

Virtual-USAairways

Operations Manual

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Section 1

General Employment Information

1.1 Virtual-USAAirways Mission

Our mission is our vision; Provide you the pilot with the best possible service while still keeping the art of flight simulation fun.

1.2 Employment with Virtual-USAAirways

At Virtual-USAAirways we welcome pilots of all experience levels and backgrounds. From real world airline Captains to the flight simulation novice, an exciting opportunity awaits you here. Currently applications are being accepted for Virtual Professional Pilots. The information below should be helpful as you make this important decision to join our airline.

- 1.2.1 Must be 13 Years of Age or Older.
- 1.2.2 Commit to fly at least two flights a month.
- 1.2.3 Complete the entrance exam with a 75% or better score
- 1.2.4 Complete the Pilots Application to include selecting a hub, or Human Resources will place you where the airline needs you.
Approved hubs are: **Charlotte, Las Vegas, Philadelphia and Phoenix ONLY.**
- 1.2.5 All pilots who join Virtual-USAAirways are placed as probationary pilots. This policy includes Prior experience VA pilots. See Sections 1.6.2 Probationary Pilot and 1.7 Prior Virtual Airline Experience.
- 1.2.6 Must submit a valid PIREP within 14 days of Date of Acceptance. The Date of Acceptance is the Date when your application was accepted and your registration was approved.
- 1.2.7 All Virtual-USAAirways Pilots must register with our Pilot Forums Registration is free. You must register with your First and last name **ONLY**. No other format is acceptable.
- 1.2.8 Have desire to have fun.

1.3 Termination

- 1.3.1 Pilots and staff members who are terminated from Virtual-USAAirways for any disciplinary action are prohibited from rejoining the airline at any time in the future.
- 1.3.2 Pilots and staff members who are terminated for failure to meet the minimum requirements, such as minimum flight requirements, membership in the Pilot Forum or failure to maintain an active email account may have their membership with Virtual-USAAirways reinstated at zero hours and the rank of Probationary pilot.
- 1.3.3 Pilots and staff members who resign in good standing with the airline, i.e. by providing notice of their intent to resign by utilizing the Pilot Change of Status Request form shall have the option at any point in the future to return to the virtual airline at a later date with their previous hours restored. Their rank may be subject to change as to achieve airline staffing requirements.

1.4 Hub Transfers

Virtual-USAairways only staffs the following hubs; **Phoenix, Las Vegas, Charlotte, and Philadelphia ONLY!!**. Should a pilot choose any other hub than that listed above you will be assigned to a hub by Human Resources.

- 1.4.1 Personnel are permitted to transfer between Hubs ONLY if an opening exists at the requested domicile. Additionally,
- 1.4.2 Pilot must be in ACTIVE status at their current hub for 60 days and not under any disciplinary action in order to start a transfer.
- 1.4.3 The requesting pilot must complete the Pilot Change of Status Request
- 1.4.4 The request will be processed by Human Resources by contacting the Hub managers involved and ensuring the airline staffing requirements are met.
- 1.4.5 Transfer will be completed with an approval or refusal (Reason will be stated) email to the pilot requesting transfer and Hub Managers involved.

1.5 Leave of Absence (LOA)

Pilots who foresee they will be unable to complete the required two flight minimum in the following month can submit via our Change of Pilot Status Request Form a request for a Leave of Absence (LOA). Pilots may not apply or repeatedly apply for a Leave of Absence in response to warnings concerning removal from the roster for inactivity.

- 1.5.1 Pilots must be in ACTIVE status to request a Leave of Absence.
- 1.5.2 The pilot must have completed the required two flights for that month prior to the request.
- 1.5.3 Each pilot is limited to 2 LOA's per year. Each LOA may not exceed 60 days.
 - a) The maximum amount of days on a standard leave of absence is 60 days.
 - b) A Leave which is expected to be longer than 60 days will require removal from the roster. Virtual-USAairways will store your data for a period not to exceed 1 year. When you are able to return contact your Hub Manager for reinstatement with not loss in seniority or flight time.
- 1.5.4 Hub Manager will email the LOA pilot within the last 5 days of his/her LOA to discuss his/her return date. Failure to reply will mean removal from the roster.
- 1.5.5 When returning from LOA the pilot must submit a PIREP within fourteen (14) days of the end of their LOA to return to ACTIVE status. Failure to fly this flight and file a PIREP will result in termination.
- 1.5.6 Extensions will not be granted beyond 180 days except on a case by case evaluation by the COO and/or CEO.
- 1.5.7 If a pilot on LOA submits a PIREP during the LOA time frame, that pilot will be considered to have returned from LOA from that time forward and placed on ACTIVE status.

1.6 Rank and Pay Scale

Pilots are ranked based on their experience in flight simulation, and more specifically by their experience flying the aircraft in our fleet. With each promotion, a pilot is allowed access to larger and more complex aircraft.

RANK	Flight Hours	Virtual Pay rate	Aircraft Cat.
Probationary Pilot (see item 1.6.2)	0 to 5.0	V \$10 per flight hour	Category I*
First Officer - Regional	5.1 to 10.0	V \$27 per flight hour	Category I
Captain - Regional	10.1 to 20.0	V \$48 per flight hour	Category II
Senior Captain - Regional	20.1 to 30.0	V \$53 per flight hour	Category III
First Officer - Domestic	30.1 to 50	V \$41 per flight hour	Category III
Captain - Domestic	50.1 to 75	V \$79 per flight hour	Category IV
Senior Captain -Domestic	75.1 to 100.0	V \$95 per flight hour	Category IV
First Officer - International	100.1 to 300.0	V \$101 per flight hour	Category IV
Captain - International	300.1 to 500.0	V \$132 per flight hour	Category V
Senior Captain - International	500.1 to 800.0	V \$144 per flight hour	Category V
Command Captain	800.1 to 1200.0	V \$155 per flight hour	Category V
Master Command Captain	1200.1 to 1800	V \$160 per flight hour	Category V
Senior Master Command Captain	1800.1 to 3000	V \$160 per flight hour	Category V
Chief Master Command Captain	3000.1 and up	V \$160 per flight hour	Category V

1.6.2 Probationary Pilot

All pilots who join Virtual-USAairways are placed as probationary pilots. This includes Prior experience VA pilots as defined in item 1.7. Once a probationary pilot achieves 5 flight hours you will then be promoted to Regional First Officer or to the rank designated in Section 1.7 Prior Virtual Airline Experience. **No Bonus flight time** will be awarded to any pilot pilot during the Probation period.

1.6.3 Aircraft Categories for each rank a pilot may fly:

Aircraft Category	Type of Aircraft and Routes to be flown
Category I*	Dash8-100/200/300, Saab 340, and B1900 and the routes associated to these aircraft within our established timetable.
Category 1	Dash8-100/200/300/400, Saab 340/2000, B1900, Emb 110/120, and Fokker 27/50, ATR42/72 and the routes associated to these aircraft within our established timetable.
Category II	All Cat. I aircraft and the following aircraft: Avro/BAE 85/100/146, CRJ/200/700/900, Emb 135/140/145/170/175/180, Fokker 27/50 and the routes associated to these aircraft within our established timetable.
Category III	All Cat. I and II aircraft and the following aircraft: Airbus A318, A319, A320, A321, Boeing B727-100/200, B737, DC-9, MD-80 series, Emb90, Fokker F70/100 and the routes associated to these aircraft within our established timetable.
Category IV	All Cat. I, Cat. II, and Cat. III aircraft and the following aircraft: Airbus A330-200/300, Boeing B757-200/300, B767-200/300/400, and DC10 and the routes associated to these aircraft within our established timetable.
Category V	All Cat. I, Cat II, Cat. III, and Cat. IV aircraft and the following aircraft: Airbus A340-200/300/500/600, A380, Boeing B747-100/200/300/400, B777-200/300, and MD-11 and the routes associated to these aircraft within our established timetable

1.7 Prior Virtual Airline Experience

Virtual-USAairways will accept prior Virtual Airline (VA) hours upon verification. All new pilots start at zero hours, regardless of approved prior flight time, until they have completed their probationary period of 5 flight hours of flying. No BONUS flight time will be awarded during this period. Once the Probationary period is completed any approved prior flight hours will be awarded..

1.7.1 Qualifications for Prior Experience Hours:

The pilot must include in his or her application at least one (1) of the following to qualify

(a) Provide in the application the exact single click / unrestricted link (no user name / password restricted links) to verify transferable hours from one (1) former Virtual airline.

or

(b) Provide the number of hours from the VATSIM experience he or she wishes to use for transfer.

1.7.2 Once Prior hours are verified, and the required 5 flight hours to be promoted from Probationary Pilot, the following formula will determine the hours and rank at which a pilot will start after his or her probationary period is completed:

(a) If verified hours are over 200 hours the pilot will start at the rank of **Captain – Domestic** with 55.1 hours along with all the privileges associated to this rank at the completion of his or her Probationary period..

(b) If verified hours are between 50 to 199.9 hours the pilot will start at the rank of **Captain - Regional** with 15.1 hours along with all the privileges associated with that rank at the completion of his or her Probationary period.

(c) Less than 50 hours (49.9 and less) no hours will be award, and the pilot will start at five (5) hours at the completion of his or her Probationary period..

1.7.3 All pilots who left Virtual-USAairways in good standing within one year will keep all the hours they had previous and placed at the rank those hours allow. After one (1) year they are considered new hires and must start with zero (0) hours

1.8 E-mail address

The pilot is responsible for maintaining a current e-mail address with the management of Virtual-USAairways. Any changes in the pilots email address must be reported to their Hub Manager.

1.7.1 Failure to maintain a current email address will result in termination.

1.7.2 Any email messages returned for any reason are ground for termination.

Section 2

Airline Information & Procedures

2.1 Maintaining Active Status

- 2.1.1 A minimum of two (2) Flights and Filed Pilot Reports (Pireps) shall be submitted in each calendar month. Pilots may not apply for a Leave of Absence in response to being removed from the roster for inactivity.
- 2.1.2 Each member shall maintain a valid e-mail address as outlined in Section 1.8 E-mail Address.
- 2.1.3 Virtual-USAairways members are required to join the Pilot Forums and be active (at least read messages and postings) as outlined in Section 2.2 Pilot Forum Requirements. This is your best way to catch policy changes to the airline via the NOTAMS section as an example.

2.2 Pilot Forum Requirements

As a result of the large amount of information that is placed within the Virtual- USAairways forums, the airline requires you to become a member of our pilot forum. Membership in Virtual-USAairways Forum provides you an ability to interact and benefit from discussing airline, flight, virtual airline, and a host of other topics from other like minded people enjoying the same hobby as you. Best of all it is free.

- 2.2.1 The forum requires its own registration – free registration.
- 2.2.2 The format used to register with the Forum is your first and last name. (i.e. Mike Schmitt or Pablo Vazquez)
- 2.2.3 Each member of Virtual-USAairways who posts in the Pilots Forum VATSIM, or any Flight Simulation Forum where one is available, shall be required to maintain a professional manner at all times. Any and all cases of racism, rude or discourteous comments, flames, harassment, profanity, and anything else deemed questionable by forum moderators reported to the airline will subject the member to disciplinary action to include suspension or termination from Virtual-USAairways.

2.3 Company NOTAM's

Company NOTAM's are an extension of the Operations Manual. NOTAMS are issued when there is sufficient cause to do so and are for immediate release.

- 2.3.1 NOTAM's can only be found in the Virtual-USAairways forum in the NOTAMS sub-forum. It is your responsibility to read and comply.
- 2.3.2 NOTAM's will be removed when:
 - a). The NOTAM has expired; or
 - b). The NOTAM has been published in an Operations Manual revision.

2.4 Flight Procedures

Virtual-USAairways is a member of the Virtual Airline Financial System and now uses their pilot client for recording our flight data. All flights which are available through the Virtual Airline Financial System (VAFS) Pilot Client Software are approved for use with Virtual-USAairways.

- 2.4.1 By joining our Virtual-USAairways you are agreeing to accept the conditions set forth in this document.
- 2.4.2 All pilots must plan to depart the departure point as per the flight times published in the Flight Schedule. This means you must set your simulation to the proper date and time for the flight.
 - (a) Departure time in the timetable is that time you release your parking brake at the gate, **not** your take-off time. At this time Virtual-USAairways does not support airport diversions.
- 2.4.3 Slewing is not permitted during an ACTIVE flight. Slewing to proper location/gate at the departure airport must be accomplished prior starting your flight.

2.5 Awarding of Bonus Flight Time

Virtual-USAairways only awards bonus flight time for Airline and Hub Sanctioned events to qualify

- 2.5.1 Saturday Scramble is an event Virtual-USAairways is a partner airline. For this event you must fly online with VATSIM and arrive and depart from the scheduled destination during the event time to receive bonus flight hours in the form of double your flight time. Normal Event times are 2300z to 0300z.

2.6 On-line Flight Requirements

- 2.1.1 Virtual-USAairways encourages its pilots to fly online with VATSIM. We maintain a partner airline status with VATSIM, and encourage our pilots to use their excellent services. However, flying with any online flight organization is allowed, but we do not provide any help in using their services, only for VATSIM.
- 2.1.2 When Flying online follow these guidelines and rules:
 - a). Ensure you are able to carry out all types of instructions that you could be given by controllers.
 - b). All pilots operating on VATSIM will present themselves in a professional manner. When flying online with VATSIM realize you are representing Virtual-USAairways to the virtual aviation community.
 - c). No foul, vulgar, flames, or racially charged remarks will be tolerated here at Virtual-USAairways or while operating on any VATSIM server and within their forums Any complaint received will be grounds for immediate termination.
- 2.1.3 In the comment section of the flight plan you file with VATSIM we ask that you please enter our web site address www.virtual-usaairways.com for advertising purposes. When someone clicks on your ID utilizing ServInfo they will see our web address thus promoting our airline.
- 2.1.4 When flying online with VATSIM, all Virtual-USAairways pilots using VATSIM will use **AWE** with their Pilot- Id (i.e AWE1001) as their call sign. Flight numbers as call signs are **NOT** permitted. Your voice call sign to Controllers is "**CACTUS**" not US AIRWAYS

2.7 Pilot Milestone Program

2.7.1 Under development at his time

2.8 Pilot Training Program

2.8.1 Under development at his time

Section 3

Virtual-USAAirways Staff

3.1 Meet our Staff

Chief Executive Officer CEO and Airline Founder Mike Schmitt USA1001
Chief Operations Officer COO and Web master Pablo Vazquez USA1000
Director of Human Resources (DHR) Pablo Vazquez USA1000
Director of Airline Events (DAE) Neil McGuire USA1014
Chief Web Master Ricardo Hernandez
Director of Fleet Operations (DFO) **Currently Vacant**
Director of Airline Training (DFT) **Currently Vacant**

Hub Managers (HM)

Philadelphia Hub Manager PHLHM Mike Burke USA2305
Assistant Hub Manager **Currently Vacant**

Charlotte Hub Manager (CLTHM) Hank Silk
Assistant Hub Manager (CLTAHM) Greg Duffy - USA1023

Phoenix Hub Manager (PHXHM) Mathew League USA2013
Assistant Hub Manager (PHXAHM) Keith Talbot - USA2963

Las Vegas (LASHM) Terry Stilling
Assistant Hub Manager (LASAHM) Oscar Duran - USA3749

3.2 Staff Position Job Descriptions

3.2.1 Staff Positions General Requirements:

- a). Appointment to any Staff position is a privilege, not a right.
- b). Candidate must meet all requirements of Pilot.
- c). Candidate must be 18 years of age or older, exception CEO and COO must be 21 years of age.
- d). All Staff Positions shall be appointed by the CEO.

3.2.2 Chief Executive Officer (CEO)

Qualifications and Responsibilities:

Responsible for the oversight and development of all Policies, Procedures, and strategic development for the achievement of all long and short term goals, objectives, and operations for the entire airline.

3.2.3 Chief Operations Officer (COO)

Qualifications and Responsibilities:

Responsible for the Operational and Fiscal integrity of the airline. As a Chief Operations Manager you must be able commit the time needed to maintains all records, reporting, and coordination with other staff members to ensure that all operations and plans mesh within the operating practices of the airline. This position reports directly to the Chief Executive Officer (CEO).

3.3.4 Director of Human Resources (DHR)

Qualifications and Responsibilities:

Responsible to managing and processing new applications and coordinating with hub managers for placement of new hire pilots in accordance with operational staffing plans. Authenticates pilot promotions, updates the roster database and pilot profiles accordingly.

This position reports directly to the Chief Operations Officer (COO).

Other duties include but are not limited to:

- (a) Promoting Virtual-USAairways by preparing all press releases and communicating with such external agencies and organizations.

3.3.5 Director of Airline Events (DAE)

Qualifications and Responsibilities:

Develop and plan airline events for group flights, fly-ins, and VATSIM sanctioned events. Represent Virtual-USAairways and coordinate with Saturday Scramble Partner Airlines. Assist each Hub Manager in establishing a weekly hub event. Maintain positive relations with various Air Route Control Centers (ARTCC) Managers and staff.

This position reports directly to the Director of Human Resources (DHM).

3.3.6 Director of Fleet Operations (DFO)

Qualifications and Responsibilities:

Responsible for locating, testing, and recommending for publishing the best possible free-ware aircraft, panels and sound sets available in US Airways/America West Livery for FSX and FS 2004 – A Century of Flight. This position will be responsible for maintaining the fleet of Virtual-USAairways with the real world US Airways America West fleet of aircraft only.

This position reports directly to the Chief Operations Officer (COO).

3.3.7 Director of Airline Training (DFT)

Qualifications and Responsibilities: Under development

3.3.8 Hub Manager (HM)

Qualifications and Responsibilities:

The Hub Manager is primarily concerned with the well being of all pilots assigned to their respective hubs. By operating within the framework of airline policy and coordinating with other staff members, the Hub Manager should make every effort possible to make flying challenging, interesting, and fun for every member.

This position reports directly to the Chief Operations Officer (COO).

Duties and Responsibilities:

- (a) As a Hub Manager you must be able commit the time needed manage up to as many as 100 pilots. Not limited too:
 - Moving pilots to and from INACTIVE status as outlined in the Operations Manual
 - First line of contact for your pilots. Meaning you are available to assist.
 - You have the free time to Assist new and established Pilots
 - Coordinate any transfers, and welcome new hires within 72 hours.
 - Assist in the training of new and/or established pilots.
- (b) Be an Active partner and voice within the Airline in our forums and staff meetings.
- (e) Assist in building and maintaining all flights prefixed CJSD for the a hub.
- (f). Must seek an Assistant Hub Manager for appointment by the COO or CEO.

3.3.9 Assistant Hub Manager (AHM)

Duties and Responsibilities: The Assistant Hub manager is accountable to their respective Hub Manager for assistance in administration and training of all personnel and assigned to their hub. Will act as a first line contact for hub personnel. Will also work to make sure that pilots assigned to the hub are progressing and enjoying their time with the airline.

This position shall report directly to their respective Hub Manager.

Appendix 1

How to fly your first flight with Virtual Financial System VAFS 4.0

This section is devoted to helping all pilots get started flying with Virtual-USAairways using the VAFS Pilot Client 4.x. If you read and follow these steps you should see your first flight logged in our roster.

- A1.1 First read this manual again and get familiar with our ways.
- A1.2 Follow the instructions given in the email sent to you when fill out the Pilot Application to include downloading and installing the latest Pilot Client for the Virtual Airline Financial System found at this [link](#)
- A1.3 To find a flight, open the VAFS program either by using the ICON placed on the desktop (if you chose that option) or by going to your Start button (located lower left) then click on all programs >VAFINACIALS >VAFS4> then click on VAFS4.exe. Once the program opens select flight schedule. You may need to use the filters located lower right on the screen. Once you find a flight, make sure to note the aircraft to be used and the departure time for the flight. Close the program.
- A1.4 Start up the Flight Simulator.
- A1.5 Select the proper aircraft. Make sure you use the aircraft the flight schedule for that particular flight calls for.
- A1.6 Select the Departure Point. It is required if you are flying online with VATSIM to start your flight off any runways. So we as an airline require all pilots, regardless of flying online or offline start away from the runways preferably at a gate or stand depending on your region of flying.
- A1.7 Select the time for your flight.
 - a). All pilots must plan to depart th[^] departure point as per the flight times found in the timetables.
 - b). Departure time in the timetable is that time you release your parking brake at the gate, not your take-off time. So if you have a desire to fly that red eye out of San Francisco to Philly and your wall clock reads around 12 noon, but do not want wait and fly at midnight, simply set the flight simulators time to approx 20 minutes before the scheduled departure time (If you are using a Pay-ware panel like PMDG plan about 45 minutes prior to departure) and enjoy flying through the night and landing into a rising sun on the flight simulator while your wall clock reads approx 1800 local time.
- A1.8 Set your Weather. Not an airline requirement but you can use the downloadable weather within the flight simulator or that which is generated by a pay-ware weather add-on program i.e Active sky, FSMETEO, or others to increase the realism of your flight.
- A1.9 Open the VAFS program either by using the ICON placed on the desktop (if you chose that option) or by going to your Start button (located lower left) then click on all programs >VAFINACIALS >VAFS4> then click on VAFS4.exe.

- a) Once the program opens Click on 'Select a Flight' again choose you flight, then proceed to pre-flight. Then Start the Flight.
 - b) Once you have the Virtual Financial System started thats all the information you must enter.
- A1.10 Now get started with that pre-flight preferably at a **gate** not on the runway and a have a safe flight.
- A1.11 Once you are at your arrival point, taxi to the terminal or a ramp for parking. Set your parking brakes (ctrl + .(PERIOD KEY)) and shutdown your engines (ctrl + shift+ F1). Virtual Financial System will save your flight into the program automatically. Click Upload flights and a message should show that the data has uploaded successfully.

Congratulations you have flown a flight with us. Now your are ready to fly your next one.

A2.6 Operational Tips I have learned since switching from Squawkbox3 to FSINN

a). To talk on VATSIM you need to open the ICON in your desktop tool tray lower right on the screen. Look for an ICON in that area that looks like 6 little red and green light in 2 columns. When your mouse goes over it should read FSCOPILOT. Double click on that icon to open it.

b). Select Voice, then VATSIM, then Key mapping, then under FS PTT switch it the set button and then whatever key you are use to using to talk with VATSIM controllers. For example I use the Left CTRL button. Now close that up with the 'X' on top and you can now communicate by voice to controllers.

A2.7 From here I am leaving you to explore and learn. For more help you can look at the manuals for FSINN 1.3 and FSCOPILOT1.6 which are very similar to the version you are using. Manuals are located by clicking on the 'start' icon lower left, select 'All Programs', then select FSĐT. Again things may appear different but the functions all work the same. If you just read these manual and/or the WIKI site they established you should be able to understand whats happening in no time and a whiz at this in a very short amount of time.

A2.8 For those who want to see the online traffic in the airline colors their call signs represent, you will have ask in the forums in either the Pilot lounge or even the on-line help area.

Appendix 3

Virtual-USAAirways Fleet and FSX

The airline takes no responsibility for any erroneous information that might lead to any problems with your computer.

- A3.1 First our fleet of aircraft was designed either for FS2002 or FS2004. However, all of our aircraft will work in FSX with only minor modifications. I will only detail how to get our fleet of aircraft working in FSX.
- A3.2 Some of the aircraft on our fleet pages have specialized add-on panel and/or sound files you can add that you the pilot must click on to use. These files are not tested nor supported by the airline for use with FSX. I do not use them in FSX only FS2004 or FS9. **Use them it is at your own risk.**
- A3.3 If you want to find FSX aircraft on your own and there are some out thereÉgoto AVSIM or Flight Sim to find them. Premier Aircraft Design has just released the EMB190's and Dash8-300 (with new panel and sound files) otherwise follow these easy steps outlined below.

A3.4 INSTALLING OR FLEET INTO FSX

- a) First you must be logged into the website to download our aircraft.
- b) Download the aircraft you wish to install.
- c) The aircraft needs to be placed in FSX, open the FSX main folder on your system (default location when installed is Program Files/Microsoft Games/Microsoft Flight Simulator X).
- d) Open the folder named Sim Objects then the folder named Airplanes, This is where you place the aircraft folder you down loaded.
- e)Open the folder for the aircraft you downloaded and make sure you see aircraft.cfg file. This means you have actually installed the aircraft correctly. Here is how the file structure should look for loading aircraft, Program Files/Microsoft Games/Microsoft Flight Simulator X/Sim Objects/Airplanes/POSKY 757-200 US Airways.
- f). If there is an effect folder within the aircraft folder then cut and paste the contents of that folders to the effects folder contained in the main flight sim folder Program Files/Microsoft Games/Microsoft Flight Simulator X/Effects
- g) One last thing you must do to see a panel and have sounds, follow these very simple steps:
 - (1). For Airbus Aircraft (A319,A320,A321 and A330) - Copy the Sound and Panel folders from the Airbus_A321 folder and paste them into the Airbus aircraft folders you installed. Replacing the existing folder with those copied.

(2). For the Boeing aircraft (B737's, B757 and B767) - Copy the Sound and Panel folders from the B737_800 folder and paste them into all of the Boeing aircraft folders you installed. Replacing the existing folder with those copied.

(3). All Regional Jets (EMB-130,135,145,170 and CRJ200,700,and 900) - Copy the Sound and Panel folders from the Bombardier_CRJ_700 folder and paste them into all of the Regional Jet aircraft folders you installed. Replacing the existing folder with those copied.

(4). All turbo-props (DASH-8's, BAe41, Be1900D's) - Copy the Sound and Panel folders from the Beech_King_Air_350 folder and paste them into all of the Turboprop aircraft folders you installed. Replacing the existing folder with those copied.

A3.5 If you have followed these steps then our fleet will be loaded into FSX and usable. If you must see the aircraft in the menu list when FSX starts (this is optional, FSX will work without seeing them), then take a screen shot of the aircraft, size the photo with MS Paint (it comes with all window machines) to 300x200. Name the file thumbnail.jpeg and place it in the texture folder of aircraft you using. Next time you start FSX you will see your fleet.