American Airlines

Operations Quick Reference

SABRE		
Cross of Lorraine	" '	‡ Cross of Lorraine
Change Key	{ [	⊠ Change Key
Carriage Return	}]	◆ Carriage Return
Display Key	+ =	* Display Key
Slash Key	? /	/ Slash Key
End Item	| \	Σ End Item
Reset Screen	Esc	Reset Screen
Clear Screen	Backspace	Clear Screen
Print Entry	Shift + Enter	Print Entry

DECS Functions	
Change to DECS	¤¤DECS
Sign-In	BSI###### or BSI######AAO
Sign Out	BSO
Mainline Partition	//AA
Envoy Partition	//MQ
Regional Partition	//TE
Display Partition	★M
Display LNIATA	‡J
Send Message	SEND LNIATA ‡ Message
Retrieve Message	U
Move Down	MD or MD#
Move Bottom	MB
Move Up	MU or MU#
Move Top	MT

DECS EPR / Password	
Display EPR	B*######
Set Up Pin	B/PIN
Re-Set Password	BSI###### <Hit Enter> Tab to New Passcode Type *CHANGE*

Printer Functions	
Designate	PTR/Printer#
Undesignate	PTR/End
Hold Printer	RL/Printer#HOLD
Clear Printer	RL/Printer#CLEAR
Release Printer	RL/P
Display Printer	*S*P

Weather	
Metar	SLS*STN
Update Metar: SLSUSTN/SA ◆ Metar	
Wind & Temp Table	SLTDSTN
Update Wind & Temp: TW/STN/TEMP/BP/WIND DIR/WIND SPD	
Convert MB to HG	T¤ MB HG

Station Information	
Frequency	SLO*STN/FI
Notams	SLS*STN/NO
Reference Files	RF 5432A STN
	RF 5432B STN
	RF 5432C STN
Field Conditions	SLO*STN/FC
Deicing	SLO*STN/DI
Station Activity	RGG/STN
Gate Power Table	GGR STN

Fuel	
Fuel Density	opp.aa.com/ops/fuel or RF5001 Fuel
Fuel Add	FA/FLT#/DDMMM/STN/AC#/FUEL
Fuel Drained	FDA/FLT#/DDMMM/STN/AC#/FUEL
Daily Reports	FWT/STA/DDMMM FWF/STA/DDMMM

Note: To convert Liters to Gallons – ### X 0.264

Delays	
Delay Minutes	DN*FLT#/DD STN
Delay Coding	DMFLT#/DD STN MIN/DC ◆ Detailed description
Station Delay	DJD DD ALL STN

Note: Always use the most updated Delay Code Handbook

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Flight Information	
Flight Information Local	FILFLT#
A/C MELS	RGMNAC#
Aircraft Routing	RGAAC#
All Fleet #'s	JD*ALL
Flight Release	JP*FLT#/DD STN
Flight Plan	JPDFLT#/DD STN
Flight Weather	SLWRFLT#/DD STN
Crew List	NSG/FLT#/DDMMM/STN
CTC Radio	PRLFLT#/DD STN CTC ◆ Radio Transmission
Radio Closeout	WBZ*FLT#/DD STN
W&B Quality Control	WBQCFLT#/DD STN

Assigning Gates	
Arrival Gate	GGFLT#/DD STN A GGate#
Departure Gate	GGFLT#/DD STN D GGate#

Websites
Airportal.aa.com
Webref.aa.com
Getng.aa.com
Fos.aa.com
HTTP://LOB
Learninghub.aa.com

Position Report – PRL	
PRLFLT#/DD STN FunctionCode Time ReasonCode ◆ Remarks	
EIN*	Estimated In Time
RTD*	Ground Interrupt
*- Requires a Reason Code	DJV*
PRLFLT#/DD STN OFF OUT/OFF FOB	
OUT	Gate Departure
OFF	Airborne Time
PRLFLT#/DD STN IN ON/IN FOB	
ON	On The Ground
IN	Gate Arrival

Fuel On Board Reports
PRFFLT#/DD STN OUT FOB
PRFFLT#/DD STN IN FOB

Note: PRF is only done with INOP ACARS

Ramp Functions	
Offload Sheet	DRH*FLT#/DD STN
Print Trip Sheet	DRCPFLT#
Remarks	DRR*FLT#/DD STN
Cargo Update	DRCUFLT#
Check Cargo	DRCCFLT#
Finalize Cargo	DRCFFLT#
Commodity Codes	WK*
Refusal Cargo Codes	WKR*