

Dispatching Flights

- Scheduled Flights
- Charter Flights

Scheduled Flights

We have over **3000+** scheduled flights for our pilots to choose from, visit **Dispatch Center** and click on **Find Scheduled Flights**.

Note: you can only depart from your current virtual location, you can click on your current **ICAO** location to show flights departing from it.

To select a flight you click on the **Flight No.** of the route you wish to take

Search Routes

Search for scheduled flights by their ICAO or from your current location.

Departure ICAO

Arrival ICAO

View flights from your current location:

[KMEM](#)

Scheduled Flights

Show 50 entries

Flight No.	Departure ICAO	Arrival ICAO	Duration
<div><div></div>4395a</div>	<div><div></div>KEWR</div>	<div><div></div>KLGA</div>	<div><div></div>00:00</div>
<div><div></div>4395b</div>	<div><div></div>KLGA</div>	<div><div></div>KEWR</div>	<div><div></div>00:00</div>
<div><div></div>4396a</div>	<div><div></div>KEWR</div>	<div><div></div>KJFK</div>	<div><div></div>00:00</div>
<div><div></div>4396b</div>	<div><div></div>KJFK</div>	<div><div></div>KEWR</div>	<div><div></div>00:00</div>
<div><div></div>4514a</div>	<div><div></div>KLAX</div>	<div><div></div>KVNY</div>	<div><div></div>00:00</div>

This will then load up the flight information, once you have determined that you wish to fly the route you have selected you can click on **Dispatch Flight**.

News & NOTAMS

Operations Center

Flight Info (9436b)

Dashboard / Flight Info (9436b)

Dispatch Flight

Flight Information

Basic overview of the flight.

Flight Number	9436b	Approx Flight Duration	01:20:00
		Operational Day(s)	Mo Tu We Th Fr Sa Su

Departure / Arrival Information

Basic overview of the departure / arrival airport(s).

ICAO / IATA	KMEM / MEM	ICAO / IATA	KATL / ATL
Airport Name	Memphis International Airport	Airport Name	Hartsfield Jackson Atlanta International Airport
City	Memphis	City	Atlanta

Once you click on **Dispatch Flight** button the flight will then be assigned to you.

You can now click on the **Dispatch Center** button or click on **Dispatch Center** on the left man navigation bar, an alert will also show up on the **Dashboard** indicating that you have an active flight.

News & NOTAMS

Operations Center

Flight Info (9436b)

Dashboard / Flight Info (9436b)

Success!

You have successfully booked this flight. Please visit the [Dispatch Center](#) for a flight briefing.

Flight Information

Basic overview of the flight.

Flight Number	9436b	Approx Flight Duration	01:20:00
		Operational Day(s)	Mo Tu We Th Fr Sa Su

You can now fly this route via our **ACARS** software, but you can also **Dispatch via Simbrief** this will allow you to create a full flight plan through SimBrief.

Just click on the **Dispatch via Simbrief** button and fill in the appropriate information required to create a full flight plan, you do not have to visit SimBrief as you can do it via our website, but that's entirely up to you.

Dispatch Center

Dashboard / Dispatch Center

You can dispatch this flight via simbrief.

Dispatch via Simbrief

Cancel Flight

9436b OFP Summary (29-03-2024)

Basic overview of the dispatched flight.

Flight No.	9436b	Departure	KMEM	Approx. Distance	380.9 nm
Flight Time.	01:20:00	Arrival	KATL	Pilot In Charge	Serenity Williams
				Pilot Callsign	PAY2981

KMEM Departure Weather Information

Zulu Time03/29 04:58 (GMT)

Elevation256 ft / 78 m

Wind

Direction: 190 °

Speed: 6kts / 7 mph / 11 kmh / 3.1 m/s

Gust: kts / 0 mph / 0 kmh / 0.0 m/s

Temperature10 °C / 50 °F

Dew Point1.7 °C / 35 °F

Altimeter30.18 inHg / 1022 hpa

Sky ConditionCLR at AGL

METAR Memphis International A...

VFR

10 mi

None

17 °C

33

3

81

If you choose to no longer fly the route you can click on the **Cancel Flight** button and this will terminate the job.

You will **not** be deducted any credits for cancelling a flight.

Charter Flights

Our pilots have the option to generate a **Charter** flight via our **Dispatch Center** and click on **Dispatch Charter Flight**.

Note: you can only depart from your current virtual location, your departure location will automatically be added to the flight plan.

The screenshot shows the 'Simbrief Charter Flight Dispatcher' web interface. At the top, there's a dark blue header with navigation links: 'News & NOTAMS' and 'Operations Center'. Below the header, the title 'Simbrief Charter Flight Dispatcher' is centered, with a breadcrumb trail: 'Dashboard / Dispatch Center / Simbrief / Charter Flight'. A light gray box contains a green information icon and text: 'Leave fields that are not required blank to be auto-generated by Simbrief. Fields marked with * are required.' Below this, a 'Dispatch NOTAMS' section explains the departure time (+45 minutes from now using Zulu / UTC+0) and cargo formatting (e.g., 12.500 for 12500 lb). The main form is titled 'Flight Info' and includes fields for 'Flight Number' (containing 'PAY'), 'Departure Hour' (23), 'Departure Minute' (43), and 'Departure Date' (29MAR24). There are also fields for 'Departure' (containing 'KMEM') and 'Arrival' (containing 'ICAO...'). Each field has a small asterisk indicating it is required. At the bottom, there's an 'Aircraft Info' section with a green 'Airframes Search' button.

This system uses our **SimBiref** integration tool, which will submit a flight plan through simbrief and will give you the option to *pre-file* via vatsim.

You just fill the * required fields and any additional fields you wish to fill then click on **Dispatch Flight**.

This will then open a SimBrief pop-up window showing the flight plan being generated, once it has been generated, the website will then redirect you to the generated plan as shown below.