

WMIRS Glider Sorties Page Tutorial

ENTERING THE WMIRS SORTIE PAGE

After entering your mission number and go to the sortie page, click on **Edit/View Air Sorties**. On this page you will be able to add or view sorties by date or all dates, view the sortie status log and select a sortie to view.

NEW BUTTONS – Upper Left

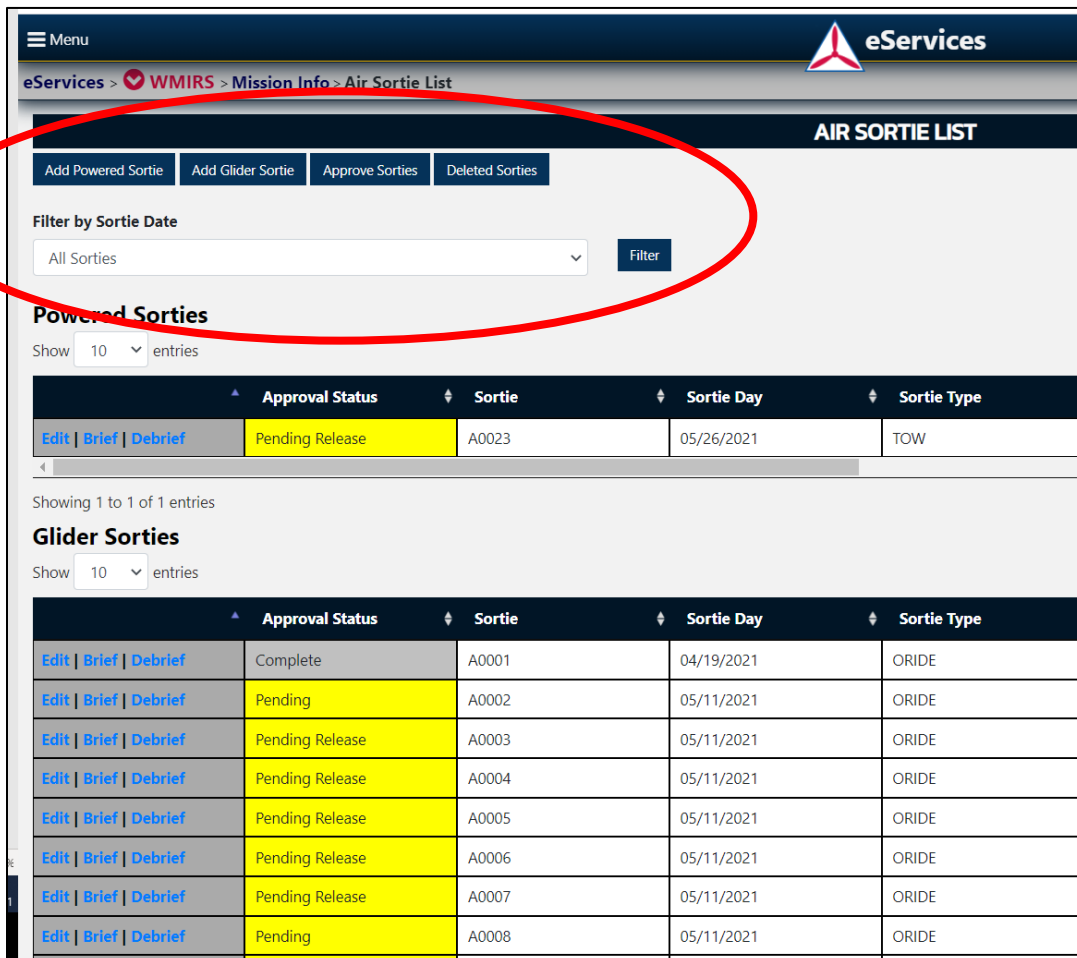
Add Powered Sortie – for tow planes or powered airplanes used in support of the mission.

Add Glider Sortie – for your new glider sorties.

Approved Sorties – see a list of all approved sorties under the mission number.

Deleted Sorties – see all sorties that have been deleted.

You can select sorties by Date or All sorties by using **the Filter by Sortie Date**. After selecting the sortie date or “All Sortie”, click on **“Filter”**.



The screenshot displays the 'AIR SORTIE LIST' page in the eServices application. The breadcrumb trail is 'eServices > WMIRS > Mission Info > Air Sortie List'. The page title is 'AIR SORTIE LIST'. Below the title are four buttons: 'Add Powered Sortie', 'Add Glider Sortie', 'Approve Sorties', and 'Deleted Sorties'. A red circle highlights the 'Filter by Sortie Date' section, which includes a dropdown menu set to 'All Sorties' and a 'Filter' button. Below this, the 'Powered Sorties' section shows a table with one entry. The 'Glider Sorties' section shows a table with eight entries. The tables have columns for 'Approval Status', 'Sortie', 'Sortie Day', and 'Sortie Type'. The 'Approval Status' column contains links for 'Edit', 'Brief', and 'Debrief' for each entry.

Approval Status	Sortie	Sortie Day	Sortie Type
Edit Brief Debrief Pending Release	A0023	05/26/2021	TOW

Showing 1 to 1 of 1 entries

Approval Status	Sortie	Sortie Day	Sortie Type
Edit Brief Debrief Complete	A0001	04/19/2021	ORIDE
Edit Brief Debrief Pending	A0002	05/11/2021	ORIDE
Edit Brief Debrief Pending Release	A0003	05/11/2021	ORIDE
Edit Brief Debrief Pending Release	A0004	05/11/2021	ORIDE
Edit Brief Debrief Pending Release	A0005	05/11/2021	ORIDE
Edit Brief Debrief Pending Release	A0006	05/11/2021	ORIDE
Edit Brief Debrief Pending Release	A0007	05/11/2021	ORIDE
Edit Brief Debrief Pending	A0008	05/11/2021	ORIDE

To view an existing sortie, click **Edit** on the **Edit|Brief|Debrief** section. Clicking on **Brief** or **Debrief** will also send you to the sortie page with your selection below.

Showing 1 to 1 of 1 entries

Glider Sorties

Show entries

	Approval Status	Sortie	Sortie Day	Sortie Type	M
Edit Brief Debrief	Complete	A0001	04/19/2021	ORIDE	A1
Edit Brief Debrief	Pending	A0002	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending Release	A0003	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending Release	A0004	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending Release	A0005	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending Release	A0006	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending Release	A0007	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending	A0008	05/11/2021	ORIDE	A1
Edit Brief Debrief	Pending	A0009	05/21/2021	ORIDE	A1
Edit Brief Debrief	Approved/Released	A0010	05/21/2021	ORIDE	A1

GLIDER SORTIE

Created By:

Updated By:

Copy Sortie

ORM

Form 104

Release Sortie

Cancel

Delete

Mission No./Symbol

Sortie Number

Mission Name

Tracking No.

21-T-3097 / A15

A0025

Current Balance: \$0

*Sortie Type

*Sortie Date

Cadet Orientation Flight

05/26/2021

*Departure Airport

*ETD

*Destination Airport

*ETA

MGM

12:01 PM

MGM

12:05 PM

*Tail Number [Discrepancy Log](#)

*A/C Type

Call Sign

Home Base

N437BA

L23

CAP3237

KLHZ

Color/Description

Corporate Aircraft

Equipment On Board

Y/G/B

☒

☐ Transponder
☐ Other Equipment

Crew Contact (Phone, Email, etc.) [Request Flight Release Officer\(s\)](#)

Crew/Pax Brief Debrief Closeout Info

BRIEF INFORMATION

Sortie Objectives

max. 0/1000 characters

Sortie Deliverables

max. 0/200 characters

Hazards To Flight

max. 0/75 characters

Special Instructions

max. 0/500 characters

Crew Notes

max. 0/1000 characters

Paper ORM
☐ Paper ORM Matrix

Paper Risk Assessment
 --Select--

[Update](#)

ADD A GLIDER AIR SORTIE

The WMIRS Glider Sortie Page is similar in look and function to the Powered Sortie Page with some exceptions including some new buttons on the upper Right.

Sortie Type – will have a dropdown list that shows all of the glider specific sortie types based on the assigned mission number and mission symbols. If AFJROTC or AFROTC is selected, an additional field will appear to select the **ROTC Detachment** from a dropdown list.

Sortie Date – input with the calendar or type it in as formatted.

Departure Airport – type the identifier, but do not use “K”.

ETD – use the digital clock or type in the local time.

Destination Airport – type the identifier, but do not use “K”.

ETA – use the digital clock or type in the local time.

Tail Number – select from the dropdown list. All aircraft specific fields should auto-fill, if not, input the data. Once selected, you can click on the highlighted **Discrepancy Log** to check any discrepancies that may exist.

Discrepancy Log – clicking on this will take you to the Discrepancy Search Page with current maintenance information regarding the selected glider or support airplane. You can also navigate to other maintenance areas of interest. To leave the **Discrepancy Search Page**, go back to the **Sortie Tab**.

Crew Contact – no change

Request Flight Release Officer – will take you to the list of current FRO/SFROs from which to select, then click on Submit as you do currently.

Add Sortie – click to continue.

Labels for the next four pages will appear: Crew/Passenger, Brief, Debrief and Closeout

CREW/PASSENGER INFORMATION

Seats 1 and 2 – the PIC/instructor is always **Seat 1**, regardless of actual seating locations. Use the dropdown list to assign personnel to seats. Click on “Add Sign-in Personnel” to add someone not on the list.

Crew Position 1 and 2 – use the dropdown list to select the glider specific position or Syllabus number for orientation flights.

Crew/Pax Brief Debrief Closeout Info

CREW/PASSENGER INFORMATION

[Add Signin Personnel](#)

Seat 1 (Pilot Seat) -- Select --

Seat 2 -- Select --

Crew Position 1 Orientation Pilot

Crew Position 2 Syllabus 1 - Glider

Update

Click on Update

Brief – Complete as before. Data will migrate to the CAPF 104

You can always edit the data and save it by clicking on the Update button.

NEW BUTTONS – Upper Right

Copy Sortie Release Sortie ORM Cancel Form 104 Delete

Copy Sortie – allows you to select the number of sorties you wish to create, the number of days apart you want for the sorties, and check boxes for selecting whether or not you want to keep the briefing information and tail number or date/time.

Example: You have a need to schedule four (4) Cadet Orientation Flights for tomorrow. The orientation pilot and glider will be the same. Create the first sortie as usual, then click on the **Copy Sorties** button. There you will **Create 3** copies and **0** days apart.

If you want to **Keep Briefing Data**, mark the box; you will still need to modify the sortie Brief for the changes in Objectives and Deliverables. When you copy, do you want to select **Keep Tail Number** or **Keep Date/Time**? Since all the sorties are on the same day in this example, check **Keep Tail Number**. If the sorties are on separate days and you could change gliders, you may want to check **Keep Date/Time**, but that would be the same time for one sortie each following day.

When the orientation pilot is the same for all the sorties, check the box next to the name under **Add Crew to Copies**. When done, click on **Copy Sorties** on the bottom right, then review the number of sorties and days apart selected. If correct click on **Confirm** and the copies will be added to the sortie list. If you change your mind or want to make corrections, select **Cancel**.

Release Sortie – takes you to the FRO Release and Approval Page where you and/or the FRO can complete the electronic **FRO Checklist**, update the **ORM Survey** and/or **FRO Checklist**, copy the **ORM Survey**, look up **Discrepancies** and **Approve** or **Disapprove** the sortie, in the same manner as powered sorties. To leave the **FRO Checklist** page, go back to the **Sortie Tab**.

Services > WMIRS > Mission Info > Air Sortie List > Glider Sortie > eFlight Release

Mission Number: 21-T-3097

Sortie Number: A0025

Status: Pending FRO Approval

Release Information: This flight requires FRO approval for release.

Pilot Information

Pilot	Unit	Phone	Email

Type	Details
Aircraft	2-33, ASK21, L23
CAP Pilot Exp	Glider Pilot - 04-30-2022 VFR Pilot - 04-30-2006
Other Qualifications	Check Pilot - Glider - 04-30-2022 Check Pilot Examiner - Glider - 04-30-2022 Instructor Pilot - Glider - 04-30-2022 Orientation Pilot - Glider - 04-30-2022
ES	n/a

ORM

Score: 0 (Low)

[Click here to update ORM](#)

NOTE: Paper ORMs can be entered in on the FRO Checklist.

FRO Checklist

FRO Checklist Complete

[Click here to update FRO Checklist.](#)

Flights To Release

Approve	Mission No/Sortie No	Pilot	Crew	Tail No	Aircraft Type	Sortie Type	Departure	Landing
<input type="checkbox"/>	21-T-3097 / A0025	Maj John P. Chapman	Lt Col Charles A. Freeman / Syllabus 1	N437BA	L23	ORIDE	5/27/2021 2:01:00 AM	5/27/2021 2:05:00 PM

Copy ORM

Discrepancy Information

[Discrepancy Log](#)

[Garmin Aviation Alerts and Advisories](#)

Additional Info/Release Options

This aircraft is Corporate owned

FRO CAPID:

FRO PIN:

Approve Flight Release

Disapprove Flight Release

ORM – when you select the ORM button, it takes you to the electronic ORM worksheet. Ensure all questions are answered and select **Submit** on the lower left. If you missed a question, a red banner at the top of the page will let you know, and the missed question and a red **required** will appear by the missed question. When complete, **Submit** again and a green box on the upper right will confirm **Survey Saved**. For multiple sorties with no change in pilot or glider and using the worse conditions of the day, complete the ORM survey based on that sortie. The option to **Copy ORM** will appear below the list of sorties on the bottom of the **Flight Release** page. To leave the **ORM Survey** page, go back to the **Sortie Tab**.

Example: You are scheduling 8 sorties for the day. You created the first, then copied the others. After you assign an ETD and ETA to each sortie and determined the sortie that will be flown under the worst conditions of the day, complete the ORM survey in that sortie. When the on the **Flight Release** page, the FRO will be able to select **Copy ORM** at the bottom of the sortie list and attach them to the copied sorties by placing a checkmark next to the selected sorties.

The screenshot shows the 'Flight Release' page. At the top, there is an 'ORM' section with a 'Score: 0 (Low)' and a link to 'Click here to update ORM'. Below this is the 'FRO Checklist' section, which is 'Complete'. The main part of the page is a table titled 'Flights To Release' with columns: Approve, Mission No/Sortie No, Pilot, Crew, Tail No, Aircraft Type, Sortie Type, Departure, Landing, Depart / Landing, and Flight Plan. The table contains six rows of data. Below the table, there is a 'Copy ORM' button, which is circled in red. At the bottom of the page, there are buttons for 'Approve Flight Release' and 'Disapprove Flight Release'.

Approve	Mission No/Sortie No	Pilot	Crew	Tail No	Aircraft Type	Sortie Type	Departure	Landing	Depart / Landing	Flight Plan
<input checked="" type="checkbox"/>	21-T-3098 / A0002	2d Lt Jere J. Matty	No Crew	N2474W	2-33	Onboarding	5/21/2021 4:30:00 AM	5/21/2021 5:00:00 AM	THA / THA	
<input checked="" type="checkbox"/>	21-T-3098 / A0003	2d Lt Jere J. Matty	No Crew	N2474W	2-33	Onboarding	5/22/2021 4:30:00 AM	5/22/2021 5:00:00 AM	THA / THA	
<input checked="" type="checkbox"/>	21-T-3098 / A0004	2d Lt Jere J. Matty	Col Michael J. Murrell / Form 5 Trainee	N2474W	2-33	Onboarding	5/23/2021 4:30:00 AM	5/23/2021 5:00:00 AM	THA / THA	
<input type="checkbox"/>	21-T-3098 / A0009	2d Lt Jere J. Matty	Lt Col William Weiler / Form 5 Trainee	N2474W	2-33	Onboarding	5/24/2021 7:15:00 AM	5/24/2021 7:45:00 AM	THA / THA	
<input type="checkbox"/>	21-T-3098 / A0005	2d Lt Jere J. Matty	Lt Col William Weiler / Form 5 Trainee	N2474W	2-33	Onboarding	5/25/2021 9:00:00 PM	5/25/2021 9:25:00 PM	THA / THA	
<input type="checkbox"/>	21-T-3098 / A0006	2d Lt Jere J. Matty	Lt Col William Weiler / Form 5 Trainee	N2474W	2-33	Onboarding	5/25/2021 10:30:00 PM	5/25/2021 10:50:00 AM	THA / THA	

Cancel – Allows you to cancel the sortie. The **Cancel** Button then changes to **UnCancel** and, when selected, allows the sortie to continue.

Form 104 – data placed in the **Brief** and **Debrief** will migrate to the CAPF 104. Additional data may be required.

Delete – will delete the Sortie and it will no longer show as a sortie. You will have to confirm you wish to delete the sortie. It will appear in the list of **Deleted Sorties** referenced above.

CLOSING THE SORTIE

Debrief – Complete as before. Data will migrate to the CAPF 104

Closeout – Enter the ATD and ATA, the Total Flight Time will appear as Hours. Input data in all of the relevant fields and click on **Update**.