your printer and printer's driver
- the Page Setup linked with your browser

B. Printing from a Detached (Section 4.4) View

Since no toolbar is present in the detached view, you will need to hit the <Ctrl> and the <P> keys of your keyboard to invoke the print dialog box.

You can beforehand specify the display mode of the detached view, using the **Display** toggle button located in the header, right after the right **Set** button.

- This is the setting by default the **Screen** mode. The header is kept visible at all times, and the vertical scrolling only affects the data tables. Click on the icon to toggle in the **Print** mode.
- The **Print** mode is used when you want to keep the header and the data together in one piece typically for sending the whole content of a page to a printer. Click on the icon to toggle in the **Screen** mode.

Consider having a look at the additional setting capabilities of your configuration to select more appropriate (combination of) settings where relevant:

- the Properties linked with your printer and printer's driver
- the Page Setup linked with your browser (more specifically the orientation of the paper: Portrait or Landscape)

NM		EUROCONTROL
NOP F	Public Portal - User Manual	

3 The NOP Header

3.1 Timeline Navigation Concept

This is the **Header** of the NOP, from which you can navigate across the different areas of the Portal.

The Timeline features 4 different Phases tabs, based on the ATFCM cycle: **Post-Operations**, **Tactical**, **PreTactical** and **Strategic**.



Each covers a specific time span, as outlined below (**D** being the current date):

- Post-Operations: D+1 at 00:00 onwards
- Tactical: D (00:00 to 24:00 UTC)PreTactical: D-6 to D-1 inclusive
- Strategic: D-12 months to D-7 days inclusive

These tabs allow you to navigate from one Phase to another. In addition, the selected tab rises to provide a visual indication of where you stand in the ATFCM cycle.

A fifth tab is featured as well, opening the **Resources** page containing reference material not linked to time.

Navigate in Time

The Portal opens by default with the **Tactical** phase selected.

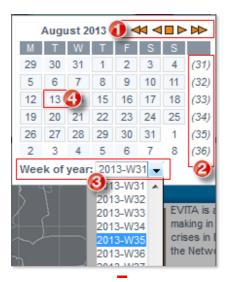
A first way to change from one phase to another, and see the Portal content from a different time perspective, is by means of the Date Picker, to be found in the Target Date pane as shown in the red box below.



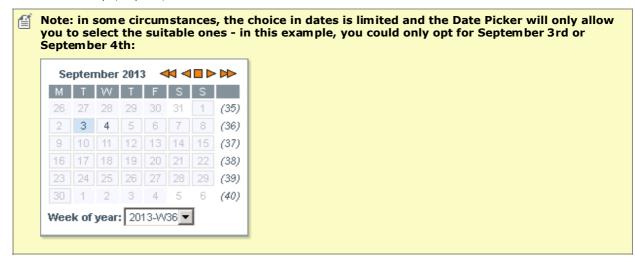
Clicking on the icon opens the **Date Picker**.

The Date Pickers behaves as you may expect from its layout:

- 1 the left and right single arrows going one month back or forth, the left and right double arrows going one year back or forth, and the square recalling the current date;
- 2 the number of the week;
- 3 the list to jump to a selected week in the year.



Once a date is clicked (4), the Date Picker vanishes and the Date field (with the pale green background) is updated with the selected value - in this example, July 31st, 2013.



Please be aware that the Target Date has not been changed yet. You need to first click on the blinking **Set** button to change it to the selected value.



Doing so updates the Target Date and resets the Date field.



Note that you can also type the next target date directly in the Date field, following the DD/MM/YYYY format (and confirm with the **Set** button).

3.2 Header Buttons

Depending on the user role and profile, a number of buttons are available to provide additional functionalities to the Header.





These buttons are reserved to specific roles. You may therefore not see them when you login to the Portal - this is simply because you will probably not need them.

However, if you think that your profile is misconfigured and that you that you should be able to access, please contact the **NM Customer Support** (CSO Tel: + 32 2 745 1997).

From right to left:

- HELP: opens the Global Help pages (All users)
- CUSTOMISATION: opens the Customisation Editor (All authenticated users)
- ADMINISTRATION: gives access to the Delegated Access Administration (AO Administrators)
- **VERSION**: shows the current version of the Portal (Developers)
- WIND: opens the NOP content editor (Contributors)
- VIEW: shows the Publishing workflow (Contributors)
- SIMULATIONS: opens the Simulations workspace (Restricted by profile)

NM		EUROCONTROL
Document T	ite: Public Portal - User Manual	

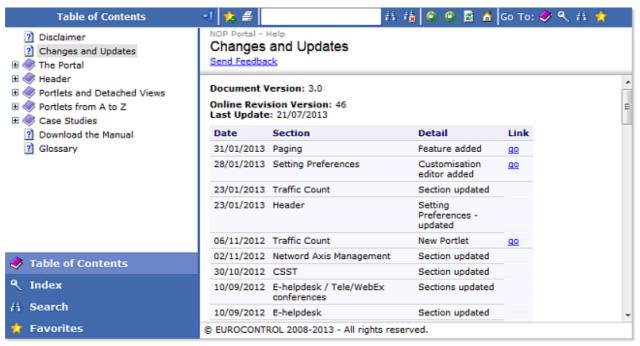
3.2.1 Help

A global \mathbf{Help} function is made available from the header:



Clicking on the **HELP** button opens a pop up window, giving access to a comprehensive Help package. A complete navigation system allows the user to search, browse, bookmark and print any page within the Help system.

The Help window opens by default on the Changes and Updates page:



Contextual Help (Section 4.2.3) is also available from each Portlet, which directly opens the relevant Help page.

3.3 Searching the Portal

The Search function is located in the top right corner of the Header in the Main View..



Type in your query in the light green text field and click on the **SEARCH** button to open a Search Detached View listing all the found matches. The query is case insensitive, and you can type in one or several words, each separated by a space.

You can also directly click on the SEARCH button to open the Detached View and launch your query from there.

3.3.1 Search Text

Definitions

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

In order to make the best use of the Search function, here are a few definitions as how the Portal considers your queries:

A *Text* is a sequence of one or more *Items*, separated by a space. Example:

"a collection of words" +single_word -another_single_word one_last_word

An *Item* is a group consisting of an (optional) *sign* in front of a *Term*. Example:

+single_word or -"first_word second_word"

3.3.1.3 Term

A Term is a single word, or a collection of words within opening and closing double quotes. The quotes are telling the system that the space between the words is not to be interpreted as a separator - ore more simply, that the text string between the quotes is the entity for which you are searching a match. Example:

"first_word second_word third_word"

Searching for Text

If an unsigned term matches a keyword with a Damerau-Levenstein distance of at the most 2, the application considers this term as a match (effectively, the search algorithm allows the user up to 2 spelling mistakes) and, depending on the result of the matching process of signed terms, the document will be added to the search result.

Refining the Search

Additional features allow you refine your search:

- the "+" sign right in front of the term: the related term must match a keyword in exactly the same spelling, except letter casing
- the "-" sign: if a keyword exists that matches the related term then the whole document is removed from the set of matching documents

3.3.2 Search Results

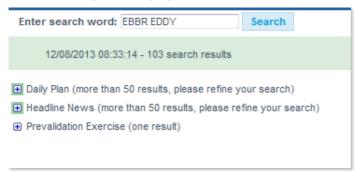
The Portal Search Detached View lists all the entries matching the searched term(s).

If the search was initiated from the NOP header, the results are displayed in a new search window. If the search was initiated from the search window, the search window is refreshed with the results.

A color coding tells you the quality of the found match:

- a partial match is indicated with an orange bullet:
- a full match is indicated with a green bullet:

See below an example with the query 'EBBR EDDY':

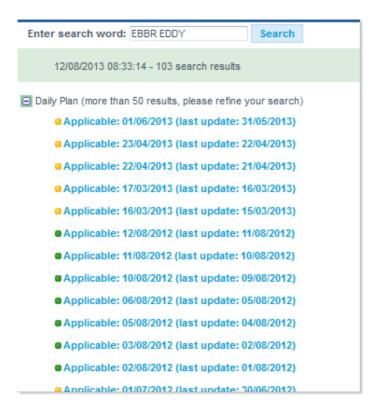


This tells you that 103 matches were found in 3 locations: Daily Plan (over 50 results), Headline News (over 50 results), and Prevalidation Exercise (one result).

The fully expanded view looks like this:

V. 26.0-134 Last saved: 7 June 2022 Page 10

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

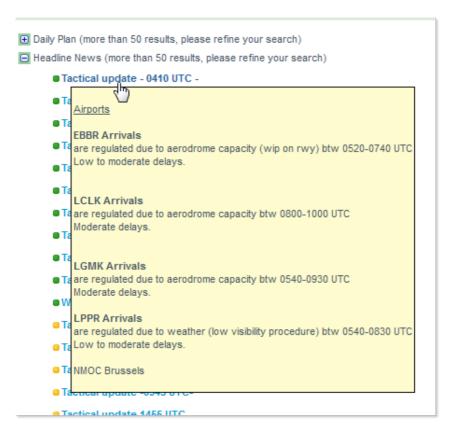


Drilling down information

Move your mouse over a result bullet to reveal the matching keyword(s) and scoring:

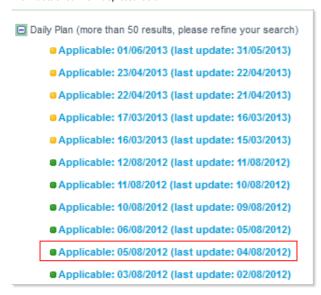


In a similar fashion, move your mouse over a title (light blue link) to get its summary, providing there is something to show. As a matter of fact, the tooltip is not available in all FCUs.

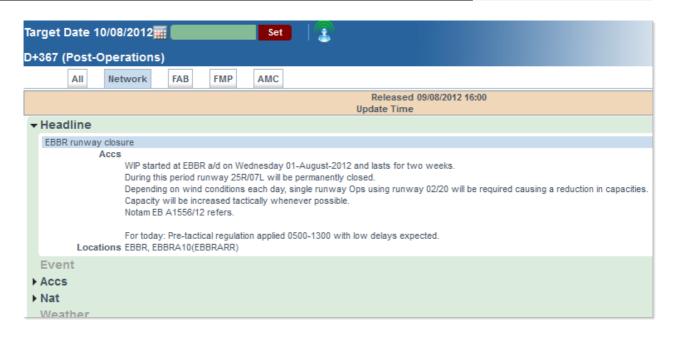


Simply click one the selected entry to open its corresponding item.

In this example, clicking on the highlighted entry **Applicable: 05/08/2012 (last update: 04/08/2012)** will open the correponding **Daily Plan** detached view depicted below:



NM	EUROCONTROL
Document Title:	
NOP Public Portal - User Manual	



NM		EUROCONTROL
NOP F	Public Portal - User Manual	

4 Portlets and Views

4.1 Portlet Availability

It is of importance to understand that not all Portlets are available in every ATFCM Phase. Whenever irrelevant, they simply do not appear on the screen.

This is the case for the RAD portlet, not showing in Post-Operations. In a similar way, NMIR will not appear in Strategic.

It may also happen that a Portlet is present (showing the border and title bar), but displays no content.

In this case, a message will tell the reason for the absence of data, as for instance (the exact wording may vary between Portlets, but the overall meaning will be the same):

- The [name of the Portlet, for instance "Network Daily Plan"] is currently not yet available: this means that the data is not available yet for the context (day and/or time) in which it is requested.
- You are not authorized to see [name of the Portlet, for instance "Flights"]: this means that your profile does not grant you access to some restricted information see table below.
- · Data is no longer available: this means that the requested data is no longer accessible from the Portal.

This list is not exhaustive, but as a general rule the displayed message will be such as to make clear the cause of the data unavailability.

4.2 Portlets General Features

4.2.1 Portlet Definition

A portlet is a window portion providing a synthetic piece of content on a portal page. This content may be static, or dynamic – with interfaces for dialogue with the user, and with data/graphical information/transactions provided by back-end applications.

NOP Portlets are configurable within the portal, and give access to more detailed information: tools and applications, news, reference material, web pages....

In the Portal, the Portlets are grouped by nature and usage, as explained in the Global Layout (Section 2.4) section.



There are two buttons in the Title bar, one collapsing or expanding the portlet to respectively reveal or hide its content, and the other to call a **Contextual help (Section 4.2.3)** window.

A portlet will typically show a very synthetic rendering of the data, and whenever relevant present some basic navigation, filtering or querying mechanism to facilitate the retrieval of more detailed information.

This information is presented through pop up windows: **Detached Lists (Section 4.3)** or **Detached Views (Section 4.4)**, depending on the content.

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Several detached views can be left open at a time, for comparison purposes or for later reference.

4.2.2 Portlets Scope

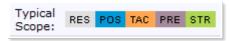
NM		EUROCONTROL
Document T	Tublic Portal - User Manual	

Every Portlet does not show on all pages. Depending on its scope, it will be displayed according to the **ATFCM Phase** in which the **Header** is set.

However, this is a configurable setting, and the presence or absence of a given Portlet in a given ATFCM Phase may evolve over time.

For every Portlet individually described in the section **Portlets from A to Z**, a **Typical Scope** table summarises where you will most likely be able to see it. Here is such a table, indicating that the corresponding Portlet is present in all 5 phases:

- RES for Resources
- POS for Post-Operations
- TAC for Tactical
- PRE for Pre-Tactical
- STR for Strategic

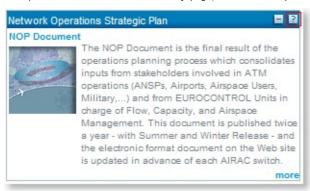


Some are present in one phase only, and most are present in 2 or 3 phases simultaneously.

This is however purely indicative.

4.2.3 Contextual Help

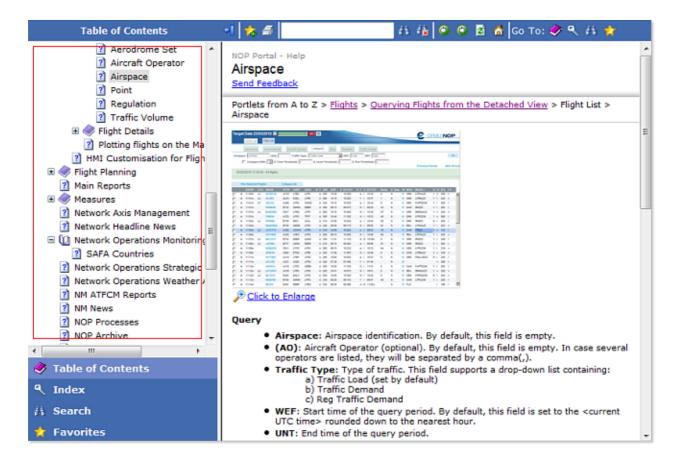
Each portlet has its own contextual Help page, which can be opened at any time by clicking on the Help button located in the title bar.



Each Help page provides, whenever relevant, links to other concepts of interest, in the form of **See also** links as shown below, taken from the **ATFCM Events** page.



In addition to the aforementioned features, the whole navigation system (Table of Content, menu buttons and toolbar) is a complementary means of finding relevant information.



4.3 Detached Lists

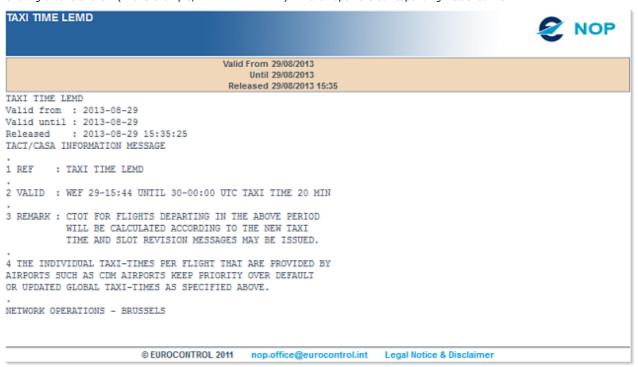
A **Detached List** is a NOP window which opens when you click on the **more** link from a 'list' Portlet - typically a short table presenting the first items of a series:



This new window will list ALL items corresponding to the query:



Clicking on one of them (in this example, TAXI TIME LEMD) will then open the corresponding Detached View:



4.4 Detached Views

Detached Views come in different sizes and layouts - depending on their content - but all having the same purpose:

- provide additional information to what was summarized on the parent Portlet
- allow to further dig in the data by means of elaborate querying.



Detached Views appear under the same NOP header reminding that they are issued from the Portal - be it on your screen or when printed. The header may also display the name of their portlet of origin when relevant.

A Target Date selector is sometimes also present in the header, to modify the dates for which queries can be launched.

Navigation tabs and query areas typically reside at the top of the window, whereas the body content can be of various nature:

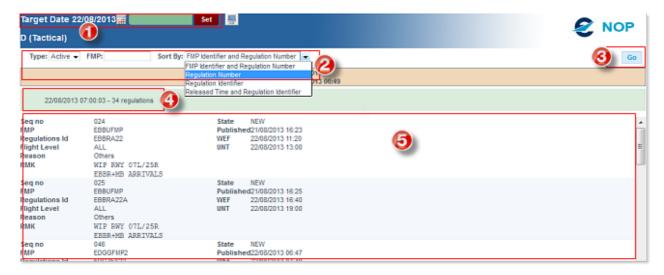
- messages
- lists
- links
- etc.

Whenever relevant, one -or more- query areas allow further filtering or sorting operations on the current query result, or the launch of new queries within the same context.

4.4.1 Querying from a Detached View

A number of Detached Views allow you to launch queries without the need to close the window and/or return to the Main View. Some are very simple (like **ANM**), some more complex (like **Airspaces** in the **Airspace Data** Portlet).

When first opened from the Portlet, the **ANM Detached View** lists the ANMs for a given query (by default, for the currently set Target Date).



Overview

- The 1 Target Date query field enables you to search for AIMs for a specific day simply type in the new Target Date as dd/mm/yyyy (or use the Date Picker to the left of the date field) then click on the Set button.
- The filters 2 Type, FMP and Sort By allow you to narrow down the query, which you launch with the 3 Go button
- A 4 Timestamp is generated on each query, as shown against the green background in the example above. It also indicates how many matches are found and listed. This area may also contain a paging slider see here for more details in the Paging (Section 4.4.2) section.
- The matching results are 5 listed in the bottom part of the screen.

4.4.2 Paging

One of the features present on a number of Detached Views is the Slide Bar, part of the NOP Paging system.

In effect, a page slider appears under the Query area, in a light green box, when the query returns a list of matches too long to fit on a single screen.

This is how it looks like for a query having returned 611 matches, spread across 25 pages:



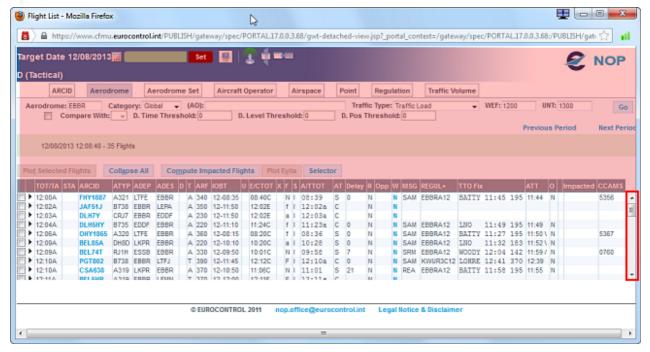
Simply move the pointer along the scale to display the relevant page. To help you select the right page, a tooltip appears as you mouse over the different markers, indicating the range (first and last item displayed).

4.4.3 Printing mode



Screen Mode

The vertical scrolling only affects the data tables. This allows the query area and the table headers to be visible at all times, for an easier on-screen usage and reading.

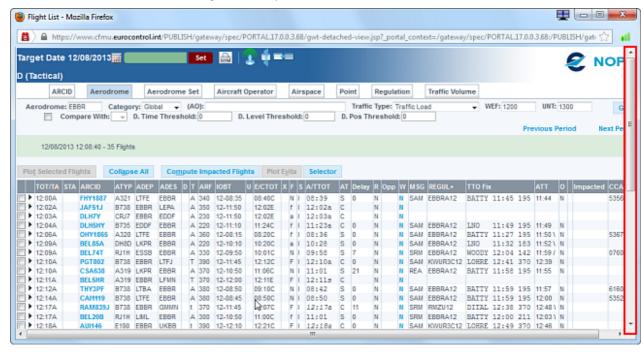


This setting is however ill-suited for printing, since it only prints what is visible in the window - and in some cases only one of the frames (the header OR the table).

Print Mode

This mode is used when you want to keep the header and the data together in one piece - typically for sending the whole content of a page to a printer.

See how the scroll bar on the left of the image now encompasses the whole window:



4.4.4 Color overlays and (Error) Messages

When a query can not be performed, the Detached View window freezes and is shaded with a light red transparent overlay indicating that an error was encountered.

A pale yellow Alert box also appears, detailing the cause of the error, and if possible providing information on how to solve the problem.

You need to click on the **OK** button to close the Alert box, unfreeze the window and resume working.



In the above example, the query was launched with no data in the **Airspace** search field - while it is a mandatory field which must contain at least 1 alphabetic or numeric character.

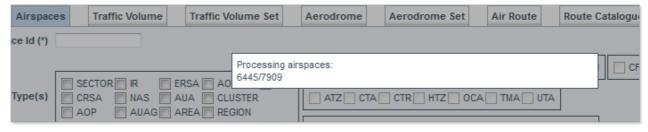
Loading data - Waiting time

Some queries can put a significantly heavy load on the Portal server, requiring some time to be processed and displayed back in your browser.

To provide a strong visual clue that your computer is indeed waiting for a response from the server and not simply frozen, the classical hourglass pointer has been replaced with a light indigo transparent overlay, telling you that your query is being processed:



For some queries requesting even more computing time, the blue overlay turns gray and comes along with a message indicating the process status:



4.5 Using Wildcards

A wildcard is a special character or symbol (* in the case of the NOP) that stands for <u>one or more</u> characters and is used in text string matching. This enables you to select multiple files with a single specification.

A few examples for ICAO codes:

EBB* returns EBBC, EBBE, EBBH, EBBL, EBBR, ...

NM		EUROCONTROL
Document Title:		
NOP Public	Portal - User Manual	



*BX returns CYBX, EBBX, EDBX, LFBX, LTBX, ...



 $\textbf{*BB*} \ \ \text{returns EBBC, EBBE, EBBH, EBBL, EBBR, } \ldots$

and also DABB, DBBB, ... and many more other combinations with a trailing or potentially starting (if such a combination would exist in the ICAO context) ${}^{\prime}$ BB ${}^{\prime}$ letter group.

NM	EUROCONTROL
Document Title:	
NOP Public Portal - User Manual	



Note: the * symbol can stand for zero, one or several characters.

NM		EUROCONTROL
Document NOP I	ոսու Public Portal - User Manual	

5 Portlets from A to Z

This section lists all NOP Portlets in alphabetical order.



When opened for the first time, the NOP presents by default, all the currently available Portlets in their respective 'expanded mode'. This results in a very large amount of information, likely to make the Portal somewhat confusing to use.

The **Portal Custom isation** enables you to store your preferences on how some sections of the portal will behave or look like, to best fit your working habits or areas of interest - and significantly reduce the size of the pages. The Portlets can be defined to be visible or invisible on the Portal Main View, resulting in a user-defined layout only displaying the selected items - and presenting them in a compact and practical way.

Please refer to the **Customise the NOP (on-line documentation)** section to learn how to optimise the NOP layout.

5.1 Access Requests



This Portlet has been designed for requesting the subscription to a **Network Manager Service.**

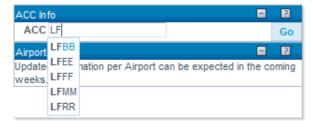
It covers in particular the subscription to a NM Operational Application, such as:

- NOP
- NMIR
- CCMS-Web
- the portfolio of CHMI applications
- etc.

5.2 ACC Info



This Portlet allows you to view all the details for the queried **ACC**. An autosuggest mechanism will propose you, in a range gradually narrowing as you type in, all matching ACCs identified in the ACC plan whose display period include the current portal UTC date:

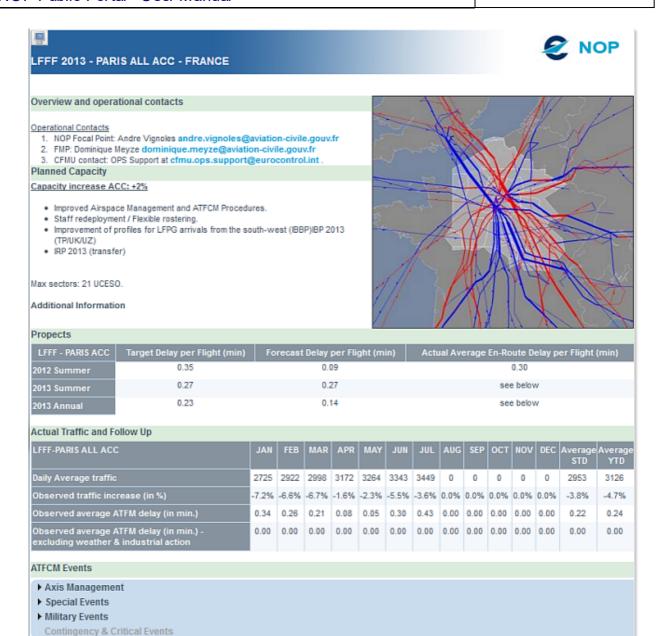


Detached View

The **ACC Detached View** displays the ACC info for the selected ACC.

Document Title:

NOP Public Portal - User Manual



ATFCM Events

- ▶ Axis Management
- ▶ Special Events
- **▶** Military Events

Contingency & Critical Events

7	Axis Management		
	Occurrence 05/12/2012 19:30 - 04/04/2013 23:59	Event SKI Season 2012-2013	ACCs EDMM, EDUU, EDYY, EGTT, LFBE LFMM
	Scenarios View		
	Occurrence 16/05/2013 00:01 - 05/09/2013 23:59	Event South West Axis 2013	ACCs EDYY, EGTT, EISN, GCCC, LECB, LECS
	Scenarios View		

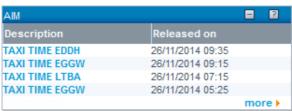
NM	EUROCONTROL
Document Title:	
NOP Public Portal - User Manual	



▶ Axis Management▶ Special Events▼ Military Events		
Occurrence 05/02/2013 00:01 - 07/02/2013 23:59	Event POKER 2013-01 EXERCISE CNL	ACCs LFBB, LFEE, LFFF, LFMM, LFRR
Occurrence 23/04/2013 19:00 - 24/04/2013 02:00	Event BELOTE 2013-01	ACCs LFBB, LFFF, LFMM, LFRR
Occurrence 11/06/2013 19:00 - 13/06/2013 03:00	Event POKER 2013-02 EXERCISE (executed)	ACCs LFBB, LFEE, LFFF, LFMM, LFRR
21/05/2013 00:00 - 31/05/2013	Event AID DECENCE WEEK EVENCISE	ACCA LEEF LEDD

5.3 AIM

Typical Scope: POS TAC PRE STR



NM Operations send an \$\$AIM\$\$ (Air Traffic Flow and Capacity Management Information Message) to **inform** the Aviation community whenever they consider it relevant. These AIMs are also accessible through an AFTN address, via the CHMI Applications.

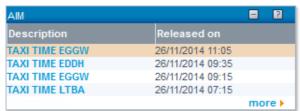
A simple table lists the most recent valid AIMs for the selected **Target Date**, giving as title a short **Description** of the message along with its **Released on** date and time.



Note the **More** link at the bottom of the Portlet, which opens a **Detached View ('AIM List' in the on-line documentation)** listing **all AIMs** valid for the selected Target Date. Type your Note Box content here.

Highlights

Newly released AIM messages are displayed against a colored background, to draw the attention of the user.



This highlight disappears when one of the actions below are performed:

- You manually refresh the Portal and as a result reset the 15 min. timer
- You open the highlighted message (or any other message displayed in the Portlet).

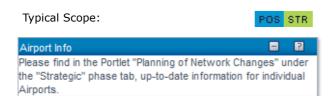
Opening an AIM

The light blue color of the AIM titles indicate a hyperlink opening a Detached View with the full AIM content, as shown in the example below.

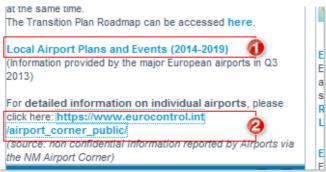
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Document Tit	 :	
NOPPL	ublic Portal - User Manual	



5.4 Airport Info



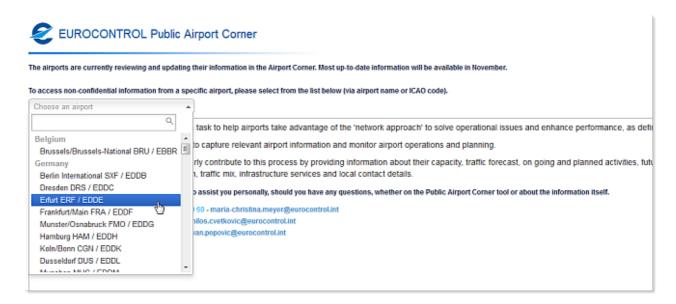
The Airport Info Portlet currently prompts you to open a couple of links presented in the Planning of Network Changes Portlet:



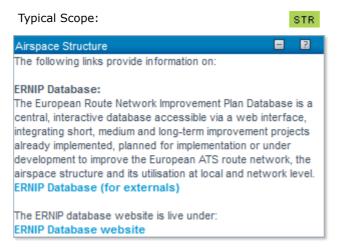
- The Local Airport Plans and Events document (information provided by the major European airports in Q3 2013):

EUROPEAN NETWORK OPERATIONS PLAN 2014-2019	NETWORK OPERATIONS PLAN 2014-2019 Owner: DIMMIOM/Airport Unit L			ast update: 22/01/2014							\neg										
Local plans for individual Airports		201 02 0		24 (201 22 0		24 0		2010 22 0		40		017 2 03	04		018 22 03			2019 22 03	
Alicante																					П
Newrapid exit taxiway for runway 28	П	\Box	\Box	\Box	\perp	Т	\top		Т	Т	Ι	Ι	Т				\top		\Box	\perp	
Screed of taxivary C6		\perp	\perp	\Box	\perp	Т	\perp	\perp	\perp	Т	Т	Т	Т				Т		П		
Airfield works on visual aids (special runway guard lights)					\Box	Т	Т	Т	Т	Т	Т	Т					\top				
Amsterdam Schiphol																					
Nuclear security summit		Т	Т	Т	Т	Т	Т	Т	Т	Т	Т	Т	Т	П	П	Т	Т	П	П	T	
Barcelona																					
Change of nomenclature of rapid exit taxinays of runney 07L/25R	П	Т		П		Т	Т	Т	Т	Т	Т	Т	Т	П		\top	Т		П	\top	
Newconfiguration of agron Rampa 1 - newtaxiway and stands closure	П	\neg		Т		Т	Т	Т	Т	Т	Т	Т	Т		П	\neg	Т	П	П	\top	П
Change of nomenclature of stands: Rampa 0,1,2,3 and 4	П	П				Т		Т		Т	Т	Т	Т	П			Т				
Bergen Flesland																					
Building a newterminal		П	П	П	Т	Т	Т	Т	Т	Т	Т	Т	Т				Т		П	\top	
Berlin																					
Closure of Berlin Tegel and opening of the newBerlin International Airport	Ope	enir	ng c	dat	e is	no	tο	ffici	ally	y kr	YOW	กล	! Ih	e m	ome	ent.					
Bologna																					
Manoeuvring area recurrent maintenance	\Box	т		Т	Т	т	т	т	т	т	т	т	Т	П	П	т	Т	П	П	т	П
Agron Management Service on trial basis provided on Agron 1,2 and 3				T		Т				Т	Т		Т	П				П			
Brussels																					
Airport airside capacity planning method implementation		Т	П	Т	Т	Т	Т		Т	Т	Т	Т	Т	Т	П	Т	Т	П	П	T	
la i i i	Twa.		-4	-1	·- i	- 1-	4	· A	or o	· +	h		1.1-	<i>i</i>	- 6	-44		a	_		

2 - the Public Airport Corner website (non confidential information reported by Airports via the NM Airport Corner):



5.5 Airspace Structure



The Airspace Structure Portlet presents some elements formerly carried by the seasonal Network Operations Plan.

5.6 ANM



The **ANM** (ATFCM Notification Message) is a message issued by the NM Operations to **notify** all concerned in the Aviation community of any ATFCM regulations. The ANMs resulting from the ATFCM Daily Plan are sent the day before the day of operations upon finalisation and release of the plan around 16.00/17.00 UTC summer/winter time.

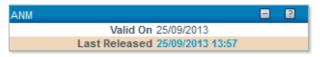
When the data is not yet available, this is what is shown on the NOP:



Each ANM has an associated released date/time stamp. When the Portlet is refreshed - and if the ANM has a newer date/time stamp than the former one - the "new" item is displayed against a colored background, to draw the attention of the user:

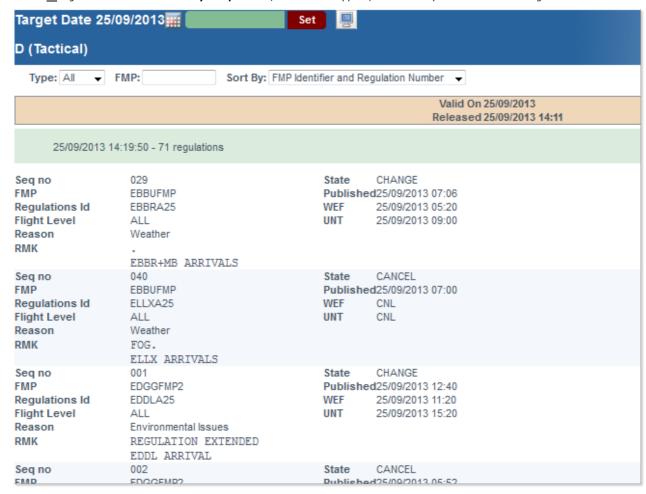
NM EUROCONTROL

Document Title:
NOP Public Portal - User Manual



Note: Clicking on the link returns the Portlet to its normal status (the color background is removed).

Clicking on the highlighted link opens the **ANM List** window depicted below, listing all regulations matching the default query - which means <u>all</u> regulations for the selected **Day of Operation**, with no filter applied, and sorted by FMP Identifier and Regulation Number.



ANM Query

The Query area at the top of the window features 3 filtering and sorting options:

Type: (select)

- All
- Active

FMP: (text)

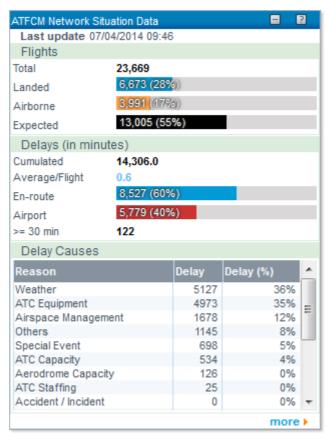
Enter the $\underline{\text{exact name}}$ of the searched FMP (wildcards are not effective here)

Sort by: (select)

- FMP Identifier and Regulation Number
- Regulation Number
- Regulation Identifier
- Released Time and Regulation Identifier

5.7 ATFCM Network Situation Data

Typical Scope: POS TAC



The ATFCM Situation Data Portlet is complementary to the Map displayed right above it, in the **ATFCM Network Situation** Portlet. It provides high level indicators at Network level on the real time status of:

- traffic
- delays
- · delay causes.

The indicators are refreshed every 10 minutes by the ETFMS system. Every hour, a screenshot of the indicators is taken and archived. This allows displaying the evolution of the ATFCM Situation over the day.

By clicking on the More button, a detached view appears which provides:

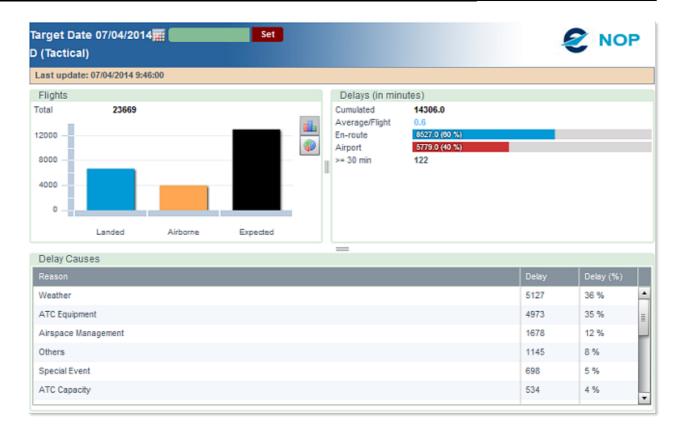
- Customisable graphical representations of the indicators,
- A list of the delay causes with sorting functions.

5.7.1 The ATFCM Situation Data Detached View

The **ATFCM Situation Data** Detached View comprises the 3 same sections as the Portlet, only to provide more details on their respective scope:

- 1. **Flights** are rendered in a graphical way, allowing you to switch between 👔 pie chart and 📊 bar graph modes.
- 2. The Delays in minutes and the Suspended Flights, similar to the one provided in the Portlet.
- 3. And finally the Delay Causes.
 - The Delay Causes table contains the regulations for the Target Day.

You can click anywhere in the column headers to sort the data as you need (ascending or descending).



5.8 ATFCM Measures (Scenarios)



The ATFCM Measures (Scenarios) Portlet provides the Scenario List link, which opens the ATFCM Scenarios List (Section 5.8.1) Detached View.

5.8.1 ATFCM Scenarios List



The ATFCM Scenarios List features two tabs:

- Online Scenarios
- Archived Scenarios

The ${\bf Online\ Scenarios\ }$ tab is selected by default.

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

Online Scenarios

5.8.1.1 Query area

- Origin: Where the flow of the traffic to which the scenario applies, is coming from.
- Area: The specific airspace(s)/point(s) of congestion alleviated by the application of the scenario
- **Destination**: Where the flow of the traffic to which the scenario applies, is going to.



Note: The Origin, Destination and Area text fields may contain the following elements:

- · nothing,
- a complete text string,
- a partial text string containing one or more '.' (dot) characters to represent any character (i.e. EB.. means that all 4 characters origin string starting by EB will match the query),
- a partial text string containing a '*' character after at least one alphanumeric character (i.e. E* will return all origin strings starting by E).
- Status: allows you to filter the query by status.

Possible values can be:

- a) (All) (by default) b) Only Active c) Non-Draft

- d) Only Draft
- **Network Special Events**: Drop-down list of events valid for the selected Target Date.
- Scenario ID: the Scenario name. This parameter is made optional by the presence of the keyword (All) at the top of the

The list is then filled in with the Name of all Network events corresponding to the current mode (online / archived) and the NOP Portal context (ATFCM phase and Target Date selection).

- **Types:** Type(s) of scenarios select one or more: Possible values can be:

 - a) (AII)
 - b) AR Alternative Route scenario.
 - c) **EU**
 - d) FL Flight Level scenario
 - e) **NM**
 - f) PR Preferred Routing scenario.
 - g) **RR** Re-Route scenario.

Note that the Target Date can also be changed in the header of the detached view, to any other date in the future or in the past.

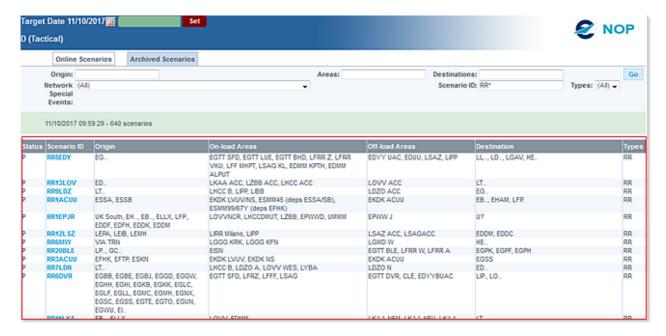
Archived Scenarios



Selecting the Archived Scenarios brings a new query area, very similar to the one in use for the Online Scenarios - except for the Status filter.

Result

V. 26.0-134 Last saved: 7 June 2022 Page 32



5.8.1.2 Content of the Result area

- Status: the possible values are:
 - a) **D** for Draft
 - b) P for Published
 - c) A for Active or Active and Published
- Scenario ID: the identifier of the scenario (ex: LAPW283) which further links to the corresponding Detailed Scenario window.
- Origin: list of Origins
- On-load Areas: list of On-load Areas
- Off-load Areas: list of Off-load Areas
- Destination: list of Destinations
- Types: type of scenario (PR, AR, FL, ...)

Finally, clicking on one of the Scenarios identifier (in blue in the Title column) opens a Scenarios Detail (Section 5.8.2) window.

5.8.2 Consulting a Scenario Details

Scenario Details can come with or without a picture, as shown on the two examples below.

Document Title:

RR1ACUU

NOP Public Portal - User Manual



Origin ESSA, ESSB Destination EB.., EHAM, LFP. Types RR Conditions Not allowed via EKDK ACUU sector Refile Suggested Alternative Routes AAL UN607 VES UN873 JUIST UP174 EEL oe WOODY (LFPG) Comments Location EKDK On-load Areas EKDK LVUV/NS, ESMM45 (deps ESSA/SB), ESMM99/67Y (deps EFHK) Off-load Areas EKDK ACUU Status Published Applicability Agreed Periods Active Periods

RR1ACUU Deps ESSA/SB Ref day Wed 30/07/2008, 12 flights 0500-2000 Dest EBBR, EHAM, LFPG Not allowed via EKDK ACUAUC sector (FL285-999) 001°38°18°W 54189 01:48:08 Suggested route: a. AAL UN607 VES UN873 JUIST UP174 EEL for dest EHAM or EEL-WOODY for dest EBBR/LFPG b. RASMU UM736 PEROM UM864 ATROS UL980 DLE (dest LFPG) Offload: EKDK ACUAUC ESMM2 Onload: EKDK West ESMM4 **EDUUOSE**

Definitions of the field labels

- Identifier: The Scenario name (in the blue header)
- **Origin**: Where the flow of the traffic to which the scenario applies, is coming from.
- **Destination**: Where the flow of the traffic to which the scenario applies, is going to.

AR - Alternative Route scenario: A route (usually non-RAD compatible) opened to alleviate congestion in an area. Due to the non-standard nature of the route, this flow is usually regulated when available.

FL - Flight Level Cap scenario: the flow of traffic is level-capped (for a portion of its route) to take it out of a congested area.

PR - Preferred Routing scenario: a suggested route which the concerned ACCs on a particular axis would prefer the flow to follow. This field can be empty.

RR - Re-Route scenario: the flow of traffic is forced to refile geographically to avoid a congested area.

- Refile: Specific condition(s) to which the of traffic is required to comply.
- Suggested Alternative Routes: Proposed profiles for the Aircraft Operators to consider when selecting a route in order to comply with the Condition(s)
- Comments: Used to provide additional information relating to the scenario. For example: RAD restrictions which will be ignored by IPFS to allow compliance with the **Condition(s)** or **Refile** fields.
- Location (Area): The specific airspace(s)/point(s) of congestion alleviated by the application of the scenario.
- On-load Areas: The key airspaces which may expect to receive additional traffic as a result of the application of the scenario.

NM		EUROCONTROL
NOP F	Dublic Portal - User Manual	

- Off-load Areas: The key airspaces which may expect to receive less traffic as a result of the application of the scenario.
- Applicability: If the availability of the scenario for the ATFCM use is limited to a specific period they are listed here.
 For example: weekend only during the ski season.
- Status: can be either Published, Agreed or Active
 - Published: Used to indicate if the scenario is in 'draft' mode or has been 'published' for operational use.
 - Agreed: The specific periods (dates + hours) for which the concerned FMPs and Network Operations
 Division have agreed to apply the scenario.
 - Active: The actual specific periods (dates + hours) for which the scenario is/was applied, derived from the ETFMS.

Explanations of the map labels

Map labels contain information from the scenario definition and are used to highlight on the map items of specific interest or which are worthy of particular care and attention.

5.9 Axis Management

Typical Scope:



Axis Management is a CDM process which optimises seasonal flows of traffic across the European Network.

The process starts in advance and has as an output ATFCM Measures (e.g., re-routings, FL capping or alternative routings) that would be further consolidated and applied on the day of operations.

This output is discussed and agreed through dedicated CDM conferences (either via a meeting or an e-conference) and there is a monitoring process to fine-tune the event management as well.

The Axis Management Portlet presents a short list of links to Network Events (Section 5.23.1) dedicated to Axes.



Each entry comprises three components:

- The Title of the event, serving as link to open the corresponding Network Events Detail Detached View (illustrated below)
- The **Estimated Period** for which the event is valid,
- an **update** link opening the **Axis Plan** Detached View for the current week (illustrated below).

Axis Plan



The Axis Plan window provides the following elements:

- Axis Details : a link to the corresponding Axis Details Network Event,
- iii : a a date picker to easily navitage between weeks
- · A list of updates for each date of the week

Note: the **updates** features is presently rarely used - this explains the 'No update available at the moment' and 'no updates' mentions on the **Axis Plan** window.

Example of a Network Event Detail:

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

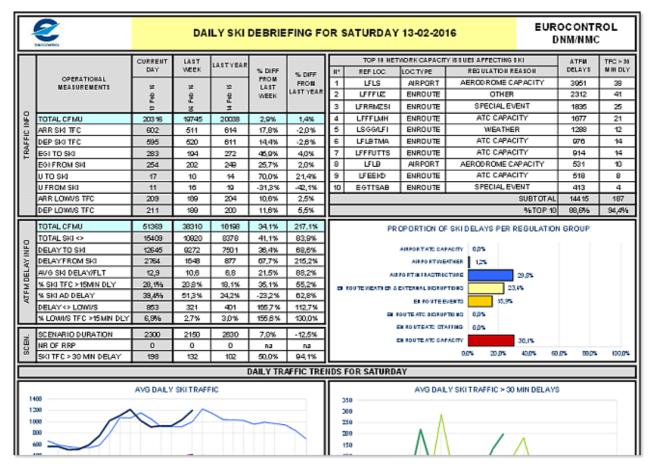


U/ACC (ACC), LFBB - BORDEAUX ALL ACC (ACC), LOVV - WIEN ACC (ACC), LIRR - ROMA ACC (ACC), LIPP -

5.10 Axis Weekly Management



The Axis Weekly Management Portlet provides, when available, links to various documents (in PDF format) - see the example of the SKI Axis Statistics for Week 6 (13-14 February 2016):



Also available are links to Join the WebEx meeting, and the Portlet can also provide links to past conference recordings.

5.11 Contingency



The Contingency Portlet belongs to the ATFM Information Messages group, as well as the AIM, the ANM and the CRAM Portlets.

Its purpose is to display in a very compact way the status of the NM operations.

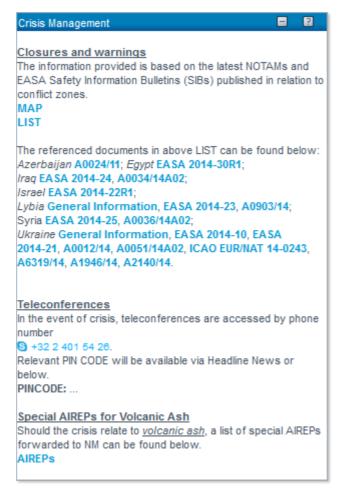
The possible status can be:

- NORMAL
- CONTINGENCY

This Portlet also provides a link to the NM Contingency Plan.

5.12 Crisis Management

Typical Scope: TAC

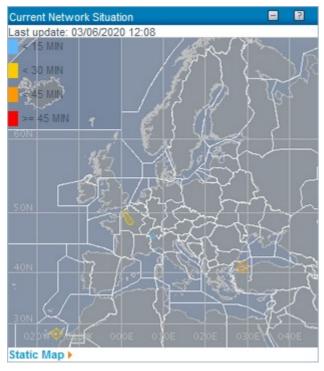


The **Crisis Management** Portlet provides links to a collection of documents in relation to the following areas:

- Closures and warnings
- Teleconferences
- · Special AIREPS for Volcanic Ash

5.13 Current Network Situation

Typical Scope: POS TAC



The **Current Network Situation** displays a map of Europe, where certain ACC areas are colour coded to indicate ATFCM delays for these areas.

Four types of delays are displayed, ranging from over 45 minutes to less than 15 minutes.

< 15 min
< 30 min
< 45 min
>= 45 min

A single link appears at the bottom of the Portlet, opening the **Static Map (Section 5.13.1)**.

The **Static Map** provides a screenshot of the Network Situation, refreshed on a regular basis. It does however not allow you to launch queries, plot various entities and get realtime details on various elements such as regulation delays, flights, etc - which come with the **Interactive Map** application presented on the **Protected NOP**.

Ű

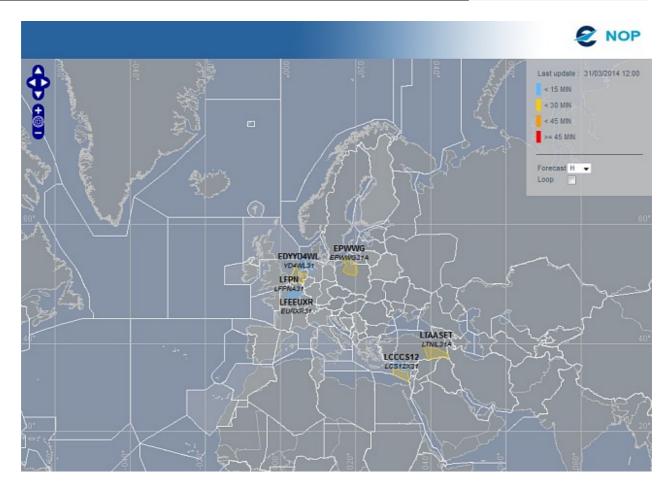
When in Tactical phase, the **Current Network Situation** displays a map of Europe, where certain elements are colour coded to indicate the **foreseen** ATFCM delays for these elements at the time of consultation.

In the Post-Operations phase, the **Current Network Situation** map for the selected target date displays the **cumulated** ATFM delay recorded per ACC over that day (00:00 am to 11:59 pm), displayed with the same color code as in the Tactical phase.

5.13.1 Static Map

The Static Map displays a 'snapshot' of the actual Interactive Map (visible to registered users of the Protected Portal).

The More button on the ATFCM Network Situation Portlet has opened the detached view with a full screen view of the map.



Navigation Aid

Navigation aid is provided with a set of 'pan' and 'zoom' buttons:



- The arrows reveal the map in the direction indicated
- The + and sign zoom respectively in and out. The grid icon resets the zoom factor and map position to their default values.



Tip: You can also use the mouse wheel to zoom in and out - or click and hold the left mouse button to pan the map.

Display Refresh

While in **Loop Mode** (when the **Loop** check box is ticked), the display is refreshed every 30 seconds, looping through an H to H+4 cycle as selected with the **Forecast** menu:



5.14 EAD





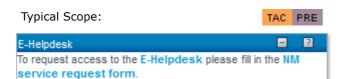
EAD is the world's largest Aeronautical Information System, a centralised reference database of quality-assured aeronautical information. EAD provides access to worldwide NOTAM and related static data, as well as access to AIP information in both PDF and AIXM format for the ECAC region.

The EAD Portlet provides direct links to EAD Basic and EAD Pro:

EAD Basic is the EAD general access for private pilotes, general aviation, training schools and any member of the public searching for aeronautical information.

EAD Pro is the database's service for professional, high-volume users such as air operators, airlines, aviation service companies and Aeronautical Information Services (AIS) data providers. EAD Pro is available on a dedicated terminal (ECIT) or through a secure internet connection using SSL technology.

5.15 E-Helpdesk



The purpose of the **E-Helpdesk** is to reduce the amount of telephone calls to the Network Manager Operations Centre Helpdesk for slot improvements, extensions and information.

This should:

- lower the waiting time for the clients in receiving a reply on their requests
- free up telephones for other operational issues

You will have to fill in the **NM service request form** to get access to the E-Helpdesk.

· The User Perspective (on-line documentation)

5.15.1 The NMOC Perspective

= for **NMOC** staff

5.15.2 E-Helpdesk Movies

NM		EUROCONTROL
NOP F	oublic Portal - User Manual	

5.16 European AUP/UUP



The European AUP/UUP Portlet lists the EAUPs and their updates:

- EAUP: The European Airspace Use Plan
- EUUP: The European Updated Airspace Use Plan



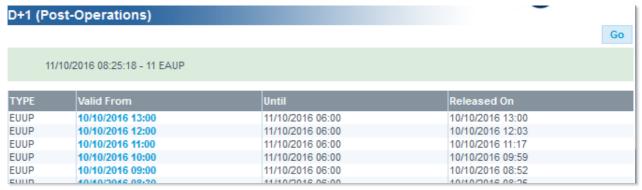
Move your mouse over the **Valid WEF** link to get a tooltip message with the date and time of release.

Note that some entries may appear against a blue background. This simply means that they are active, with their validity period compatible with the **Portal time setting (Section 3.1)**.

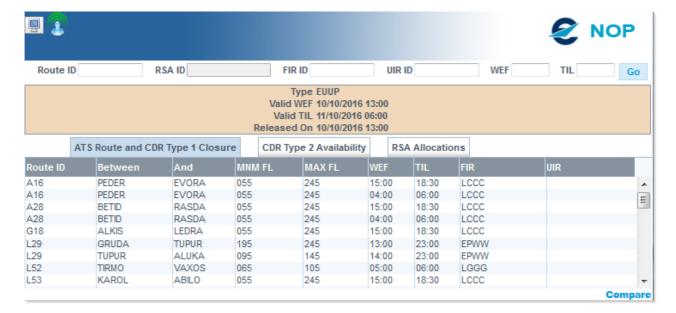
Opening a European AUP/UUP

Click on the Valid WEF link of your choice and the EAUP Details Detached view will open - with the CDR Type 2 Availability tab selected by default.

You can alternatively click on the **More** link to get a **EAUP List** Detached View with the list of currently valid EAUPs, and open the desired EAUP from there:



5.16.1 EAUP Details - ATS Route and CDR Type 1 Closure



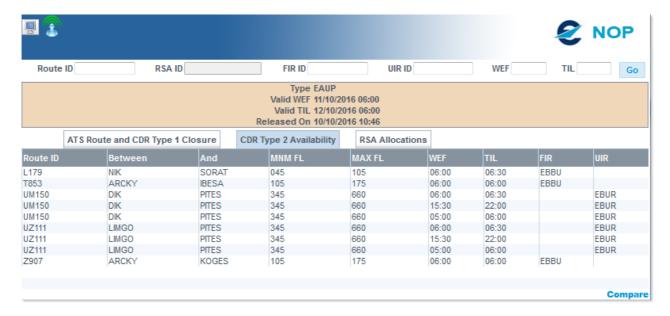
Query

- Route ID: The Route Identification
- RSA ID: The Area Identification
- FIR ID: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- UIR ID: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- WEF: The Start time (hhmm)
- **TIL**: The End time (hhmm)

Results

- Route ID: The Route Identification
- Between: The starting point of the route portion that is impacted by this route statement (2 to 5 characters)
- And: The last (ending) point of the route portion that is impacted by this route statement (2 to 5 characters)
- MNM FL: The minimum flight level of the available area (3 digits or "GND")
- MAX FL: The maximum flight level of the available area (3 digits or "UNL")
- WEF: The start time of the available area (hh:mm)
- TIL: The end time (de-allocation) of the available area (hh:mm)
- FIR: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- UIR: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- Compare: A link used to list the Predecessors, allowing you to pick one of them for comparison purposes details here (Section 5.16.4).

5.16.2 EAUP Details - CDR Type 2 Availability



Ouerv

- Route ID: The Route Identification
- RSA ID: The Area Identification
- FIR ID: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- UIR ID: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- WEF: The Start time (hhmm)
- TIL: The End time (hhmm)

Results

- Route ID: The Route Identification
- Between: The starting point of the route portion that is impacted by this route statement (2 to 5 characters)
- And: The last (ending) point of the route portion that is impacted by this route statement (2 to 5 characters)
- MNM FL: The minimum flight level of the available area (3 digits or "GND")
- MAX FL: The maximum flight level of the available area (3 digits or "UNL")
- WEF: The start time of the available area (hh:mm)
- TIL: The end time (de-allocation) of the available area (hh:mm)
- FIR: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters).
- UIR: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters).
- Compare: A link used to list the Predecessors, allowing you to pick one of them for comparison purposes details here (Section 5.16.4).

5.16.3 RSA Allocations



NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

Query

- Route ID: The Route Identification
- RSA ID: The Area Identification
- FIR ID: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- UIR ID: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- WEF: The Start time (hhmm)
- TIL: The End time (hhmm)
- AMA: Checkbox to display AMA (AMC-Manageable Airspace) RSAs
- NAM: Checkbox to display NAM (Non-AMC-Manageable Airspace) RSAs.

Results

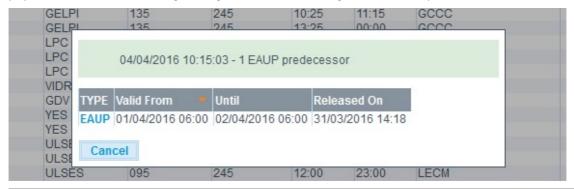
- Figure 2: Expands or collapses the Description line with three additional fields: FUA/EU RS Id, Description and Remark.
- RSA: The Area Identification
- CAT: Indicates the RSA Category (AMA or NAM)
- MNM FL: The minimum flight level of the available area (3 digits or "GND")
- MAX FL: The maximum flight level of the available area (3 digits or "UNL")
- WEF: The start time of the available area (hh:mm)
- UNT: The end time (de-allocation) of the available area (hh:mm)
- FUA/EU RS: FUA Restriction Identification
- FIR: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- UIR: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- Compare: A link used to list the Predecessors, allowing you to pick one of them for comparison purposes details here (Section 5.16.4).

5.16.4 Compare with Predecessors

A Compare link is available at the bottom of each EAUP Detached View. It will however only be meaningful in case of a EUUP.

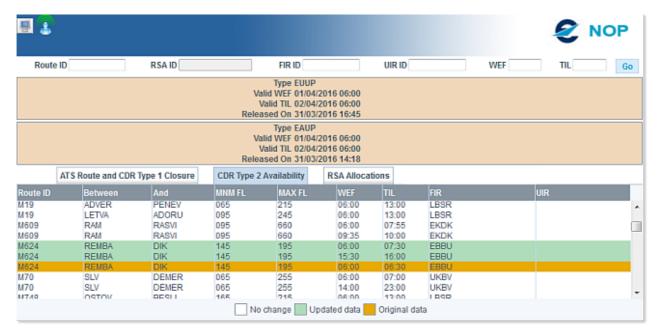


Clicking on Compare will in effect open an overlay listing the Predecessors, allowing you to pick one of them for comparison purposes, in order to check the changes having occurred between the original EAUP and its updated EUUP version.



Please note that an EUUP can in turn be updated by another EUUP - in which case both will be listed in the Compare overlay. The number of cumulative updates is presently limited to two.

In the example below, the EAUP Details Detached View displays the cumulative updates having been applied to an original **EAUP** released on 31/03/2016 14:18 and updated by the **EUUP** released on 31/03/2016 16:45.



The background color indicates the following:

White: no changesGreen: Update

• Orange: Original data before update

Note: Comparison information outside the validity period of the latest EUUP is not displayed since it is irrelevant and making the comparison result very difficult to interpret.

5.17 EVITA

Typical Scope: TAC



Note: Access to EVITA is restricted to NOP (Protected) Portal Users. To read the instructions for subscription please visit the MM Operational services and products page of our website.



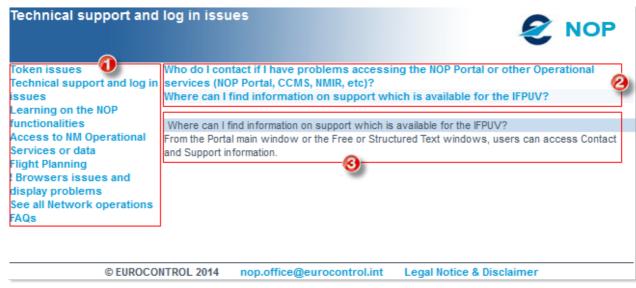
5.18 FAQ



The FAQ Portlet lists a number of Topic Categories. Click any of them to open the corresponding Detached View.

The more link here opens by default the Faq page of the first listed item - Token issues in this case.

Structure of a FAQ page



- 1. The list of Topic Categories.
- For the selected Category, the list of FAQs.
- 3. For the selected FAQ, the title of the Question and the proposed Answer

5.19 Flight Planning

Typical Scope: TAC PRE



ď

Note: Flight Plan submission is only visible to the profiles with the **Flight Plan Management** role: **AO**, **ARO**, and **FMP**.

The **Flight Planning** Portlet gives access to the IFPS Validation system (IFPUV). It is aimed to allow Airspace Users and Aerodrome Reporting Offices to submit their flight plans to a dedicated test system for validation, prior to their submission to the operational system. It may also be used to find an IFPS compliant route. The tool delivers the shortest possible IFPS compliant routes taking into consideration some user defined constraints (e.g. via a point or airspace, avoiding a point or airspace).

The IFPUV contains the current IFPS software and receives copies of updates to the operational environment database, fed by live updates. It is therefore an accurate reflection of the operational system.

The **Flight Planning** Portlet also allows you to submit your flight plans and flight plan updates to the operational IFPS system.

Flight Planning Tools

The Portlet lists the available tools:

NM		EUROCONTROL
Document T	rublic Portal - User Manual	

- Free Text Editor (Section 5.19.1)
- Structured Editor (Section 5.19.2)

And to some resources:

- Contacts and Support: opens a tab compiling all the means to get in touch with the NM, access to useful information and documents, and options to report problems.
- NM Flight Planning Documentation and Flight Plan Guide provide shortcuts to additional online documentation.

The main difference between the two editor modes (*Free Text* vs *Structured*) resides in the way to enter the flight plan : one single text field for the **Free Text Editor** against a set of form elements ensuring data quality in the **Structured Editor**.



Caution:

- Flight plans submitted to IFPUV for pre-validation are not stored.
- Manual correction is not possible. The IFPUV response is automatic.
- Flight plan originators are reminded that flight plan messages **must** be submitted to the IFPS to ensure acceptance in the operational system.
- The routes that are proposed by IFPUV are not to be considered as 'NM recommended routes'. IFPUV is NOT a flight planning system. The responsibility to ensure operational acceptance of the IFPUV proposed routes before filing to IFPS is with the flight plan originator.

5.19.1 Free Text Editor

Data Entry



This is where you will enter the content of the following field:

• FPL Data: Free text area to enter (or paste from an external source) a flight plan in ADEXP or ICAO format. By default, this field is empty.

The **Editor** section features a **Validate** button, to be used in order to launch the validation process - and see the results in the **Validation Results** section.



The Validation Results panel is in effect a message area, displaying the IFPUV response to the Validate action:

• If the submitted flight plan is correct, the message is **NO ERRORS**. The flight plan is therefore considered as being valid:

▼ Validation Results

NO ERRORS

• If the submitted flight plan is not correct, a message indicating the affected parameter and the nature of the error is displayed:

NM		EUROCONTROL
Document 1	Tublic Portal - User Manual	

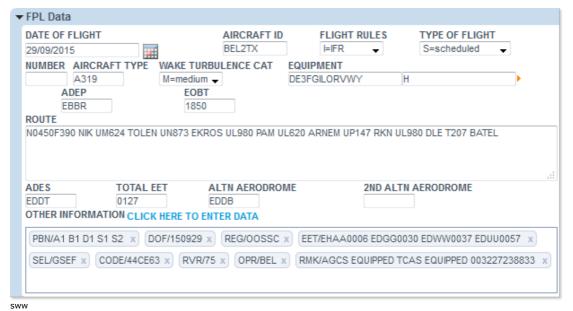


You can then make the necessary corrections and resubmit the query, until the "NO ERRORS" message is returned.

5.19.2 Structured Editor

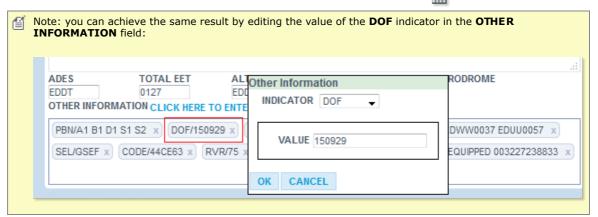
The FPL Data section comprises one expandable/collapsible areas:

FPL Data



Featuring plain text fields as well as dedicated editing components (wizards), the FPL Data area provides a structured and convenient way to enter or check the flight plan information.

DATE OF FLIGHT: The date of the flight - you may either type in the date, or use the Date Picker:



- AIRCRAFT ID: Aircraft identification. By default, the field is empty.
- **FLIGHT RULES**: Flight rules. In the Flight Assistant mode, a drop-down list allows to select a possible value from:
 - a) I for IFR.

 - b) V for VFR.c) Y for IFR changing to VFR.
 - d) Z for VFR changing to IFR.
 - e) Empty the default value.
- TYPE OF FLIGHT: Flight type. A drop-down list allows selecting a possible value from:

 - a) S for scheduled.b) N for non-scheduled.
 - c) G for general.
 - d) M for military.
 - e) X for training.
- f) Empty the default value. • NUMBER: Number of aircraft, if more than one in case of formation flights. By default, the field is empty.

- AIRCRAFT TYPE: the type of Aircraft. By default, the field is empty.
- WAKE TURBULENCE CAT: Wake turbulence category indicating maximum certified take-off mass of the aircraft. A drop-down list allows selecting a possible value from:
 - a) L for light.
 - b) M for medium.
 - c) H for heavy.

 - d) J for super.
 e) Empty the default value.
- EQUIPMENT: Comprises of the following two fields:
 - a) Radio communication, navigation and approach aid equipment.
 - b) Surveillance equipment.

By default, both the fields are empty.

A comprehensive wizard facilitates the specification of the equipment and capabilities parameters - see description below.

- ADEP: ICAO code of the aerodrome of departure. By default, the field is empty.
- EOBT: Estimated Off-Block time. By default, the field is empty.
- ROUTE: Brings together the values of the following parameters (by default, the field is empty):

 1. CRUISING SPEED: The true airspeed for the first or the whole cruising portion of the flight.

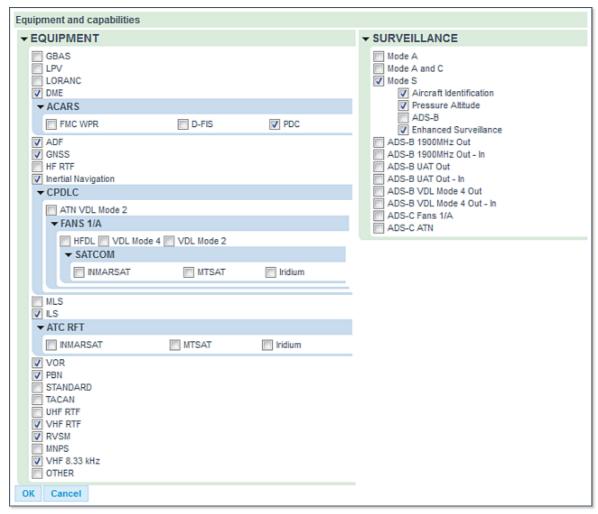
 - 2. **LEVEL**: Requested cruising level.
 - 3. ROUTE: Flight Plan route.
- ADES: ICAO code of the aerodrome of destination. By default, the field is empty.
- TOTAL EET: Total Estimated Elapsed Time (hhmm). By default, the field is empty.
- ALTN AERODROME: ICAO code of the first alternate aerodrome of destination. By default, the field is empty.
- 2ND ALTN AERODROME: ICAO code of the second alternate aerodrome of destination. By default, the field is empty.
- OTHER INFORMATION: List of additional indicators, when relevant (as specified by ICAO for Field 18 of the FPL).

Wizards

EQUIPMENT 5.19.2.1

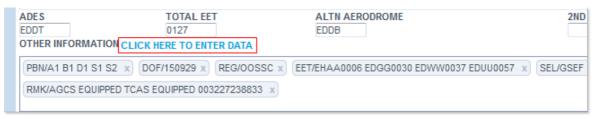


Click on the highlighted orange arrow to open the EQUIPMENT wizard - note how the DE3FGILORVWY / H values of the text fields are presented in the editor:

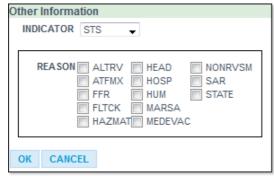


Select the desired parameters and click on the \mathbf{OK} button to exit the wizard and apply the new values to the text fields - or click on the \mathbf{Cancel} button to discard unwanted changes.

5.19.2.2 OTHER INFORMATION



Click on the highlighted **CLICK HERE TO ENTER DATA** link to open the **OTHER INFORMATION** wizard:



The **Other Information** wizard is structured as follows:

- INDICATOR: a drop-down menu listing all available indicators (STS, PBN, EUR, NAV, COM, \ldots)
- Parameter(s): numerical of alphanumerical value, text field(s), tables, etc.

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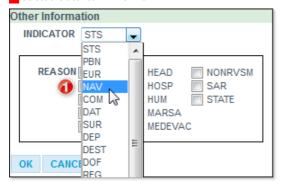
Document Title:
NOP Public Portal - User Manual

• Action Buttons: the standard OK and CANCEL buttons.

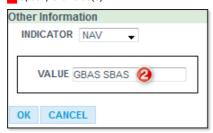
Add Indicator

Example (for the NAV indicator):

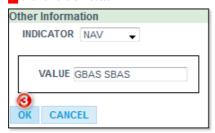
1 Select the desired INDICATOR:



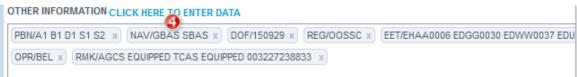
2 Specify the value(s):



3 Click on the **OK** button:



4 The newly created **NAV** indicator now shows in the **OTHER INFORMATION** field:



Edit Indicator

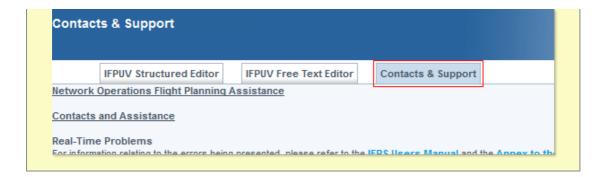
Simply click on the desired indicator to open the corresponding wizard.

Delete Indicato

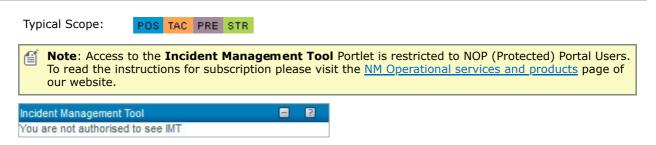
Click on the trailing ${\bf x}$ link to remove the corresponding indicator from the ${\bf OTHER}$ ${\bf INFORMATION}$ field:



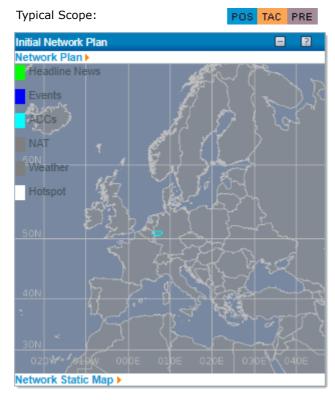
More information on how to work with the **OTHER INFORMATION** wizard can be found in the **IFPUV Users Manual** (http://www.eurocontrol.int/sites/default/files/content/documents/nm/network-operations/HANDBOOK/ifps-users-manual-current.pdf) - additional support can be obtained from the **Contacts and Support** tab:



5.20 Incident Management Tool



5.21 Initial Network Plan



The **Initial Network Plan** Portlet essentially presents the resulting compiled **Initial Network Plan**, in the form of a PDF document distributed by means of the **Network Plan (Section 5.21.3)** top link.

It also provides a link to the Network Static Map (Section 5.21.4).

NM EUROCONTROL

Document Title:
NOP Public Portal - User Manual



Note: When the Daily Plan is not yet available (or when the Daily plan exists with an Applicability Date that does not correspond to the NOP **Target Date (Section 3.1)**) the map is not displayed and the Portlet presents the following elements:

- A picture (if one has been defined) and
- A 'No Daily Plan' Text associated to the selected ATFCM phase .

The Daily Plan is a set of Tactical ATFCM measures (e.g. activation of Routing Scenarios, regulations, etc.) prepared by the NM and other partners (FAB, FMP) concerned during the planning phase.

Published every day around 1600UTC, it is accessible via the NOP and also promulgated via AFTN by means of the ANM and Network News messages.

The Daily Plan may be updated at any time according to the needs.

5.21.1 Map and colors

The Linked Reference Locations are displayed and coloured on the map according to the type of the defined daily plan item to which it applies:

- If a linked reference location has a daily plan item of type **Hotspot**, it gets the Hotspot Label Colour, even if it has items of other types.
- If a linked reference location has a daily plan item of type **Event** ('Axis', 'Special', 'Military' or 'Critical'), it gets the Event Label Colour, even if it has items of other types (except **Headline**).
- If a linked reference location has a daily plan item of type ACC, it gets the ACCs Label Colour, even if it has items of other types (except Headline or Event).
- If a linked reference location has a daily plan item of type **NAT**, it gets the NAT Label Colour, even if it has items of other types (except **Headline**, **Event** or **ACC**).
- If a linked reference location has a daily plan item of type **Weather**, it gets the Weather Label Colour, even if it has items of other types (except **Headline**, **Event**, **ACC** or **NAT**).
- If a linked reference location has a daily plan item of type Other, it gets the Other Label Colour except it has daily plan
 items of any other type.

So for a linked reference location to be displayed and coloured on the map, at least one daily plan item has to be associated with this linked reference location.

5.21.2 Color code

The map in this Portlet indicates with color codes the areas which are affected by a significant ATFCM event at the moment of publication.

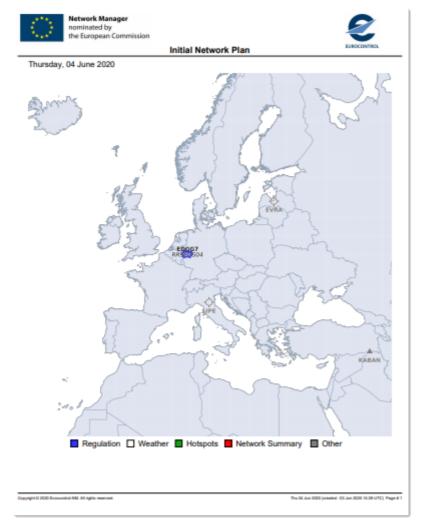
The top left corner displays color patches - one for each Daily Plan section (Hotspot, Events, ACC's, NAT, Weather and Other):



5.21.3 Network Plan

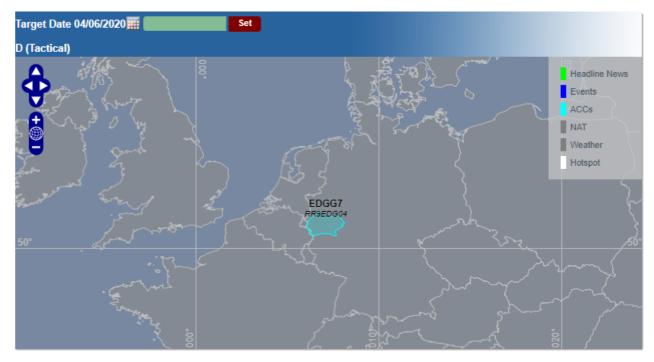
The **Initial Network Plan** is a generated PDF document, produced by NM as replacement for the 1600 conference, the Network News and the current pre-tactical NOP information - in waiting for the **Dynamic Network Plan** project to completed.

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	



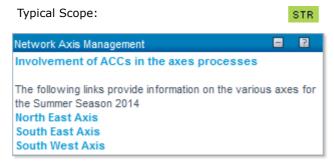
Use the **Network Plan** link from the Initial Network Plan Portlet on the Main page to acess/download the document.

5.21.4 Network Static Map



The Static version of the Daily Plan provides an enlarged view of the annotated map proposed on the Main view - with no other feature than basic 'panning' and 'zooming' commands described in the **Static Map (Section 5.13.1)** section of the **ATFCM Network Situation Portlet**.

5.22 Network Axis Management



The **Network Axis Management** Portlet presents some elements formerly carried by the seasonal Network Operations Plan. It provides information about the AXIS's, according to the actual season.

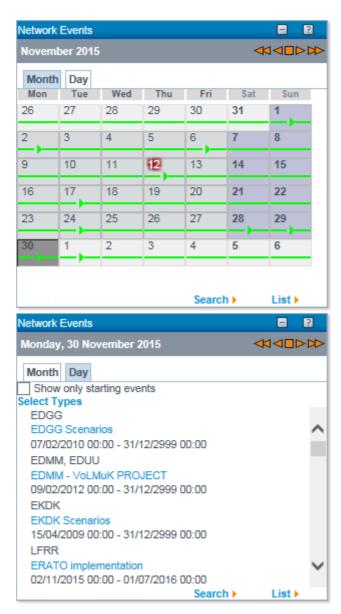
Outline

- Focus on the traffic flows in a specified area
- Indication of the participating ANSP's and ACC's
- When applicable, information on
 - applied Cherry picking
 - · Level capping
 - Re-routing options
 - Scenarios
- Possibility for Tactical Supervisors to publish an AXIS update in cases where there is a significant change in the pretactical plan, or anything important for the concerned traffic flows.

5.23 Network Events

Typical Scope: POS TAC PRE STR

This is the **Network Events** Portlet (respectively with the **Month** and the **Day** tab selected):



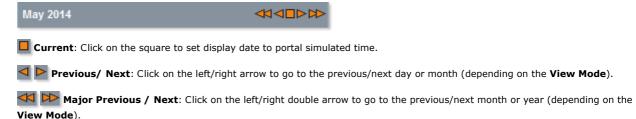
It presents all **Network Events (Section 5.23.1)** available for a given day or period, as the single access point for information provided during the ATM operational phases:

- Strategic information: when and where the event will occurs, what are the expected benefits and the expected
 operational impact;
- Pre-tactical information: what mitigation measures are to be put in place;
- Post-operations information: performance analysis (what performance was recorded in relation to the event? was the
 operational impact as expected? were the mitigation means effective? What can we do better/different in the future?
 etc.).

Overview

When launched, the current date is set on the current portal time. The selected day (highlighted day cell) is set on the portal target date

The calendar header shows the current calendar date, and the navigation controls.



Change the View Mode

Change the View Mode by clicking on the tabs right under the header.



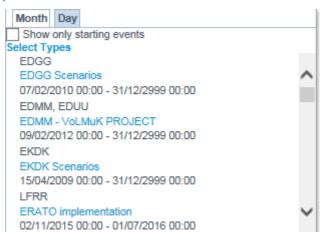
Month (Selected by default in all ATFCM phases besides Tactical)

Click on this tab to display the calendar view showing all the events starting or occurring in the selected month.



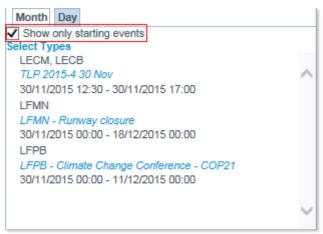
Day (Selected by default when in Tactical phase)

Click on this tab to display the events scheduled for the selected day, including those having started earlier but which are not ended yet...



Mote: Starting events are displayed on top of the list, and typed in italic - to make them stand out from the Ongoing events.

Checking the Show starting events only button filters down the displayed list of events to the ones starting on the selected day:



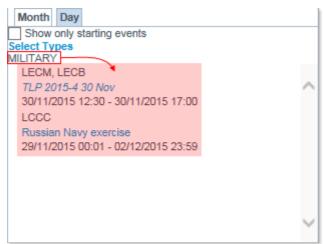
NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

The **Select Type** component provides an additional method to filter the displayed events:



Select the desired Events Types from the proposed options (AIRPORT, AIRPACE_IMPROVEMENT, MILITARY and/or SPECIAL) and click on the **OK** button.

The active filters, if any, are indicated at the top of the display area - and the list filtered as requested:

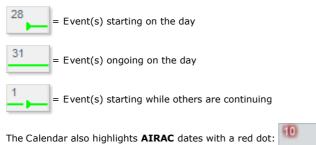


Viewing Events

By default, the Calendar displays the events associated to the selected Target Date.

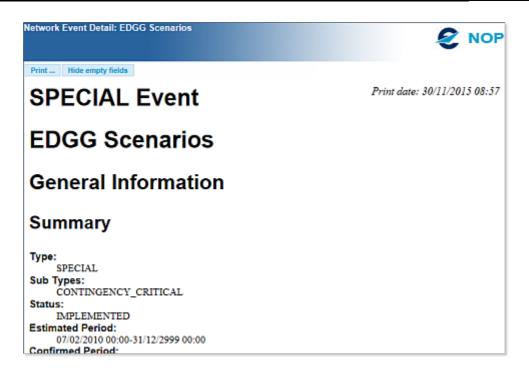
When you are in the **Month** mode, a green symbol (**Event Mark**) indicates that there is an event scheduled for a given day, either starting or ongoing:

Each symbol stands for one given event - the color telling the type of event:



Click on date to jump to the corresponding selection, displayed in **Day** mode. (If you already were in **Day** mode, disregard the above described step.)

Next click on the title of an event to open the corresponding **Event Detail** Detached View:



The NET Functions

The Calendar Portlet features up to 4 NET functions - this will vary according to your profile and the privileges attached to it.

Typically, the **Create** and **Subscribe** functions will be reserved to specific NOP content contributors - you may therefore not be able to see them.



The two commands available to you are located at the bottom of the Portlet - click on a link to get more information on each function:

- Search (Section 5.23.2)
- List (Section 5.23.3)

5.23.1 Concept

The **Network Event** is the root concept of the **Network Events Tool** (NET) application.



Note: The **NET event** term should not be confused with the event term.

A **NET event** represents a set of activities (international summit, military exercise, ATC reorganisation, aerodrome runway maintenance...) that:

- Is entered by some NET event author in the NOP system
- Impacts or might impact the network

An **event** denotes an occurred activity (AIM publication, flight update, service failure...) that:

- · Is detected by the NOP system
- Might interest some network actors

Definition

A Network Event is an activity (or set of activities) which may:

- cause air **traffic demand** to **increase** for a period (e.g. sports games, etc.)
- cause air **traffic flows** to be **shifted** for a period (e.g. temporary traffic switch between airports, security measures, etc.)
- lead to a temporary reduction of Network Performance (e.g. capacity, safety, etc.) with various potential causes:
 - · implementation of new ATM system,
 - move to new ACC Ops room,

NM		EUROCONTROL
Document T	Tublic Portal - User Manual	

- · major airspace reorganisation,
- · works on runways/taxiways,
- runway closures,
- system or procedures changes,
- · airport terminal reduced facilities,
- · temporary reduction in ATC staff,
- opening of a new airport
- ..
- significantly **influence normal airport operations** (e.g. opening of a new runway/airport, runway closure, new flight procedures (e.g. CDO etc.), weather pattern, etc.)

These events are required to be communicated to the Network Manager, in compliance with the EC Regulation 677/2011 (Network Manager) and EC Regulation 255/2010 (ATFM Implementing Rule), in order to facilitate the planning and coordination of these events at network and local level, thus supporting a more efficient NM response to the evolution of traffic demand.



In short, a **Network Event** is typically associated with a given area, spans over a certain period of time, and contains various types of data (texts, images, comments, links to other sources, ...). It can in addition contain a number of **Activities** and/or of **Measures and Scenarios** who are similarly associated with time limits, and who can in turn contain references to **Impacted** elements...

In order to meet the requirements and support processes triggered in each operational phase, the NET event data model has been developed to allow the necessary information to be collected gradually and stored in an structured manner, aiming to progress towards a B2B service. The complexity of effects that any events may have on the performance of the ATM Network needs a complex event data model (de-composition) down to the level that would allow detailed analysis of their expected effect (potential operational impact). The long term goal of such detailed de-composition is to enable automatic exchanges of data between specialised applications designed to increase experts awareness of the event progress through the ATM planning phases and to trigger impact assessments when necessary and most efficient.

This has resulted in a complex but comprehensive data model implemented in NET, which allows decomposition of an event into specific activities, occurring at specific periods in specific locations and producing specific effects on the network performance. Hence a certain level of expertise and attention is required when creating/updating Network Events in NET. The main components of an event in NET are described in more detail below.

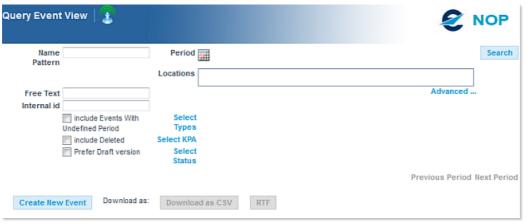
Events / Activities / Impacts

An Network Event typically occurs during a given period at a given location or set of locations and may have one of the effects described above, which may in turn affect one or more key performance areas: capacity, flight efficiency, cost-effectiveness, safety. For example, Geneva International Motorshow took place in Geneva between 06 - 16 March 2014. This was expected to result in increased traffic to Geneva airport, causing parking congestion during this event. This simple event consist in just one activity (the motor show itself) taking place at a specific location and over a specific period of time and expected to cause a specific impact on local operations. This potential impact would be assessed prior to the start of the event and mitigation measures identified if necessary. During the event, performance analysis are collected and analysed at specific intervals according to current NM Processes. Performance results are published monthly and annually.

Some Network Events can be more complex and consist in one or more parallel or sequential activities (similar or different) that occur over different periods and at different location sets. Each of these activities may have cause different operational impacts, which may in turn affect one or more key performance areas. Some ATFCM measures may need to be prepared in advance and applied during the event to minimise the operational impact. Performance data collection and analysis will take place as described above. For example, an ACC re-organisation is planned in FRANCE in May 2015, which implies some training activities prior to the re-organisation, some technical tests of the ATC systems, etc. In addition, a related pre-validation exercise is foreseen to take place in Brussels in January 2015, involving a number of controllers from that French ACC. All these activities are consolidated in a single event, which may lead to a temporary reduction of that ACC's capacity.

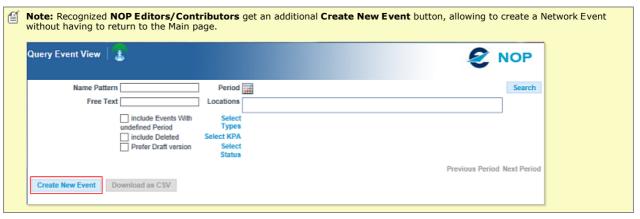
5.23.2 Search Events

The Search Events link from the Network Events Portlet opens the Query Event View Detached View:



The Query Area

The Query Area features three command buttons, namely **Download as CSV** and **RTF** (used to download a generated file with the results of the query and save it on your computer) in addition to the **Search** button (used to launch the query).



A number of search parameters are used to define the query:

- Name Pattern: allow you to define 'patterns' using explicitly declared characters, in combination with the following wildcards:
 - the * wildcard can be used in front, at the end or on both sides of a search string, and will stand for any number of characters
 - the ? wildcard can likewise be used in any position, and will stand for a single character.

Example: ca?a* will return any event that contains in the Name field the word: Casablanca, Canarias, CANAC, where ? can be any character on the third place in the word and * all the characters that follow on the second 'a' on the search fieldType your Note Box content here.

- A single word results in an exact match
- Words separated by spaces return entries matching any one of the listed terms: 'north east axis' will return any event that contains the wor 'north' OR 'east' OR 'axis' in the **Name** field



- Period: the selected period
- Free Text: allows a free text search it will find any data matching (even loosely, in a 'fuzzy search' approach suggesting likely matches) the searched terms, in the following fields:
 - the Name field
 - the Short Description field
 - the **Description** field
 - the **Event** itself
 - Activity(ies), if any
 - Impact(s), if any

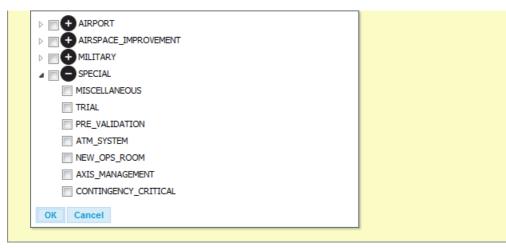
The * and ? wildcards can be used here as well (see the Name Pattern description above for details).

- Locations: the locations(s) concerned by the event
- **Select Types**: opens a dialogue listing the proposed types you can select:

 1. AIRPORT

 - 2. AIRSPACE_IMPROVEMENT
 - 3. MILITARY
 - 4. SPECIAL

Note: the Select Types component allows you to fine tune your query down to the sub-type level:



- Select KPA: opens a dialogue listing the proposed KPAs you can select:
 - 1. CAPACITY
 - 2. FLIGHT_EFFICIENCY
- Select Status: opens a dialogue listing the proposed Statuses you can select:
 - 1. PROPOSE
 - 2. PLANNED
 - 3. CONFIRMED
 - 4. ON_HOLD
 - 5. IMPLEMENTED
 - 6. CANCELLED
- Include Events with undefined Period, Include Deleted & Prefer Draft version; check boxes to widen or narrow the scope of the query.

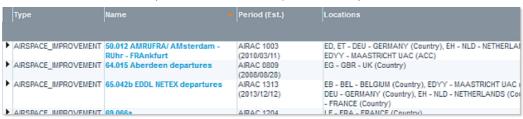
Lastly, the Previous Period and Next Period navigation links will allow you to jump to the previous and next period respectively, using the last date interval used.

The Result Area

The Result Area presents a table listing all entries matching the query criteria - see here an example with a Freetext search for 'EDLL':



The **Results Table** features 10 columns (all of them sortable with the exception of the first one):



- (unnamed): Expand/Collapse arrows to display the content of the Summary field
- Type: The Type of the event
- Name: The Name of the event
- Period (est.): The estimated period for the event
- Locations: The locations concerned by the event

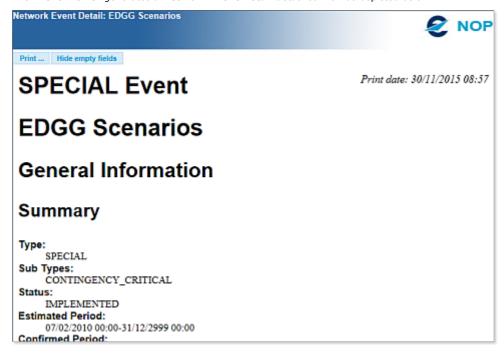
NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

Status	Responsible Data Source	Last Published Date	Draft Owner	Internal id
IMPLEMENTED	ERNIP	14/11/2015		16616
IMPLEMENTED	ERNIP	31/10/2015		15807
IMPLEMENTED	ERNIP	14/11/2015		14058

- Status: The current status of the event
- Responsible Data Source: Identification of the originator of the event
- ${\bf Last\ Published\ Date}.$ The date of the most recent publication
- Draft Owner: Identification of the owner of the Draft version when relevant, that is, when a draft exists
- (unnamed): provides a ${\bf View\ Published}$ link to the published version of the event

5.23.2.1 Event Detail

The **Event Viewer** generates a **Network Event Detail** detached view as depicted below:



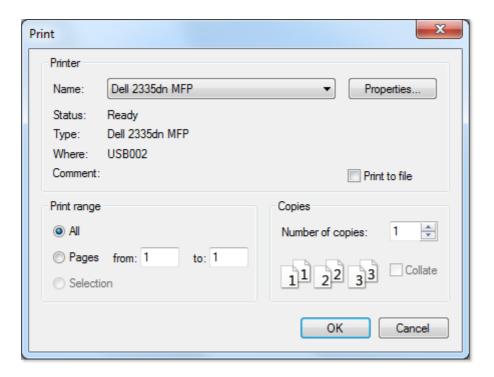
Button Bar

5.23.2.1.1 Print ...

This command launches the Print function of your browser, looking like this (this may however vary depending on your browser type and version):

Document Title:

NOP Public Portal - User Manual



5.23.2.1.2 Hide empty fields / Show empty fields

Respectively hides or shows all fields for which no data has been provided by the event author.

Event Content

The rest of the window displays the full content of the event, in a structured way:

A. General Information

- 1. Summary
- 2. Description and Expected Benefits
- 3. Originator
- 4. Measures and Scenarios
- 5. Reference Publications
- 6. Remarks and Comments

B. Activities and Impacts

This section lists all activities declared for the event. For each activity the following information is available:

1. General Information

- a. Period
- b. Locations
- c. Description
- d. Comments
- 2. **Impacts**: for each declared impact the following information is available:
 - a. Period
 - b. Extended Network Impact
 - c. Types
 - ${\sf d.\,Description}$
 - e. Attachments
 - f. Capacity Variation
 - g. Sector Configuration
 - h. Traffic Sample Description
 - i. Impacted Locations
 - j. Possible Bottleneck Sectors
 - k. Comments

5.23.3 List

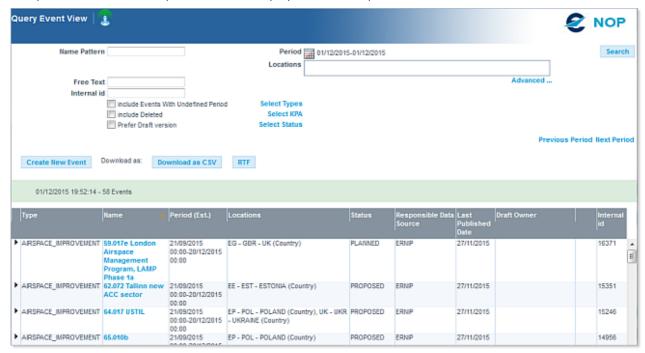
The List link from the Calendar Portlet opens the Query Event View Detached View - as does the Search Events (Section 5.23.2)

NM EUROCONTROL

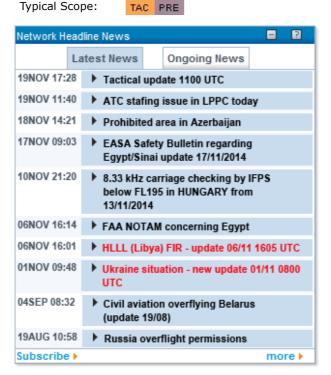
Document Title:
NOP Public Portal - User Manual

link.

This specific function will however perform an automatic query for the selected period:



5.24 Network Headline News



This Portlet announces events that have a significant impact on the ATFCM Network – the same way the headlines of a newspaper announce the main events of the day. These events may be foreseen or not, such as industrial action, airspace closure, sporting event, bad weather with significant regional impact, etc.

Portlet Structure

5.24.1 Latest News / Ongoing News Tabs

The Portlet opens by default the Latest News tab - to display the list of Headline News as they are set to be announced, with the

NM		EUROCONTROL
Document T	rublic Portal - User Manual	

newest item on top.

Click on the **Ongoing News** tab to get a list of the currently ongoing events, effectively affecting the Network.

5.24.2 News List

Each line starts with the Date and Time of the item, formatted as DDMMM hh:mm (two digits for the Day and three letters for the Month, then two digits for the hour followed by two digits for the minutes).

Next comes the title of the Network Headline News - displayed in two colors, depending on the level of criticality:

- black: INFO means there is no severity NORMAL is the lowest severity level WARNING indicates there could be a medium or high severity level.
- red: ALARM is the highest severity level. The news is critical.

A Headline news must not be confused with AIMs (ATFCM Information messages). Events with minor or local impact on the ATFCM Network may be announced via an AIM while significant events will be announced via both media. It will be let to the NM operations to determine the events that come within the Headline News category.

A summary of the News is revealed when clicking on the expand button, as shown below with the third item.



Subscribe > more >

Two Links are featured at the bottom of the Portlet: Subscribe and more.

The Subscribe link opens the Subscription Editor ('Subscriptions' in the on-line documentation), when you can specify for which stream of information you wish to get notified by email subscription.

The more button opens a Detached View listing all Network Headline News, be they Online News or Archive News - by means of their respective tabs:

• The Online News view contains all items which are in Latest or Ongoing state, sorted by publication time (latest on top):



The Archive News view contains items on any state but Latest or Ongoing, sorted by publication time (latest on

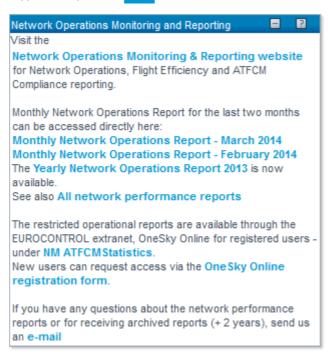
V. 26.0-134 Last saved: 7 June 2022 Page 67

NM	EUROCONTROL
Document Title:	
NOP Public Portal - User Manual	



5.25 Network Operations Monitoring and Reporting

Typical Scope: POS



The Network Operations Monitoring and Reporting Portlet gives access to a number of operational reports.

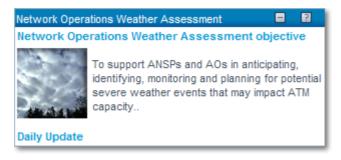
The restricted operational reports are available through the EUROCONTROL extranet, OneSky Online for registered users - under **NM ATFCM Statistics**.

New users can request access via the <u>OneSky Online registration form</u>. For public reports, visit the <u>Network Operations and Monitoring</u> website.

If you have any questions about the network performance reports, send us an $\underline{\text{e-mail}}$

5.26 Network Operations Weather Assessment

Typical Scope: TAC PRE

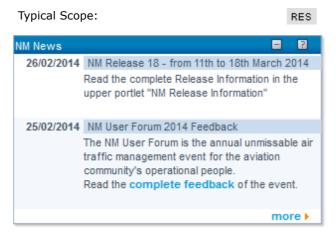


The **Network Operations Weather Assessment** Portlet provides support to ANSPs and AOs in anticipating, identifying, monitoring and planning for potential severe weather events that may impact ATM capacity.

From the **Tactical** tab, the **Daily Update** link opens a copy of the current **Daily Eurocontrol Network Weather Assessment** PDF document.

From the **PreTactical** tab, the **Daily Update** link opens a copy of the previous **Daily Eurocontrol Network Weather Assessment** PDF document.

5.27 NM News



The **NM News** Portlet displays the last 3 of a selection of the most relevant (for the actors involved in Network Operations) news items published on the Network Manager website.

Below a short summary, and aligned to the left, two distinct links perform the following actions:

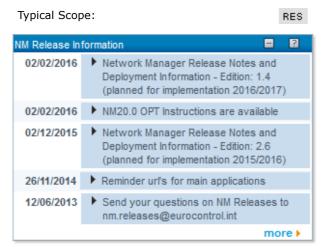
At the very bottom of the Portlet itself, and aligned to the right, a button opens the full list of the selection:



NM		EUROCONTROL
Document Title: NOP Public Portal - User Manual		

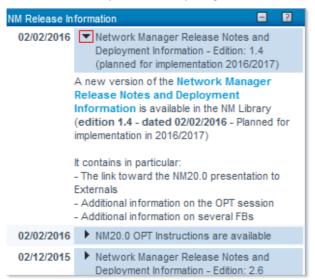
Note the two tabs, Online List and Archive List - the latter giving access to more ancient material.

5.28 NM Release Information

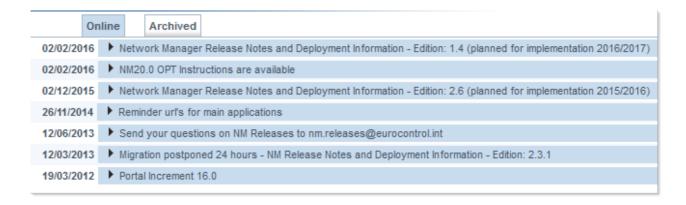


The **NM Release Information** Portlet lists the last changes implemented in the Portal, as well as some insight on future releases and evolution.

Click on the arrow to open the Summary of a given item:

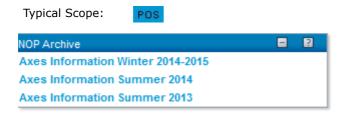


Click on the **more** link to open another detached view with all issued items, under the **Online** or **Archived** tab depending on their date of issue:



NM		EUROCONTROL
NOP Public Portal - User Manual		

5.29 NOP Archive



5.30 NOP Updates

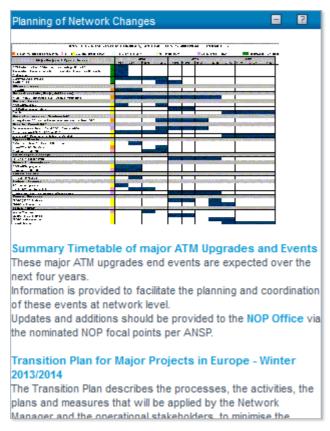


NOP Updates: Information on the dates and scope of the European Network Operations Plan last updates.

5.31 Planning of Network Changes



NM	EUROCONTROL
Document Title:	
NOP Public Portal - User Manual	



The **Planning of ATM Network Changes** Portlet presents the major ATM upgrades end events expected over the next four years, to facilitate the planning and coordination of these events at network level.

Updates and additions should be provided to the NOP Office (nop.office@eurocontrol.int) via the nominated NOP focal points per ANSP.

5.32 Portal Assistance

Typical Scope: RES POS TAC PRE STR

In case of problem or questions, contact the NOP Office team via the **NOP Assistance** Portlet.



This portlet provides ways to **report a problem** with the Portal usage, or to **provide feedback** on your user experience.

If you have an **urgent Operational request** in relation to a flight, please follow the procedure in place to reach the **NM OPS Room**.

If you wish to submit a system improvement request, please submit an Operational User Requirement (OUR).

5.33 RAD

Typical Scope: TAC PRE STR

The objective of the RAD Portlet is to facilitate flight planning.

NM		EUROCONTROL
Document T	ite: Public Portal - User Manual	



The **RAD Homepage** link opens the RAD website homepage, where you can find all data and information related with the RAD undates:

RAD



Home

Additional Documentation
AIRAC 1310 - 19 September 2013
AIRAC 1311 - 17 October 2013
AIRAC 1312 - 14 November 2013
Airspace Data Management
National RAD Coordinators
RAD Coordination
RAD Cut-off and Publication dates
RAD Harmonization Rules
RAD KPI
RAD Problem
RAD Reviews
RAD Team
Special Events
Increment File

Route Availability Document (RAD)

Welcome to the RAD website.

The purpose of this site is to assist the Aviation Community in understanding the RAD.

The RAD is created based on:

- COMMISSION REGULATION (EU) No 255/2010 of 25 March 2010 laying down common rules on air traffic flow management, Article 4 - General obligations of Member States, paragraph 4; and
- COMMISSION REGULATION (EU) No 677/2011 of 7 July 2011 laying down detailed rules for the implementation of air traffic management (ATM) network functions and amending Regulation (EU) No 691/2010, Annex I - The European Route Network Design (ERND) Function, Part B - Planning principle 5(d).

The RAD is part of the European Route Network Improvement Plan (ERNIP).

The RAD is a common reference document containing the policies, procedures and description for route and traffic orientation. It also includes route network and free route airspace utilisation rules and availability.

The RAD is also an Air Traffic Flow and Capacity Management (ATFCM) tool that is designed as a sole-source flight-planning document, which integrates both structural and ATFCM requirements.

The **Increment File** and **Additional Documentation** links provide shortcuts to the respective corresponding areas on the RAD website.

Lastly, the RAD Portlet provides a number of links to the current and most recent(s) RAD Updates (like **1310 - 19 September 2013** in the example shown above).

5.34 Tele/WebEx conferences

Typical Scope:

TAC



5.34.1 Online web conferences

The online web conferences are used for:

- South West axis
- South East axis
- North East axis
- · Ski conferences
- Special events (Olympic Games, Football tournaments and finals, etc.)
- Training on CHMI and NOP

5.34.2 Teleconferences

Teleconferences are used for ad-hoc events, like:

- Strikes
- Crisis

Test your PC and browser

 ${\it Please make sure that your PC and browser are compatible to use WebEx, by following this step-by-step procedure:} \\$

Step 1: Click on this link to test your PC and browser

Only if Step 1 is unsuccessful, please ask your IT department to check the minimum system requirements below, and click here for Step 2: Further technical requirements

Smartphones

Download the free WebEx app for your $\mathbf{smartphone}$

• Webex apps

5.34.3 Teleconferences with Intercall

• Telephone with keypad

5.35 Training



The **Training** Portlet provides links to the NM Training website, containing all the training dates and registration information.

NM		EUROCONTROL
NOP F	Public Portal - User Manual	

5.36 Traffic Counts



The **Traffic Counts** Portlet gives the number of flights for a given Traffic Type. Note that it may not be accessible to you, depending on your role and/or profile.

•

5.37 All Other Portlets

The other Portlets are simple to use: they are made of a summary text - sometimes illustrated - and most of the times propose organized shortcuts and links to the NM website or the EUROCONTROL website.

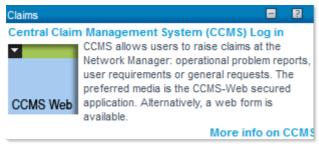
AIS Agora: link to the Agora.



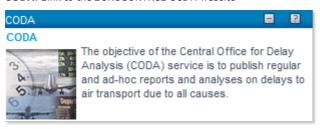
Charts: Link to the EUROCONTROL website providing ATM maps



 $\textbf{Claims}{:} \ \mathsf{Link} \ \mathsf{to} \ \mathsf{the} \ \mathsf{CFMU} \ \mathsf{Claim} \ \mathsf{Management} \ \mathsf{System} \ (\mathsf{CCMS})$

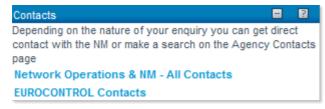


CODA: Link to the EUROCONTROL CODA website

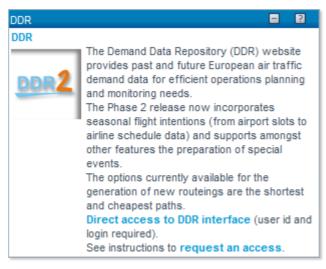


NM		EUROCONTROL
Document T	Dublic Portal - User Manual	

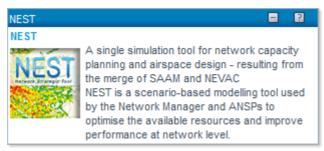
Contacts: Link to pages of the NM and EUROCONTROL web sites providing various useful contact points



DDR: Link to the DDR interface

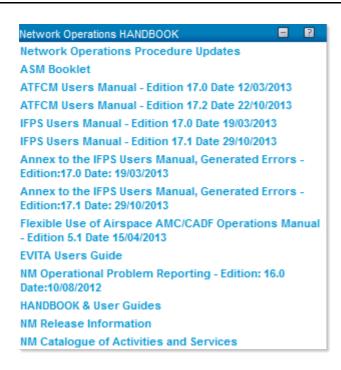


NEST: A single simulation tool for network capacity planning and airspace design.

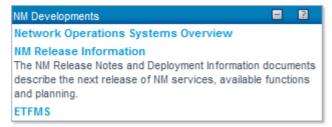


Network Operations Handbook: Link to the official documents describing the procedures for interacting with Network Operations.

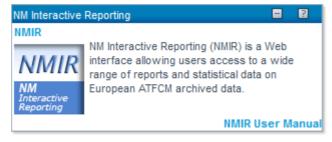
NM		EUROCONTROL
Document T	Tublic Portal - User Manual	



NM Developments: links to several pages of the NM website describing the Network Operations systems and evolutions – including reference documents in the NM Library.



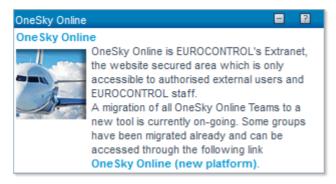
 ${\bf NM}$ Interactive Reporting: Link to the NMIR application.



NM Operations overview: Link to NM web pages providing a high level view of the NM's main operational processes.



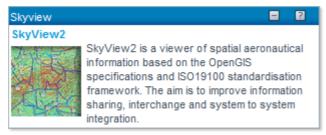
 $\textbf{OneSky Online} : \mathsf{Link} \ \mathsf{to} \ \mathsf{EUROCONTROL's} \ \mathsf{extranet}, \ \mathsf{OneSky} \ \mathsf{Online}.$



SKYbrary: Electronic repository of safety data related to ATM and aviation safety in general



Skyview: Link to the EUROCONTROL Skyview web site.



Statfor: Link to the EUROCONTROL Statfor web site.

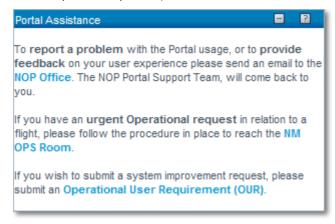


NM		EUROCONTROL
NOP F	Public Portal - User Manual	

6 Help

6.1 User Assistance

In case of problem or questions, contact the NOP Office team via the **NOP Assistance** Portlet.



This portlet provides ways to **report a problem** with the Portal usage, or to **provide feedback** on your user experience.

If you have an **urgent Operational request** in relation to a flight, please follow the procedure in place to reach the **NM OPS Room**.

Room.

If you wish to submit a system improvement request, please submit an Operational User Requirement (OUR).

NM		EUROCONTROL
NOP F	Dublic Portal - User Manual	

7 Glossary

Α

AIM

ATFCM Information Message

AIS

Aeronautical Information Services

applications

ARO

Air Traffic Services Reporting Office

ATECM

Air Traffic Flow and Capacity Management - A service that is enhancing ATFM with the objective of managing the balance of demand and capacity by optimising the use of available resources and coordinating adequate responses, in order to enhance the quality of service and the performance of the ATM system.

ATM

Air traffic management - The dynamic, integrated management of air traffic and airspace including air traffic services, airspace management and air traffic flow management — safely, economically and efficiently — through the provision of facilities and seamless services in collaboration with all parties and involving airborne and ground-based functions.

Axis

(Seasonal) Flows of traffic across the European Network.

C

CCMS-Web

Web based Central Claim Management System - The CCMS Web is an independent application where the NM is enabling authenticated clients to access and submit incident reports, user requirements or requests for support in their field of activity.

CDM

Collaborative Decision Making

CFMU

Central Flow Management Unit

CHMI

Collaborative Human Machine Interface - CHMI provides a new graphical interface to the NM operational systems which enables users to display data and graphical information (such as routes, route attributes, airspaces, flight plan tracks, etc.) via map displays. As these maps are updated dynamically, therefore CHMI provides a more user-friendly display of 'real time' information.

CRAM

Conditional Route Availability Message

D

Daedalus

NM tool to dynamically calculate a route which is valid according to all airspace and flow management constraints known to the NM i.e.

Conditional Route Availability Message (CRAM), RAD & ATFCM Notification Message (ANM).

DMEAN

Dynamic Management of European Airspace Network

Docked

Status of a Map window or component, when it is attached to the Menu Bar on top of the Map detached view.

DWF

Data Ware House - The DWH system contains archived data from other NM systems, together with derived performance and quality indicators.

It is used to provide an assessment of ATFCM performance and enable corrective action by facilitating comparison of the actual traffic situation with the ATFCM plan, and to assist the CFMU and its users in the preparation of their Strategic, Pre-Tactical and Tactical activities, by providing a forecast flight demand model based on historical data.

Е

EFD

ETFMS Flight Data - significant flight data updates sent by ETFMS to ANSP's in the form of EFD messages.

ETFMS

ETFMS provides the overall traffic situation for the NM area, both current and future, based upon flight plan data updated with current traffic position data, allowing a precise anticipation of the traffic demand. ETFMS brings benefits in the management of both routine traffic situations as well as unusual or 'exceptional' conditions.

NM		EUROCONTROL
Document T	rublic Portal - User Manual	

F

FAAS

Flight Assessment and Alert System (3 letter acronym: FAS) - The NM system hosting the SAFA application.

FCR

File Content Repository - The root folder where all the Portal content are stored

FCU

File Configurable Unit - The smallest content package that can be updated independently. In most cases, it will be a single FCU item - but some items do share common or crossed links and will therefore be grouped within an FCU folder.

Floating

Status of a Map window or coponent, when it is freely movable and draggable in the main display area.

FMP

Flow Management Position

FU M

Flight Update Messages - aimed at making NM partners aware of the situation of a given flight, in particular regarding the Estimated Landing Time.

Ι

IFPS

Integrated Initial Flight Plan Processing System.

IFPS fulfils two primary functions:

- 1. provides a centralised flight planning system for the States within the NM area with the object of rationalising reception, initial processing and distribution of flight plan data to ATC Units.
- provides Repetitive Flight Plan (RPL) and Filed Flight Plan (FPL) data for use by the OPSD for ATFCM planning, monitoring and slot allocation.

IMT

IMT stands for "Incident Management Tool", where "incident" is meant to be "operational incident with a potential to become a disruption or crisis".

Ν

Nav Aid

Any visual or electronic device, airborne or on the surface, that provides point-to-point guidance information or position data to aircraft in flight.

Network Manager Website

Available to the general public, without any registration. It contains information relevant to the NM core business, but information of an operational nature, which are accessible from the NOP Portal.

NMIR

NM Interactive Reporting

NPE

 $\ensuremath{\mathbf{NPE}}$ is the acronym for $\ensuremath{\mathbf{NOP}}$ $\ensuremath{\mathbf{Portal}}$ $\ensuremath{\mathbf{E}}$ xtension .

It contain all extensions to the NOP which will not be implemented in the NOP code base, such as the *Interactive Map*.

P

Portlet

Portal Element - Configurable window providing a synthetic piece of static or dynamic content on a portal page.

Post-Operations

One of the 4 ATFCM Phases as used in the Portal. Covers the period from "Day +1" 00:00 onwards

Pre-Tactical

One of the 4 ATFCM Phases as used in the Portal. Covers the period from "Day -6" to "Day -1" inclusive.

Protected Portal

The NOP Protected Portal contains information for clients involved in ATM operations and is only available after acceptance of the NM Terms and Conditions. It is accessed via RSA SecureID (see Token).

Public Portal

Available only after self-registration. The NOP Public Portal contains information to assist the NM clients involved in ATM operations - however, some elements which are subject to a service agreement are only accessible from the NOP Protected Portal.

R

RAD

The RAD is a sole-source flight-planning document, which integrates both structural and ATFCM requirements, geographically and vertically. The RAD is updated each AIRAC cycle following a structured standard process of

NM	EUROCONTROL	
Document Title: NOP Public Portal - U	Manual	

- 1. Requirement
- 2. Validation
- 3. Publication by the Network Manager in cooperation/coordination with the States and the Aircraft Operators.

S

Scenario

ATFCM measure applied as a result of an ATFCM Event, either planned or unplanned.

Self-Registered

The Self-Registration allows a non-authenticated user to create an account (with userID and static password) to access certain services and data from Network Manager.

SESAR

Single European Sky ATM Research

Strategic

One of the 4 ATFCM Phases as used in the Portal. Covers the period from "Day -12 months" to "Day -7 days" inclusive.

T

TACTICAL

One of the 4 ATFCM Phases as used in the Portal. Covers the Day currently selected in the header, from 00:00 to 24:00 UTC.

Target Date

The date which has been set in the Portal Header, and therefore for which the queries do apply. The Target Date can also be modified from within the Header of some Detached Views (typically, for all views where you can submit a query).

TIL

Stands for 'Until' - the end date and time of a period.

Toker

A software-based one-time password authentication method of protecting network resources, typically used for remote access. It is a small independent program that runs on the PC and that generates every minute a random number called the token code.

U

UserID

Your **UserName** or **UserID** is a login name which has been assigned to your User account by NM. (For example: p0xxx1). The UserName is not case sensitive.

W

Way Point

A pre-determined geographical position, used for route or approach definition or progress reporting purpose. Two Way Points define a route segment.

WEF

With Effect From - the start date and time of a period.

WIND

Web Interface for NOP Data - This content and workflow management software is used to maintain the content of the Portal (for the static content) and manage the presentation of the content from back-end systems.

WYSIWYG

What You See Is What You Get - A descriptive designation for a form of visual display or graphical user interface (gui) that shows (on the screen) the actual appearance of a document being processed.

NM	EUROCONTROL
Document Title: NOP Public Portal - User Manual	

8 Table of Contents

Last saved: 7 June 2022

1. Version	1
2. The NOP Portal	2
2.1. Purpose	2
2.2. Technical Prerequisites	2-3
2.2.1. Operating System	2-3
2.2.2. Browser	2-3
2.2.3. Screen resolution	2-3
2.2.4. Pop-us	2-3
2.3. Accessing the NOP	3
2.4. Global Layout (Main View)	3-6
2.5. Printing from the Portal	6
3. The NOP Header	7
3.1. Timeline Navigation Concept	7-8
3.2. Header Buttons	8-9
3.2.1. HELP	9
3.3. Searching the Portal	9
3.3.1. Search Text	9-10
3.3.1.1. Text	9-10
3.3.1.2. Item	9-10
3.3.1.3. Term	9-10
3.3.2. Search Results	10-13
4. Portlets and Views	14
4.1. Portlet Availability	14
4.2. Portlets General Features	14
4.2.1. Portlet Definition	14
4.2.2. Portlets Scope	14-15
4.2.3. Contextual Help	15-16
4.3. Detached Lists	16-17
4.4. Detached Views	17-18
4.4.1. Querying from a Detached View	18-19
4.4.2. Paging	19
4.4.3. Printing mode	19-20
4.4.4. Color overlays and (Error) Messages	20-21
4.5. Using Wildcards	21-23

V. 26.0-134

Page 83

NM		EUROCONTROL
Document T		
NOPE	Public Portal - User Manual	

5.	. Portlets from A to Z		24
	5.1. Access Requests		24
	5.2. ACC Info		24-26
	5.3. AIM		26-27
	5.4. Airport Info		27-28
	5.5. Airspace Structure		28
	5.6. ANM		28-29
	5.7. ATFCM Network Situation Data		29-30
	5.7.1. The ATFCM Situation Data Detached View		30-31
	5.8. ATFCM Measures (Scenarios)		31
	5.8.1. ATFCM Scenarios List		31-33
	5.8.1.1. Query area		31-33
	5.8.1.2. Content of the Result area		31-33
	5.8.2. Consulting a Scenario Details		33-35
	5.9. Axis Management		35-36
	5.10. Axis Weekly Management		36-37
	5.11. Contingency		37
	5.12. Crisis Management		37-38
	5.13. Current Network Situation		38-39
	5.13.1. Static Map		39-40
	5.14. EAD		40-41
	5.15. E-Helpdesk		41
	5.15.1. The NMOC Perspective		41
	5.15.2. E-Helpdesk Movies		41-42
	5.16. European AUP/UUP		42
	5.16.1. EAUP Details - ATS Route and CDR Type 1 Closure		42-43
	5.16.2. EAUP Details - CDR Type 2 Availability		43-44
	5.16.3. RSA Allocations		44-45
	5.16.4. Compare with Predecessors		45-46
	5.17. EVITA		46
	5.18. FAQ		46-47
	5.19. Flight Planning		47-48
	5.19.1. Free Text Editor		48-49
	5.19.2. Structured Editor		49-53
	5.19.2.1. EQUIPMENT		49-53
	5.19.2.2. OTHER INFORMATION		49-53
La	_ast saved: 7 June 2022	V. 26.0-134	Page 84

NM		EUROCONTROL
Document Title:		
NOP Public Portal - User Manual		

5.20. Incident Management Tool		53
5.21. Initial Network Plan		53-54
5.21.1. Map and colors		53-54
5.21.2. Color code		53-54
5.21.3. Network Plan		54-55
5.21.4. Network Static Map		55-56
5.22. Network Axis Management		56
5.23. Network Events		56-60
5.23.1. Concept		60-61
5.23.2. Search Events		61-64
5.23.2.1. Event Detail		64-65
5.23.2.1.1. Print		64-65
5.23.2.1.2. Hide empty fields / Show empty fields		64-65
5.23.3. List		65-66
5.24. Network Headline News		66-68
5.24.1. Latest News / Ongoing News Tabs		66-68
5.24.2. News List		66-68
5.24.3. Links		66-68
5.25. Network Operations Monitoring and Reporting		68
5.26. Network Operations Weather Assessment		68-69
5.27. NM News		69-70
5.28. NM Release Information		70
5.29. NOP Archive		71
5.30. NOP Updates		71
5.31. Planning of Network Changes		71-72
5.32. Portal Assistance		72
5.33. RAD		72-73
5.34. Tele/WebEx conferences		73-74
5.34.1. Online web conferences		73-74
5.34.2. Teleconferences		73-74
5.34.3. Teleconferences with Intercall		73-74
5.35. Training		74
5.36. Traffic Counts		75
5.37. All Other Portlets		75-78
6. Help		79
6.1. User Assistance		79
Last saved: 7 June 2022	V. 26.0-134	Page 85

NM	EUROCONTROL
NOP Public Portal - User Manual	

7. Glossary 80-82

8. Table of Contents 83-86