



CAERise Editor

Adding Tasks

Adding Tasks

To add tasks to a module, all you have to do is drag it from the list of available tasks and drop it into the plan of action. Once the task is added to the POA, you'll need to add some details to it.

To learn more about adding tasks, review the information below.

The screenshot shows the 'Test Module 001' interface. The left sidebar contains navigation options: Courses, Lessons, Modules, Module Scheduler, Tasks, and Change Requests. The main content area is titled 'Test Module 001' and includes metadata: DRAFT, Type Simulator, Created by L. René, Created on 12-May-2021, Published by L. René, Last Update 12-May-2021, 20:57. Below this, there are tabs for 'Description' and 'Plan of Action'. The 'Plan of Action' section is expanded, showing a list of tasks. One task, 'Acceleration / Deceleration, Trim changes', is highlighted with a yellow circle '2'. To the right, a search bar is visible with filters for 'Malfunction' and 'Compliance', and a search icon. A yellow circle '1' highlights the search bar area.

The screenshot shows the 'Test Module 001' interface with the 'Plan of Action' section expanded. The task 'Acceleration / Deceleration, Trim changes' is selected, and its details are visible. A yellow circle '3' highlights the search bar on the right, and a yellow circle '4' highlights the expanded task details. The details include a 'Mandatory' checkbox and a 'Notes' text box. The right sidebar shows a list of tasks, including 'Go-around - Rejected landing below DH/MDH', 'Holding procedures', 'Landing - Crosswind', 'Landing - Crosswind, BA Medium', and 'Landing - Crosswind, BA Poor'. The search bar on the right has filters for 'Malfunction' and 'Compliance', and a search icon. The text '105 of 206 Tasks' is visible below the search bar.

1 Available Tasks

Select the task you want to add from the list of available tasks.

2 Added Task

Once the task has been added, you'll have to enter the time allotted to complete the task in the Time box located on the far right of the task row.

3 Expanding a Task

To expand the task, click on the blue arrow pointing to the right and it will open the task to reveal all of its details.

4 Task Details

You'll have to select whether the task is mandatory or not and add notes to the task (if necessary).

Adding Tasks

Lessons

Modules

Module Scheduler

Tasks

Change Requests

Customers

Administration >

Description Plan of Action

Plan of Action

Acceleration / Deceleration, Trim changes Time

Mandatory Notes

UNDO REDO

Tasks Indications

Search Keywords

Malfunction Compliance

105 of 206 Tasks

- TASK Go-around - Rejected landing below DH/MDH
- TASK Holding procedures
- TASK Landing - Crosswind
- TASK Landing - Crosswind, BA Medium
- TASK Landing - Crosswind, BA Poor
- TASK Landing - Crosswind, Contaminated RWY
- TASK Landing - Crosswind, Gust
- TASK Landing - Crosswind, Max crosswind
- TASK Landing - Crosswind, Max crosswind, Gust
- TASK Landing - Crosswind, Slippery RWY
- TASK Landing - Jammed horizontal stabiliser in any out-of-trim position
- TASK Landing - Jammed horizontal stabiliser in any out-of-trim position, Crosswind
- TASK Landing - LVO
- TASK Landing - LVO, Autoland
- TASK Landing - LVO, Manual landing
- TASK Landing - LVO, Min authorized RVR

DONE

5 UNDO Button

To undo adding a task, click on the undo button at the bottom left of the page.

6 DONE Button

Once you're done adding tasks, click on the DONE button.