



NavBlue for Allegiant Pilots

PRESENTED BY IBT APA LOCAL 2118



TRAINING DISCLAIMER

This information is intended for **pilots represented by IBT Local 2118** and is provided for **training and educational purposes only**. Examples shown are suggested bidding techniques **for Pilot consideration** and **do not guarantee** any specific schedule, pairing, line, or award. Actual bid results depend on numerous factors, **including but not limited to** available pairings, known absences, pilot bidding preferences and techniques, seniority, coverage requirements, contractual requirements, and PBS processing. Pilots should review their **Reasons Report** for a detailed explanation of their individual bid results. **Pilots are responsible for their own bidding conduct.** **The CBA is controlling for all purposes.**



NavBlue for Allegiant Pilots



This presentation provides an overview of PBS and how to use it:

- How preferential bidding works
- How to navigate NavBlue and the purpose of each tab
- The fundamentals of the software logic
- How to add your preferences to your bid
- How to submit your bid and understand your results

PBS Self-Study Program



Quick-Start Materials

PBS Quick Reference Guide



APA 2118 Website



Online
Presentations

Fundamentals

- Intro to PBS and NavBlue
- Line Bid Construction
- PBS Reserve Bidding
- Bidding Results

References

NavBlue N-PBS Bidder's Guide
Skywise Academy



Electronic
References



Videos

Bid Construction Videos

Recordings of pilots building and submitting bids in common scenarios.

**PBS
SELF-
STUDY**



Understanding the Bidding Process



1 Overview



2 Logic



3 Build



4 Add



5 Analyze



6 Submit

PBS Defined and tabs description

Log in and get familiar with each tab before you bid.

Understand the logic

Understand how the solver reads your bid. Each preference acts on what the previous one left behind. Order is Priority.

Create your bid

Learn how to create a Bid Group before adding preferences.

Add specific pairings

Use the Preferences Editor to add and order your bid preferences.

Pairings tab and Bid Analyzer

Run the Bid Analyzer before you submit to verify your preferences are acting on the pairing pool the way you intend.

Get Awarded

After awards are published, open the Results tab to read your Reasons Report.

Bids open 1st Tuesday 1700 PT · close the following Sunday 2359 PT



Preferential Bidding Overview

What is PBS and how does it impact your bid?

PBS Defined

What preferential bidding is and how the N-PBS Scheduler builds your line

Key Differences

How PBS differs from CBI and what changes for pilots

The NavBlue Interface

A tab-by-tab guide: Info, Calendar, Pairings, Bids and Results

Bidding Activities Calendar

Key dates and deadlines each bid period

Preferential Bidding Defined



A Preferential Bidding System or PBS refers to a crew scheduling tool. It uses individual preferences and priorities, along with seniority and qualifications to award schedules.

Crew members may prioritize things like specific days off, schedule patterns, precise trips, types of trips, routes, layover cities, and so on. The system then builds each crew member, by seniority, a line based on their stated preferences. If the PBS award engine is unable to meet all preferences, it will apply as many as it can in the order of importance set by the crew member.

NavBlue Advantages



NavBlue offers significant advantages over Allegiant's CBI:

- PBS automates many manual processes, reducing the chance of errors, as well as the need for redundant scheduling corrections and re-bidding
- PBS lines automatically meet contractual regulations and operational performance goals
- Planned absences, including vacation, training, and union days are pre-populated and visible prior to bidding
- PBS uses pilot preferences to find schedules using a variety of conditions/criteria
- Pilots may create new preferences each month, reuse previous preferences, or set default bids
- Pilots can see which pairings match their preferences before submitting

Bidding Timeline

December 2026: Bidding for the January 2027 Bid Period



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1 BIDS OPEN 1700 PT	2	3	4	5	6 BIDS CLOSE 2359 PT
7 Company regular line solving begins	8	9	10 Union validation begins 1700 PT	11	12	13 Union validation ends 2359 PT
14 Company reserve line solving begins	15 <u>AWARDS POSTED</u> Protest Period Begins 1700 PT	16	17 Protest closes 1700 PT	18 <u>FINAL PUBLISH</u> Open Time Opens 1700 PT	19	20 Open Time Closes 1700 PT
21	22	23	24	25	26	27
28	29	30	31			

2027 Bid Period Important Dates



Bid Period	BIDDING WINDOW		UNION VALIDATION		PROTEST PERIOD		OPEN TIME PERIOD	
	Opens 1700 PT	Closes 2359 PT	Begins 1700 PT	Closes 2359 PT	Awards Posted 1700 PT	Closes 1700 PT	Final Publish 1700 PT	Closes 1700 PT
January 2027	Tue Dec 1	Sun Dec 6	Thu Dec 10	Sun Dec 13	Tue Dec 15	Thu Dec 17	Fri Dec 18	Sun Dec 20
February 2027	Tue Jan 5	Sun Jan 10	Thu Jan 14	Sun Jan 17	Tue Jan 19	Thu Jan 21	Fri Jan 22	Sun Jan 24
March 2027	Tue Feb 2	Sun Feb 7	Thu Feb 11	Sun Feb 14	Tue Feb 16	Thu Feb 18	Fri Feb 19	Sun Feb 21
April 2027	Tue Mar 2	Sun Mar 7	Thu Mar 11	Sun Mar 14	Tue Mar 16	Thu Mar 18	Fri Mar 19	Sun Mar 21
May 2027	Tue Apr 6	Sun Apr 11	Thu Apr 15	Sun Apr 18	Tue Apr 20	Thu Apr 22	Fri Apr 23	Sun Apr 25
June 2027	Tue May 4	Sun May 9	Thu May 13	Sun May 16	Tue May 18	Thu May 20	Fri May 21	Sun May 23
July 2027	Tue Jun 1	Sun Jun 6	Thu Jun 10	Sun Jun 13	Tue Jun 15	Thu Jun 17	Fri Jun 18	Sun Jun 20
August 2027	Tue Jul 6	Sun Jul 11	Thu Jul 15	Sun Jul 18	Tue Jul 20	Thu Jul 22	Fri Jul 23	Sun Jul 25
September 2027	Tue Aug 3	Sun Aug 8	Thu Aug 12	Sun Aug 15	Tue Aug 17	Thu Aug 19	Fri Aug 20	Sun Aug 22
October 2027	Tue Sep 7	Sun Sep 12	Thu Sep 16	Sun Sep 19	Tue Sep 21	Thu Sep 23	Fri Sep 24	Sun Sep 26
November 2027	Tue Oct 5	Sun Oct 10	Thu Oct 14	Sun Oct 17	Tue Oct 19	Thu Oct 21	Fri Oct 22	Sun Oct 24
December 2027	Tue Nov 2	Sun Nov 7	Thu Nov 11	Sun Nov 14	Tue Nov 16	Thu Nov 18	Fri Nov 19	Sun Nov 21

Introduction to the NavBlue Interface





AN AIRBUS COMPANY

Access to the NavBlue web app
will be available through the
Portal via SSO sign-in.

Preferential Bidding System

Login

[Forgot Password?](#)

Information Page

The Information screen contains important information that can assist you when you are creating your bid. This page breaks the Information screen into the 4 main sections: Bidder Details, Pairing Distribution, Bidding Information, Carry-in Activities.



Information

Info

Calendar

Pairings

Bids

Results

Bidder Details

Name :

Employee Number :

Bid Period :
October 2026

Bid Period Start :
2026-10-01

Bid Period End :
2026-10-31

01 D

02 D

03 D

04 D

436

80

Total Pairings Day Wise

LAS-320-CA

Eligible: Yes

Seniority: 141

Category Seniority: 16 of 48 (33.3%)

Line Check Airman: No

Green: No

Reduced Block: No

Restricted Equipment:

Restricted Location:

Restricted Positions:

Restricted Location Groups:

Shadow Dates:

Info Calendar Pairings Bids Results	< JAN 2027 > 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 M T W T F S S M T W 31 01 02 03 04 05 06 07 08 09 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 01 02 03																																		
	Sun	Mon					Tue					Wed					Thr					Fri					Sat								
	27	28					29					30					31					01					02								
	03	04					05					06					07					08					09								
	10	11					12					13					14					15					16								
	17	18					19					20					21					22					23								

	JAN 2027																																		
	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	M	T	W							
	31	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	01	02	03
Info																																			
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	Thr, 31																																		
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	Sun, 03																																		
	Mon, 04																																		
	Tue, 05																																		
	Wed, 06																																		
	Thr, 07																																		

- Traditional Calendar View
- List by Day View

You should always view this page as part of your monthly bid.

Pairings

The Pairings screen displays every pairing available to your category.

You can customize the pairing information that is displayed to focus on what's relevant to your decision to bid for or avoid a pairing.

Use the Pairing Preference Editor to narrow the list by:

- Check-in and check-out time
- Credit value
- Stations
- Equipment
- Number of days
- Dates

You can also select a specific pairing to learn more about it.



Sort By: Pairing Number

Pairings (280)

<

Bids

The Bids tab is where you create your bid, using Bid Groups and selecting your preferences.

You will choose preferences for both line and reserve bidding.

Preferences are added through use of the toolbar on the upper right.

Additional function keys are visible at the top right:

- Delete All
- Print
- Submit



Buddy ID **Current** Default **Bids** Bid For:

Info
Calendar
Pairings
Bids
Results

✂️ 📄 🗑️ ▲ ▼ ✎ 🔍 ➕ ➖

1 Pairing Bid Group 🔍 +

2 Set Condition Maximum Credit Window

3 Prefer Off Sunday, Saturday ☰

4 Avoid Pairings If Pairing Check-In Time < 09:00

5 Award Pairings If Pairing Credit > 007:00

Award Pairings

Pairing Bid Group

Award Pairings

Award Reserve

6 Reserve Bid Group +

7 Set Condition Short Call Type R10

8 Set Condition Short Call Type R4

Reserve Bid Group

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Results are displayed after your administration has finished processing the awards and has published the results.

Results For: January 20

Sort By: Start Time

Results

Total In-Period Credit:000:00

Calendar

Refresh

Help

Print

Info

Calendar

Pairings

Bids

Results

Awards

K30008P

Start Date 2026-01-03 | 07:00

End Date 2026-01-03 | 14:32

Total Credit 005:27

In-Period Credit 005:27

Positions CA

K30013P

Start Date 2026-01-04 | 07:30

End Date 2026-01-04 | 15:35

Total Credit 006:00

In-Period Credit 006:00

Positions CA

K30004P

Start Date 2026-01-11 | 06:00

End Date 2026-01-11 | 16:16

Total Credit 008:11

In-Period Credit 008:11

Positions CA

K30012P

Start Date 2026-01-15 | 07:15

End Date 2026-01-15 | 15:42

Total Credit 006:22

In-Period Credit 006:22

Positions CA

K30018P

Start Date 2026-01-16 | 08:00

End Date 2026-01-16 | 18:44

Total Credit 008:39

In-Period Credit 008:39

Positions CA

K30004P

Start Date 2026-01-18 | 06:00

End Date 2026-01-18 | 16:16

Total Credit

In-Period Credit

Positions

Reasons

Reasons Report

Period: January 2026

Run: FNT CA

Seniority

Category FNT-320-CA

Minimum window <070:00>

Threshold <090:00>

Maximum window

Affected By Denial Mode

Pre-Awards

K30010P 2025-12-27 (000:00)

K30013P 2025-12-28 (000:00)

K30031P 2025-12-30 (000:00)

K30006P 2025-12-31 (000:00)

(4 Pre-Awarded, Running total: 000:00)



Preferential Bidding Logic

Understanding the system logic before you build

Top-Down Processing

The scheduler reads your bid from line 1 to the last, in order

Preferences

Learn how to add and remove pairings from the pool

Denial Mode

How the scheduler responds when your bid cannot be fully honored

Default Bid

Building a bid that works month to month without updates

Preference Types



PBS uses color coding to make preference types easy to spot.

Global Condition

Set Condition

Waive

Negative (removes pairings)

Prefer Off

Avoid

Positive (add pairings)

Award

Instruction

Forget Line

Clear Schedule and
Start Next Bid Group

Light Blue: Conditional bids that affect the whole block. Usually placed at the top.

Yellow / Golden: Prefer Off preferences and are negative bids. They exclude pairings from consideration and request periods of time you want to be free of duty.

Orange: Also negative preferences. They identify what the crewmember does not want to perform. These are unwanted pairings or criteria for the current bid period.

Green: These are positive bids. They are what the crewmember has specified that they want to perform.

Dark Blue: Bid preferences of special instructions submitted by the crewmember which tell the Scheduler how to manage a specific bid preference, or what to do if it cannot construct a legal block using your initial bid.



The Scheduler Reads Top to Bottom

Each bid preference is a numbered line. The Scheduler processes them in order, the preference at the top is applied first, and its effect on the pairing pool carries forward to every preference below it.

Buddy ID **Current** Default **Bids** Bid For: October 2026

Info Calendar Pairings Bids Results

1 Pairing Bid Group

2 Waive Non-Isolated Days Off

3 Prefer Off Sunday, Saturday

4 Avoid Pairings If Any Leg Is Charter

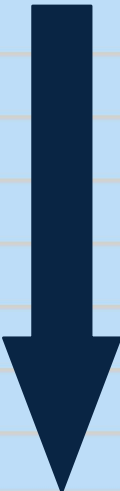
5 Avoid Pairings If Pairing Check-In Time < 09:00

6 Award Pairings If Pairing Credit > 008:00

7 Award Pairings If Pairing Credit > 007:00

Award Pairings

Pairing Bid Group

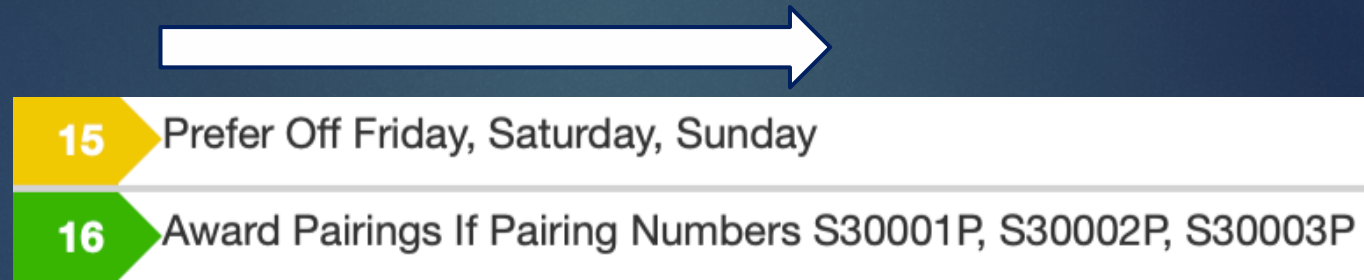




Within a Preference, Left to Right

In this example, the pilot tells the N-PBS Scheduler that having Fridays off is more important than having Saturdays off, and Saturdays are more important than Sundays. It is possible that you will get one, two, or all three of these days off in a weekend.

Award Pairings lists work differently: items in one comma-separated list are equal in priority. To rank them, put each on its own line, or select the Ordered option when listing pairing numbers





Apply Negative Preferences First

List your deniable preferences — Set Condition, Prefer Off, and Avoid Pairings — ahead of your Award Pairings preferences. Negative preferences remove pairings from the available pool; positive preferences take pairings from what remains and add them to your block. Sequencing negative preferences first ensures they act on the full pairing pool before any pairing is awarded.


Calendar


Pairings


Bids

1	Pairing Bid Group	
2	Set Condition Maximum Credit Window	
3	Prefer Off Sunday, Saturday	} Negative preferences remove Pairings from the pool
4	Avoid Pairings If Pairing Check-In Time < 09:00	
5	Award Pairings If Pairing Credit > 007:00	} Positive preferences add Pairings to your block
6	Award Pairings If Total Legs In Pairing = 4 Legs	
Award Pairings		

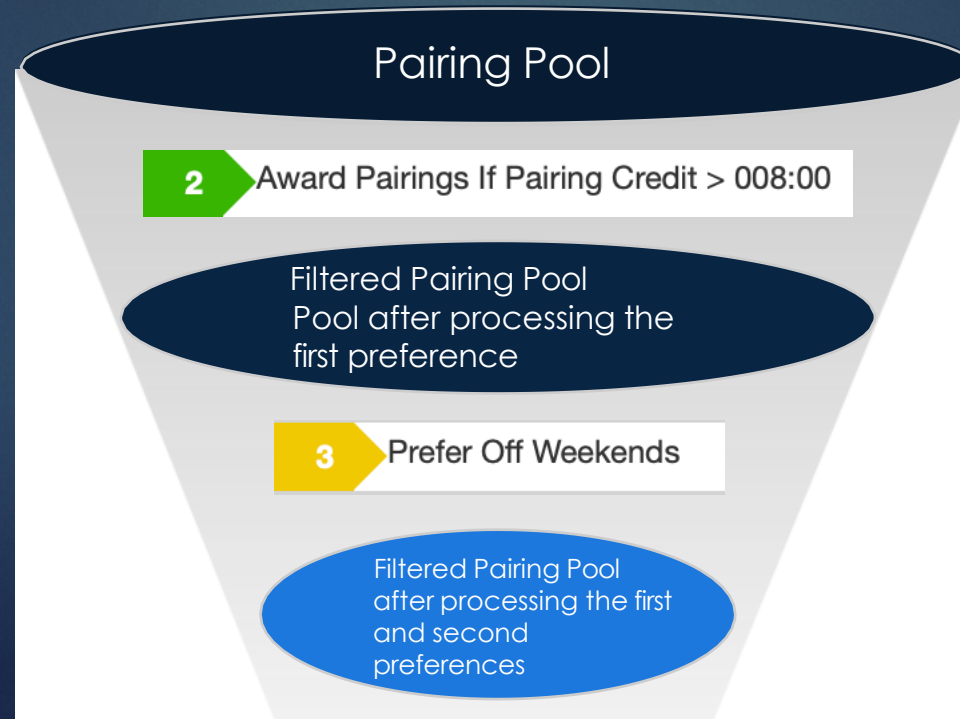


Awarded Pairings Cannot be Un-Awarded

Once a pairing has been awarded, preferences listed after it cannot remove it from your block.

Pairings already placed on your line by an earlier Award Pairings preference remain, even if a later negative preference would otherwise have excluded them.

In this example, the pilot starts by telling the system to award pairings with a credit higher than 8. The next preference tells the system to remove weekends from the pool. Unfortunately, two of the pairings already awarded fall on weekends. The system will not "go back" and remove those pairings from the line. Had the negative preference been placed first (Prefer Off Weekends), the system would have removed ALL weekends from the pool before looking for high credit pairings.



The following pairings were awarded:

S30023 – 8.2 PCH Monday
S30024 – 8.1 PCH Saturday
S30088 – 8.4 PCH Sunday

Weekend pairings were removed. However, the preference is not applied to already-awarded pairings.

If a legal line can be awarded after the second preference, the pilot will fly on a weekend.

Bid Group Prioritization



Bid Groups are independent of each other and are processed in the order you enter them. The Scheduler moves to the next Bid Group only when an Else Start Next or Clear Schedule and Start Next is triggered; otherwise it keeps working within the group.

Your block is built entirely from a single Bid Group — the Scheduler does not combine preferences from more than one group into a single award.

Calendar

Pairings

Bids

Results

1 Pairing Bid Group

2 Waive Non-Isolated Days Off

3 Prefer Off Sunday, Saturday

4 Avoid Pairings If Any Leg Is Charter

5 Avoid Pairings If Pairing Check-In Time < 09:00

6 Award Pairings If Pairing Credit > 008:00

7 Award Pairings If Pairing Credit > 007:00

Award Pairings

Pairing Bid Group

Award Pairings

8 Reserve Bid Group

9 Set Condition Short Call Type 33A

10 Set Condition Short Call Type 8A

11 Set Condition Short Call Type 12A

Shuffling the Bid



Shuffling is triggered when your block can't otherwise be completed using your specific bid preferences. This is the last step before Denial Mode.

Shuffling looks for different combinations of pairings that satisfy Award Pairings preferences located below the last negative bid preference (Prefer Off or Avoid Pairings preference). The goal is to complete the block without having to deny any (or additional) bid preferences. The result is that crewmembers are awarded pairings that match their Award Pairings preferences, but not pairings that necessarily match their highest Award Pairings preferences. The result is a complete block that honors your higher-priority preferences, even if not with pairings from your highest Award lines.

Pairings awarded by Followed By bid preferences are not shuffled.

You may want to consider the order in which your Award Pairings and Avoid Pairings bid preferences appear in your bid, because shuffling only looks at the pairings awarded by the Award Pairings preferences that come after the last deniable bid preference.

Shuffling the Bid – Logic



Can you reach the min line credit?

1	Pairing Bid Group
2	Prefer Off Weekends
3	Award Pairings If Pairing Check-In Time < 11:00
4	Award Pairings If Pairing Credit > 006:00
5	Award Pairings If Pairing Credit > 004:00
Award Pairings	

NO

Try swapping Lines 3 & 4

1	Pairing Bid Group
2	Prefer Off Weekends
3	Award Pairings If Pairing Check-In Time < 11:00
4	Award Pairings If Pairing Credit > 006:00
5	Award Pairings If Pairing Credit > 004:00
Award Pairings	

NO

Try swapping Lines 5 & 3

1	Pairing Bid Group
2	Prefer Off Weekends
3	Award Pairings If Pairing Check-In Time < 11:00
4	Award Pairings If Pairing Credit > 006:00
5	Award Pairings If Pairing Credit > 004:00
Award Pairings	

YES

Denial Mode



If shuffling does not produce a complete block, the N-PBS Scheduler enters Denial Mode.

If your bid has entered Denial Mode, it means that the system cannot award you a line honoring all of your bid preferences.

In Denial Mode, the N-PBS Scheduler removes your Set Condition, Prefer Off and Avoid Pairings bid preferences in an attempt to award you a line honoring as many of your bid preferences as possible.

When denial mode is needed, the N-PBS Scheduler reads the 1st bid preference in the bid group and tries to build a line that honors this preference, along with any Award Preferences entered. It then reads the 2nd bid preference (in the bid group) and tries to build a line that honors this preference in addition to any Set Condition, Prefer Off, and Avoid Pairings already honored. For example, if the first preference was honored, the system will now try to honor the first and second preferences together, but if the first preference was denied, the system will now try to honor the second preference on its own with any Award Preferences entered.



-  Pairing awarded to Senior Bidder
 -  Pairing unavailable and preference that eliminated it
 -  Available Pairing
 -  Pairing available and selected as a potential award

Line Total 70:31

The crewmember could not avoid pairings greater than 1 day but did manage to hold Saturdays and Sundays off.



Secondary Line Generation (SLG)

If Denial Mode has removed all deniable bid preferences without producing a complete block, the N-PBS Scheduler tries to create a block using only the Award bid preferences.

If the N-PBS Scheduler still can't create a block, it makes a final attempt using only the system-generated Award Pairings bid preference.

This final attempt, called Secondary Line Generation (SLG), ignores all preferences and performs an exhaustive search to find you a complete block.

If you receive a line that is affected by Denial Mode or SLG, it will be shown on your Reasons Report in the Results Tab.



Prefer Off – Else Start Next Bid Group (ESN)

Home	Close
Apply	Reset All

- ☐ Add Bid Group
- ☒ Prefer Off
- ☐ Award Pairings
- ☐ Avoid Pairings
- ☐ Instruction
- ☐ Set Condition
- ☐ Waive

Prefer Off	
Home	Close
Apply	Reset All

< Back To Bid Preferences

- ☒ Dates List
- ☐ Dates Range
- ☐ Days Of Week List
- ☐ Days Of Week Range
- ☐ Weekends
- ☒ Else Start Next Bid Group
- ☐ All or Nothing

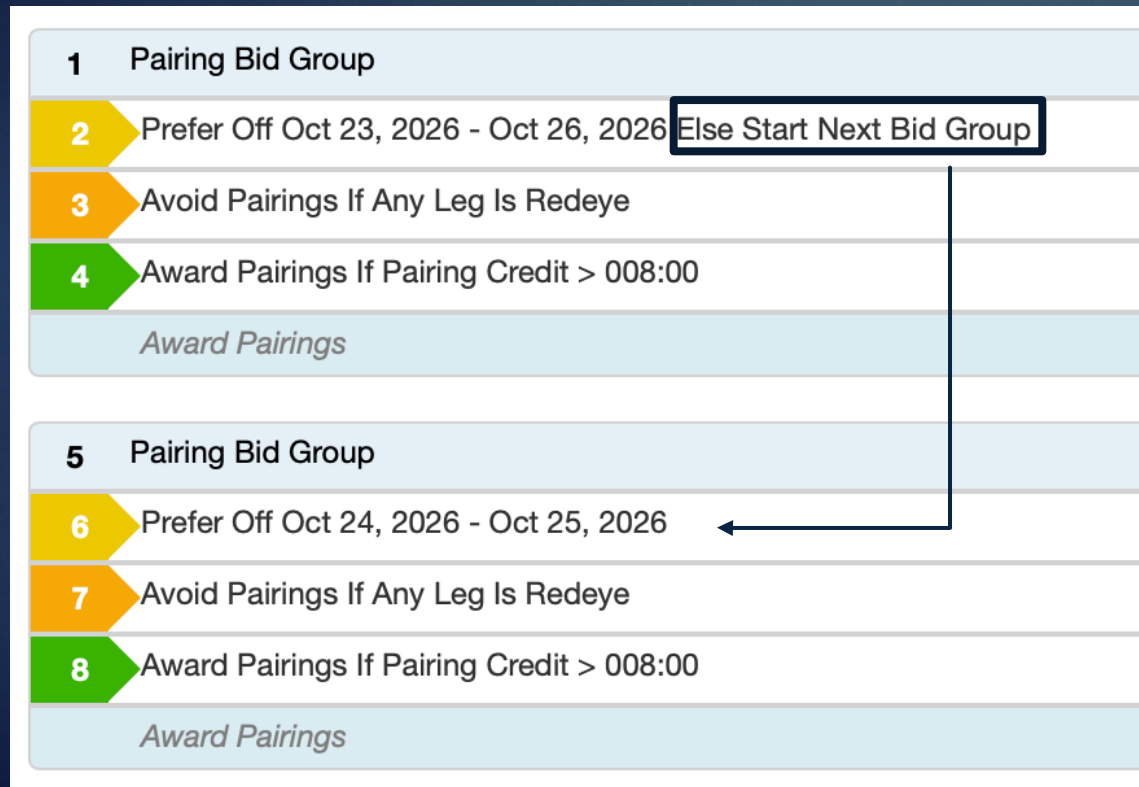
By attaching the Else Start Next Bid Group option, the user tells the PBS Scheduler that if a legal schedule cannot be created using this bid preference, then they would prefer to move to the next bid group, either a Pairings bid group or a Reserve bid group.



Else Start Next Bid Group (ESN)

By attaching the Else Start Next Bid Group option, the user tells the N-PBS Scheduler that if a legal schedule cannot be created using this bid preference, then they would prefer to move to the next bid group.

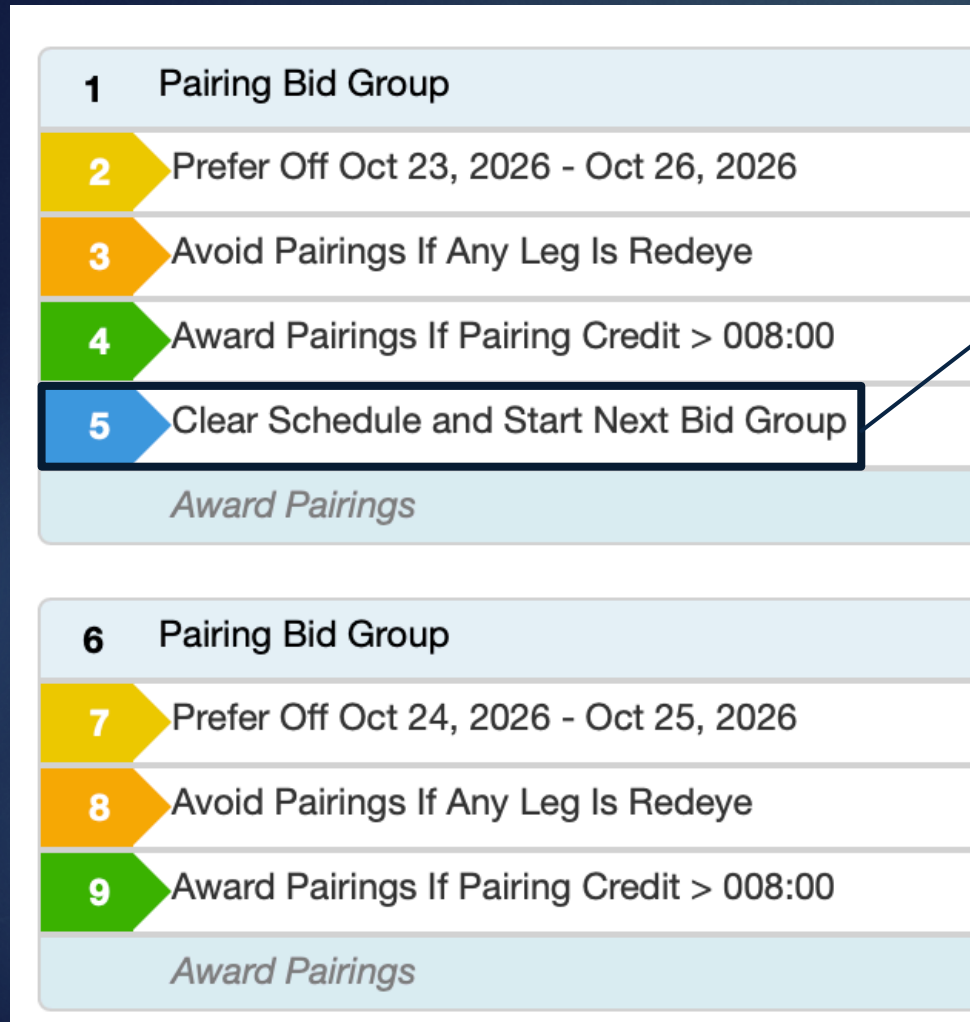
The Else Start Next Bid Group can be added to the end of all Prefer Off and Avoid bids, as well as certain Set Condition bids, in both a Pairing and Reserve bid group



In this example, if days off cannot be awarded for the Oct 23 – 26 range, the Else Start Next Bid Group tool, tells the software to move to the next bid group where this Pilot in particular narrowed the range of days off requested.



Clear Schedule and Start Next Bid Group (CSSN)



Clear Schedule and Start Next can only be placed inside a Pairings bid group. You cannot attach this bid to another bid. By adding CSSN, you tell the Scheduler to clear your schedule of any awarded pairings and begin processing the next bid group. A CSSN bid is forced to the bottom of your bid group and any bid preferences added to that bid group are forced above the Clear Schedule and Start Next bid preference. If Denial Mode is needed, CSSN prevents the system from entering it by abandoning the current Bid Group entirely and moving on to the next one. Optimization, such as shuffling, is performed to try and complete your schedule prior to executing the Clear Schedule and Start Next Bid Group command.



Prefer Off – All or Nothing

All or Nothing tells the N-PBS Scheduler that if you cannot have *all* of the days or dates off, you do not want any of the days or dates off. This tells the N-PBS Scheduler that it should continue to process your bid group without considering this preference.

In this example, the pilot doesn't want to fly October 30 and 31. If that's not possible, the pilot doesn't want NavBlue to partially honor the preference by awarding only one of the two days. The preference should be skipped altogether and the scheduler should move on to the next preference.

1	Pairing Bid Group
2	Prefer Off Oct 30, 2026, Oct 31, 2026 All or Nothing
3	Prefer Off Sunday, Saturday
4	Award Pairings If Pairing Credit > 008:00
Award Pairings	

Prefer Off	
Home	Close
Apply	Reset All
< Back To Bid Preferences	
☒	Dates List
☐	Dates Range
☐	Days Of Week List
☐	Days Of Week Range
☐	Weekends
☐	Else Start Next Bid Group
☒	All or Nothing



Default Bids

If you don't submit a current bid your Default bid is used. Your Default bid carries over from month to month, therefore instead of bidding for specific dates off, you may bid for days of the week off. If you bid for specific dates, it is only used in the month it is applicable. For example, a bid for Oct 17 and 18 off applies only in October; in other months it is ignored

Default bids are tied to your category — base, seat, and equipment. If you move to a new base or upgrade, the Default bid from your previous category does not carry over, so you'll need to build a new one.

Buddy ID

Current

Default

Info

Calendar

Pairings

Bids

1

Pairing Bid Group

2

Waive Non-Isolated Days Off

3

Prefer Off Sunday, Saturday

4

Avoid Pairings If Any Leg Is Charter

5

Avoid Pairings If Pairing Check-In Time < 09:00

6

Award Pairings If Pairing Credit > 008:00

7

Award Pairings If Pairing Credit > 007:00

Award Pairings

Default tab
Yellow
background

General preferences
No specific calendar
dates

Bids

Bid For:

October 2026



Creating Your Bid

Creating the structure your preferences will live in

Bid Group Types

Pairing Bid Group and Reserve Bid Group

Creating a Bid Group

How to add a Bid Group to your bid

Multiple Bid Groups

How the scheduler moves from one group to the next

Reduced Lower Limit

When and how to use the RLL option

Types of Bidding



You can bid for both Pairing and Reserve.

The preferences available differ between the two — Reserve bid groups offer a more limited set of options than Pairing bid groups.

The image shows a screenshot of a software interface for adding a bid group. On the left, a partial view of a sidebar shows a button labeled "Add Bid Group" and two icons: a magnifying glass and a pencil. The main dialog box is titled "Add Bid Group" and contains several elements: a "Home" button and a "Close" button in the top right; an "Apply" button and a "Reset All" button below them; a grey bar with a left-pointing arrow and the text "Back To Bid Preferences"; and two checkboxes at the bottom. The first checkbox is checked and labeled "Pairing Bid Group". The second checkbox is unchecked and labeled "Reserve Bid Group".

Add Bid Group

HomeClose

ApplyReset All

< Back To Bid Preferences

☒ Pairing Bid Group

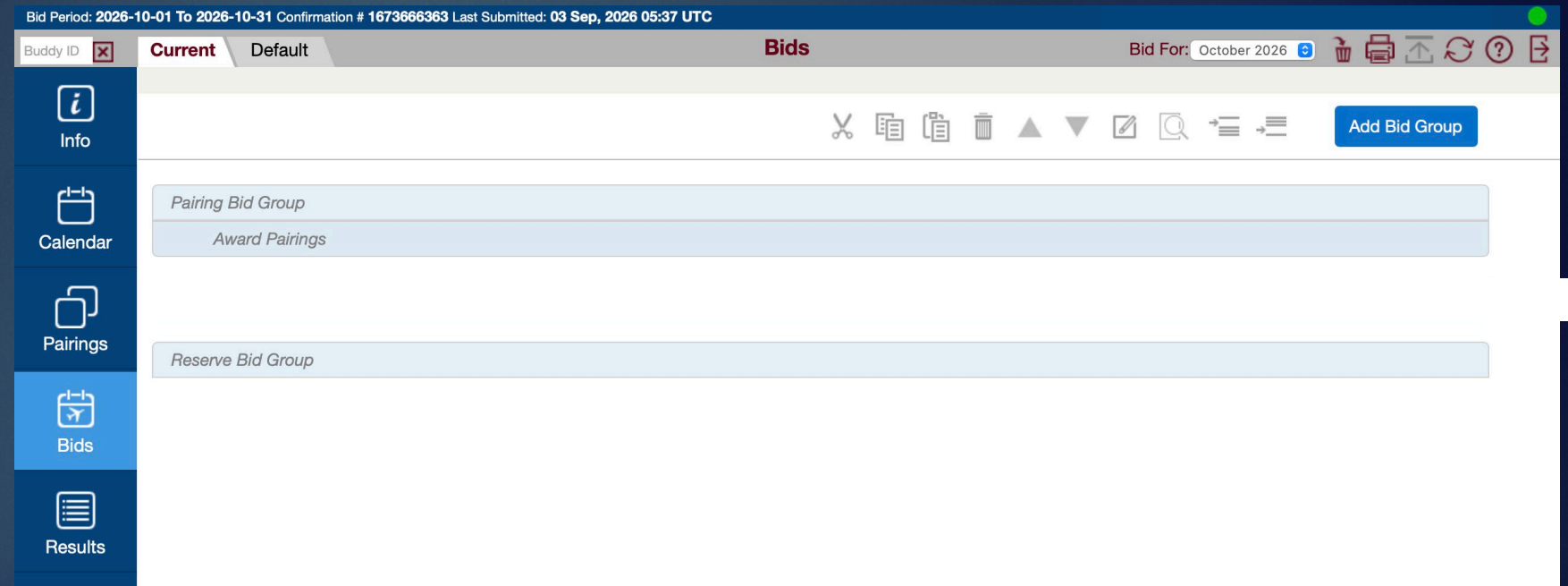
☐ Reserve Bid Group

The Basics



Bidding in NavBlue consists of four sequential steps:

1. Selecting the type of bid group.
2. Adding preferences.
3. Reviewing matching pairings.
4. Submitting the bid.



Add Bid Group

Creating a Bid Group is the first step in the bidding process.

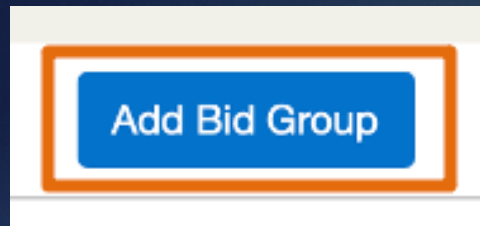
1. Go to the Bids Tab.
2. Click on Add Bid Group.
3. Choose between a Pairing or Reserve Bid Group.
4. Click Apply. This action creates the Bid Group.
5. It will show up as "1 Pairing Bid Group."

The screenshot illustrates the 'Add Bid Group' process in a software interface. The interface features a sidebar on the left with four tabs: 'Info', 'Calendar', 'Pairings', and 'Bids'. The 'Bids' tab is currently selected. The main area displays a list of bid groups. The first entry, '1 Pairing Bid Group', is highlighted and circled with a '1'. Above this list is a toolbar with various icons, including a circled '2' next to the 'Add Bid Group' button. To the right of the main area is a panel titled 'Add Bid Group'. This panel contains two radio button options: 'Pairing Bid Group' (which is checked and circled with a '3') and 'Reserve Bid Group' (which is unchecked). Below these options are four buttons: 'Home', 'Close', 'Apply' (circled with a '4'), and 'Reset All'. A 'Back To Bid Preferences' button is also present. The overall process is numbered 1 through 5, corresponding to the steps listed in the text above.

Reserve Bid Group



Use the Add Bid Group and select Reserve Bid Group. Under Set Condition Short Call Type, you can find the available RAPs for the month. After you click Apply, your preferred RAP type will be added to your preferences



Add Bid Group

Home

Close

Apply

Reset All

<

Back To Bid Preferences

☐

Pairing Bid Group

☒

Reserve Bid Group

Set Condition

Home

Close

Apply

Reset All

<

Back To Bid Preferences

☐

Days Off With Employee

☐

Days Off Opposite Employee

☐

Minimum Days Off In A Row

☐

Maximum Days On In A Row

☐

Pattern

☐

Set Condition Long Call Type

☒

Set Condition Short Call Type

☐

Consecutive Days Off In A Row

Set Condition Short Call Type

Home

Close

Apply

Reset All

<

Back To Set Condition

33A

⌵

20

Reserve Bid Group

21

Set Condition Short Call Type 33A

Reduced Lower Limit (RLL)

Selecting the Reduced Lower Limit checkbox when adding a bid group indicates that you wish to bid for a lower block. This means that you are willing to take a block below the minimum credit window before receiving a Reserve line. The N-PBS Scheduler will attempt to award you an RLL pairing block only if it cannot award you a normal pairing block. The interface will not allow you to enter an RLL bid group until you have entered a regular Pairing bid group.

This feature will not be enabled during mock bidding.

The screenshot shows the 'Add Bid Group' interface. At the top, there is a toolbar with various icons and a red-bordered 'Add Bid Group' button. Below the toolbar, there is a list of bid groups. The first item, '1 Pairing Bid Group', is highlighted with a red box. Below it, there are two more items: 'Pairing Bid Group' and 'Reserve Bid Group'. The 'Pairing Bid Group' item is also highlighted with a red box, and its checkbox is checked. The 'Reserve Bid Group' item is unselected, and its checkbox is unchecked.

The screenshot shows the 'Pairing Bid Group' interface. At the top, there is a toolbar with various icons and a red-bordered 'Pairing Bid Group' button. Below the toolbar, there is a list of bid groups. The first item, 'Pairing Bid Group', is highlighted with a red box. Below it, there are two more items: 'Pairing Bid Group' and 'Reserve Bid Group'. The 'Pairing Bid Group' item is also highlighted with a red box, and its checkbox is checked. The 'Reserve Bid Group' item is unselected, and its checkbox is unchecked.



Add Preferences

The preference types, their order and how to apply them

Preference Types

Set Condition, Waive, Prefer Off, Avoid and Award Pairings

Recommended Order

Set Conditions, add Negative Preferences and finally Award Pairings

The Preference Editor

How to select, configure and apply each preference

Bid Construction Examples

Step-by-step walkthroughs with common bidding scenarios

Add Preferences

Use the Bid Preference Editor to select and add preferences to your Bid Group. Preferences are added in the order you enter them, and that order determines their priority.

1

Pairing Bid Group

2

Waive Non-Isolated Days Off

3

Prefer Off Sunday, Saturday

4

Avoid Pairings If Any Leg Is Charter

5

Avoid Pairings If Pairing Check-In Time < 09:00

6

Award Pairings If Pairing Credit > 008:00

7

Award Pairings If Pairing Credit > 007:00

Award Pairings

Bid Preference Editor

Home

Close

Apply

Reset All

☐ Add Bid Group

☐ Prefer Off

☐ Award Pairings

☐ Avoid Pairings

☐ Instruction

☐ Set Condition

☐ Waive

Prefer Off

Selecting Prefer Off opens a menu where you define the specific dates or days. In this example, the Dates List opened to a calendar where specific dates are chosen.

When the Apply button is blue you can click on it to add your preference. If you skip Apply, the preference is not saved.

Bid Preference Editor

Home

Close

Apply

Reset All

☐

Add Bid Group

☒

Prefer Off

☐

Award Pairings

☐

Avoid Pairings

☐

Instruction

☐

Set Condition

☐

Waive

Prefer Off

Home

Close

Apply

Reset All

<

Back To Bid Preferences

☒

Dates List

☐

Dates Range

☐

Days Of Week List

☐

Days Of Week Range

☐

Weekends

☐

Else Start Next Bid Group

☐

All or Nothing

Dates List

Home

Close

Apply

Reset All

<

Back To Prefer Off

< OCT 2026 >

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

☐

Apply Time Range to Each Date

Award Pairings

Award Pairings bid preferences identify your work preferences for the current bid period.

You can search for particular characteristics of pairings such as types of layovers, duty duration, pairing credit, etc. Award Pairings bid preferences include pairings for consideration, these bids add pairings to your block.

After selecting Award Pairings, a new menu will open, where you can choose these pairing characteristics.

Home	Close
Apply	Reset All

- ☐ Add Bid Group
- ☐ Prefer Off
- ☒ Award Pairings
- ☐ Avoid Pairings
- ☐ Instruction
- ☐ Set Condition
- ☐ Waive

Award Pairings	
Home	Close
Apply	Reset All

< Back To Bid Preferences

- ☐ Average Daily Block Time
- ☐ Average Daily Credit
- ☐ Carry Out
- ☐ Charters
- ☐ Depart On
- ☐ Duty Duration
- ☐ Duty Legs
- ☐ Duty On
- ☐ Employee
- ☐ Enroute Check-In Time
- ☐ Enroute Check-Out Time
- ☒ Landings In
- ☐ Layover

Landings In	
Home	Close
Apply	Reset All

< Back To Award Pairings

None Selected ▾

✓ All ↶ Reset

Search ×

- ABE
- ACY
- ALB
- ATW
- AVL
- BGR
- BLV
- BMI
- BNA
- BWI

☐ Counting Deadhead Legs

Avoid Pairings



Avoid Pairings bid preferences identify the unwanted pairings or pairing criteria, for the current bid period.

It includes most of the same options as Award Pairings bid preferences, such as types of layovers, stations, duty length, etc., that you prefer to avoid, therefore excluding those pairings from your bid.

In this example, the pilot wants to Avoid Pairings with a Check-In Time earlier than 08:00.

The system would remove ALL pairings that matched this preference from the pool, and work with the filtered pool to award pairings to the pilot.

Home	Close
Apply	Reset All

- ☐ Add Bid Group
- ☐ Prefer Off
- ☐ Award Pairings
- ☒ Avoid Pairings
- ☐ Instruction
- ☐ Set Condition
- ☐ Waive

- ☐ Landings In
- ☐ Layover
- ☐ Sit Length
- ☐ TAFB
- ☐ Pairing Check-In Station
- ☒ Pairing Check-In Time
- ☐ Pairing Check-Out Time
- ☐ Pairing Total Block Time
- ☐ Pairing Total Credit
- ☐ Pairing Length

Time	
Home	Close
Apply	Reset All

< Back To Pairing Check-In Time

Before < ▾

Hours	Minutes
^	^
08	00
▼	▼

Instruction



Instruction bid preferences provide special instructions that tell the N-PBS Scheduler how to manage specific bid preferences or what to do if it can't construct a legal block using your initial bid.

Home	Close
Apply	Reset All
☐	Add Bid Group
☐	Prefer Off
☐	Award Pairings
☐	Avoid Pairings
☒	Instruction
☐	Set Condition
☐	Waive

Instruction	
Home	Close
Apply	Reset All
Back To Bid Preferences	
☐	Forget Line
☐	Clear Schedule and Start Next Bid Group

Set Condition

Set Condition Bid Preferences requests a schedule containing specific criteria which will apply to the entire block.

They can be placed above or below Avoid and Prefer Off bid preferences but are forced above Award bid preferences.

Home	Close
Apply	Reset All

- ☐ Add Bid Group
- ☐ Prefer Off
- ☐ Award Pairings
- ☐ Avoid Pairings
- ☐ Instruction
- ☒ Set Condition
- ☐ Waive

Set Condition	
Home	Close
Apply	Reset All

< Back To Bid Preferences

- ☐ Minimum Credit Window
- ☐ Maximum Credit Window
- ☐ Pattern
- ☐ Minimum Days Off In A Row
- ☐ Maximum Days On In A Row
- ☐ Days Off With Employee
- ☐ Days Off Opposite Employee
- ☐ No Same Day Pairings



Set Condition - Pattern



Pattern tells the N-PBS Scheduler to create a block that follows a pattern of days on and days off.

You can specify a range of days on, and a minimum number of days off between duty periods.

A working **pre-award**, such as training or a pairing awarded through Coverage Awards is considered to be a day on, and a non-working pre-award such as vacation is considered to be a day off.

In this example, the pilot sets up a pattern of flying blocks between 2 and 4 days in length, followed by 3 days off.

Set Condition	
Home	Close
Apply	Reset All
Back To Bid Preferences	
☐	Minimum Credit Window
☐	Maximum Credit Window
☒	Pattern
☐	Minimum Days Off In A Row
☐	Maximum Days On In A Row
☐	Days Off With Employee
☐	Days Off Opposite Employee
☐	No Same Day Pairings

Pattern	
Home	Close
Apply	Reset All
Back To Set Condition	
Between	
^ 2 v	
And	
^ 4 v	
Days On With	
^ 3 v	
Days Off	
☐ Else Start Next Bid Group	

Waive



Waive bid preferences tell the N-PBS Scheduler that you want certain rules disregarded while your schedule is built.

The rules that you can waive are all visible in the interface. If a rule isn't visible, you can't waive it.

Home	Close
Apply	Reset All
☐	Add Bid Group
☐	Prefer Off
☐	Award Pairings
☐	Avoid Pairings
☐	Instruction
☐	Set Condition
☒	Waive

Waive	
Home	Close
Apply	Reset All
< Back To Bid Preferences	
☐	Non-Isolated Days Off
☐	4 Consecutive Days Off TDY

Consider Selecting Individual Pairings



You may choose to include specific pairings in your bid. The following slides will show you how.

There are various filtering and sorting functions available in the Pairings tab to help you find pairings you want to add to your bid group. This includes pairings you want awarded or pairings you want to avoid.

Add Pairings



Once you've identified the pairings you want, **Enable Add Bids Mode**, select the pairings, and click Award to add them to your Bid Group.

Enable Add Bids
Mode

Sort By: Pairing Number

Pairings (182)

Award

	Thr	Fri	Sat	Sun	Mon	Tue		Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	
☐ S30001P	Check-In 04:50		Check-Out 12:18		Credit Value 005:23		FO		320		01 Day																				
	1	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
☐ S30002P	Check-In 05:00		Check-Out 12:09		Credit Value 005:04		FO		320		01 Day																				
	1	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
☐ S30003P	Check-In 05:00		Check-Out 11:59		Credit Value 004:54		FO		320		01 Day																				
	1	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
☐ S30004P	Check-In 05:00		Check-Out 11:03		Credit Value 003:58		FO		320		01 Day																				
	1	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
☐ S30005P	Check-In 05:00		Check-Out 10:49		Credit Value 003:44		FO		320		01 Day																				
	1	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
☐ S30006P	Check-In 05:00		Check-Out 11:03		Credit Value 003:58		FO		320		01 Day																				
	1	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
☐ S30007P	Check-In 05:00		Check-Out 12:24		Credit Value 005:19		FO		320		01 Day																				
	1	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

Pairing Preferences

Apply Reset

- ☐ Average Daily Block Time
- ☐ Average Daily Credit
- ☐ Carry Out
- ☐ Charters
- ☐ Depart On
- ☐ Duty Duration
- ☐ Duty Legs
- ☐ Duty On
- ☐ Enroute Check-In Time
- ☐ Enroute Check-Out Time
- ☐ Landings In
- ☐ Layover
- ☐ Sit Length
- ☐ TAFB

Confirm Pairings

Return to the Bids tab to confirm the pairing numbers were added to your bid.



1 Pairing Bid Group

2 Prefer Off Sunday, Saturday

3 Award Pairings If Pairing Numbers S30003P, S30005P

Award Pairings

Reserve line creation differs from pairing line creation



Unlike its treatment of line bid groups, the system does not perform any optimization (substitution, swapping or shuffling), and it does not enter Denial Mode. Coverage awards may still occur.

In Reserve, the system tries to give pilots a line that attempts to honor as many reserve bid preferences as possible.

When the system starts processing a Reserve bid group, it reads the first line of the bid group and checks to see if a legal reserve line can be built. However, instead of stopping if a line is possible, the system reads all subsequent bid preferences, from top to bottom, and attempts to build a reserve line honoring as many of these preferences as possible, keeping any preferences already honored.

For example, if the first bid preference is honored, but the first and second together cannot be honored, the second preference is denied, and the system reads the third preference and attempts to honor preferences 1 and 3. This process is continued until all bid preferences have been attempted.

This type of processing awards the best possible Reserve line using the bid preferences provided by the pilot.

Day off requests should be listed as your top preferences.

Preference Differences

Reserve bid groups offer fewer preferences than Pairing bid groups.



Current

Default

Bids

Bid For: October 2026

Invalid selection

Adding Bid Line In Progress

1

Pairing Bid Group

Award Pairings

Pairing Bid Group

Award Pairings

Award Reserve

Line Preferences

Home

Close

Apply

Reset All

☐ Add Bid Group

☐ Prefer Off

☐ Award Pairings

☐ Avoid Pairings

☐ Instruction

☐ Set Condition

☐ Waive

Current

Default

Bids

Bid For: October 2026

Invalid selection

Adding Bid Line In Progress

1

Reserve Bid Group

2

Pairing Bid Group

Award Pairings

Pairing Bid Group

Reserve Preferences

Home

Close

Apply

Reset All

☐ Add Bid Group

☐ Prefer Off

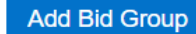
☐ Set Condition

☐ Waive

☐ Award Reserve Day On



Editing Bid Line In Progress



- ### Pattern

[Home](#)

Close

Apply

Reset All

[Back To Set Condition](#)

Between

And

Days On
WithDays Off

☐ Else Start Next Bid Group

Edit Your Bid



Highlight the line you wish to change by selecting that line.

1 Pairing Bid Group

2 Waive Non-Isolated Days Off

3 Prefer Off Sunday, Saturday

4 Avoid Pairings If Any Leg Is Charter

5 Avoid Pairings If Pairing Check-In Time < 09:00

Remove the bid preference and save it to the clipboard.

Copy - copy a bid preference to the clipboard.

Paste copied or cut bid preference.

Delete the selected bid preference.

Move selected bid preference up. The button is inactive if the preference can't be moved.

Move selected bid preference down. The button is inactive if the preference can't be moved.

Open or close the Bid Preference Editor. You must have a bid group started.

Open the bid analyzer with pairing reports below the bid.

Add a bid preference above the selected bid preference.

Add a bid preference below the selected bid preference.

Add Bid Group



Future Functionalities

Our current version of NavBlue does not contain the following functionality

- Lower Limit Lines (RLL)
- Redeye Pairings

Local 2118 is working with Allegiant and NavBlue to enable these functions. It will not be available for parallel bidding.



Analyzing Your Bid

Verifying your preferences before you submit

The Bid Analyzer

Understanding filtered, matching and preferred columns

Stats Filter

Customizing which pairing statistics are displayed

Filtering and Sorting Pairings

Narrowing the pairing list by criteria

Selecting Individual Pairings

Adding specific pairings directly to your bid group

Making the Most Out of Pairing Analytics



As you become more comfortable with the software, you'll discover additional tools and different approaches to adding preferences to your bid — helping you achieve better results.

The goals of learning to use statistics are:

- Select specific pairings to add or remove from your bid request
- Catch any mistakes in your preferences and their priority order
- Make sure you have enough potential pairings to secure a line based on your seniority

Analyze Function



Select the Bid Group to analyze it as a whole — your preferences display with a light blue background when the entire group is selected.

1

Pairing Bid Group

2

Prefer Off Sunday, Saturday

3

Avoid Pairings If Pairing Check-In Time < 09:00

4

Award Pairings If Pairing Credit > 007:00

Award Pairings

Q

+

≡

Analyze

1

Pairing Bid Group

2

Prefer Off Sunday, Saturday

3

Avoid Pairings If Pairing Check-In Time < 09:00

4

Award Pairings If Pairing Credit > 007:00

Award Pairings

Q

👁

i

+

≡

✓

✓

✓

✓

Pairing Bid Group

Award Pairings

Pairing Stats



1 Pairing Bid Group

2 Prefer Off Sunday, Saturday

3 Avoid Pairings If Pairing Check-In Time < 09:00

4 Award Pairings If Pairing Credit > 007:00

Award Pairings

Use the Stats button to view the impact of your preferences on the pairing pool.



Show Stats



1 Pairing Bid Group

Filtered Pool:182:239:239

Total Potential Awards:0:0:0

2 Prefer Off Sunday, Saturday

Matching Bid Line:46:59:59 -(46:59:59)

Filtered Pool:136:180:180

Total Potential Awards:0:0:0

3 Avoid Pairings If Pairing Check-In Time < 09:00

Matching Bid Line:83:114:114 -(58:81:81)

Filtered Pool:78:99:99

Total Potential Awards:0:0:0

4 Award Pairings If Pairing Credit > 007:00

Matching Bid Line:44:58:58

Filtered Pool:78:99:99

+(22:28:28)

Total Potential Awards:22:28:28

Award Pairings

Matching Bid Line:182:239:239

Filtered Pool:78:99:99

+(56:71:71)

Total Potential Awards:78:99:99

Pairing Stats



There are 3 sets of numbers below each heading. These numbers indicate the number of pairings, pairing on dates and pairing instances.

1	Pairing Bid Group			Filtered Pool:182:239:239
2	Prefer Off Sunday, Saturday			
	Matching Bid Line:46:59:59	-(46:59:59)		Filtered Pool:136:180:180
3	Avoid Pairings If Pairing Check-In Time < 09:00			
	Matching Bid Line:83:114:114	-(58:81:81)		Filtered Pool:78:99:99
4	Award Pairings If Pairing Credit > 007:00			
	Matching Bid Line:44:58:58			Filtered Pool:78:99:99
	Award Pairings			
	Matching Bid Line:182:239:239			Filtered Pool:78:99:99

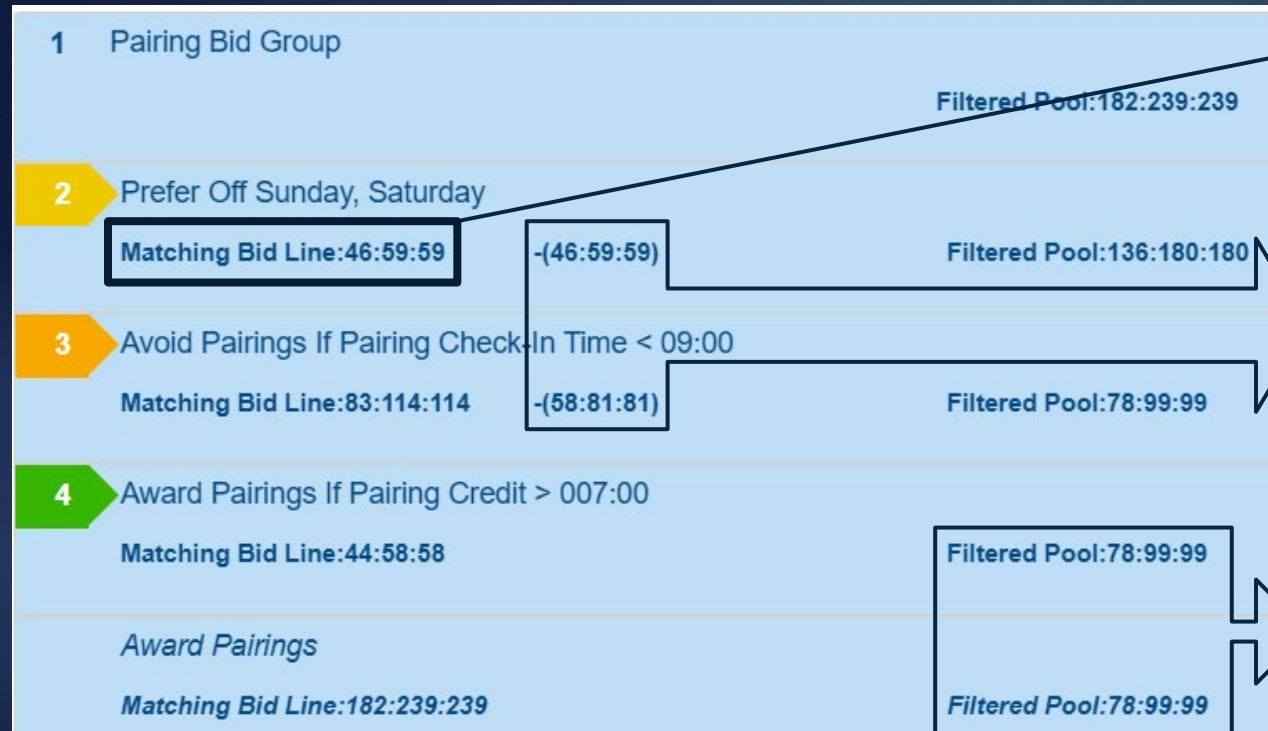
This particular pool starts with:

182 Pairings: How many pairings match the bid preference.

239 Dates: How many times the pairing operates in the bid period.

239 Instances: How many positions are available on the pairing in the bid period.
This number may be higher than pairings if there are more than 1 position on the pairing.

Pairing Stats



Matching: Indicates how many pairings meet each particular preference relative to the total number of pairings available for the month.

(-) Filtered: These numbers show how many pairings have been removed by the negative bid preference. These pairings won't be awarded unless denial mode is used.

Filtered Pool: These numbers indicate how many pairings are in the available pairing pool. This is the number of pairings that the PBS Scheduler will consider when awarding your block unless denial mode is used.

Pairing Stats



1	Pairing Bid Group		Filtered Pool:182:239:239	Total Potential Awards:0:0:0	    
2	Prefer Off Sunday, Saturday				☒
	Matching Bid Line:46:59:59	-(46:59:59)	Filtered Pool:136:180:180	Total Potential Awards:0:0:0	
3	Avoid Pairings If Pairing Check-In Time < 09:00				☒
	Matching Bid Line:83:114:114	-(58:81:81)	Filtered Pool:78:99:99	Total Potential Awards:0:0:0	
4	Award Pairings If Pairing Credit > 007:00				☒
	Matching Bid Line:44:58:58		Filtered Pool:78:99:99	+(22:28:28)	Total Potential Awards:22:28:28
	Award Pairings				☒
	Matching Bid Line:182:239:239		Filtered Pool:78:99:99	+(56:71:71)	Total Potential Awards:78:99:99



(+) Preferred: These numbers show how many pairings have been added to the Preferred pool.

These are the number of pairings that match your bid preferences (what you have requested in your bid).

The screenshot displays the S30001P software interface, which is used for configuring pairing bid groups and viewing the resulting pairing instances over a calendar period.

Configuration Section (Top):

- 1 Pairing Bid Group:** Shows the initial configuration with a **Filtered Pool: 182:239:239** and **Total Potential Awards: 0:0:0**.
- 2 Prefer Off Sunday, Saturday:** A rule that filters out pairings on weekends. The **Filtered Pool** becomes **136:180:180** and **Total Potential Awards** remain **0:0:0**.
- 3 Avoid Pairings If Pairing Check-In Time < 09:00:** A rule that filters out pairings with a check-in time earlier than 09:00. The **Filtered Pool** becomes **78:99:99** and **Total Potential Awards** remain **0:0:0**.
- 4 Award Pairings If Pairing Credit > 007:00:** A rule that awards pairings with a credit value greater than 007:00. The **Filtered Pool** becomes **78:99:99** with a **+ (22:28:28)** adjustment, resulting in **Total Potential Awards: 22:28:28**.

Summary Section (Bottom):

- Pairing Bid Group:** Shows the final configuration with a **Matching Bid Line: 182:239:239** and **Filtered Pool: 78:99:99**.
- Award Pairings:** Shows the final **Total Potential Awards: 78:99:99**.

Calendar View (Bottom):

- The calendar shows the pairing instances for the month of September (S30001P).
- Matching Bid Line 182:239:239:** Shows 182 pairings on 239 pairing instances.
- Removed From Pool 0:0:0:** Shows the number of pairings removed from the pool.
- Filtered Pool 78:99:99:** Shows the final filtered pool.
- Added To Potential Awards 56:71:71:** Shows the number of pairings added to the potential awards.
- Total Potential Awards 78:99:99:** Shows the final total potential awards.

Annotations:

- An orange arrow points from the **Matching Bid Line 182:239:239** in the configuration section to the **Matching Bid Line 182:239:239** in the calendar view.
- An orange arrow points from the **Filtered Pool 78:99:99** in the configuration section to the **Filtered Pool 78:99:99** in the calendar view.
- An orange arrow points from the **Total Potential Awards 78:99:99** in the configuration section to the **Total Potential Awards 78:99:99** in the calendar view.
- An orange arrow points from the **Added To Potential Awards 56:71:71** in the calendar view to the **Total Potential Awards 78:99:99** in the configuration section.

Using Stats to Evaluate Your Line Probability



1

2

 	Matching Bid Line 182:239:239	Removed From Pool 0:0:0	Filtered Pool 78:99:99	Added To Potential Awards 56:71:71	Total Potential Awards 78:99:99	
---	---	-----------------------------------	----------------------------------	--	---	---

The numbers across the top of the pairings list reflect how many pairings are added to, or removed from, the pool of potential awards. These numbers update in real time as you select and review individual preferences, with the "bottom line" totals displayed on the far right.

In this example, out of the 239 pairings in the bid package for the month, 99 unique pairings remain as potential awards after preferences have been applied.

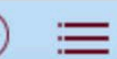
A simple calculation can help determine whether a pairing line is likely for your seniority. Keep in mind that planned activities and waivers are not included in these statistics.

Pilot Seniority in Base		24%
1	Total number of <u>Pairings on Dates</u>	239
2	Approximate number of Award Pairings required	$239 \times 24\% = 57$
If Total Potential Awards is <u>greater than 57</u> , the pilot would likely have enough pairings to be awarded a line.		
There are <u>99 Total Potential Awards</u> , so the pilot would likely get a line.		

“Stats” Filter

Click on the Stats Filter to select the information you want to see.



1	Pairing Bid Group	    
2	Prefer Off Sunday, Saturday	☒ Matching
3	Avoid Pairings If Pairing Check-In Time < 09:00	☒ Removed From Filtered
4	Award Pairings If Pairing Credit > 007:00	☒ Filtered
	Award Pairings	☒ Added To Preferred
		☒ Preferred
	Pairing Bid Group	☒ Toggle
	Award Pairings	☒ Pairings
		☒ Pairing On Dates

Pairing filter – Pairing characteristics

The second filter pertains to the individual pairings – what you want to see and how many pairings you want to view on your screen.



Use the Show/Hide Columns filter to choose which pairing details are displayed.

Use the Expand function to change the amount of pairings you see.

		Matching Bid Line 182:239:239							Removed From Pool 0:0:0							Filtered Pool 78:99:99							Added To Potential Awards 56:71:71							Total Potential Awards 78:99:99								
		Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Sun	Mon	Tue	Wed	Thr	Fri	Sat
☒	Check-In Time															Credit Value 005:36							FO 320							01 Day								
	Check-Out Time	Check-In 09:00							Check-Out 16:41							TAFB 007:41																						
☒	Credit Value	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							
☒	TAFB																																					
☒	L/O Stns	Check-In 09:00							Check-Out 16:11							Credit Value 005:06							FO 320							01 Day								
☒	Positions	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							
☐	Allowance																																					
☒	Aircraft Type	Check-In 09:30							Check-Out 16:41							Credit Value 005:06							FO 320							01 Day								
☒	Length	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							
☒	Dates	Check-In 09:35							Check-Out 16:46							Credit Value 005:06							FO 320							01 Day								
		1	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						
☐	S30085P	Check-In 10:00							Check-Out 16:40							Credit Value 004:35							FO 320							01 Day								
		1	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						
☐	S30086P	Check-In 10:12							Check-Out 16:34							Credit Value 004:17							FO 320							01 Day								
		1	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						
☐	S30087P	Check-In 10:24							Check-Out 22:02							Credit Value 007:53							FO 320							01 Day								
		1	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						

☐ S30006P	Check-In 05:00	Check-Out 11:03	Credit Value 003:58 TAFB 006:03	CA	320	01 Day																								
1	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
☐ S30007P	Check-In 05:00	Check-Out 12:24	Credit Value 005:19 TAFB 007:24	CA	320	01 Day																								
1	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
S30007P	Check-In 05:00	Check-Out 12:24		October 2026																										
Day	Flt	Dep	Arr	Turn	Eqp	FlightCredit	Duty																							
1	2826	SFB 06:00	OKC 07:42	000:50	320	002:42																								
1	1218	OKC 08:32	SFB 12:09		320	002:37																								
							007:24																							
Credit:	005:19					005:19	007:24																							
TAFB:	007:24																													
Crew Comp:	1 CA																													
☐ S30008P	Check-In 05:00	Check-Out 10:49	Credit Value 003:44 TAFB 005:49	CA	320	01 Day																								
1	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
☐ S30009P	Check-In 05:05	Check-Out 12:04	Credit Value 004:54 TAFB 006:59	CA	320	01 Day																								
1	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

Compare Pairings

If you want to find out more about a given pairing, click on the pairing number. An expanded view will become visible.

If you want to compare pairings, check the box next to each pairing number, then click Show Pairing Report button. Expanded views of each selected pairing will become visible.



182:239:239

Removed From Pool
0:0:0

78:99:99

Added To Potential Awards
56:71:71

Show Pairing Report

S30087P

Check-In 10:24

Check-Out 22:02

Day	Flt	Dep	Arr	Turn	Eqp	FlightCredit	Duty
1	1319	SFB 11:24	EYW 12:38	000:50	320	001:14	
	1236	EYW 13:28	LCK 16:13	000:50	320	002:45	
	1269	LCK 17:03	EYW 19:46	000:50	320	002:43	
1	2960	EYW 20:36	SFB 21:47		320	001:11	
							011:38
						007:53	011:38

Credit: 007:53
TAFB: 011:38
Crew Comp: 1 F0

October 2026

S	M	T	W	T	F	S
=====						
				01	--	--
--	--	--	--	--	--	--
--	--	--	--	--	--	--
--	--	--	--	22	--	--
--	--	--	--	29	--	--

T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23

S30095P

S30095P

Check-In 11:08

Check-Out 23:00

Day	Flt	Dep	Arr	Turn	Eqp	FlightCredit	Duty
1	2952	SFB 12:08	XNA 13:44	000:50	320	002:36	
	2827	XNA 14:34	GUF 16:09	000:45	320	001:35	
	1213	GUF 16:54	XNA 18:41	000:50	320	001:47	
1	2880	XNA 19:31	SFB 22:45		320	002:14	
							011:52
						008:12	011:52

Credit: 008:12
TAFB: 011:52
Crew Comp: 1 F0

October 2026

S	M	T	W	T	F	S
=====						
				01	--	--
--	--	--	--	--	--	--
--	--	--	--	--	--	--
--	--	--	--	--	--	--

T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23



Submitting Your Bid and Viewing Your Results

Submitting Your Bid

Making sure you submit your bid

The Results Tab

Navigating the results tab and the Reasons Report

Reasons Report Definitions

Honored, Not used, Denied and Partially Honored

Reasons Report Examples

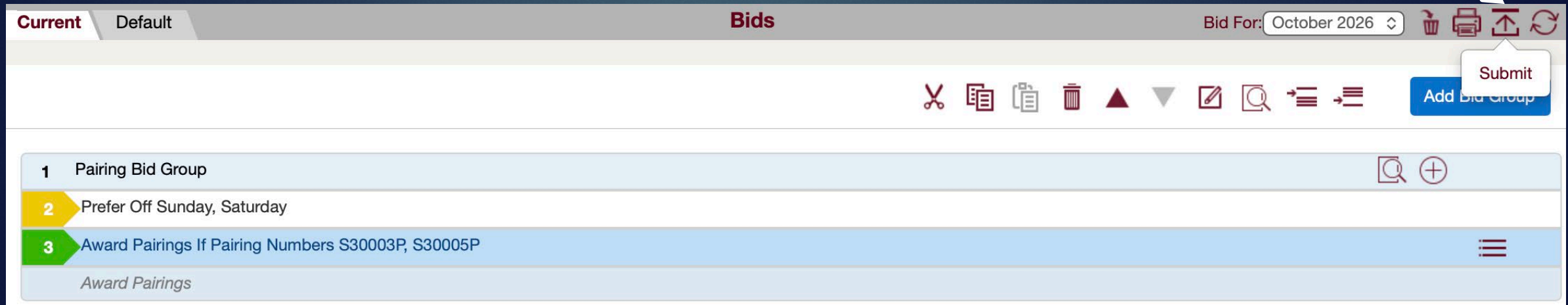
Reading examples of common award outcomes

Submit your bid

Once you're satisfied with your bid, submit it.

You may submit a bid as many times as desired during the bidding period. Your new bid will overwrite any previously submitted bid.

Importantly, always remember to submit your bid prior to exiting the system.



Important Points to Remember



- Click "APPLY" each time you add a preference to your bid group
- Start with negative preferences first (remove pairings from the pool before adding them)
- Use the Analyze function to better understand the impact your preferences have on the pairing pool
- The Submit functions turns in your bid

Bidding Results



- Overview & Objectives
- Calendar View
- Results Overview
- Results Explanations
- Reasons Report Examples

Getting Proficient with Reasons Reports



Results Reports provide pilots with useful information as to why they were awarded the line or trips they received.

Getting comfortable with Reasons Reports takes practice. Use the following examples to familiarize yourself with the report structure and preference treatment.

Results Tab Overview

The Results tab includes award information as well as explanations on how each preference was treated.



Results For: January 2026

Sort By: Start Time

Sort Options

Results

Total In-Period Credit:000:00

Awards			
☐	K30008P	Start Date 2026-01-03 07:00	End Date 2026-01-03 14:32
		Total Credit 005:27	In-Period Credit 005:27
		Positions CA	
☐	K30013P	Start Date 2026-01-04 07:30	End Date 2026-01-04 15:35
		Total Credit 006:00	In-Period Credit 006:00
		Positions CA	
☐	K30004P	Start Date 2026-01-11 06:00	End Date 2026-01-11 16:16
		Total Credit 008:11	In-Period Credit 008:11
		Positions CA	
☐	K30012P	Start Date 2026-01-15 07:15	End Date 2026-01-15 15:42
		Total Credit 006:22	In-Period Credit 006:22
		Positions CA	
☐	K30018P	Start Date 2026-01-16 08:00	End Date 2026-01-16 18:44
		Total Credit 008:39	In-Period Credit 008:39
		Positions CA	
☐	K30004P	Start Date 2026-01-18 06:00	End Date 2026-01-18 16:16
		Total Credit	In-Period Credit
		Positions	
Reasons			
Reasons Report			
Period: January 2026			
Run: FNT CA			
Seniority Category FNT-320-CA			
Minimum window <070:00> Threshold <090:00> Maximum window			
Affected By Denial Mode			
Pre-Awards			
K30010P 2025-12-27 (000:00)			
K30013P 2025-12-28 (000:00)			
K30031P 2025-12-30 (000:00)			
K30006P 2025-12-31 (000:00)			
(4 Pre-Awarded, Running total: 000:00)			

Awarded Pairings

Monthly Schedule

Awards are posted on your schedule in the **Calendar** tab. Details and explanations are found on the **Results** tab.



Monday, 21 December 2026

Calendar

Total In-Period Credit:086:24

Info

Calendar

Pairings

Bids

Results

< JAN 2027 >

S 27 M 28 T 29 W 30 T 31 F 01 S 02 S 03 M 04 T 05 W 06 T 07 F 08 S 09 S 10 M 11 T 12 W 13 T 14 F 15 S 16 S 17 M 18 T 19 W 20 T 21 F 22 S 23 S 24 M 25 T 26 W 27 T 28 F 29 S 30 S 31 M 01 T 02 W 03 T 04 F 05 S 06

Sun	Mon	Tue	Wed	Thr	Fri	Sat
27	28	29	30	31	01 [004:00] → SIM Total Credit: 004:00	02 [008:00] → SIM Total Credit: 004:00
03 [008:00]	04 [008:00]	05 [015:45] → 00001 C/I : 06:00 C/O : 17:35 Total Credit: 007:45	06 [015:45]	07 [023:55] → 00002 C/I : 05:30 C/O : 17:40 Total Credit: 008:10	08 [023:55]	09 [031:15] → 00003 C/I : 07:00 C/O : 18:00 Total Credit: 007:20
10 [031:15]	11 [031:15]	12 [039:40] → 00004 C/I : 06:15 C/O : 18:45 Total Credit: 008:25	13 [039:40]	14 [047:15] → 00005 C/I : 08:00 C/O : 19:20 Total Credit: 007:35	15 [047:15]	16 [055:15] → 00006 C/I : 05:45 C/O : 17:40 Total Credit: 008:00
17 [055:15]	18 [055:15]	19 [055:15]	20 [063:05] → 00007 C/I : 06:30 C/O : 18:10 Total Credit: 007:50	21 [063:05]	22 [071:20] → 00008 C/I : 07:15 C/O : 19:30 Total Credit: 008:15	23 [071:20]
24 [071:20]	25 [071:20]	26 [071:20]	27 [078:50] → 00009 C/I : 06:45 C/O : 18:00 Total Credit: 007:30	28 [078:50]	29 [086:24] → 00010 C/I : 06:20 C/O : 17:40 Total Credit: 007:34	30 [086:24]
31 [086:24]	01	02	03	04	05	06



Results Explanations – The Basics

Each bid preference is numbered and appears on the Reasons report.

<< Current Bid >>			

1.	Pairing Bid Group		
2.	Prefer Off Nov 25, 2026		
	Honored		
3.	Prefer off Sun		
	Honored		
4.	Avoid Pairings If Pairing Check-In Time < 10:00		
	Honored		
5.	Avoid Pairing Check-out Time > 23:59		
	Honored		
	Award Pairings		
S300105	2026-11-02	(05:47)	(CA)
S300225	2026-11-03	(05:12)	(CA)
S300157	2026-11-04	(05:22)	(CA)
S300475	2026-11-05	(05:49)	(CA)
S300105	2026-11-09	(05:47)	(CA)
S300225	2026-11-10	(05:12)	(CA)
S300157	2026-11-11	(05:22)	(CA)
S300475	2026-11-12	(05:49)	(CA)
S300105	2026-11-16	(05:47)	(CA)
S300225	2026-11-17	(05:12)	(CA)
S300157	2026-11-18	(05:22)	(CA)
S300475	2026-11-19	(05:49)	(CA)
S300105	2026-11-26	(05:47)	(CA)
S300225	2026-11-27	(05:12)	(CA)
S300157	2026-11-28	(05:22)	(CA)
S300475	2026-11-29	(05:49)	(CA)
Schedule is complete: 172			
(16 Awarded, 112 Matching, Running total: 092:41)			

In this example only one bid group was submitted and only negative bids were included and all were honored.

“Award Pairings” is a generic reference that is used when a pilot’s award preferences were not extensive enough to complete a line (ie. No positive bids were inserted)

Pairings are listed with pairing number, date, and flight time credit.

Pairings were added until the credit crossed the Threshold.

Reasons Report Example – All Preferences Honored



Seniority	1826	Category	GRR-320-FO
Minimum window	<067:00>	Threshold	<074:00>
		Maximum window	<084:00>

Pre-Awards			
DHD	2025-12-31	(000:00)	
DHD	2026-01-01	(001:21)	
DHD	2026-01-30	(001:21)	
(3 Pre-Awarded, Running total:			002:42)
<< Current Bid >>			

1. Pairing Bid Group			
2. Prefer Off Weekends			
Honored			
Award Pairings			
R30033P	2026-01-06	(005:29)	(FO)
R30046P	2026-01-09	(005:37)	(FO)
R30025P	2026-01-12	(004:44)	(FO)
R30025P	2026-01-16	(004:44)	(FO)
R30025P	2026-01-19	(004:44)	(FO)
R30015P	2026-01-21	(006:07)	(FO)
R30063P	2026-01-22	(005:56)	(FO)
R30046P	2026-01-23	(005:37)	(FO)
R30025P	2026-01-26	(004:44)	(FO)
R30025P	2026-01-27	(004:44)	(FO)
Schedule is complete: 136			
(10 Awarded, 146 Matching, Running total: 072:23)			

Credit hours
awarded prior to
the start of the bid

This pilot's priority was
to be off during the
Weekends which was
completely honored
while reaching a line
value of 72:23, well
within the credit
window for the
month.

Reasons Report Example



Pre-Awards

```
SIM          2027-01-01 (004:00)
SIM          2027-01-02 (004:00)
(2 Pre-Awarded, Running total: 008:00)
```

<< Current Bid >>

```
-----
1.      Pairing Bid Group
2.      Waive Non-Isolated Days Off
Honored
3.      Avoid Pairings If Any Leg Is Charter
```

Honored

```
4.      Award Pairings If Pay Credit Is > 007:00
00001      2027-01-05 (007:45)      (FO)
00002      2027-01-07 (008:10)      (FO)
00003      2027-01-09 (007:20)      (FO)
00004      2027-01-12 (008:25)      (FO)
00005      2027-01-14 (007:35)      (FO)
00006      2027-01-16 (008:00)      (FO)
00007      2027-01-20 (007:50)      (FO)
00008      2027-01-22 (008:15)      (FO)
00009      2027-01-27 (007:30)      (FO)
00010      2027-01-29 (007:34)      (FO)
```

Schedule is complete: 78

(10 Awarded, 88 Matching, Running total: 086:24)

```
5.      Award Pairings If Pay Credit Is > 006:30
6.      Award Pairings If Pay Credit Is > 006:00
        Award Pairings
-----
```

This pilot's priority was to be awarded high pay credit pairings. After the software ran through his first preference, found enough pairings to award a line and the schedule is complete.

The Scheduler found enough pairings in the first preference to complete the line, so it never reached the preferences below it.

Reasons Report Example – Denial Mode



Affected By Denial Mode

Coverage Awards

M30027P	2026-01-04	(006:12)	(CA)
M30028P	2026-01-11	(006:58)	(CA)
M30028P	2026-01-18	(006:58)	(CA)
M30028P	2026-01-25	(006:58)	(CA)

(4 Awarded, Running total: 027:06)

This shows a pilot affected by Denial Mode. The Coverage Awards displays the pairings awarded to this pilot filtered out of the pool with negative preferences

1. Pairing Bid Group

2. Prefer Off Sunday

Not used

Award Pairings

M30010P	2026-01-08	(006:03)	(CA)
M30030P	2026-01-09	(005:53)	(CA)
M30030P	2026-01-12	(005:53)	(CA)
M30030P	2026-01-16	(005:53)	(CA)
M30010P	2026-01-22	(006:03)	(CA)
M30002P	2026-01-23	(005:58)	(CA)
M30010P	2026-01-29	(006:03)	(CA)

Awarded for coverage: 4

Schedule is complete: 110

(7 Awarded, 121 Matching, Running total: 068:52)

This pilot's preference was not used because he technically had to fly every Sunday of the month in order to reach those 68:52 hours to be awarded a line



Reasons Report Example – Pushed to Reserve

<< Current Bid >>

- 1. Pairing Bid Group
2. Prefer Off Weekends
Award Pairings

Best Line Before:

R30010P	2026-01-04	(005:19)	(Coverage)
R30011P	2026-01-02	(007:52)	
R30018P	2026-01-03	(004:20)	(Coverage)
R30057P	2026-01-18	(005:37)	(Coverage)
R30057P	2026-01-25	(005:37)	(Coverage)
R30057P	2026-01-29	(005:37)	
R30067P	2026-01-19	(003:31)	
R30067P	2026-01-23	(003:31)	
R30067P	2026-01-26	(003:31)	
Total Credit:		(044:55)	

Even after being affected by denial mode, this pilot only managed to reach 44:55, well below the Minimum Value of the credit window, so no line could be built.

Pairing Bid Group

Bid group not attempted: Previous pairing bid group could not build a complete line

Award Pairings

Award Reserve

RES4	2026-01-01	(000:00)	(FO)
Honored			

Therefore, this pilot was awarded a Reserve line.



Reasons Report Example – Reserve Partially Honored

```
-----
1. Reserve Bid Group
2. Set Condition Maximum Days On in a Row 3
   Honored
3. Prefer Off Dec 25, 2026, Dec 24, 2026
   Partially honored
4. Prefer off weekends
   Partially honored

Awarded reserve Days:
2026-12-01 (Res)
2026-12-02 (Res)
2026-12-05 (Res)
2026-12-06 (Res)
2026-12-10 (Res)
2026-12-11 (Res)
2026-12-12 (Res)
2026-12-14 (Res)
2026-12-15 (Res)
2026-12-16 (Res)
2026-12-18 (Res)
2026-12-21 (Res)
2026-12-22 (Res)
2026-12-25 (Res)
2026-12-26 (Res)
2026-12-30 (Res)
2026-12-31 (Res)

Line Complete No Other Bids Required

-----
Pairing Bid Group
Award Pairings
-----

Reserve Bid Group
```

Pilot's Set Condition to work no more than 3 days in a row was Honored

Preference for weekends off was partially honored: the pilot is working one full weekend and one Saturday

Here NavBlue partially honored pilot's Prefer Off days. They're off on 12/24, but working on the 25th

Reasons Report Definitions - Others



There are many other types of Reasons Report Definitions that you may find on your report. Some are easy to understand, others are more difficult. The Skywise website lists them all and can be accessed by clicking [HERE](#).

Could Not Build Complete Line with Pairing	The pairing is available legally but cannot be used because it could not fit into your block and still build a complete block.
Partially honored	This Prefer Off bid preference is used, but there are also pairings on your block that contradict a portion of this preference. If you submit a range of dates that you want to be free of duty, the N-PBS Scheduler may be able to honor part of the range but not all. This results in a partially honored bid preference.
Maximum Reduced Lower Limit Line Reached	The maximum number of RLL lines awarded to senior bidders.

Item overlaps with another: X	X number of pairings match this bid preference, but overlapped with something already awarded.
Over maximum credits for period	The pairing would have caused your block to exceed the maximum credit value for the bid period.
Maximum Min-Credit bidders Reached	The maximum number of Minimum Credit blocks already awarded.
Needed for Legality	This pairing is awarded from a lower bid preference to honor either a Min Days Off, Min Days On or Pattern Set Condition bid preference.



Questions? We're here to help. Please submit
your questions to: scheduling@apa2118.org

skywise

