

## Programme

# MCCE LOGFAS Movement Execution and Coordination (EVE) Operator Course

## 1<sup>st</sup> Day of the Course 1<sup>st</sup> TUESDAY

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08:00 - 08:30	<b>Welcome and opening remarks</b>
08:30 - 09:15	<b>Course Introduction</b>
09:15 - 09:45	<b>Coffee Break</b>
09:45 - 10:30	<b>Recognize NATO Movement procedures and using the LOGFAS Modules and its features:</b> LOGFAS Refresh and data cycle Related Documents
10:30 - 11:00	<b>Recognize NATO Movement procedures and using the LOGFAS Modules and its features:</b> The Movement Process What is a Detailed Deployment Plan (DDP)
11:00 - 12:30	<b>Recognize NATO Movement procedures and using the LOGFAS Modules and its features:</b> The Movement Execution Process Strategic Movements Visibility Execution Plan
12:30 - 13:00	<b>LUNCH BREAK</b>
13:00 - 14:00	<b>Recognize NATO Movement procedures and using the LOGFAS Modules and its features:</b> EVE in the MCC Environment Standard Operating Procedure (SOP)
14:00 - 14:30	Coffee Break
14:30 - 15:15	<b>Manage DDP Execution Plan data in the LDM and EVE:</b> Importing a DDP in LDM Setting a Reference Date
15:15 - 16:30	<b>Manage DDP Execution Plan data in the LDM and EVE:</b> Opening EVE Renaming a DDP in EVE Synchronize with ADAMS Timings Create a DDP directly in EVE

## 2<sup>nd</sup> Day of the course 1<sup>st</sup> WEDNESDAY

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08:00 - 09:30	Manage and setup EVE Preferences
09:30 - 10:00	Coffee Break
10:00 - 11:30	<b>Manage and setup the View Tab in the Preferences Properties:</b> View Tab Select the EVE Default Flowplan View Default Terminal Flowplan Day Setting Location Text Location output format (if according to MOT) Default date format setting Length Unit & Weight Unit Ops View Layout Reset all Preferences to EVE default values
11:30 - 12:30	<b>Manage and setup the Columns Tab in the Preferences Properties:</b> Columns Tab Pick Columns Column Order Save and Import Implement Another Layout Create a Preferred Column Layout
12:30 - 13:00	<b>LUNCH BREAK</b>
13:15 - 14:00	<b>Manage and setup the Contact Tab in the Preferences Properties:</b> Contact Tab Create a Contact Remove a Contact
14:00 - 14:30	Coffee Break
14:30 - 15:15	<b>Manage and setup the Template Tab in the Preferences Properties:</b> Template Tab Types of Templates Setting a Preferred Template Importing Templates Exporting Templates
15:15 - 16:30	<b>Manage and setup the Locations Tab in the Preferences Properties:</b> Create a Location List Remove a Location List

### 3<sup>rd</sup> Day of the course 1<sup>st</sup> THURSDAY

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	<b>Manage and setup the Miscellaneous Tab in the Preferences Properties:</b> Using Mission and PAX/Cargo Prefixes Automatic Generation of Serial Numbers for Mission and PAX/Cargo Requests Mission Serial Numbers PAX/Cargo Request Serial Numbers GANTT colors Date Filter Change Indicator Google Earth
08:00 - 09:30	<b>Coffee Break</b>
	<b>Manage and setup the Miscellaneous Tab in the Preferences Properties:</b> Item Description and Force Description Nation Sort Order Asset Type Symbol Show AAA Asset Type NSN Format Assigning SQUAWK Automatically Merge Changes Different action for PAX/Cargo during cancellation Store Asset Tracks during Check-in / Boarding Asset Tracking Configuration
10:00 - 11:30	<b>Creating a DDP directly in EVE</b>
	<b>LUNCH BREAK</b>
	<b>Manage and setup the Cargo Tab in the Preferences Properties View Tab:</b> When closing the Mission Editor Containerization Lane Meter Algorithm Show Nested Items in the Cargo Manifest Allow PAX loaded on Cargo Bays by their Weight Ignore Self-Deployable aircraft and floating craft Ignore all Items that don't have a status yet Use Volumetric Weight for light items Total weight display in Manifest Display only a single line for identical values per leg
13:15 - 14:00	<b>Coffee Break</b>
	<b>Manage the EVE basic data Table and apply the basic data functions:</b> Exchange of Data Not Exported / Imported Updates to the Basic Data LDM and EVE shared Functionality
14:30 - 15:15	<b>Manage the EVE Forces and Items and apply the basic data functions:</b>
15:15 – 16:30	

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[Force List](#)  
[Item List](#)  
[Pax List](#)  
[Force Profile and Holdings](#)  
[RIC Viewer](#)

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## 4<sup>th</sup> Day of the Course FRIDAY

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	<b>Manage the EVE Plans and apply the basic data functions:</b>
08:00 - 08:45	Creating a Plan Updating a Plan Deleting a Plan
	<b>Manage the EVE Asset Types and apply the basic data functions:</b>
08:45 - 09:30	Creating an Asset Type Edit an Asset Type Deleting an Asset Type
09:30 - 10:00	<b>Coffee Break</b>
	<b>Manage the EVE Asset Fleet and apply the basic data functions:</b>
10:00 - 10:45	Creating an Asset Fleet Editing an Asset Fleet
	<b>Manage the EVE Slot Definitions and apply the basic data functions:</b>
10:45 - 12:00	Creating Slot Definitions Editing Slot Definitions Creating Multiple Slot Definitions Exporting Slot Definitions Deleting Slot Definitions Importing Slot Definitions

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## 5<sup>th</sup> Day of the Course MONDAY

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	<b>Manage the EVE Location Timetable Definitions and apply the basic data functions:</b> Creating Location Timetable Definitions Editing Location Timetable Definitions Creating Multiple Location Timetable Definitions Exporting Location Timetable Definitions Deleting Location Timetable Definitions Importing Location Timetable Definitions
08:00 - 08:30	<b>Manage the EVE Default Routes and apply the basic data functions:</b> Creating a Default Route Editing a Default Route Exporting a Default Route Deleting a Default Route Importing a Default Route
08:30 - 09:15	<b>Coffee Break</b>
09:15 - 09:45	<b>Manage the EVE Notices and apply the basic data functions:</b> Creating Notices Editing Notices Deleting Notices
09:45 - 10:30	<b>Manage the EVE Mission Types and apply the basic data functions:</b> Creating Mission Types Edit Mission Types Deleting Mission Types How to Export and Mission Types using a Mission
10:30 - 11:00	<b>Manage the EVE Points of Contact and apply the basic data functions:</b> Creating Points of Contact Editing Points of Contact Merging Points of Contact Deleting Points of Contact
11:00 - 12:30	<b>LUNCH BREAK</b>
12:30 - 13:00	<b>Manage the EVE Database Cleanup and apply the basic data functions:</b> EVE Items not used in a DDP Pax not used in a DDP POC's not used in a DDP Items not used in a DDP or Force Profile
13:00 - 14:00	<b>Coffee Break</b>
14:00 - 14:30	<b>Manage the EVE ATO Days and apply the basic data functions:</b> Creating ATO Days Editing ATO Days Deleting ATO Days
14:30 - 15:15	<b>Manage the EVE User Defined Columns and apply the basic data functions:</b> Creating User-Defined Columns Editing User-Defined Columns Deleting User-Defined Columns
15:15 - 16:30	

## 6<sup>th</sup> Day of the Course 2<sup>nd</sup> TUESDAY

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	<b>Comprehend the EVE Views available and the data being displayed:</b> Classic View (CV) Embedded View (EV) Route-Centric View (RV) Mission-Centric View (MV) Tracking View (TV)
08:00 - 08:30	<b>Comprehend the EVE Views available and the data being displayed:</b> Manifest View (MAN) Request View (REQ) Planning View (PV) Operations View (Ops) Customizing Your EVE View
09:15 - 09:45	<b>Coffee Break</b>
09:45 - 10:30	<b>DDP Management of Requests and Request Validation Process:</b> Creating a Force component Request Turn a Force component Request into a Transportation Request Deleting a Request Increasing Quantities in the Request Reducing Quantities in the Request Reconciling Changed Quantities to Booked Requests Validating Multiple Requests Adding new Items to an existing Request
10:30 - 11:00	<b>DDP Management of Requests and Request Validation Process:</b> Copying Requests Splitting Request Deleting items from an existing Request Filter Requests Using EVE Templates Export Requests as .eve File E-mail confirmation Import a PAX/Cargo request using a Template
11:00 - 12:30	<b>DDP Management of Missions and Mission Validation:</b> Formation Tab Points of Contact Tab Documents Tab Transponder Tab Position Reports Tab Passenger or Cargo Listings Recurring Missions Shift times Delete a mission
12:30 - 13:00	<b>LUNCH BREAK</b>
13:00 - 14:00	<b>DDP Management of Missions and Mission Validation:</b> PAX Analysis or Cargo Analysis Tabs Load by Destination Tab Remove Excess Cargo

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Enter a location in the Mission editor as a lat/long  
Move PAX/Cargo to another Mission  
Split in current Mission  
Copy to another Mission  
Validating a Mission  
Validating multiple Missions  
Sourcing an existing Request  
Sourcing self-deployed Requests

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14:00 - 14:30      Coffee Break

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**Passenger & Cargo Check-In in Operations View:**  
Loading the Operations View Window  
Passenger Check-in  
Add Baggage  
Print Boarding Card and Baggage Tag  
Cargo Check-in  
Passenger and Cargo Boarding

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## 7<sup>th</sup> Day of the Course 2<sup>nd</sup> WEDNESDAY

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	<b>Data Management:</b> Introduction Archiving data Creating a multinational DDP Compare DDPs
08:00 - 08:30	
08:30 - 09:15	<b>Provide Reports, Charts and Statistics:</b> Define Statistics Criteria Predefined Sets of Statistics with Charts and Grids Movement Time by Nation Route Utilization Executed Missions Reports
09:15 - 09:45	<b>Coffee Break</b>
09:45 - 10:30	<b>Provide Reports, Charts and Statistics:</b> Deployment Status Overview Request Reports Check for Duplicate Requests Mission Reports User-defined statistics (advanced)
10:30 - 11:00	<b>Provide Reports, Charts and Statistics:</b> Manifest Summary IFF Codes by ATO Day Search for Duplicate PPR Numbers
11:00 - 12:30	<b>Exporting and Importing EVE Data:</b> Exporting to MS Excel DDP Data Exchange Exporting Execution Plans
12:30 - 13:00	<b>LUNCH BREAK</b>
13:00 - 14:00	<b>Exporting and Importing EVE Data:</b> Partial Export of Execution Plan Export Execution Plan with PAX and Cargo Importing Execution Plan Importing with Previewing Execution Plans Importing Execution Plans
14:00 - 14:30	<b>Coffee Break</b>
14:30 – 16:30	<b>Practical Exercises</b>

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## **8<sup>th</sup> Day of the Course 2<sup>nd</sup> THURSDAY**

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	<b>To have visibility of the Database Change Log Permissions:</b>
08:00 - 08:45	Activate History in UMM Database Change Log Database Table Search
08:45 - 09:30	<b>To practice with comprehend EVEWEB</b>
09:30 - 10:00	<b>Coffee Break</b>
10:00 - 12:00	<b>Admin and Disperse</b>

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