

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 |
|-----------------------|----------------------|----------------------|----------|
| 4395a | KEWR | KLGA | 00:00 |
| 4395b | KLGA | KEWR | 00:00 |
| 4396a | KEWR | KJFK | 00:00 |
| 4396b | KJFK | KEWR | 00:00 |
| 4514a | KLAX | KVNY | 00:00 |

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 Time

03/29 04:58 (GMT)

Elevation

256 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

Temperature

10 °C / 50 °F

Dew Point

1.7 °C / 35 °F

Altimeter

30.18 inHg / 1022 hpa

Sky Condition

CLR 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: 'Dashboard / Dispatch Center / Simbrief / Charter Flight'. Below the header, a light gray box contains instructions: 'Leave fields that are not required blank to be auto-generated by Simbrief. Fields marked with * are required.' and 'Dispatch NOTAMs: Departure time is +45 minutes from now using Zulu / UTC+0, you can change this time to whatever you like. When setting your cargo (freight) value (unless you leave blank) you must use a decimal place in your formatting, eg: 12.500 will = 12500 lb, or the value will be wrong.'

The main form is titled 'Flight Info' and is divided into two columns. The left column has 'Flight Number' with a text input 'PAY' and an asterisk, and 'Departure' with a text input 'KMEM' and an asterisk. The right column has 'Departure Hour' (23), 'Departure Minute' (43), and 'Departure Date' (29MAR24). Below these are 'Departure Hour 24HR format.', 'Departure Minutes 24HR format.', and 'Format required: 01JAN24.'. There's also an 'Arrival' section with an 'ICAO...' input field and an asterisk. 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.