

# **PBS CQ Bidding Guide**

**Version 17-01**

**July 26, 2017**

## Table of Contents

Updates .....	2
About the CQ Bidding Guide .....	3
Monthly Timeline for CQ Training Bidding .....	3
When are you eligible for training? .....	5
CQ Golden Days .....	6
CQ Bidding Eligibility List.....	7
Which training patterns can you bid? .....	8
Training Patterns .....	9
CQ Bid Packages on the DeltaNet .....	9
Example Training Pattern .....	11
Search for Training Patterns in PBS .....	12
Bidding Logic .....	13
Your training bid carries from month to month.....	13
Bid Structure .....	13
Honoring of Seniority .....	13
Ability to Avoid Voluntary Training .....	14
Bid Logic .....	14
If PBS has determined that training is voluntary .....	14
If PBS has determined that training is mandatory .....	14
Date Logic.....	16
Bid to avoid voluntary training in an Early or May Go month.....	16
Bid to award training in an Early or May Go month .....	17
Interface .....	18
Info Tab CQ Status .....	18
PBS Calendar for CQ Bidding.....	18
Carry-in Pairings and Required Rest .....	19
Vacation .....	19
CQ Golden Days .....	20
Entering a Training bid .....	20
Bid Options .....	21
Type .....	22
Bidding by Training Pattern Identifier.....	22
Pattern Start.....	23
Pattern Touches.....	23
Bidding by Event Location .....	24
Event Start.....	25
Event Touches.....	25
Event Period.....	27
Simulator Type.....	27
Bidding Above or Below Avoid Voluntary Training .....	28

# CQ Bidding Guide

---

## Updates

7/26/17

- Updated for improvements made to the PBS WebApp with software release 17.1

6/22/2016

- Updated entire CQ Bidding Guide to reflect the new DeltaNet and the new PBS Web App

5/25/2015

- Updated entire CQ Bidding Guide
- Deleted references to eCrew and closed categories
- Added the reference and link to the CQ Bidding Video on the PWG YouTube Channel
- Update screen shots depicting changes to the PBS Web UI, DA, and the DeltaNet
- Replaced section on the PBS Calendar to reflect REST and GOLD depictions during CQ bidding

2/11/2013

- Added examples to differentiate between Pattern Start and Event Start.

# CQ Bidding Guide

## About the CQ Bidding Guide

This guide supersedes the CQ bidding information found in versions prior to June 2016. In addition to this guide, Navtech has information on the functionality of the Training Module in its help menu in PBS as well as in the PBS Web Bidder Guide. This version of the PBS CQ Bidding Guide has been updated for the new PBS Web App introduced to the Delta Pilot Group in May 2016 as well as for the new DeltaNet.

In addition to the information found in this guide, we suggest that you review the PBS Web Bidder Guide found at the following URL:

[https://deltapilotbids.delta.com/cbw//DAL\\_BidderHelp\\_EN/index.html](https://deltapilotbids.delta.com/cbw//DAL_BidderHelp_EN/index.html)

There is also an explanation of CQ Bidding for Delta Pilots found on the Delta PWG YouTube Channel. The direct URL to this video is:

<https://youtu.be/LoUIyDv13h0>

## Monthly Timeline for CQ Training Bidding

The monthly timeline affecting CQ bidding is set forth in PWA Section 23.B.1:

Day of Calendar	Month Event
Before the <b>21<sup>st</sup></b> day of the month that is two months prior to the bid period in which a pilot may be scheduled for CQ	<b>Pilot designates CQ Golden Day preference</b>  Pilot advises Crew Resources (via DBMS) of training unavailability in the bid period following the subsequent bid period
Before <b>1800E</b> on the <b>25<sup>th</sup></b> day of the month that is two months prior to the bid period for which CQ training events are being awarded	<b>CQ training events published</b>
At <b>1800E</b> on the <b>25<sup>th</sup></b> day of the month that is two months prior to the bid period for which CQ training events are being awarded	<b>CQ bidding opens</b>
At <b>1800E</b> on the last day of the bid period that is two bid periods prior to the bid period for which CQ training events are being awarded	<b>CQ bidding closes</b>
At <b>0800E</b> on the <b>1<sup>st</sup></b>	Vacation move-ups close
Before <b>0800E</b> on the <b>5<sup>th</sup></b>	Bid packages distributed electronically

# CQ Bidding Guide

	Vacation move-ups posted Qualification training posted CQ training posted Asterisk rotation changes posted
--	---

This information is also posted every month on the DeltaNet as well as on the PBS Information Screen

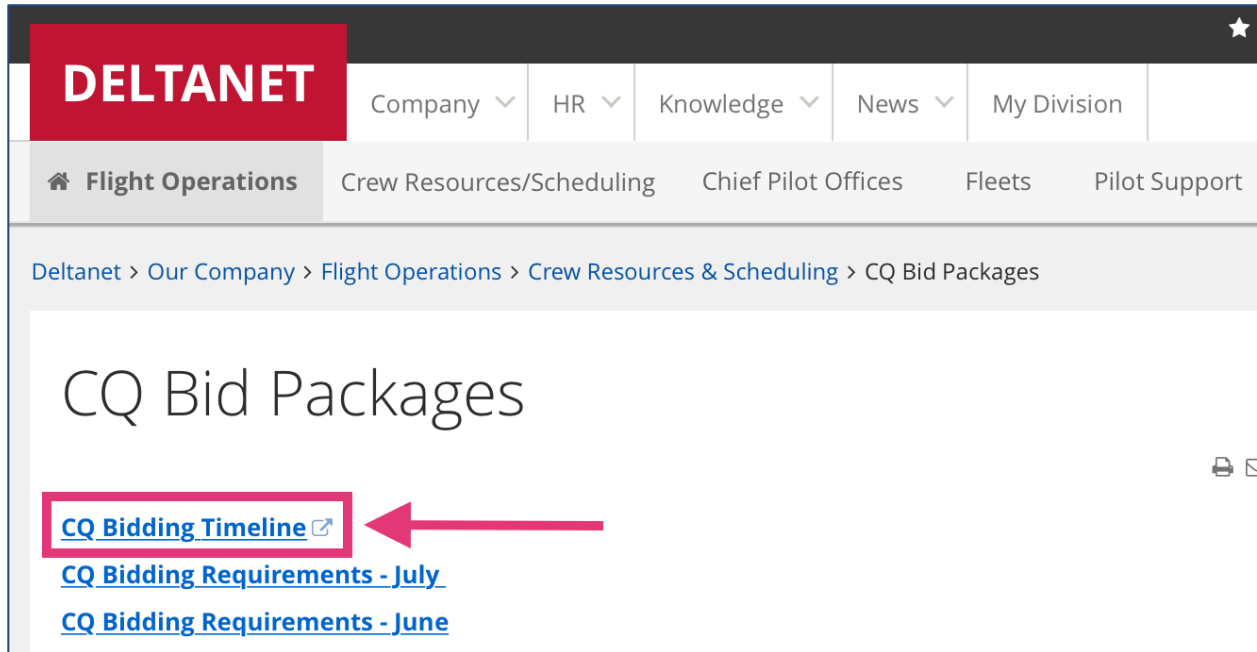


Figure 1 DeltaNet Link for CQ Bidding Timeline Information

In this example, by clicking on the link above found on the Crew Resources and Scheduling Page opens the following window for CQ bidding for the July 2016 bid period:

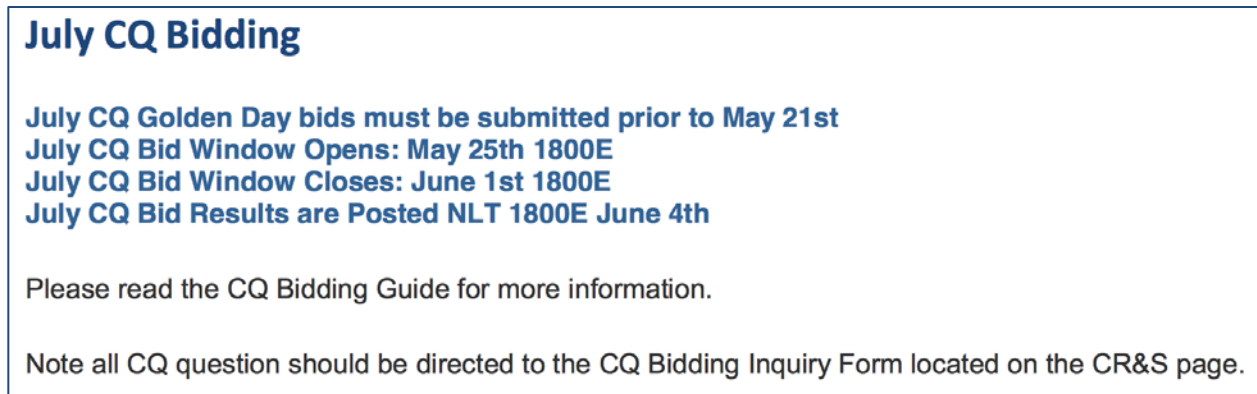


Figure 2 Example of CQ Bidding Timeline

# CQ Bidding Guide

It is not initially obvious that the CQ bidding takes place two months in advance. Schedule bidding for the next month takes place in the previous month. CQ awards must be made in time to be included in the schedule bidding process. Thus, CQ bidding takes place in the month before the schedule bidding which is two months before the month being scheduled.

For example, CQ bidding for July takes place between May 25<sup>th</sup> and June 1<sup>st</sup> so that the CQ awards can be in place for schedule bidding between June 4<sup>th</sup> and June 11<sup>th</sup>. Keep in mind that many bid months do not align with the calendar months and so it is important to refer to these links to assure the correct dates for bidding and awards.

## When are you eligible for training?

While PBS will give you a warning if you are due for training, you can always look up training due dates in iCrew.

1. iCrew: Personnel
2. Training/VTS
3. Display Training and Qualification Summary

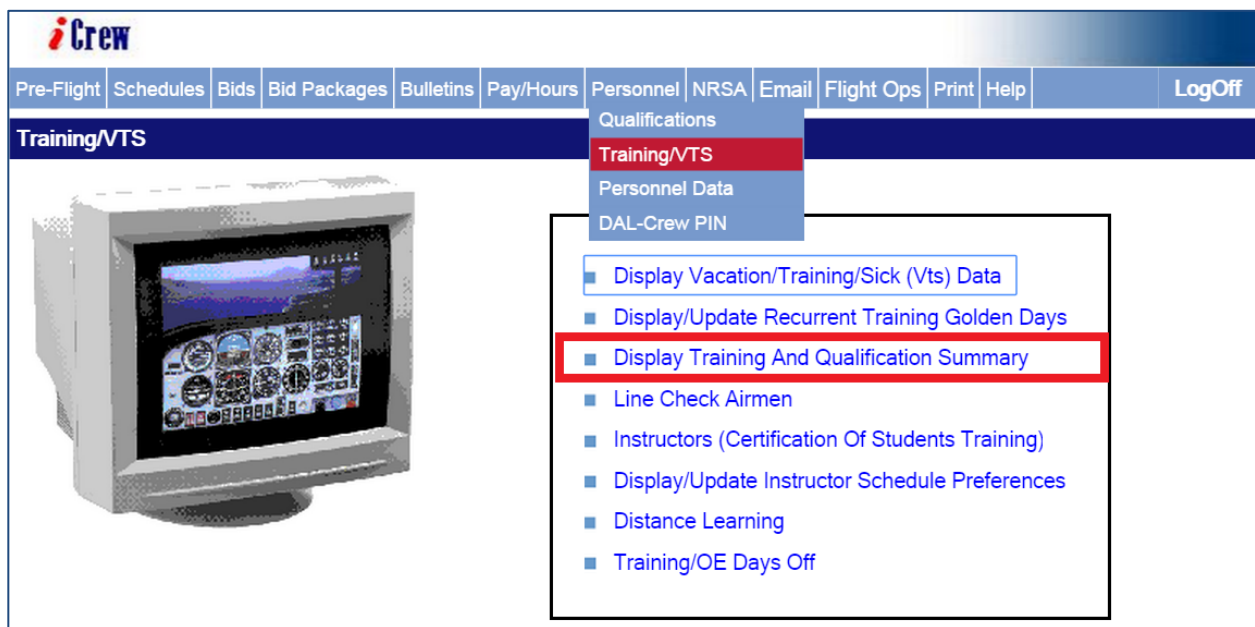
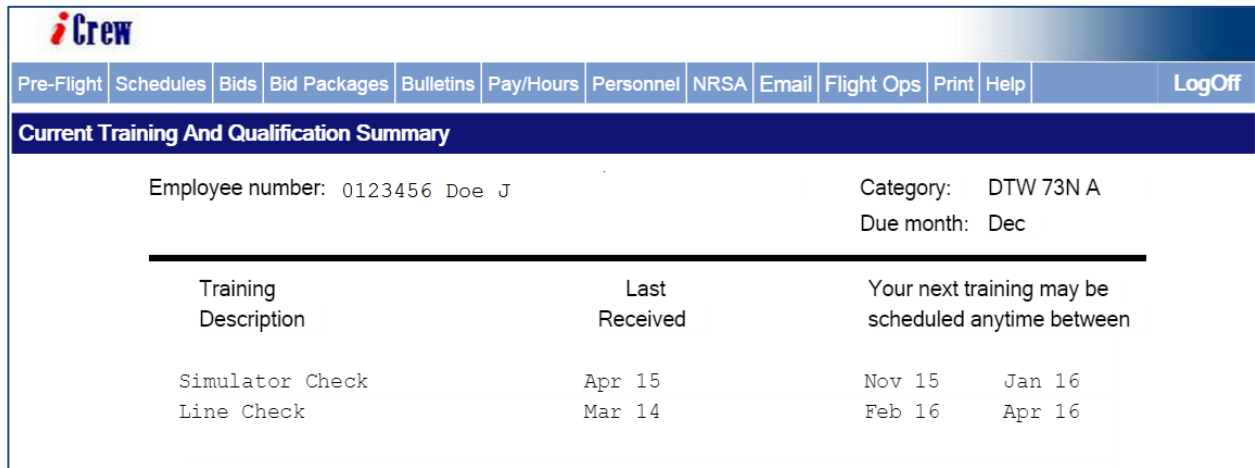


Figure 3 Training Qualification Information in iCrew

iCrew will list three months of eligibility. The three months in which you are eligible for CQ are referred to as Early, May Go (Base), and Must Go (Grace). However, a pilot who has 14 or more days of unavailability scheduled in his Must Go month and who has not been scheduled for CQ training in his Early month will be scheduled for training in his May Go month. (PWA 11 F. 7.

# CQ Bidding Guide

g.1.b). Please refer to the PWA Section 11.F for a full explanation of the rules associated with the scheduling of CQ training.



The screenshot shows the iCrew interface. At the top is the iCrew logo. Below it is a navigation menu with tabs: Pre-Flight, Schedules, Bids, Bid Packages, Bulletins, Pay/Hours, Personnel, NRSA, Email, Flight Ops, Print, Help, and LogOff. The main content area is titled "Current Training And Qualification Summary". It displays the following information:

Employee number: 0123456 Doe J	Category: DTW 73N A		
	Due month: Dec		
<hr/>			
Training Description	Last Received	Your next training may be scheduled anytime between	
Simulator Check	Apr 15	Nov 15	Jan 16
Line Check	Mar 14	Feb 16	Apr 16

Figure 4 Current Training and Qualification Summary

## CQ Golden Days

CQ bidding is accomplished in PBS in addition to the CQ Golden Day process. CQ Golden Days must be entered into iCrew prior to the 21<sup>st</sup> of the month two months prior to the CQ month. For example, CQ Golden Days must be input by July 21<sup>st</sup> for September CQ because the bidding for September CQ will open on July 25<sup>th</sup>. The reason for this earlier deadline is that the CQ training patterns are created taking into account the CQ Golden Days of the training eligible pilots. Keep in mind that this is a deadline and CQ Golden Days can be entered up to 11 months in advance.

You may input a block of up to five CQ Golden days. PBS cannot award training over your CQ Golden days even if you bid for training over a Golden Day as they are inviolable. If you choose to have CQ Golden Days they may not be subsequently removed when the CQ Bid Window has been opened. You are not required to input CQ Golden days and you are able to input a block shorter than five days.

1. iCrew: Personnel
2. Training/VTS
3. Display/Update Recurrent Training Golden Days

# CQ Bidding Guide

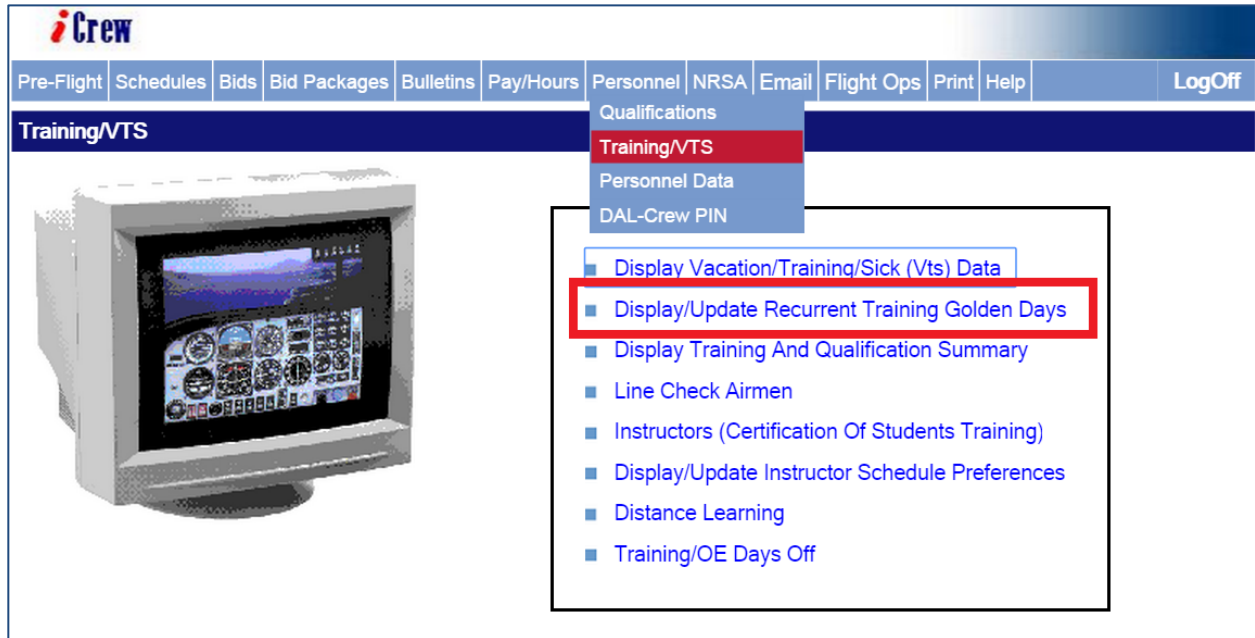


Figure 5 Entering or Updating CQ Golden Days in iCrew

## CQ Bidding Eligibility List

The Delta Training Planners will build a forecasted number of CQ Training Patterns to manage the training requirements of the Delta Pilots. **ALL** CQ Training Patterns will be awarded each month, regardless of an individual pilot's month of eligibility (Early, May Go or Must Go). It is possible that all eligible pilots will be awarded a training pattern regardless of their desire to avoid training. Note that this is no different than the previous CQ scheduling practice.

Each month when the CQ Bid Window opens, you can review the list of eligible CQ bidders:

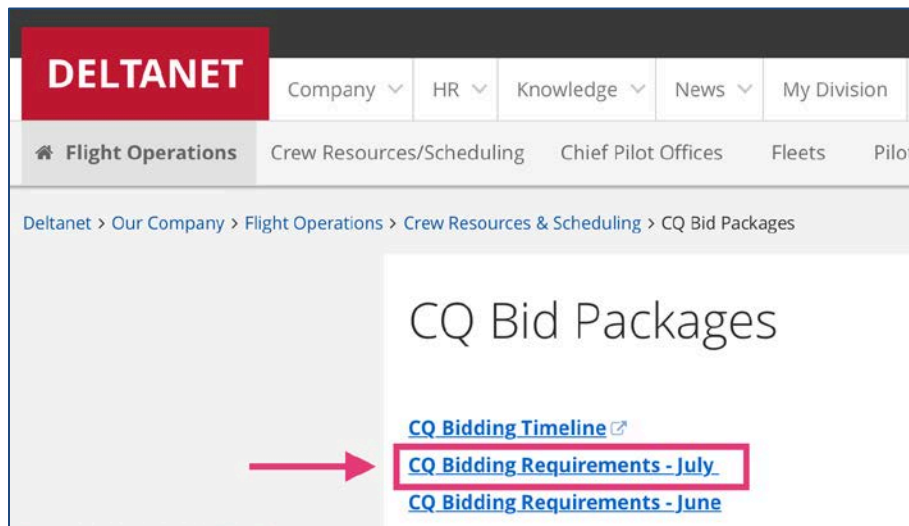


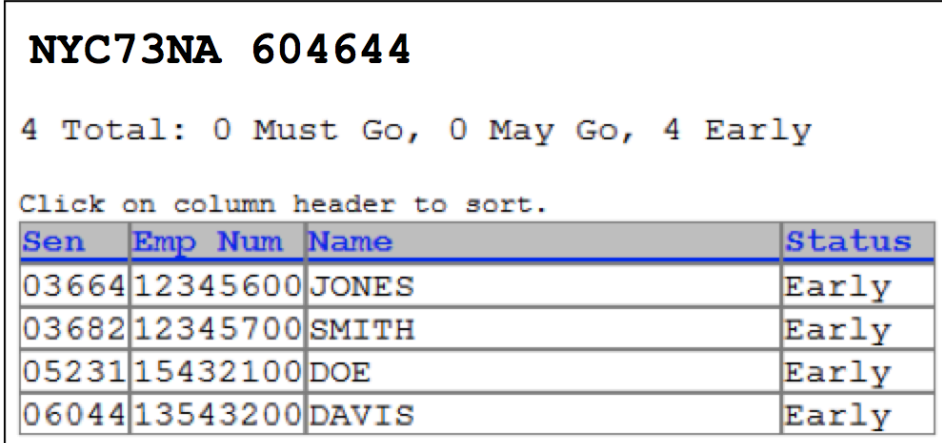
Figure 6 DeltaNet CQ Bidding Requirements

## CQ Bidding Guide

---

By clicking on the link shown above, it will open a window with multiple links for all of the categories and training footprints for the CQ bid month. This is where you can determine which CQ training footprint you are eligible for as well as to crosscheck your month of training eligibility.

This is critical information. For example in the figure below, there are 4 pilots who are eligible for training. If there are 4 CQ patterns built for the category and training footprint, every pilot will be assigned training regardless of whether they are Early, May Go, or Must Go.



**NYC73NA 604644**

4 Total: 0 Must Go, 0 May Go, 4 Early

Click on column header to sort.

Sen	Emp Num	Name	Status
03664	12345600	JONES	Early
03682	12345700	SMITH	Early
05231	15432100	DOE	Early
06044	13543200	DAVIS	Early

Figure 7 Example of pilots requiring training for NYC 73NA 604644

### Which training patterns can you bid?

You will only be allowed to bid for the training patterns for your category and for the training you are eligible for. For example, if your category is NYC 73NA you cannot bid for CQ patterns that are built for the LAX 73NA CQ Bid Package.

In some months training cycles may overlap and there may be two different training cycles. You will only be eligible for one. For example, if modules 603/643 are offered in the same month as 604/644 and you have already had 603/643 in the previous cycle, then you will only be eligible for 604/644. PBS will indicate which curriculum that you need to bid for on the Info Screen as shown in the screen shot below.

# CQ Bidding Guide

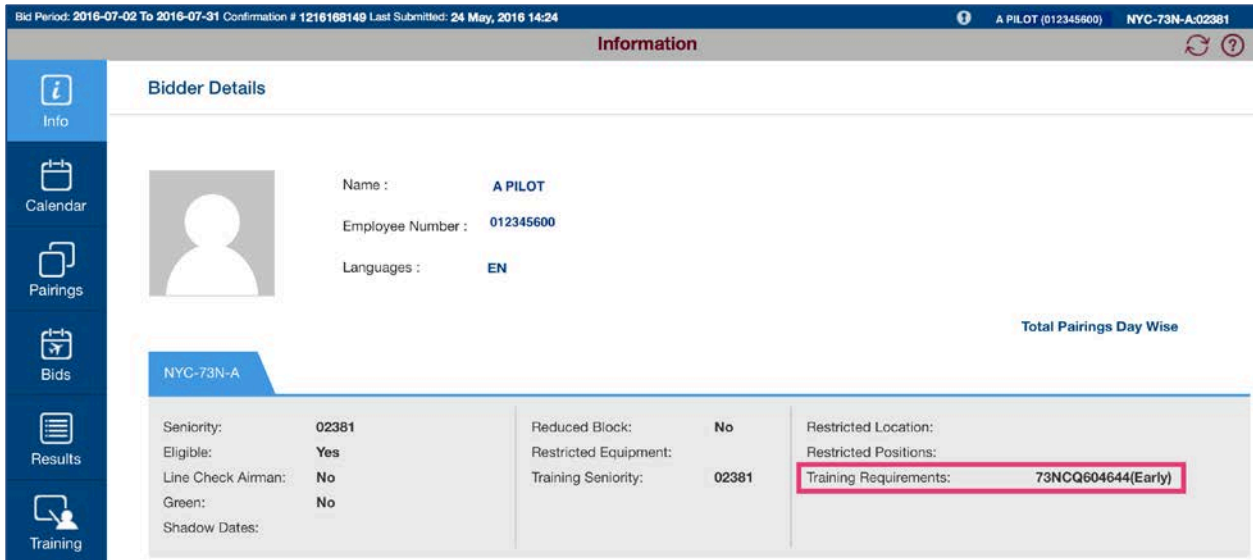


Figure 8 PBS WebApp Info Screen Displaying Training Requirements

## Training Patterns

### CQ Bid Packages on the DeltaNet

The link for CQ Bid Packages is posted on the Crew Resources and Scheduling page of DeltaNet along the right side.

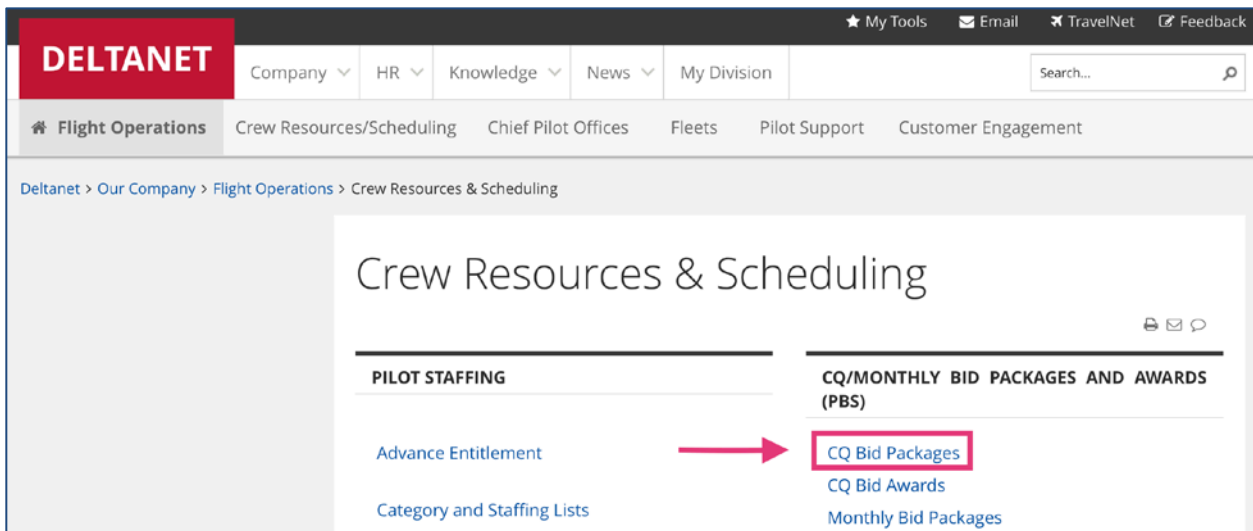


Figure 9 Link for CQ Bid Packages on the DeltaNet

When you select 'CQ Bid Packages' it opens up a screen much like the one you are accustomed to seeing for the regular monthly bid packages. This screen has the same dropdown boxes that allow you to sort for the CQ Bid Package that meets your requirements by Base, Equipment,

# CQ Bidding Guide

Position, Training Pattern, and Month. In the example below, the selections have been made for NYC 73NA, 604/644 for July.

The screenshot shows the DeltaNet interface for CQ Bid Packages. The top navigation bar includes the DeltaNet logo and menu items like Company, HR, Knowledge, News, and My Division. The main navigation bar shows Flight Operations, Crew Resources/Scheduling, Chief Pilot Offices, Fleets, Pilot Support, and Custom. The breadcrumb trail is Deltanet > Our Company > Flight Operations > Crew Resources & Scheduling > CQ Bid Packages. The page title is CQ Bid Packages. Below the title are links for CQ Bidding Timeline, CQ Bidding Requirements - July, and CQ Bidding Requirements - June. The filter section includes BASE (NYC), EQUIPMENT (737), POSITION (Position A), TRAINING PATTERN (604/644), and MONTH (07 JUL). A link for JUL 2016 NYC73NA CQ604644 Training Patterns is highlighted with a red box and a red arrow pointing to it.

Figure 10 Link for Specific Month's CQ Bid Package on the DeltaNet



# CQ Bidding Guide

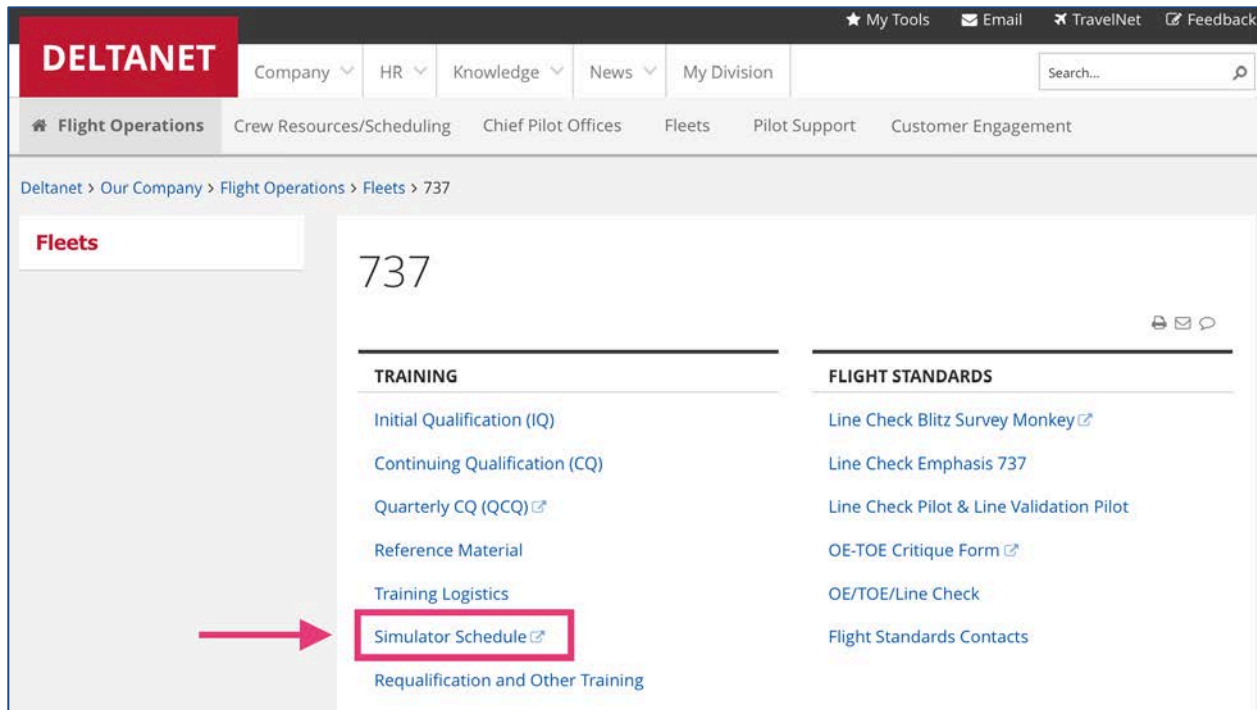


Figure 13 Link to the Simulator Schedule Found on the 737 Fleet Page on the DeltaNet

The date the training pattern begins in mm dd format is now part of the naming convention; in this case it is July 24th. It is important to realize that this is the date the training pattern begins as opposed to the date of the first event. In this example, the training pattern begins on July 24th with a deadhead to ATL for training on July 25<sup>th</sup> and 26<sup>th</sup>. CQ Patterns in ATL for ATL based pilots will not have DH legs so the Pattern Starts dates and Event Start dates will be the same.

Both simulator sessions are given in parenthesis. In this case, the first simulator session is a B period and the second session is an A period as indicated by “(B-A)”

## Search for Training Patterns in PBS

The PBS Web App offers the ability to search for training patterns using the same parameters that you can use to bid. PBS will only show the CQ Training Patterns that you are qualified to bid.

# CQ Bidding Guide

Training Number	Start Time	End Time	Training Type	Total Credit	Seats	Locations	Categories	Extra Properties	Days
1016 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1038 N	19:10	15:11	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1042 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1046 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1080 N	20:10	19:20	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:C.B Sl...	02 Days
1084 N	19:10	20:22	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B Sl...	03 Days
1090 N	20:10	23:42	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:D.C Sl...	03 Days
1092 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1118 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1134 N	19:10	15:11	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1140 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1142 N	19:10	15:11	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1148 N	20:10	20:22	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:C.B Sl...	03 Days
1156 N	19:10	15:13	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1164 N	19:10	15:11	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:B.A Sl...	02 Days
1166 N	20:10	23:42	73NCO604544	000:00	1	LGA,ATL	NYC-73N-A	Event Period:D.C Sl...	03 Days

Figure 14 PBS Web App Training Screen

## Bidding Logic

### Your training bid carries from month to month

There is only one training bid as opposed to a separate monthly and default bid. Your training bid carries from month to month like the default bid for you schedule.

### Bid Structure

“Start Training” indicates the start of your preferences. Each bid has two default preferences, which are always present: Avoid Voluntary Training and Award Training. Avoid Voluntary Training cannot be moved directly, but other preferences can be moved or added above or below Avoid Voluntary Training.

Start Training

You can add bids here.

Avoid Voluntary Training

You can add bids here.

Award Training

### Honoring of Seniority

CQ bidding is seniority based. However, PBS has to assign all must go pilots and assign all of the training patterns. PBS will sacrifice a senior pilot’s preference if that preference will prevent

# CQ Bidding Guide

---

a Must Go junior pilot from being awarded training. However, the Must Go pilots do not get super seniority with regard to preferences.

## Ability to Avoid Voluntary Training

PBS must assign all of the training patterns. Even if you are in an early or may go month and you place all of your award preferences below the Avoid Voluntary Training line, PBS may still assign you training in order to assign all of the training patterns.

Where you place your award preferences relative to the Avoid Voluntary Training bid line will determine whether or not you indicate a desire to go to training in your Early or May Go month if PBS does not need to assign you training.

## Bid Logic

When PBS processes your bid, it knows whether or not training will be voluntary or mandatory for you.

### If PBS has determined that training is voluntary

PBS will only look at your preferences in order **above** the Avoid Voluntary Training bid line. PBS will not award training that violates any Prefer Off or Avoid above the Award preference that it is considering. PBS will not consider your preferences below the Avoid Voluntary Training preference.

### If PBS has determined that training is mandatory

PBS will look at all of your preferences in order, including those below the Avoid Voluntary Training. If necessary, PBS will violate a Prefer Off or Avoid if that preference will eliminate all of the possible training patterns. PBS will start at the top of your preferences including those above the Avoid Voluntary Training preference, but it will continue beyond the Avoid Voluntary Training preference.

Another way of looking at this logic is to think in terms of solutions instead of training patterns. If PBS has determined that training is voluntary, then one of the possible solutions is to avoid training. If PBS reaches a Prefer Off or Avoid that eliminates all of the available training patterns and training is voluntary, it can honor the preference by awarding the solution of avoiding training. If PBS reaches a Prefer Off or Avoid that eliminates all of the available training patterns and training is mandatory, then PBS will have to ignore the preference and move on.

Example:

1. Prefer Off Date 1
  2. Avoid Training If Condition A
  3. Award Training If Condition X
- Avoid Voluntary Training**

## CQ Bidding Guide

### 4. Award Training If Condition Y **Award Training**

Preference	What PBS is thinking
1. Prefer Off Date 1	Attempt to honor Prefer Off Date 1. If honoring this would eliminate all possible solutions, then PBS will simply ignore it and move on. If PBS has determined that it is possible to avoid voluntary training, then not going to training is a solution even if all of the training patterns have been eliminated.
2. Avoid Condition A	Attempt to honor condition A. If honoring this would eliminate all possible solutions, then PBS will simply ignore it and move on. If PBS has determined that it is possible to avoid voluntary training, then not going to training is a solution even if all of the training patterns have been eliminated.
3. Award Training If Condition X	PBS will attempt to award a solution from this preference from the solutions that remain from the previous steps. If PBS does not award a training pattern, it will move on.
Avoid Voluntary Training	<p>If PBS makes it to this step and PBS has determined that training is voluntary, then it will stop. If PBS has determined that training is mandatory, then PBS will continue.</p> <p>If training is mandatory, PBS will not have considered not awarding training as a possible solution and will have at least one training pattern left to award beyond this point because it will not have honored any Prefer Off or Avoid that would eliminate all solutions.</p>
4. Award Training If Condition Y	PBS will attempt to award a solution from this preference from the solutions that remain from the previous steps. If PBS does not award a training pattern, it will move on.
Award Training	If PBS reaches this point it will award one of the remaining training patterns. Since PBS will not honor a Prefer Off or Avoid that eliminates all of the solutions and avoiding training is not a solution, PBS will have at least one training pattern remaining at this point.

# CQ Bidding Guide

---

## Date Logic

PBS recognizes the order of left to right in a Prefer Off preference. Prefer Off Date 1, Date 2, Date 3 is the same as:

- Prefer Off Date 1
- Prefer Off Date 2
- Prefer Off Date 3

## Bid to avoid voluntary training in an Early or May Go month

If you would like to bid to avoid training in your May Go or Early month, **place any award bid lines below the Avoid Voluntary Training** preference line. PBS must assign all training patterns. Whether or not PBS can honor your preference to avoid voluntary training depends on the number of training patterns available, the number of pilots senior to you who have volunteered for training, and the number of pilots junior to you.

Placing preferences below Avoid Voluntary Training in a month that you are vulnerable is wise in case you are unable to avoid training. As long as any awards are below Avoid Voluntary Training, they will not increase the likelihood of you going to training.

**If you want to bid to avoid training, the important thing is that your award preferences are below the Avoid Voluntary Training line.** The following two bids have the same effect because the Awards are below the Avoid Voluntary Training line:

Start Training 1. Prefer Off Date 1, Date 2 2. Avoid Training If Condition A Avoid Voluntary Training 3. Award Training If Condition X Award Training	Start Training Avoid Voluntary Training 1. Prefer Off Date 1, Date 2 2. Avoid Training If Condition A 3. Award Training If Condition X Award Training
--	--

## **WARNING: Avoid this common mistake:**

Many pilots use a Prefer Off to avoid voluntary training.

- Start Training
- 1. Prefer Off 1 – 30
- 2. Avoid Training If Event Period A  
Avoid Voluntary Training  
Award Training

The result is that if PBS must award training it awards the latest training in the month but may award an A period simulator since each day off from the 1<sup>st</sup> through the 30<sup>th</sup> is more important than avoid A period simulators. A better way of bidding would be:

## CQ Bidding Guide

---

Start Training  
Avoid Voluntary Training  
1. Avoid Training If Event Period A  
Award Training

If delaying training as late as possible if PBS must award training, then Prefer Off 1 – 30 is fine. If avoiding A period sims is more important than having each day off, then put it before the Prefer Off.

### Bid to award training in an Early or May Go month

**If you would like to bid to be awarded training in an Early or May Go month, place the awards for the training patterns that you would like above the Avoid Voluntary Training Line.** PBS may not be able to award training depending on your seniority, the number of Must Go pilots, the number of training patterns, and the number of May Go pilots senior to you who request training.

It is possible to bid to avoid training for some pairings, but place the rest of the bid below the Avoid Voluntary Training so that PBS will only consider those preferences if you do not get the pairings that you volunteer for and PBS must award training.

#### Example:

Start Training  
1. Award Training If Identifier 118 ATL 777 A 72B 22  
2. Award Training If Identifier 122 ATL 777 A 71B 23  
Avoid Voluntary Training  
3. Avoid Training If Event Period A  
4. Prefer Off Sunday, Saturday  
Award Training

This bid tells PBS to try to award the training patterns in preference 1 and then 2. If those training patterns were not available then you would rather not go to training. However, if it is necessary to go to training, you would rather avoid A periods if possible and have Saturday and Sunday off, but not at the expense of having an A simulator session.

#### Example:

Start Training  
1. Avoid Training If Event Period A  
2. Prefer Off Sunday, Saturday  
Avoid Voluntary Training  
Award Training

# CQ Bidding Guide

This tells PBS that you are willing to volunteer to train early if you can avoid A periods and have Saturday and Sunday off. If PBS is unable to honor both preferences 1 and 2 and must award training it will try to avoid A periods then also try to avoid working on Sundays and Saturdays.

## Interface

### Info Tab CQ Status

If you are eligible for training, then you can find your status under ‘Training Requirements’ on the Info Screen when you login to the PBS Web App:

NYC-73N-A					
Seniority:	02381	Reduced Block:	No	Restricted Location:	
Eligible:	Yes	Restricted Equipment:		Restricted Positions:	
Line Check Airman:	No	Training Seniority:	02381	Training Requirements:	73NCQ604644(Early)
Green:	No				

Figure 15 Early Month (Early)

NYC-73N-A					
Seniority:	03183	Reduced Block:	No	Restricted Location:	
Eligible:	Yes	Restricted Equipment:		Restricted Positions:	
Line Check Airman:	No	Training Seniority:	03183	Training Requirements:	73NCQ604644(MayGo)
Green:	No				
Shadow Dates:					

Figure 16 Base Month (May Go)

NYC-73N-A					
Seniority:	05286	Reduced Block:	No	Restricted Location:	
Eligible:	Yes	Restricted Equipment:		Restricted Positions:	
Line Check Airman:	No	Training Seniority:	05286	Training Requirements:	73NCQ604644(MustGo)
Green:	No				
Shadow Dates:					

Figure 17 Grace Month (Must Go)

### PBS Calendar for CQ Bidding

When you are bidding for CQ, it is very important to review your PBS Calendar, as it will present all of the pertinent information showing what pre-awarded events you must consider.

# CQ Bidding Guide

## Carry-in Pairings and Required Rest



Figure 18

In the example above, the bidder has a pairing, NYC 3364, that carries into the current month in which they are bidding for CQ Training. The pairing ends on 7/3 with a checkout time of 1813L. You can see that it is depicted in blue along the horizontal calendar at the tip of the screen and in the vertical calendar. The bidder begins a 12:00 REST period at the time of checkout, which ends at 0613L on 7/4. This is depicted in yellow on both the horizontal and vertical portions of the calendar. No CQ pattern will be awarded that overlaps any portion of the pairing or the rest period. Keep in mind that all bidders will have different requisite rest periods based on their individual flight and FDP histories.

- All Rest begins at check-out time
- All pairings are different and rest requirements are dictated by FAR 117
- The MINIMUM time you will see depicted on the PBS Calendar is 12:00 of REST
- No CQ Training Pattern can conflict with a REST period

## Vacation

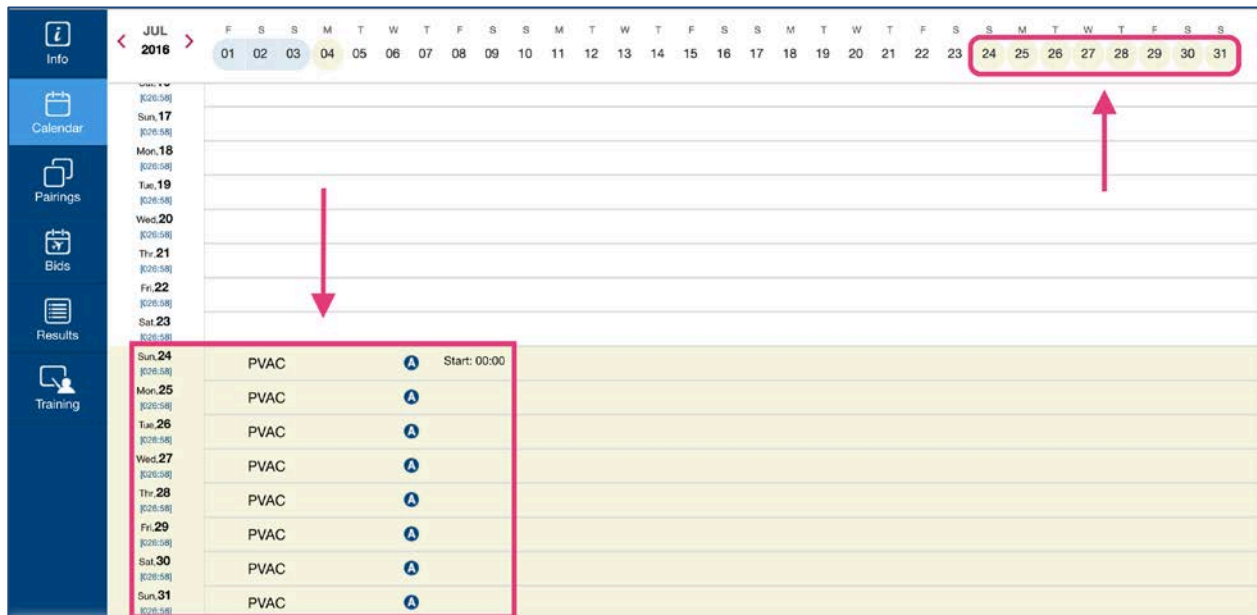


Figure 19

# CQ Bidding Guide

All pre-awarded absences such as vacation will be depicted in yellow on both the horizontal and vertical portions of the calendar. In the example above the bidder has a PVAC period from 7/24-7/31. No CQ Pattern may be awarded that overlaps any portion of these periods.

## CQ Golden Days

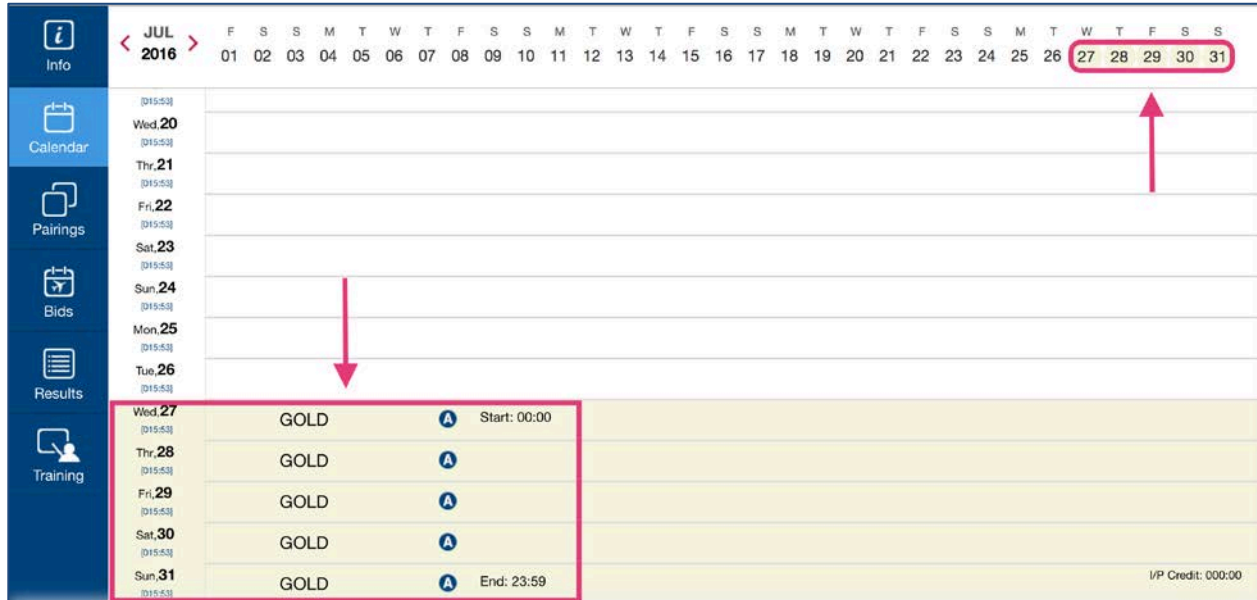


Figure 20

In the example above, the bidder has opted to place five CQ Golden days from 7/27-7/31. They too are depicted in yellow in both the horizontal and vertical portions of the calendar. No CQ Pattern may be awarded that overlaps any portion of the CQ Golden Days.

## Entering a Training bid

Your training bid can be added or edited by selecting the 'Training' Tab on the Bids screen as seen below:



Figure 21 PBS WebApp Bid Screen

## CQ Bidding Guide

---

Since the inception of CQ bidding through PBS, there has been some confusion for some pilots when a message popped up saying that some bids were not submitted when those pilots selected **SUBMIT ALL BIDS**. The reason for this is that when you select **SUBMIT ALL BIDS**, you are submitting your **Current, Default, and Training Bids**. When CQ bidding is opened, starting on the 25<sup>th</sup> of each month, you are bidding for CQ events ahead of your pairing bidding if you bid before the 5<sup>th</sup> of the following month. This requires the active bid month to now be loaded a couple of weeks sooner than has been the practice. Since there are no pairings yet loaded for this bid month, you cannot submit a **Current** bid but you can submit a **Default** bid along with your **Training** bid.

The following bids were submitted successfully with confirmation  
#1216175302  
-Training Bid  
-Default bid for Category NYC-73N-B

However, The following bids were not submitted because bidding is closed for these categories:  
-Current bid for Category NYC-73N-B

Figure 22

### Bid Options

In addition to Prefer Off, the following bid options are available for both Award and Avoid preferences.

# CQ Bidding Guide

Type
Identifier
Pattern Start
Pattern Touches
Event Location
Event Start
Event Touches
Event Period
Simulator Type

Figure 23 CQ Bid options

## Type

The Training bid preference ‘Type’ refers to the training footprint you are eligible for. This cannot be changed. For example you would only see ‘73NCQ604644’ if you selected that bid option.

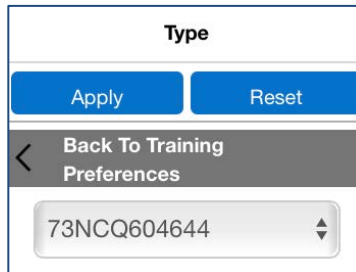


Figure 24 Training Type

## Bidding by Training Pattern Identifier

The identifier is the equivalent of a pairing number. The format that Delta is using contains a lot of information such as the base, equipment, position, and date. Below is an example of the NYC 73NA Training Pattern Identifier.

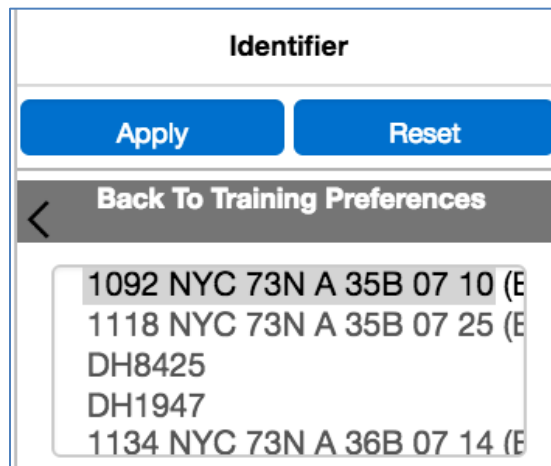


Figure 25 PBS Web UI CQ Training Identifiers

# CQ Bidding Guide

Currently PBS populates the identifier choices with some choices that are not identifiers. PBS will allow you to bid for these, but will ignore these non-identifiers if you use them in the identifier preference. The identifiers are the long names containing the category and simulator such as “1016 NYC 73N A 35 B 07 10 (B-A)” seen in the figure below. Items such as 604, 644 and DH8425 are not training pattern identifiers.

## Pattern Start

Pattern Start refers to the whole pattern including deadhead.

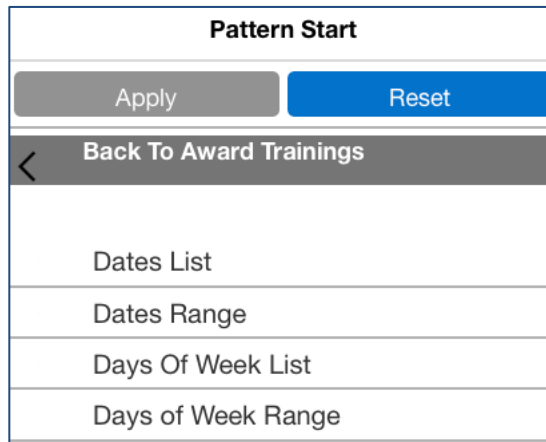


Figure 26

The following pattern starts at 19:10 on July 24th.

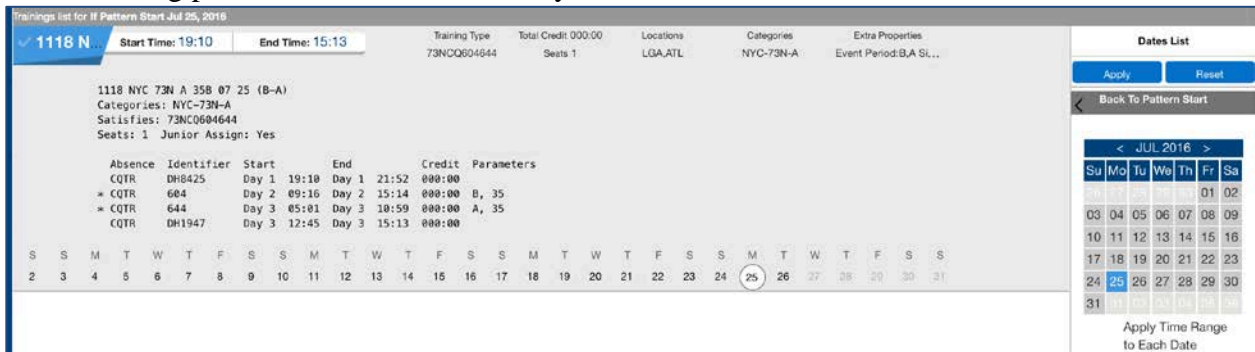
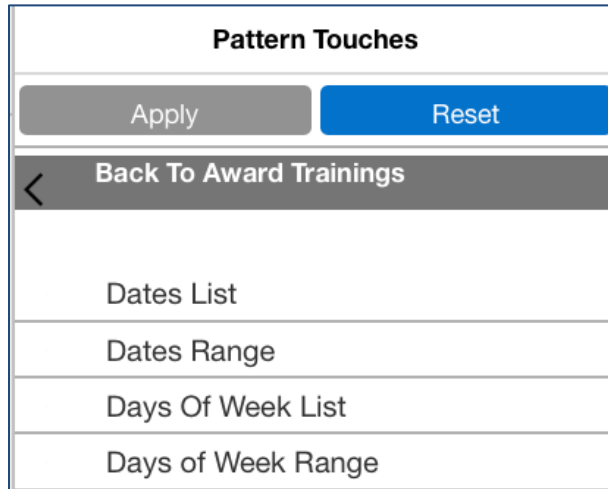


Figure 27 Pattern Start

## Pattern Touches

Pattern Touches refers to any portion of the footprint the CQ pattern:

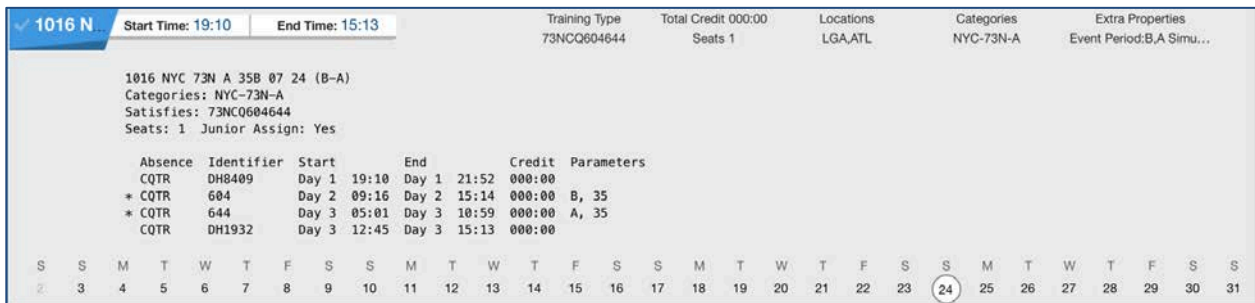
# CQ Bidding Guide



The 'Pattern Touches' menu is a vertical list of options. At the top, there are two buttons: 'Apply' (grey) and 'Reset' (blue). Below these is a dark grey bar with a left-pointing arrow and the text 'Back To Award Trainings'. The main menu items are: 'Dates List', 'Dates Range', 'Days Of Week List', and 'Days of Week Range'.

Figure 28

For example, the CQ Pattern below can be identified in several ways such as touching Sunday, Monday or Tuesday as well as the dates 7/24 through 7/26.



1016 N Start Time: 19:10 End Time: 15:13 Training Type: 73NCQ604644 Total Credit 000:00 Seats 1 Locations: LGA,ATL Categories: NYC-73N-A Extra Properties: Event Period:B,A Simu...

1016 NYC 73N A 35B 07 24 (B-A)  
Categories: NYC-73N-A  
Satisfies: 73NC0604644  
Seats: 1 Junior Assign: Yes

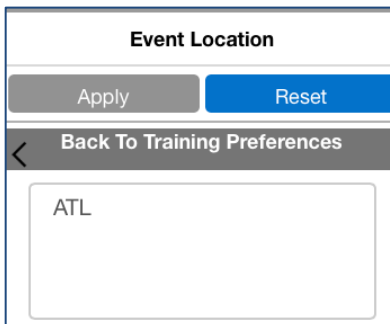
Absence	Identifier	Start	End	Credit	Parameters
CQTR	DH8409	Day 1 19:10	Day 1 21:52	000:00	
* CQTR	604	Day 2 09:16	Day 2 15:14	000:00	B, 35
* CQTR	644	Day 3 05:01	Day 3 10:59	000:00	A, 35
CQTR	DH1932	Day 3 12:45	Day 3 15:13	000:00	

S S M T W T F S S M T W T F S S M T W T F S S M T W T F S S  
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Figure 29

## Bidding by Event Location

The Event Location bid allows you to express a preference for the patterns with training in a given city. For example, when the former Northwest training facility was open in MSP, training could occur there or ATL. In the past we have leased simulators in other cities such as DEN, MIA, and SEA.



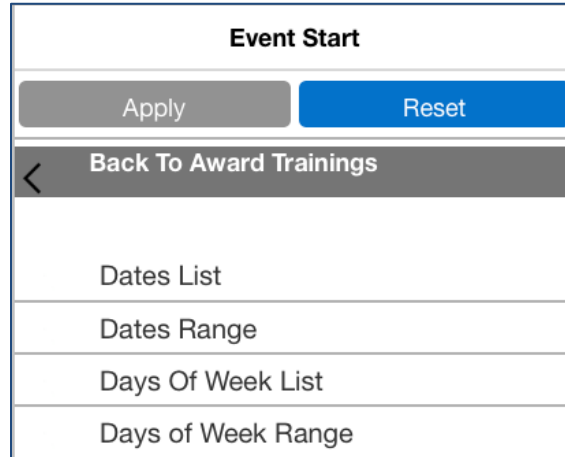
The 'Event Location' menu is a vertical list of options. At the top, there are two buttons: 'Apply' (grey) and 'Reset' (blue). Below these is a dark grey bar with a left-pointing arrow and the text 'Back To Training Preferences'. The main menu item is a text input field containing 'ATL'.

Figure 30

# CQ Bidding Guide

## Event Start

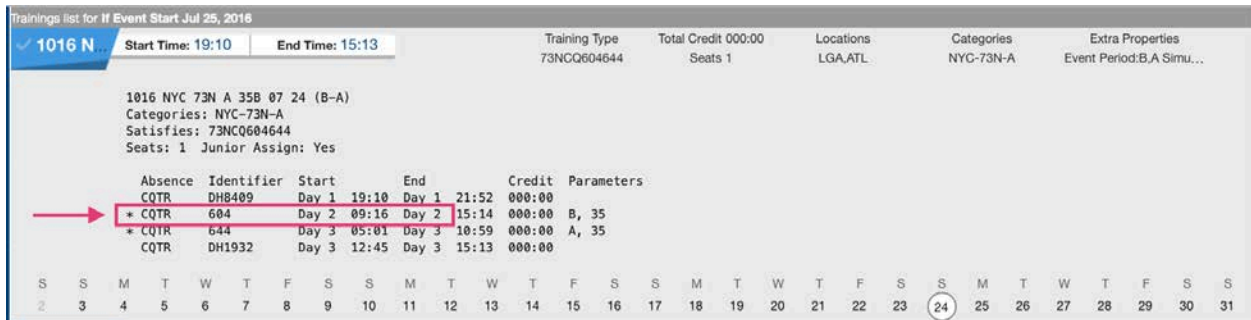
Event Start refers to the training events within the training pattern.



The 'Event Start' configuration menu is shown as a vertical stack of elements. At the top is the title 'Event Start'. Below it are two buttons: 'Apply' (grey) and 'Reset' (blue). A dark grey bar with a left-pointing arrow and the text 'Back To Award Trainings' is positioned below the buttons. The menu then lists five options: 'Dates List', 'Dates Range', 'Days Of Week List', and 'Days of Week Range', each in a separate light grey box.

Figure 31

This pattern has a B period that starts at 09:16 on July 25th and an A period that starts at 5:01 on July 26<sup>th</sup>. If bidding based on Event Start, it is based on the first sim period on the 25<sup>th</sup>.



The screenshot shows a training list for 'Event Start Jul 25, 2016'. The main entry is '1016 N' with a start time of 19:10 and end time of 15:13. Below this, a table lists training events with columns for Absence, Identifier, Start, End, Credit, and Parameters. A red arrow points to the first event on Day 2, which is a B period starting at 09:16 on July 25th. A calendar at the bottom shows the date July 24th circled.

Absence	Identifier	Start	End	Credit	Parameters
CQTR	DH8409	Day 1 19:10	Day 1 21:52	000:00	
* CQTR	604	Day 2 09:16	Day 2 15:14	000:00	B, 35
* CQTR	644	Day 3 05:01	Day 3 10:59	000:00	A, 35
CQTR	DH1932	Day 3 12:45	Day 3 15:13	000:00	

Figure 32 Event Start

## Event Touches

When using this training bid preference, it refers to the actual training events (Simulator Sessions) with the Training Pattern.

# CQ Bidding Guide

**Event Touches**

Apply
Reset

< Back To Training Preferences

Dates List

Dates Range

Days Of Week List

Days of Week Range

Figure 33

In the example below, the Training Events can be described as touching Monday or Tuesday as well as 7/25 or 7/26:

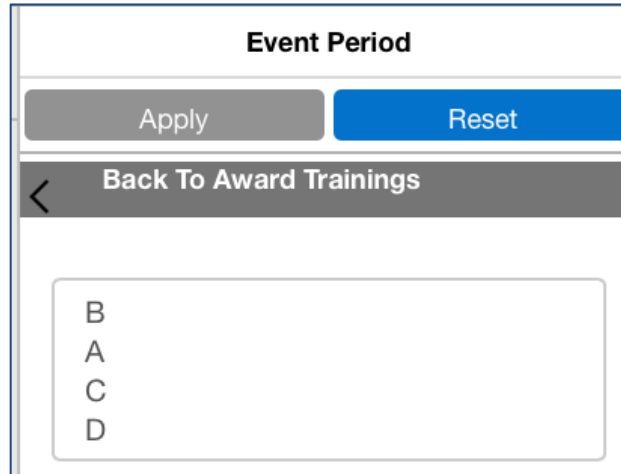
Trainings list for If Event Touches Jul 26, 2016																													
1016 N	Start Time: 19:10	End Time: 15:13	Training Type 73NCQ604644	Total Credit 000:00 Seats 1	Locations LGA,ATL	Categories NYC-73N-A	Extra Properties Event Period:B.A Simu...																						
1016 NYC 73N A 35B 07 24 (B-A)																													
Categories: NYC-73N-A																													
Satisfies: 73NCQ604644																													
Seats: 1 Junior Assign: Yes																													
Absence	Identifier	Start	End	Credit	Parameters																								
CQTR	DH8409	Day 1 19:10	Day 1 21:52	000:00																									
* CQTR	604	Day 2 09:16	Day 2 15:14	000:00	B, 35																								
* CQTR	644	Day 3 05:01	Day 3 10:59	000:00	A, 35																								
CQTR	DH1932	Day 3 12:45	Day 3 15:13	000:00																									
S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S							
2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Figure 34

# CQ Bidding Guide

## Event Period

Event Period refers to the Sim Period. Sim Period brief and start/end times may be found on the DeltaNet as well in the bid packages each month.



The screenshot shows a mobile application interface titled "Event Period". At the top, there are two buttons: "Apply" (grey) and "Reset" (blue). Below these is a dark grey bar with a left-pointing arrow and the text "Back To Award Trainings". The main content area is a white rounded rectangle containing a list of options: "B", "A", "C", and "D", listed from top to bottom.

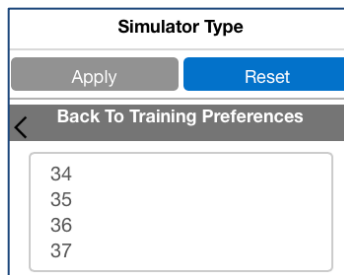
Figure 35 Event Period

### **Warning:**

**PBS will consider this condition honored if one of the simulator session meets the preference.** If you bid Award Training If Period B, C, you could still be awarded an A period simulator if the other simulator is a B or C period. If your goal is to avoid A periods then use Avoid Training If Event Period A.

## Simulator Type

Simulator Type refers to the actual simulator number as designated at the ATL training centers.



The screenshot shows a mobile application interface titled "Simulator Type". At the top, there are two buttons: "Apply" (grey) and "Reset" (blue). Below these is a dark grey bar with a left-pointing arrow and the text "Back To Training Preferences". The main content area is a white rounded rectangle containing a list of options: "34", "35", "36", and "37", listed from top to bottom.

Figure 36 Simulator Type

# CQ Bidding Guide

## Bidding Above or Below Avoid Voluntary Training

The PBS Training Bid interface will default to adding initial bids *below* the *Avoid Voluntary Training* bid line. The reason for this is that the default logic is that a bidder would prefer to avoid CQ and they must voluntarily make the option to place bids *above* the Avoid Voluntary Training line. When you start from a clean Training Bid Group your bid options will look like the screen shot below:

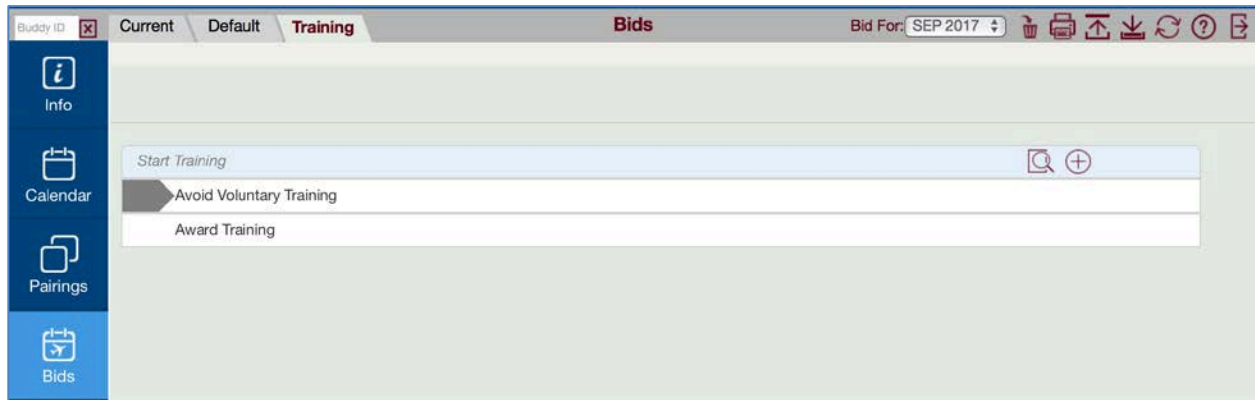



Figure 37 Blank Training Bid

To start adding bids, you must click on the  icon which opens the bid editor. When you do this, you will see the Bid Preference Editor opens on the right and the 'Add Line in Progress' message appears in the spot that the bid line will initially be added:

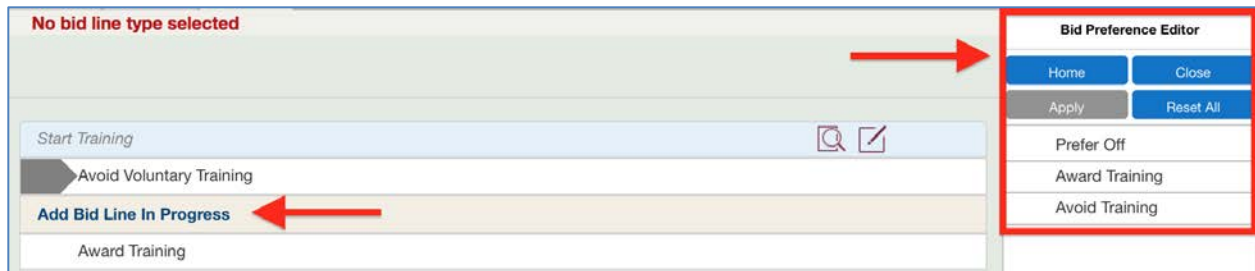


Figure 38 Adding Initial Bid Line

Any initial bid will be placed in this spot *below* the Avoid Voluntary Training Bid line. For example, let's say that the initial bid line is to 'Avoid Training If Pattern Start Saturday'.

# CQ Bidding Guide



Figure 39 Initial Training Bid Line Added

You now have the option continuing with the bids in this position *or* if your intent is for voluntary training options, you must move the bid line *above* the Avoid Voluntary Training bid line. This is done by using the Up-Arrow icon ▲. In the screen shot below you will see the results of moving bid line 1 above the Avoid Voluntary Training line:

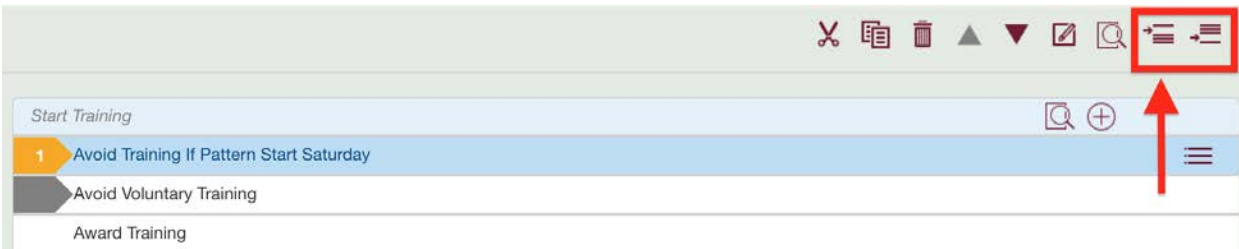


Figure 40 Bid Line Moved Above

From this point, you can add additional line using the Insert Above/Below icons or from the text in the drop-down menu.

The important takeaways from this are as follows:

- Bid lines *above* the Avoid Voluntary Training Line indicate preferences and a desire to attend CQ training
- Bid lines *below* the Avoid Voluntary Training Line indicate preferences and a desire to avoid CQ training
- Initial bid lines are inserted *below* the Avoid Voluntary Training Line
- After the initial bid line is applied, these bid lines, and subsequent bid lines can be moved above, added below, and copied and pasted in any position