



Jump from the Schedule tab to the Crew Changes or History tab

As a crew dispatcher, to do your job efficiently and keep information up-to-date, you must move your crew around quickly in Helm CONNECT. When you need to edit a planned or pending schedule, or you want to take a look at an approved item in history, it needs to be quick and easy. Previously, you had to navigate to the Personnel > Schedule > Crew Change tab yourself, filter to the relevant asset, then find the crew change card you needed to work on. All of this was time consuming.

In Version 1.18, we improved this key workflow by adding links that jump directly from the Schedule tab to either the Crew Changes or the History tab, depending on the status of the crew change. Once you're there, we take care of filtering to the right asset and finding the correct crew change card for you so you can make your changes immediately.

Where to find the new links

On the Personnel > Schedule > Schedule tab, when you click a work period to open a schedule detail window, you'll now see the new links at the bottom of the window.

12/21/2019 - Gerald Miller

17th - 7th New

Asset * MV Calvin Crew Member * 65508 - Gerald Miller

Position Group * Deck Crew Position * Deckhand

Cost Center Regular Default Override Earning Code Earning Code

Start Amount * Amount * End Amount * Payroll Class Deckhand - Class 1

Start * 12/17/2019 08:00 End * 01/07/2020 00:00 Onboard On shore

Payroll View Payroll Details

Earning Code ATO Paid Earning Code Holidays

Earning Code Overtime Earning Code Regular Pay

[View Crew On](#) [View Crew Off](#) Cancel

Click one of these links to jump to either the Crew Changes or History tab, depending on the status of the crew change.



Note

If you added a schedule manually—by clicking Add Schedule on the Schedule tab—neither of the links will display in the schedule detail window. For all other schedules, you'll always see the View Crew On link because you can't have a schedule without a crew on (the start date). However, you'll see the View Crew Off link only if there's a planned, pending, or approved crew off for the schedule.

How the links work

The new links are dynamic, which means they change depending on the status of the crew change you're looking at. If you click one of the links, here's what will happen:

- **Planned crew change:** You'll jump to the Personnel > Schedule > Crew Changes tab, where the crew change you're working on will be open in edit mode.
- **Pending crew change:** You'll jump to the Pending sub tab on the Personnel > Schedule > Crew Changes tab, where the crew change you're working on will be highlighted and the list will be scrolled to the pending card.

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- **Approved crew change:** You'll jump to the detail view for that crew change on the Personnel > Schedule > History tab, where the crew change you're looking at will be open.

How to get back to the Schedule tab

There's no link on the Crew Changes or History tabs to take you back to the Schedule tab. Instead, use your browser's Back button.

How permissions work for this feature

To use these new links, you need permission to the Schedule tab, the Crew Changes tab, and the History tab. If you have permission to the Schedule tab but not to the Crew Changes or History tab, you won't see the links in the schedule detail window.



Note

If you have any questions about the permissions for your role, please contact your system administrator.
