

Personal Settings

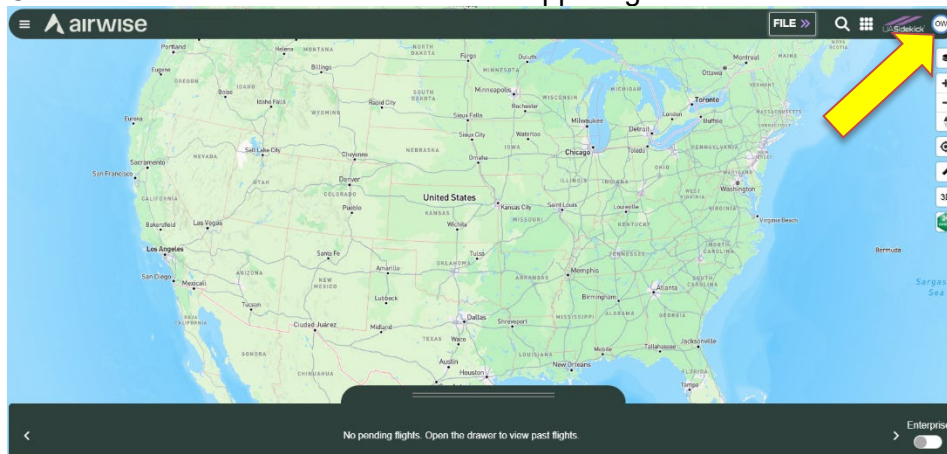
Profile Tab



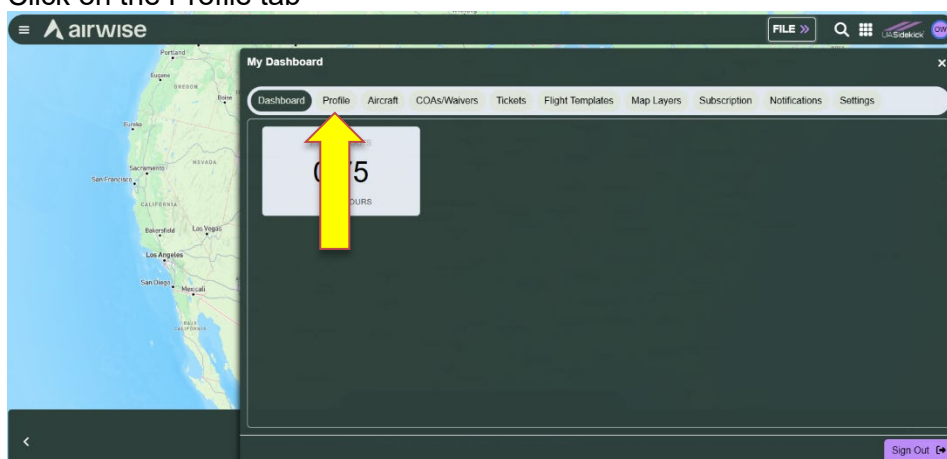
The Profile tab in Airwise Sidekick is where a user maintains their personal information.

To access the Personal Profile tab:

1. Click on the Personal Profile icon in the upper right corner of the screen



2. Click on the Profile tab



3. The information on the Profile tab can be updated at any time by the user. Fields with a purple asterisk * are required. First and Last Name are self explanatory. The 'Initials (2)' field can be used instead of the users first and last name initials in the Personal Profile icon in the upper right corner of the screen.

Profile

Name

FIRST NAME*
Orville

LAST NAME*
Wright

INITIALS (2)*
Wright1

Sign In

EMAIL (USERNAME)*
orvillewright471@gmail.com

PASSWORD (MIN 8)*
[Redacted]

Security PIN
[Redacted]

Sign Out

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4. The 'Call Sign' field is currently not being used.

The screenshot shows the Airwise mobile app interface. On the left is a map of the United States. On the right is a 'My Dashboard' overlay with a 'Profile' tab selected. The 'Profile' section contains fields for 'Name' (First Name: Orville, Last Name: Wright, Initials: Wright1) and 'Sign In' (Email: orvillewright471@gmail.com, Password: [redacted], Security PIN: [redacted]). A yellow arrow points to the 'CALL SIGN' field, which contains the text 'Wright1'.

5. The 'Email (username)' field is used to Sign In to Airwise Sidekick. After their account has been established, the user may choose to change the Email Address they use to Sign In to Airwise Sidekick.

This screenshot is identical to the previous one, showing the Airwise mobile app interface. A yellow arrow points to the 'EMAIL (USERNAME)' field in the 'Sign In' section, which contains the text 'orvillewright471@gmail.com'.

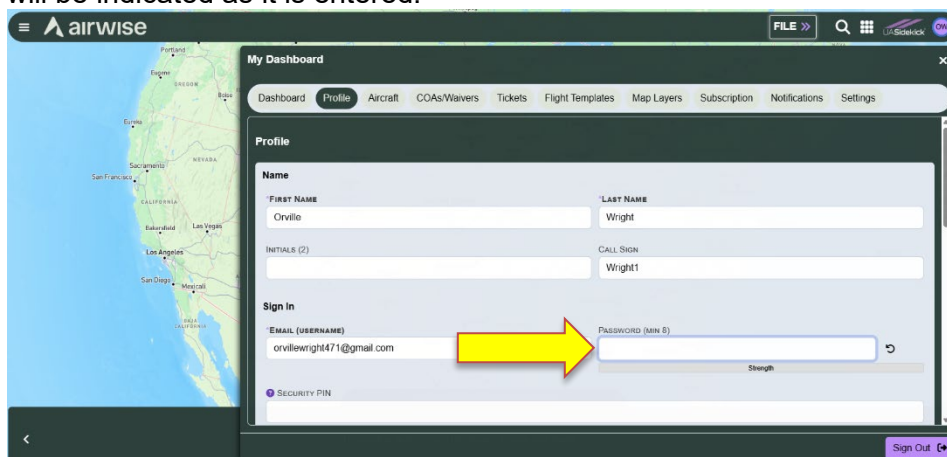
6. Click on the Password Edit icon to change the user password.

This screenshot is identical to the previous ones, showing the Airwise mobile app interface. A yellow arrow points to the Password Edit icon (a small circular icon with a pencil) located next to the 'PASSWORD (MIN 8)' field in the 'Sign In' section.

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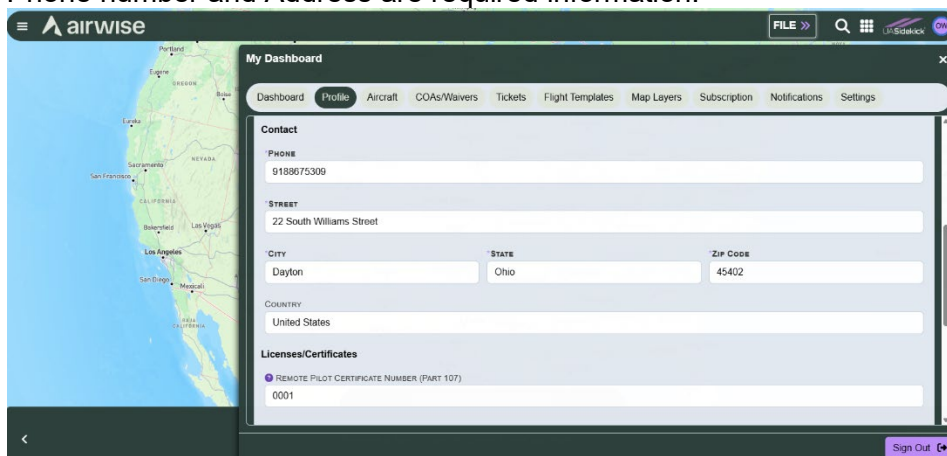
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7. Passwords must be at least 8 characters in length. The strength of the new password will be indicated as it is entered.



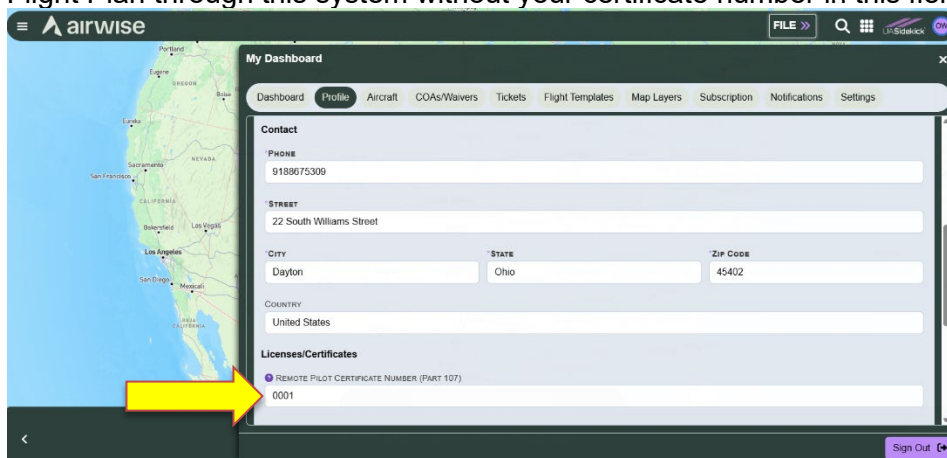
The screenshot shows the 'My Dashboard' interface with the 'Profile' tab selected. The 'Sign In' section contains fields for 'EMAIL (USERNAME)' and 'PASSWORD (MIN 8)'. The email field is pre-filled with 'orvillewright471@gmail.com'. A yellow arrow points to the password field, which has a strength indicator below it. Other fields include 'FIRST NAME' (Orville), 'LAST NAME' (Wright), 'INITIALS (2)', and 'CALL SIGN' (Wright1).

8. Phone number and Address are required information.



The screenshot shows the 'My Dashboard' interface with the 'Profile' tab selected. The 'Contact' section contains fields for 'PHONE' (9188675309), 'STREET' (22 South Williams Street), 'CITY' (Dayton), 'STATE' (Ohio), 'ZIP CODE' (45402), and 'COUNTRY' (United States). Below this is the 'Licenses/Certificates' section with a field for 'REMOTE PILOT CERTIFICATE NUMBER (PART 107)' (0001).

9. To file a commercial flight plan you are required to have a Remote Pilot Certificate Number (Part 107). You will not be allowed to file a Commercial LAANC or Commercial Flight Plan through this system without your certificate number in this field.



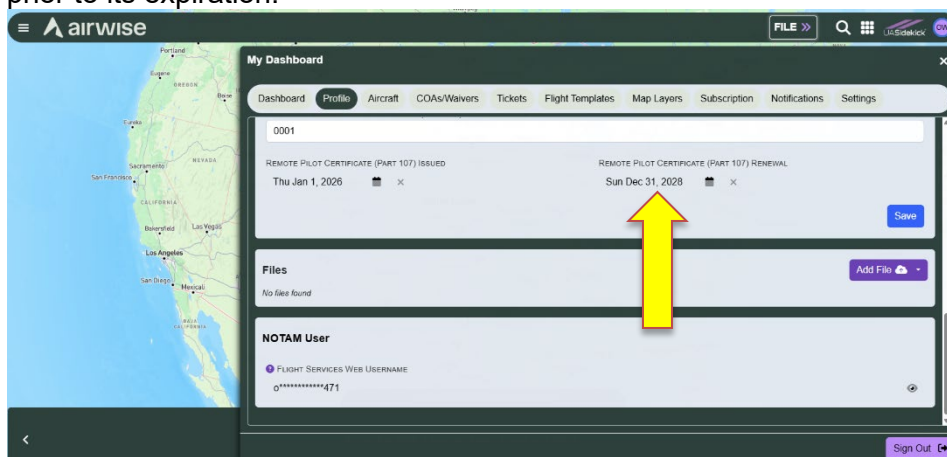
The screenshot shows the 'My Dashboard' interface with the 'Profile' tab selected. The 'Contact' section contains fields for 'PHONE' (9188675309), 'STREET' (22 South Williams Street), 'CITY' (Dayton), 'STATE' (Ohio), 'ZIP CODE' (45402), and 'COUNTRY' (United States). Below this is the 'Licenses/Certificates' section with a field for 'REMOTE PILOT CERTIFICATE NUMBER (PART 107)' (0001). A yellow arrow points to this field.

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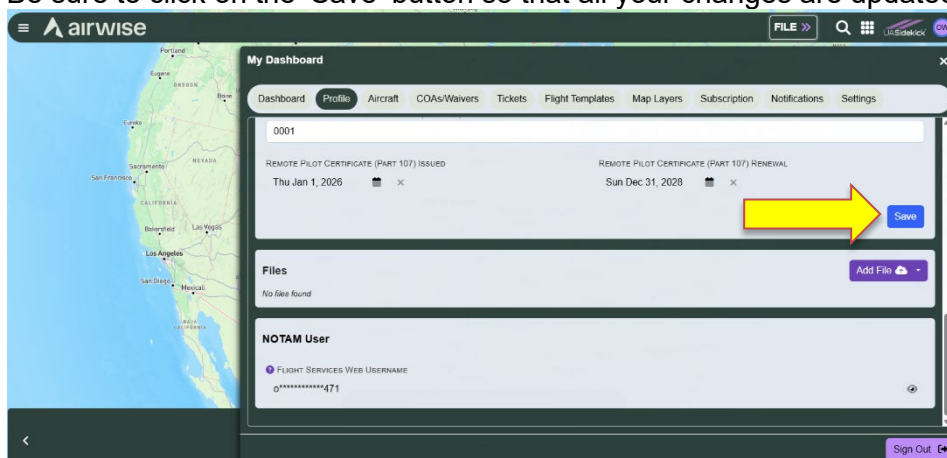
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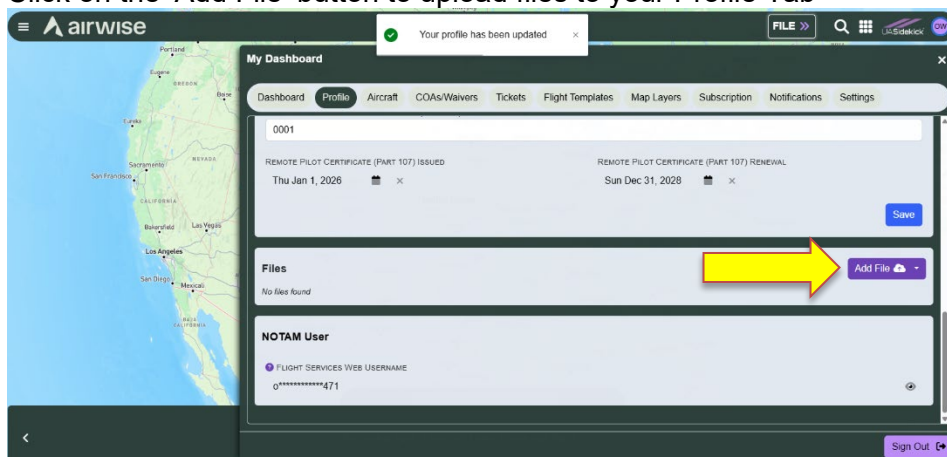
10. By entering the Renewal Date of your Remote Pilot Certificate you will be notified 30 day prior to its expiration.



11. Be sure to click on the 'Save' button so that all your changes are updated.



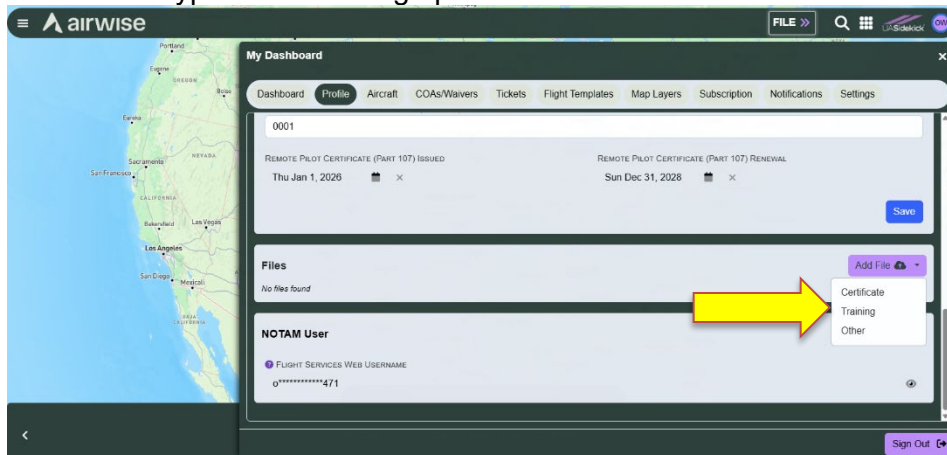
12. Click on the 'Add File' button to upload files to your Profile Tab



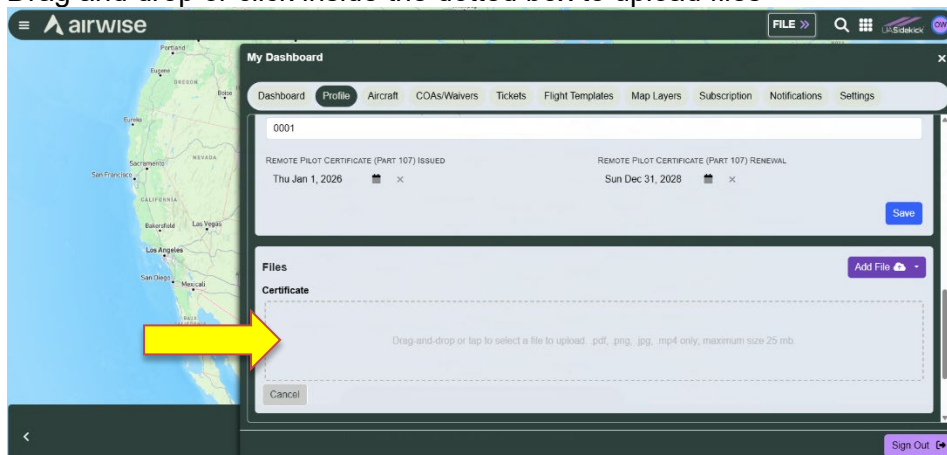
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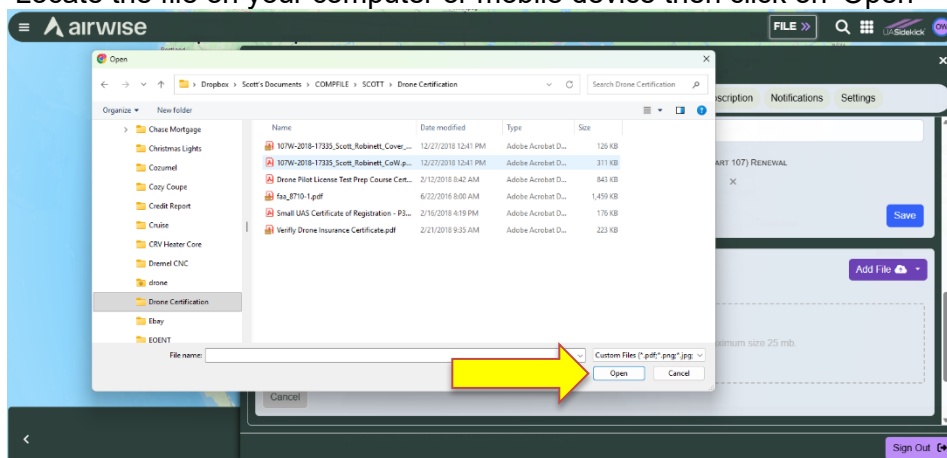
13. Select what type of file is being uploaded.



14. Drag and drop or click inside the dotted box to upload files



15. Locate the file on your computer or mobile device then click on 'Open'

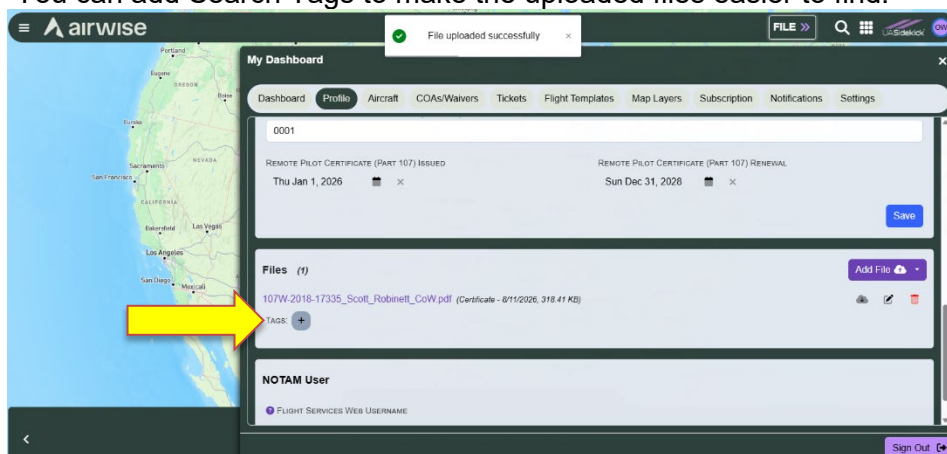


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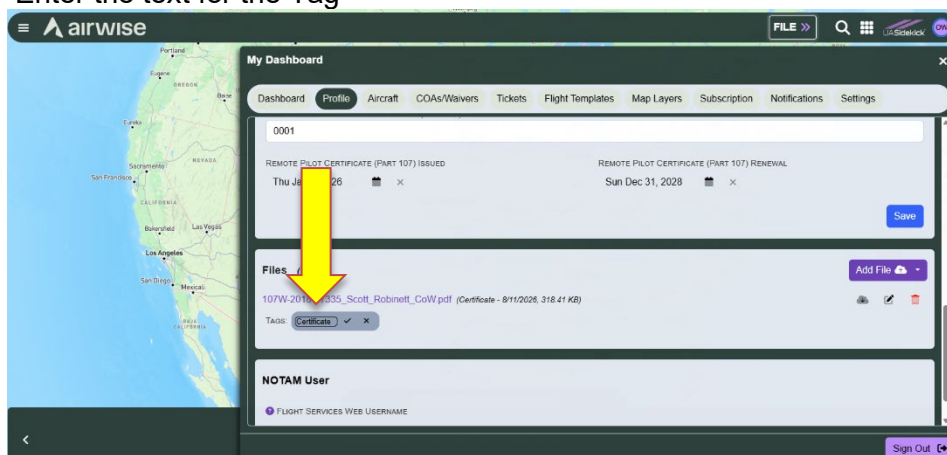
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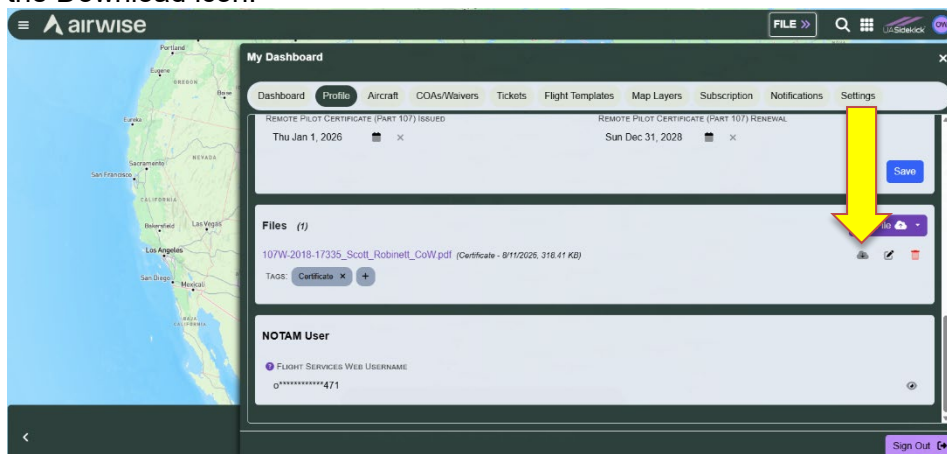
16. You can add Search Tags to make the uploaded files easier to find.



17. Enter the text for the Tag



18. Files that have been previously uploaded can also be downloaded later by clicking on the Download icon.

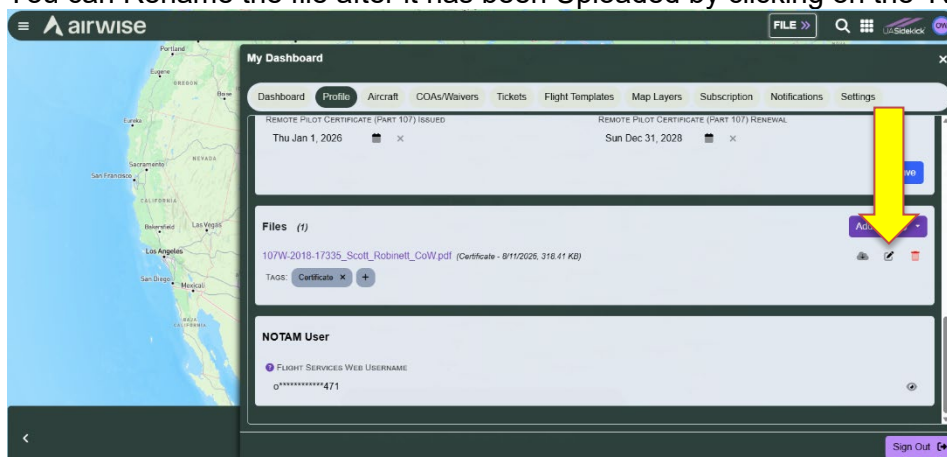


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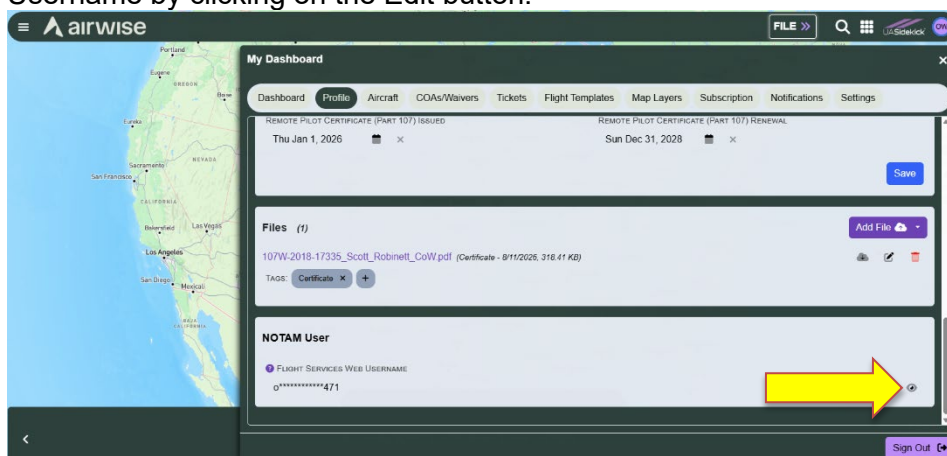
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19. You can Rename the file after it has been Uploaded by clicking on the 'Rename' icon



20. If you are going to be creating NOTAMs you will need to enter your Flight Services Web Username by clicking on the Edit button.



21. Enter your Flight Services Web Username and then click on the 'Save' button.

