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Logbook in ForeFlight Mobile v11.10
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Reports
Introduction

This pilot’s guide provides an overview of the Logbook feature in ForeFlight Mobile. Logbook is included in the Basic Plus and Pro Plus subscription plans for individuals, and is available as an add-on for other plans. Visit www.foreflight.com/pricing to upgrade your subscription or add Logbook.

For information about ForeFlight Mobile, please refer to the “Pilot’s Guide to ForeFlight Mobile” available in the app in Documents > Catalog > ForeFlight or at www.foreflight.com/support/pilots-guide/.
Logbook

About the Design

Logbook allows you to track your hours, currency, ratings, endorsements, and more across all of your devices. New flights can be easily entered by hand, or have basic flight information automatically filled in from a Track Log recording. Many different currency types can be displayed and are automatically updated as flights that meet the requirements for each type are added. Logbook integrates existing ForeFlight aircraft profiles and can include people from your device’s contacts, and allows you to enter certificates, ratings, and endorsements to track your or a student’s progress.
Importing your Logbook

If you have an existing digital logbook you can easily upload it by going to [https://plan.foreflight.com/logbook](https://plan.foreflight.com/logbook) and clicking the Import tab. Follow the instructions on the left to upload your logbook.

While a number of logbook formats are accepted, we strongly recommend that you use the available ForeFlight Logbook template (logbook_template.csv, available at [https://plan.foreflight.com/logbook](https://plan.foreflight.com/logbook)) to make the upload process as smooth as possible.

You may encounter warnings or errors when attempting to upload a file. Warnings are often due to minor formatting issues and will not prevent you from uploading the file, although they may result in some loss of data after uploading. Errors are caused by more serious issues and must be fixed before the file can be uploaded.
Adding New Flights

Manual Entry

New flights can be added manually to your Logbook by tapping the plus button in the upper-right corner of both the main Logbook view and any of the Entries views.

You can choose between two templates for each new entry: “New Flight” and “Return Entry”. Both of these autofill the departure airport field with the destination airport from your previous flight, while “Return Entry” will also autofill the destination airport field of the new flight with the departure airport of the previous flight. The aircraft field is also autofilled with the aircraft used in your previous flight.

Send To Logbook

Entries can also be made from the Maps, File & Brief, and Track Logs views using the Send To button. This will use available information from each source to autofill a number of fields, such as destination and departure airports, route, aircraft, and total time.

Draft Entries

Draft entries are entries that require your approval before being added to your logbook. A draft entry is created when someone shares a flight entry with you (see Flight Sharing), after a new Track Log is created and “Track logs” is enabled in Logbook Settings > Draft Entry Creation, and/or after a flight plan is filed and “Filed Flight pLan” is enabled in Logbook Settings > Draft Entry Creation. Draft Entries can
be found in a Draft Entries section above the main entries, with a red notification bubble indicating how many draft entries are awaiting review.

Tap on a draft entry to display its full information, where you can make any needed edits to fields and approve it, or delete it.

Draft entries and their times are not included in the main entry section and do not count towards your currency until you approve them. Once approved they will be added to the rest of the entries.
Viewing and Editing Flights

Entries are grouped into six sections based on when the flight occurred, with the total hours for flights in each time period shown on the right.

Tap on a section to view summaries of each entry for that time period. Each summary shows when the entry was made, the departure and destination airports, the aircraft used, and the total hours.

Tap on a summary row to view the full entry.
Within an entry information is organized into logical sections, starting with general information about the flight and times, followed by takeoffs and landings, instrument flying, and training. Some of these fields can be removed using the Configure Fields page in Logbook Settings, and custom fields can also be added.

A number of dynamic tools simplify the process of adding or editing information:

✦ When adding an aircraft to an entry, your most recently used aircraft are shown at the top for quick access. The rest of the aircraft in your logbook are listed alphabetically by tail number below, and you can use the search bar at the top to search for an aircraft by tail number or type code.
The Departure and Destination fields allow you to search for airports by name, city, or airport identifier, and provide suggestions as you type, making it easy to quickly find the right airport.

“Use Time” buttons allow you to fill out fields quickly when the condition described by that field applied for the entire flight. For example, if you flew a 1.6 hour daytime flight by yourself, after entering 1.6 as the total time you can tap “Use 1.6” in the PIC and Solo fields to quickly add the same time to those fields.

When adding takeoffs and landings, the “All Landings” field responds dynamically to the total number of landings entered in the full stop landings fields. Note: while touch-n-go landings do not count as full stop landings, they can be added to the total number of landings.
When adding an instrument approach, Logbook autofills the airport field with your destination airport, but you can also tap in the field to search for a different airport. Tap “Autofill Approach” to quickly select from a list of approaches at that airport, which will autofill the Type and Runway fields with the correct values. If the approach you’re looking for isn’t listed, you can tap the “Lookup” button to choose from a list of common approach types.
Beginning with ForeFlight Mobile 11.10, the Track Log log associated with a Logbook entry can be selected or changed. Tap “Change Track Log” at the bottom of the Track Log list:

![Track Log List]

then select the Track Log from the pop-up:

![Track Log Selection]

Only 1 Track Log can be associated with a single Logbook entry.
**Flight Tags**

Flight Tags are used to specify if a flight included a flight review, IPC, or check-ride. Flight Tags are used when calculating currency, so if your Currency Summary is not what you expect, double-check that you have correctly tagged any relevant flights with the appropriate tag.

**Adding a Signature**

An instructor can add his or her signature to the signature section near the bottom of an entry to certify that the student logged the correct number of hours during the flight. Signatures can be added directly on the student’s iPad or remotely via Remote Signing.

To add a signature directly, tap “Add Instructor Signature” and “Sign Now”, and select the instructor from the list of people, or tap the Plus button in the top right to add the instructor. If the instructor’s certification number or expiration date have not been added, tap “Edit Instructor Info” and add their information, then tap “Done”. The instructor can then add comments to accompany their signature and tap “Sign”. Tap “Done” after signing to add the signature and comments to the entry.

Once the entry is signed, none of the values can be changed. To change a value, delete the instructor signature, then have them re-sign the entry. You can delete a signature by swiping from right to left across the signature and tapping the “Delete” button that appears, then confirming.

You can also email a signature request to your instructor by tapping “Request Signature”, see the Remote Signing section for details.
Add Next Entry

The “Add Next Entry” button at the bottom of a flight entry allows you to easily add consecutive flights when logging a multi-leg trip. Adding a next flight will create a new entry with the same date and aircraft of the previous flight, and will set the arrival airport of the previous flight as the departure airport of the new flight. If the previous flight has Hobbs or Tach time values entered the new flight will copy the Hobbs/Tach End times and set them as the Start times in the new entry.

Deleting Flights

Flights can be deleted using the red Delete button at the bottom of every entry.

They can also be deleted from the list of entries by swiping from right to left across the entry and tapping the Delete button that appears, then confirming that you want to delete the entry.
Remote Signing

Remote signing in Logbook allows pilots to request and receive flight entry signatures from CFIs remotely, making things easier for both the student and instructor. Instructors who do not have Logbook as part of their ForeFlight subscription, or who do not have ForeFlight at all, can still receive and sign entries.

See the Instructor Tools section for details about creating Remote Endorsements.

To request a remote signature, tap “Add Instructor Signature” in the entry to be signed and tap “Request Signature”. Select the instructor from the list of people, or enter the instructor’s email address directly in the “Send to” field at the top; they will then be added as a new person after the request is sent. If you select a contact with no email you will have to enter one before the request can be sent. Tap “Request” to send the entry to the instructor for approval.

The instructor will receive an email letting them know they have a signature request. They can then follow the link in the email to review the flight entry, decline it with comments, or enter their CFI information, add comments, and approve the entry with a digital signature.
If the instructor has ForeFlight Logbook, the signature request will also appear at the top of his or her logbook under “Drafts & Requests”. The instructor can then review the entry, decline it with comments, or approve it after entering his or her CFI information, adding comments, and signing the entry. After signing, the instructor will be prompted to save a copy of the flight to his or her drafts so it can be logged as “Dual Given” time, which the instructor can either accept or decline. If accepted, the entry will appear as a new draft entry under “Drafts & Requests”.
If the instructor declined the student’s signature request, the entry will appear under “Drafts & Requests” in the student’s logbook with the instructor’s comments. The student can then edit the entry and resend the request, or cancel the request. If the instructor signed the entry, it will appear under “Drafts & Requests” in the student’s logbook, and the student can either reject the signature or accept it, locking the details of the entry from being edited.
Logging Simulator Time

Before logging Simulator time you will need to create a Logbook “Aircraft” for that simulator. Do this in More > Logbook > Aircraft by tapping the “+”.

Tap the “Equipment Type” entry and select the correct Simulator option:

Although fewer details are needed for a Simulator than an actual Aircraft, Represented Aircraft Type and Represented Aircraft Category/Class must be selected to ensure Currencies are properly updated:

If you need to update simulator entries created prior to ForeFlight Mobile 10.4, please see this ForeFlight Support Center article: Updating a Simulator to allow Currency tracking.
Photos in Logbook

Photos can be added to flight entries, aircraft profiles, certificates, and endorsements. There’s no limit to the number that can be added, and all photos are saved to the ForeFlight Cloud so they can be accessed from any of your devices.

Tap the “Add Photo” button and select the source the photo will come from. Selecting “Camera” will allow you to take a new photo with your device’s camera (you will have to give ForeFlight permission to access your device’s camera if you haven’t done so already).

Selecting “Photo Library” will allow you to further select from a number of image collections on your device, including your Camera Roll, screenshots, locally saved Dropbox images, and shared Photo albums. Tap one of these collections and select a photo from the list.

After selecting a saved photo or taking a new one, you can edit the photo before adding it to Logbook. Use the rotate button in the top-right to rotate the photo 90 degrees, and drag the blue dots at the corners of the photo to crop it. Tap “Done” to save the edits you made and add the photo to Logbook.

After adding a photo to Logbook a thumbnail of it will appear above the “Add Photo” button. Tap on it to view the full photo, and tap the “Edit” button in the top-
right to re-enter edit mode and crop or rotate the photo, or tap “Delete” to delete the photo. Deleting a Logbook photo on one device will also remove it from Logbook on your other devices.

Adding more than a few photos will cause some photo’s thumbnails to move offscreen - swipe left and right to view all the thumbnails. You can also swipe between full photos after tapping on one.

The process of adding and editing photos is the same for flight entries, aircraft profiles, certificates, and endorsements.

**Smart Logbook Photos**

When a Logbook entry is created from a Track log, either automatically when a Track log is recorded or manually when a Track log is sent to the Logbook, Smart Logbook Photos then automatically suggests photos and screenshots that were taken during the time of the flight.

Tap the individual photos you’d like to add, or tap “Select All” to add all of the photos found during your flight to the Logbook entry. Once the selected photos are added they are synchronized to ForeFlight Mobile on all of your devices via ForeFlight’s Sync system.
Flight Sharing

Flight sharing allows you to send copies of logbook entries to other pilots, such as a co-pilot you split time with on a recent flight, reducing duplication of effort and the possibility of errors.

While viewing an entry in Logbook, tap the Send To button in the top right.

Tap “Contacts” and select as many of your contacts as you want to email the entry to. If you select a contact without an email address you will need to enter one in order to share the entry. You can also enter a recipient’s email address in the bar at the top if that person isn’t in your contacts; they will be added to your contacts after the entry is shared. Tap “Share” to send the entry to the contacts you’ve selected.

Entries shared with you by others appear in the Drafts and Requests section above the main entries. Tap on a draft entry to review and edit its information, and tap Approve to add it to your logbook or Delete to delete the entry. A push notification is also sent to your device when the entry is shared, providing basic
information about the entry and who shared it with you (if push notifications are disabled on any of your devices, an email will also be sent).

<table>
<thead>
<tr>
<th>Date</th>
<th>Mar 6, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aircraft</td>
<td>N979C (P28A)</td>
</tr>
<tr>
<td>From</td>
<td>KSGR</td>
</tr>
<tr>
<td>To</td>
<td>KAUS</td>
</tr>
<tr>
<td>Route</td>
<td></td>
</tr>
<tr>
<td>TIMES</td>
<td></td>
</tr>
</tbody>
</table>
Entry Summaries

Logbook allows you to view and share summaries of your flights that contain an interactive map, details such as total time and distance, and any photos you attached.

After filling in the details for a recent flight and attaching photos, tap the “Send to” button in the upper-right, then choose one of the options. At the top of the Entry Summary is a map of your route with labels for departure and destination airports and intermediate waypoints. Tap on the map to make it fullscreen and interactive. Tap the layer selector button in the top left to choose between different base maps to view your route over.
Beneath the map are basic details about the flight such as total time, distance, and number of landings. If you attached any photos to the entry they are shown as cropped previews below - tap on one to view the full image and swipe left or right to view others.

Tap the Send To button in the top right and choose “Other” to share the entry via social media, email, or as a URL. **NOTE:** You must have Twitter and Facebook accounts set up on your device for their respective options to appear, and you must have an email account set up in the Apple Mail app for the Mail option to appear.

Sharing an entry summary creates a permanent link between the entry and the summary, so any changes you make to the entry are reflected in the summary. Entry summaries cannot be unlinked from their respective entries, and they can only be deleted by deleting the original entry.
Currency

The Currency Summary allows you to track different types of currency based on flights and certificates entered in Logbook.

<table>
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<tr>
<th>CURRENCY SUMMARY</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General (ASEL)</strong></td>
<td>42 Days</td>
<td>REMAINING</td>
</tr>
<tr>
<td>Expires Nov 5, 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Night (ASEL)</strong></td>
<td>0 Days</td>
<td>REMAINING</td>
</tr>
<tr>
<td>Not Current</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>IFR (Airplane)</strong></td>
<td>188 Days</td>
<td>REMAINING</td>
</tr>
<tr>
<td>Expires Mar 31, 2017</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Flight Review</strong></td>
<td>706 Days</td>
<td>REMAINING</td>
</tr>
<tr>
<td>Expires Aug 31, 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Medical</strong></td>
<td>979 Days</td>
<td>REMAINING</td>
</tr>
<tr>
<td>Expires May 31, 2019</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Each currency type you add is listed, and the number of days remaining for which you will be current for that type is shown on the right. The date on which your currency in each type will or did expire is shown on the left, beneath the name of the currency type.

The days remaining and date of expiration for each type of currency are automatically updated when you add flights that meet the requirements for each type, in an airplane with features appropriate to that type. For example, IFR currency in an airplane requires at least six logged approaches and one hold in the past six months.

**NOTE**: Because each type of currency is updated based on specific flight information and aircraft characteristics, it is important that you enter all relevant information in your log entry and profile for the aircraft used in that flight for it to count towards your currency.
Adding Basic Currency Summaries

New basic currency summaries can be added by tapping “Add currency summary”. Choose between General, Night, and IFR currency types, and then select the type of aircraft for which you would like to track currency based on category/class and gear type. You can also add General and Night currencies for different kinds of flight simulators, found at the bottom of the currency lists.

In addition to these flight currency types, you can also add Flight Review currency, which is based on your most recent entry with a Flight Review tag; medical currency, which is based on Medical Certificates in the Qualifications section; knowledge test currency, which is based on Knowledge Test Certificates in the Qualifications section, and Flight Instructor currency, which is based on Flight Instructor Certificates in the Qualifications section. The new currency summaries will then appear at the bottom of the currency summary list.

Adding Aircraft Type Currency Summaries

Beyond basic currency trackers like General, Night, and IFR, Logbook also allows you to add currency trackers for specific aircraft types. Tap Aircraft Type Currency and then the Plus button in the top right to configure a new type currency.
Select the type of currency to track - General, Night, or both - then select one or more aircraft types from the list below, which draws from all the aircraft in your logbook. Tap “Done”, then tap out of the New Currency Type window to see your new type currency summaries at the bottom of the currency summary list.

Opening the Aircraft Type Currency window allows you to de-select type currencies without deleting them, so they can be easily re-selected if you want to see them again. You can delete the type currencies using swipe-delete.

Currency Details

Any of the currency types in the Currency Summary can be tapped on to view detailed information about that currency and the flights that contribute to it.

The Currency Requirements section at the top lists the requirements needed to satisfy that type of currency, and shows your progress in completing those requirements. Some currency types can be satisfied in multiple ways (for IFR currency, completing six approaches and one hold in the past six months, or completing an IPC checkride in the past six months); in those cases, only one of the requirements must be met to satisfy currency.

A short description of the requirements needed to satisfy that type of currency is also shown at the bottom of the Currency Requirements section.
Beneath the Currency Requirements section is the Entries Affecting Currency section, which lists all the flights that contribute to that currency type. These entries can be tapped on to view and edit their information. Beneath that is the Entries Not Affecting Currency section, which can be tapped on to show a list of all the flights that do not contribute to that currency type, but which fall within the currency’s timeframe, such as 90 days for general currency, and 6 months for IFR currency. These entries can also be tapped on to view and edit their information.

If an aircraft profile that has been added to a logbook entry is missing important details like Category/Class that could affect currency reporting, a “Missing Details” section appears in the Currency details, and can be tapped on to view and edit the profiles that are missing details.

Night Vision Goggles (NVG) Currency

ForeFlight Mobile version 11.4 and later include the option to track Night Vision Goggles (NVG) currency.

To track NVG currency, make sure that the Night Vision Goggles switch is ON in More > Logbook > Configure Fields > Night Vision Goggles:
Then to add NVG Currency tracking, tap “Add Currency Summary” and select NVG Operations. You can select Aircraft, Rotorcraft, or both.

When you select one of the NVG Currency options, NVG Currency with and without Pax are added to your Currency Summary. If you don’t need one of them, simply swipe-delete it by swiping your finger from right to left across it and tapping the red “Delete” button. Within the Currency Summary you’ll see details of the flights that count towards maintaining currency.
After enabling the Night Vision Goggles Fields, each new Logbook entry also includes the options for NVG time, NVG Operations, as well as the NVG Proficiency tag:

Deleting Currency Summaries

You can delete a currency summary by swiping left across the listing and tapping the “Delete” button that appears, or by tapping “Remove from Currency Summary” at the bottom of the currency’s detail page.

Deleting a currency summary will not affect your actual currency in that type, as currency is determined by details entered in your flight entries and aircraft profiles. As such, if you delete a currency type for which you are still current, you can simply re-add it and it will still show that you are current.
Reports

Logbook allows you to automatically generate, view, and export four different kinds of reports: flight experience reports, FAA 8710 reports, and progress reports for Private Pilot ASEL and the Instrument Airplane rating.

Condensed Logbook - 1 Page

The Condensed Logbook detail report is a compact, cleanly formatted 1-page logbook layout.

The Condensed layout fits all information on a single page by omitting category & class time, day & night landings, and route details beyond the departure & destination airports. It includes endorsements and certificates on separate pages at the end of the logbook. You can generate the Condensed report for All Time, or adjust the date range by tapping the drop-down selector at the top of the page.

Tap the Send-to button in the top-right to email a PDF copy, or print (via AirPrint) your logbook.
NOTE: you may encounter formatting issues when printing double-sided pages via an AirPrint printer. We recommend you instead email the PDF to yourself so you can print from a computer.

**Complete Logbook - 2 Page**

The Complete Logbook detail report is a more detailed 2-page logbook layout, ideal for personal backup or job interviews.

The Complete layout lays out the detail of each flight entry across two facing pages, making it ideal for binding or other situations where you need to present all of your logged information at once.

It includes endorsements and certificates on separate pages at the end of the logbook. You can generate the Complete report for All Time, or adjust the date range by tapping the drop-down selector at the top of the page.

Tap the Send-to button in the top-right to email a PDF copy, or print (via AirPrint) your logbook.

NOTE: you may encounter formatting issues when printing double-sided pages via an AirPrint printer. We recommend you instead email the PDF to yourself so you can print from a computer.
Experience Reports

Flight experience reports include information about your certificates and ratings, flight times in different aircraft and types of flying (such as PIC, cross country, instrument, etc), and detailed information about the aircraft themselves. Totals from custom logbook fields with types Hours, Numeric, Counter, and Toggle (on) are shown at the bottom of the report.

Tap the dropdown menu at the top of the screen to select the period of time the experience report will encompass. (e.g. All Time, Last 12 Months, Last 90 Days, etc.).

While viewing an experience report tap Send To in the top-right to print or email the report as a PDF. **Note:** As in other parts of the app, the “Mail” option will only appear if your device’s Apple Mail app has been set up with an email account.
8710 Reports

8710 reports include all the flight and aircraft information needed to fill out the FAA’s 8710 Airman Certification/Rating application.

While viewing an 8710 report, tap Send To in the top-right to print or email the report as a PDF. It can then be used as a guide while filling out the official 8710 form.

Note: Make sure that the cross-country (XC) and other times recorded in your Logbook were logged in accordance with FAA definitions.

Private Pilot ASEL report

This report shows your progress towards the Private Pilot ASEL checkride, including Total time, Total flight training, Solo, Solo Cross-country, etc...

The report updates automatically as you complete and log flights that count towards the Private Pilot ASEL.
Instrument ASEL report

This report shows your progress towards the Instrument Rating, including Total PIC Cross-Country, Actual or simulated Instrument time, Actual or simulated flight training, and the Instrument cross-country flight.

The report updates automatically as you complete and log flights that count towards the Instrument rating.
Aircraft

New aircraft can be added to Logbook by tapping the “plus” button in the upper right corner of the aircraft list.

Aircraft profiles in ForeFlight’s Aircraft view are automatically copied to Logbook, though new aircraft added to Logbook are not copied to ForeFlight’s Aircraft view.

Aircraft profiles in your logbook import from ForeFlight on the web are also added, though you should confirm that all the information about each aircraft is present and correct after importing them.

Scroll to the bottom of an aircraft’s detail view under Associated Entries to see the number of entries that aircraft is associated with and the total flight time logged for it. Tap to see the full list of those entries and tap on any entry to edit it.
Missing Details Flagging

Any aircraft profiles that have been added to a logbook entry but are missing important details such as Category/Class or Gear Type will be flagged with a warning symbol to indicate that they are missing details that could affect currency reporting.

The relevant fields are highlighted when you view the aircraft's details. Profiles with missing details that have not been added to an entry will not be flagged with a warning symbol, but the fields will still be highlighted in the aircraft's details.
**Copying Aircraft**

You can copy an aircraft in Logbook by swiping left across the aircraft in the aircraft list and tapping the “Copy” button that appears. This will create a new aircraft listing with all the same features as the original and with “Copy” added to the aircraft name between the tail number and type code. Copying aircraft can be useful if you make changes to an aircraft, such as switching between wheels and floats, and want to track your hours in both gear types.

**Deleting Aircraft**

Aircraft in Logbook can be deleted by tapping on the aircraft to open the Edit Aircraft window and tapping the “Delete” button at the bottom and confirming. If an aircraft was copied to Logbook from the Aircraft view in ForeFlight, it can only be deleted from Logbook by deleting the profile in the Aircraft view.
People

Information about people that you fly with can be added to Logbook in the People view. Tap the “plus” button in the upper right corner of the view and select how you want to add the person: tap “New Person” to create a new profile from scratch, or tap “From Contacts” to import a person from your device’s contacts.

In addition to basic name and contact information, each person can be assigned a default role. This role will then appear next to the person’s name when you add them to the “Crew and Passengers” section of a flight entry.

Deleting People

People can be deleted from Logbook by tapping the red “Delete” button at the bottom of the Edit Person window, or by swiping left across the person’s name in the All People view and tapping the red “Delete” button.
Qualifications

The Qualifications view allows you to add certificates, ratings, and endorsements to your Logbook. Tap the “Plus” button in the upper-right corner to select what kind of qualification you want to add.

Certificates and Ratings

Tap “Certificate” and select what type of certificate you want to add. You can then enter information about the certificate, including number, date issued, expiration date, limitations, and attach photos.

Ratings are attached to certificates, and can be added from the Certificate window by tapping “Add Rating”, or from the “Add New Qualification” box by tapping “Rating” and selecting which certificate you want to add the rating to. Select what type rating you want to add, and enter the expiration date and any limitations of the rating. Type ratings also allow you to specify the aircraft designation that the rating applies to.
You can delete a certificate or rating by tapping “Remove Certificate/Rating” at the bottom of the Certificate or Rating windows, respectively, or by swiping left across the item you wish to delete and tapping the red “Delete” button.

**Endorsements**

The Endorsement feature allows a flight instructor to endorse a student’s progress with a digital signature. Tap “Endorsement” in the “Add New Qualification” window to add a new endorsement.

The title and description of an endorsement can be entered manually, or by tapping the “Lookup” button in the Title field and selecting from over 60 common endorsement types derived from AC 61-65E. Each type autofills the description box with a generic description that can then be modified with more specific details about the student and other relevant information. Photos can be attached to the Endorsement by tapping “Add Photo”.

**IMPORTANT:** Photos must be added BEFORE an Instructor signature is added, because once signed the Endorsement is locked and cannot be edited. If you forget to add a needed photo or photos before your Instructor signs the Endorsement, you will need to delete the Instructor’s signature to “unlock” the Endorsement, then have them re-sign.
Tap “Add Instructor Signature” to select the instructor from the list of people in Logbook. After adding his or her certification number and expiration date, the instructor can then tap “Sign” to add a digital signature using a finger or stylus. Once a signature has been added, the details of the endorsement are locked from editing, preventing the student from changing information about the endorsement after it has been signed. However, the signature can be deleted by swiping left across it and tapping “Delete”; this will then allow the endorsement details to be edited.

Endorsements can be deleted by tapping “Remove Endorsement” at the bottom of the Endorsement window, or by swiping left across the endorsement in the Qualifications view and tapping “Delete”.

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Instructor Tools

Instructor Tools is a convenient place for flight instructors to manage their certificate information, and issue remote endorsements to students. Instructors can easily keep track of past endorsements, and issue new ones, in the Endorsement Records view.

To create a remote endorsement, tap Endorsement Records, then tap the “+” button in the upper-right.

Tap the Student’s name to select the student from your list of contacts (People) added to Logbook. If you haven’t yet added the student's name, tap the “+” button in the upper-right to do so.

Tap the Lookup button to find a pre-formatted endorsement, or manually type-in the endorsement text. Tap any grey-formatted placeholder text to fill-in the relevant details for that endorsement. When the details are complete and the instructor signature is applied, tap Send Endorsement. The student will receive an in-app notification and an email that the Endorsement has been sent, and the Endorsement will appear at the top of their logbook in the Drafts & Requests section.

NOTE: If the student does not yet have a ForeFlight subscription a PDF of the remote endorsement will be sent to their email address.

The student should then tap the endorsement to review it, and tap Accept to add it to their Logbook, or Decline if something needs to be changed.
Digital Signature

Tap “Digital Signature” to manage or update your Instructor information including your signature.

Use the “Swipe-delete” gesture to delete a signature: swipe your finger from right to left across the signature, then tap the red “Delete” button.
Settings

The Settings view allows you to adjust Logbook settings.

❖ Entry time format - Select what format times are entered in. Decimal (N.NN) displays times in hours and tenths of an hour, and Hours & Minutes (HH:MM) displays times in hours and minutes.

❖ Draft Entry Creation - turn ON to automatically create draft entries from newly recorded Track Logs and/or Filed Flight Plans. Turn OFF to not create draft entries. Note: new entries can always be created from Track Logs using the Send To button when viewing a Track Log. If Track Logs are not recorded (either manually or automatically) draft Logbook entries will not be automatically created even when this setting is ON.

❖ Total Time Calculation - choose how ForeFlight calculates Total Time if you don’t enter it directly. Options include Hobbs, Tach, Block, Flight, or Duty Time.

❖ Autofill Settings - Choose the fields to autofill with the “Total Time” field. If total time is already entered it will not be affected by Hobbs times.
Configure Fields

You can change what data fields are shown in Logbook entries in the Configure Fields view. Fields that are selected (blue) will appear in every entry, while fields that are unselected will not appear in any entry. This feature allows you to condense your entries by removing fields you don’t need to track.

Deselecting standard fields does not delete the data entered in those fields, it only hides the fields from view. For example, if you’ve filled out the Tach times for all of your entries and then deselect “Tach”, the data you entered is not deleted; simply reselect “Tach” and that data will be shown as it was before.
You can also create your own fields in the Custom Fields section at the bottom of the page. Tap “Add Custom Field” and enter the name of the field and the type of data you want it to store. Tap “Close” to save the field and add it to every entry in your Logbook. Custom fields can be found near the bottom of entries.

You can delete custom fields by tapping the “Delete” button at the bottom of the Custom Field window, or by swiping left across the custom field and tapping “Delete”, and confirming.

**WARNING:** DELETING A CUSTOM FIELD WILL PERMANENTLY REMOVE ALL DATA ASSOCIATED WITH THAT FIELD FROM EVERY ENTRY. THERE IS NO WAY TO UNDO THE DELETION OR RESTORE THE DATA THAT WAS REMOVED.

Logbook sync

When “Synchronize User Data” is enabled in More > Settings and your device is connected to the internet, your Logbook will automatically sync to your other devices and be saved in the ForeFlight Cloud. This provides disaster recovery capabilities in case your device is damaged or lost; your Logbook data is stored securely on the ForeFlight servers and can be accessed on any device by signing in to your ForeFlight account.

**WARNING:** If “Synchronize User Data” is disabled in More > Settings, NONE of your Logbook data will be sync’d to other devices or backed-up the ForeFlight Cloud. If your device is lost or damaged, all Logbook data you have entered will be lost. Therefore we strongly recommend leaving “Synchronize User Data” ON.
Logbook on the web

In addition to importing your digital logbook, ForeFlight on the web provides other features to help you get the most from Logbook.

Reports

You can generate flight experience reports from your logbook in ForeFlight on the web as well as in the app itself. Click the “Reports” tab at https://plan.foreflight.com/logbook and select the date range using the drop-down menu on the right.

![Logbook Experience Report](image)
Reset Logbook

You can reset your logbook data at http://plan.foreflight.com/logbook using the Reset Logbook button at the bottom of the Import tab.

**WARNING:** Resetting permanently deletes ALL the data in your logbook, including aircraft, people, certificates, signatures, pictures, and endorsements. So **BEFORE** resetting make sure you have this information saved somewhere else before confirming that you want to reset.
Export

You can export your logbook as a .csv file from the Export tab. The exported file has the same format as the ForeFlight Logbook template and includes all information about aircraft and flights that you’ve entered, as well as your custom fields. The file is downloaded as “foreflight_logbook.csv”.

**NOTE:** Endorsements and Qualifications are not included in the .csv export. Use a Logbook Experience Report from the app to generate a PDF of your logbook including Endorsements, Qualifications, and other information.
Logbook in ForeFlight Mobile Change History

**For v11.10 NOTE: REQUIRES iOS 11.0 or LATER**

✧ ForeFlight Logbook now allows you to **add, remove or change** recorded Track Logs associated with a Logbook entry. Only 1 Track log can be associated with each Logbook entry.

**For v11.9 NOTE: REQUIRES iOS 11.0 or LATER**

✧ ForeFlight can now automatically fill certain Logbook fields based on a flight’s Total Time, simplifying the process of filling in new entries. Options include PIC, SIC, Dual Given, Dual Received, and Cross Country, and you can also enable auto-fill for your own custom fields.

✧ The other new Logbook setting, “Total time Calculation”, allows you to choose how ForeFlight calculates Total Time if you don’t enter it directly. Options include Hobbs Time, Tach Time, Block Time, Flight Time, or Duty Time.

**For v11.6 NOTE: REQUIRES iOS 11.0 or LATER**

✧ Logbook automatically calculates Night Time and Night Landings and populates these values in your Logbook entry.

✧ Logbook Instructor Tools is a convenient place for flight instructors to manage their certificate information, and issue remote endorsements to students. Instructors can easily keep track of past endorsements, and issue new ones, in the Endorsement Records view.

**For v11.4 NOTE: REQUIRES iOS 11.0 or LATER**

✧ **Smart Logbook Photos** make it quick and easy to add photos and screenshots taken that were during a flight where a Track log was recorded to a Logbook entry. Smart Logbook Photos can suggest photos if a Track log was recorded automatically, or if a Track log is sent to the Logbook. Photos and screenshots that are selected and added to an entry are synchronized to all devices on your account via ForeFlight’s Sync system.

✧ Logbook supports **Night Vision Goggle (NVG)** currency tracking for both rotorcraft and airplanes. The NVG section of each Logbook entry
allows you to log NVG time and number of NVG operations, and add an NVG Proficiency tag to the entry after a checkride.

**For v11.1 NOTE: REQUIRES iOS 11.0 or LATER**
- Draft Logbook entries can now be created from [Filed Flight Plans](#), as well as from Track Logs.

**For v11.0 NOTE: REQUIRES iOS 11.0 or LATER**
- Search Logbook entries using entry comments, tags, and aircraft equipment type.
- When viewing a person’s details in Logbook > People, see all the flights they’ve been added to under “Associated Entries”
- When creating a new entry using the “Add Next Flight” button, any people you added to the first flight will automatically appear in the new flight.

**For v10.6 NOTE: REQUIRES iOS 10.3 or LATER**
- View logged simulator time in Logbook Experience Reports in sections for simulated aircraft and flights, including simulated instrument and dual given/received.

**For v10.5 NOTE: REQUIRES iOS 10.3 or LATER**
- Logbook entries now include an interactive Aeronautical layer map showing your flight route. The actual route is shown if a Track Log was recorded; if no Track Log was recorded then the planned route is shown.

**For v10.4.3 NOTE: REQUIRES iOS 10.3 or LATER**
- Logbook now provides full support for flight simulators (FSS, FTD, BATD, and AATD)

**For v10.3 NOTE: REQUIRES iOS 10.3 or LATER**
- Logbook entires and recorded Track Logs that are associated with each other now include links to view the details of the other, simplifying tying them to the same flight.

**For v10.2 NOTE: REQUIRES iOS 10.3 or LATER**
- Add a jet endorsement in Qualifications and track jet currency based on FAR 61.58 requirements.
For v9.6 **NOTE: REQUIRES iOS 9.2 or LATER**

- Time Out, Time Off, Time On, Time In fields are now available in Logbook entries for more detailed flight logging.

For v9.3 **NOTE: REQUIRES iOS 9.2 or LATER**

- New Add Next Entry button makes it easy to add consecutive flights when planning a multi-leg trip.

For v9.2 **NOTE: REQUIRES iOS 9.2 or LATER**

- Added Condensed (1-page layout) and Complete (2-page layout) PDF and printable logbook reports.

For v9.0 **NOTE: REQUIRES iOS 9.2 or LATER**

- Logbook now supports currency tracking for flight instructor certificates.
- The Logbook aircraft list now include additional details about each aircraft such as type code and total time logged in that aircraft.