IAATO LIVE SHIP SCHEDULER GUIDE v2.3

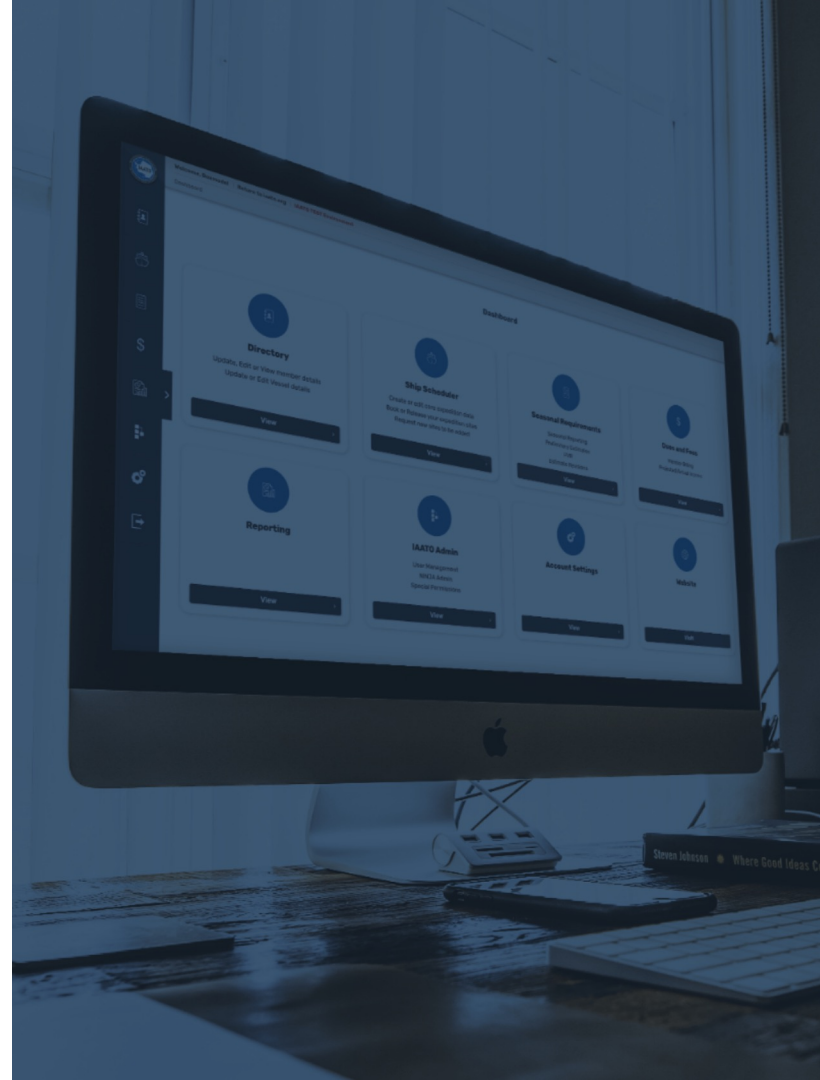General User

IAATO LIVE SHIP SCHEDULER GUIDE

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Login Screen

To gain access to the IAATO Live Ship Scheduler the user will need to enter their username and password for an account with Ship Scheduler access.

The live map can be accessed at:
https://liveshipscheduler.iaato.org

In order to use the live map the user must select a vessel and enter the corresponding **PIN number**.

Return to IAATO website > Member Login

Login

Username

| Username |

Password

| Password |

Forgot your password?

Resend activation email?

☐ Remember My Login

Login ›

WWW.IAATO.ORG

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Map Views

There are three map views in the Live Ship Scheduler.

After logging in, a pop up window will prompt you to select one of up to three view options depending on your account access.

Global View
Global View shows an overview of the map and bookings throughout the current season.
By filtering the map in the right hand menu, you can filter to specific days and sites to see all fleet bookings. No schedules changes can be made on this view.
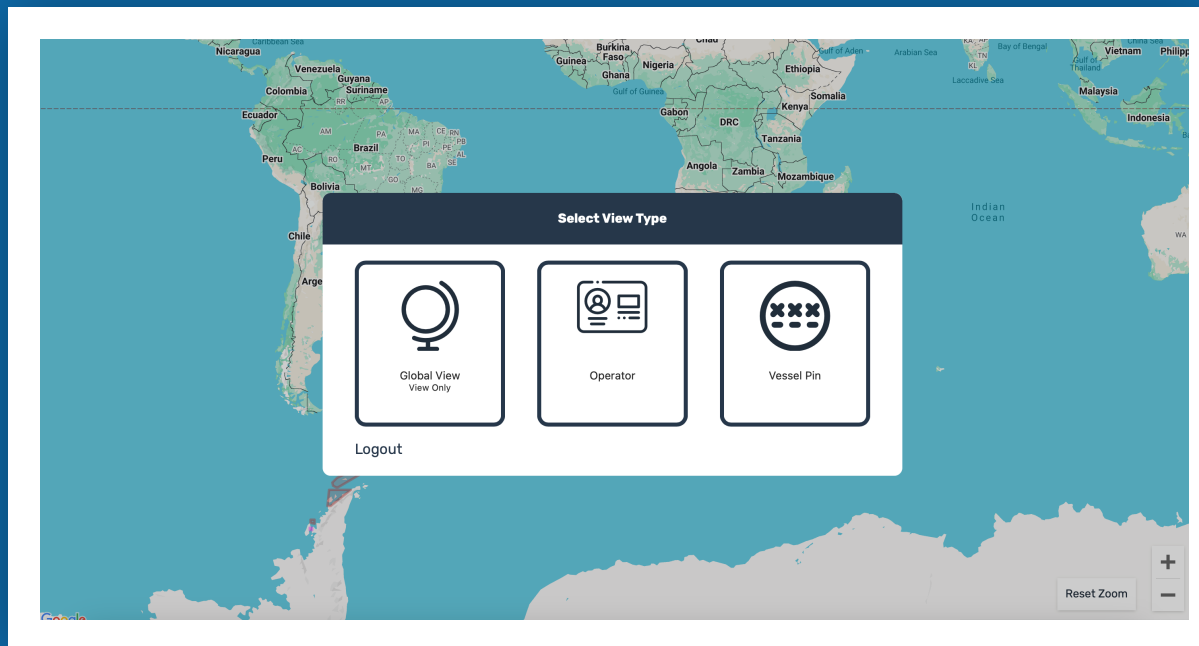
Operator View
Operator view is similar to Global view as it shows a general overview of bookings throughout the season.
In Operator View, you have access to all your voyages and are able to toggle the Voyage Overview filter on for each voyage. No schedule changes can be made in this view.

Vessel Pin
After entering the unique vessel pin, you are able to view and make changes to your selected voyage.
All functionality for the Vessel Pin view is outlined in this guide.

Select View Type

Global View
View Only

Operator

Vessel Pin

Logout

Reset Zoom

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Live Map

Right Navigation Menu – Part 1

The Ship Scheduler Live Map has two navigation menus. The menu on the top right is used to interact in real-time with what is being displayed on the map.

The user can click on the voyage number drop down to view information about the selected voyage, and change voyages.

From the expanded menu, the user can toggle on and off which sites they would like to be displayed (my booked sites, available, unavailable and regions). The users own booked sites are displayed with a yellow triangle icon. Available sites are displayed with a green circle icon, and unavailable sites are displayed with a red hexagon icon.

The users own vessel is highlighted with a white circle.
Clicking on a Vessel will show information about the Vessel including contact information.

The map can be filtered and searched by date, timeslot, site region and site.

New filters include Vessel Category and Landed or Non-landed/ Marine Only activity sites.

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Live Map

Right Navigation Menu – Part 2

Protected areas are split into multiple filters:

Geo-fenced Areas: Red & Pink
ASMA & ASPA: Light Orange
Helicopter Restrictions: Yellow

A user can toggle these on and off.

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Live Map

Search

You can search the list of sites via the text input box at the top of the Site list. The search is a real-time search and will filter out sites that don't match your text input as you type.

Once you have selected a site, the map will pan to the site and the site booking window will open.

To clear the search once you have selected a site or typed one in you can click the X on the right hand side of the text input, or click "Clear" at the bottom of the sites list.

If you have also filtered by a site region the list of sites will be filtered by those included in the selected site region only.

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Live Map

Entire Voyage Overview

At the bottom of the right navigation menu, the user can access the Voyage Overview feature.

This feature allows the user to toggle on the voyage overview mode to see all bookings for the selected voyage.

The site bookings will appear on the screen with a red dotted line that links the bookings in order of date.

If the user hovers their mouse over the site booking, they will be able to see the site name and booking date/ time.

Site bookings can be released from the viewing mode, but any other schedule changes will need to be made with the voyage overview toggled off.

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Left Navigation Menu

The left navigation gives the user access to the Expeditions list to view all expeditions for the season, Site Visits list to see all bookings for the selected voyage, and export the traditional report.

Additionally, the user can see all site releases during the active session and view and send messages to the fleet. These two features are highlighted in the next few slides.

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Live Map

Site Groupings

On the Live map, some sites will now appear as grouped together with a blue icon and number of sites in the grouping. As the user zooms in, sites will start to separate.

This functionality allows users to know when there are sites close together so they are able to book them. For example, Goudier Island and Jougla Point are very close together and on certain map views they appear as one site. Now they will be grouped with a blue icon. If you click on the blue icon, it will zoom in so both sites are visible.

To zoom back out to view the entire map, click on 'Reset Zoom' in the bottom right corner of the map.

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Live Map

Bookings

The user can click on a site to see more information about the site including which time slots are available, the site coordinates, site feature, and site region. Unavailable time slots will be greyed out with the booked vessel listed underneath.

To book a site, the user can click on a time slot, then select whether the visit will be Landed or Non Landed, then select 'Book Site Visit'.
If booking two consecutive time slots, check Non-Landed for the second time slot.

To release a site, open the site booking window, and click 'Release' under the time slot.

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Live Map

Bookings – Lemaire

A user can select the Lemaire channel in the sites dropdown (inside the navigation menu) and book a timeslot and channel direction (N/S or S/N).

The site can be booked in 1 hour increments, and is non-restrictive so more than one vessel is able to book a time slot.

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Live Map

Booking Peer Sites

When booking a site, if the site has a peer site, the user will be alerted in the booking window and asked if they would like to book the peer site as well. The user can select Yes or No, and then select if the booking is landed or non-landed before finalizing the site booking.

When releasing a booking of peer sites, each site will need to be released individually.

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Book & Release

When booking a new site, if the user already has a site booking on the same day in the same time slot, a message will appear in the booking window that alerts the user that they have an existing booking.

If the user wishes to release the existing booking to book the new site, the user can select 'Yes' and 'Book & Release'.

If they decide not to make the change, the user would select No and Cancel.

If the original booking was two peer sites, the system will release both bookings to book the new site.

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Live Map

Region Booking Window

The booking window for regions will now display all vessels that are booked on that day so other vessels will know which vessels plan to be on the area.

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Live Map

Release Notifications

Release Notifications show all vessel releases in real time and a backlog of releases for the previous 24 hours.

The release notifications are displayed in the Live Ship Scheduler with a bell icon in the left navigation menu. The bell will display a red number upon logging in showing all releases that have been made since the last login within the last 24 hours.

When you click on the bell, a pop up window will appear showing the Site Name, the release date, the date of the site visit, the time slot, and if the visit was landed or non-landed.

During your session, if a release in the release window gets booked, a red "Rebooked" sign will show to the left of the site name. This site release line will disappear from the release notifications window upon your next login.

Released sites can be booked directly from the Release Notifications window. Click on the site name of a released site to be brought to the site's booking window. The map will filter to the date of the release. Select a timeslot and book.

Released Sites

Live site releases. Below are the site bookings that have been released within the last 24 hours, as well as during your active session.

Site Name	Released On	Visit Date	Time Slot	Landed Visit
Marion Island	20 Sep 2023 15:58	01 Nov 2023	04:01-07:30	No
Rebooked Weddell Sea	20 Sep 2023 15:57	01 Nov 2023	04:01-07:30	No
Splettstoesser Glacier	20 Sep 2023 08:54	19 Oct 2023	04:01-07:30	Yes
Horseshoe Island	20 Sep 2023 08:54	17 Oct 2023	07:31-13:00	Yes

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Broadcast Button

The Broadcast Message button allows the user to send a message to the entire fleet or a to a select group of stakeholders.

Click on the envelope icon in the left navigation menu to open the message form. Select a group to send it to, fill in the subject and body of the message and add an attachment if applicable, then click Send.

The message will get sent to the group via email as well as a copy to the user who sent the message.

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Broadcast Message Board

The IAATO Broadcasts section, which can be accessed by the two messages icon in the left navigation menu, will show a list of messages directly from either IAATO (left hand tab) or Fleet (right hand tab) with important information. All vessels on the distribution list will receive these messages via email,

Important seasonal information from IAATO and/or the Fleet will be pinned to the top of each broadcast section.

Each broadcast section will also have search bar to easily search messages for key words.

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Traditional Report

The Traditional report, an excel document that shows the entire season's scheduled site visits, can be exported through the left navigation menu.

There are two options:
Traditional Report- This will show site bookings organized by date and vessel.
Traditional Report by Site - This will show site bookings organized by date and Site.

In the left navigation menu, select 'Export, then select the desired report.

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Monitoring Your Connection

The user is able to monitor your connection using the status bar at the top right.

If the user has a current connection to the system this will display "*Status: Connecte*d:" Behind the scenes, the system will be constantly checking for any updates e.g. vessel location change, When it detects or receives an update, it will update the "Last Update" time.

If the user loses this connection, most likely due to a drop in a network connection, this will display as 'Disconnected'.

If a booking attempt or release attempt is made when the user is disconnected this will be added to a queue and the user will be notified of this.

Once a connection is re-established this queue will be processed and the user will be notified of any success or error messages from their initial requests in the top left hand corner.

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