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”.

![WMIRS Glider Sorties Page Tutorial](image)
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.
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.

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** – allows you to select the number of sorites you wish to create, the number of days apart you want for the sorites, 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.
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.

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.