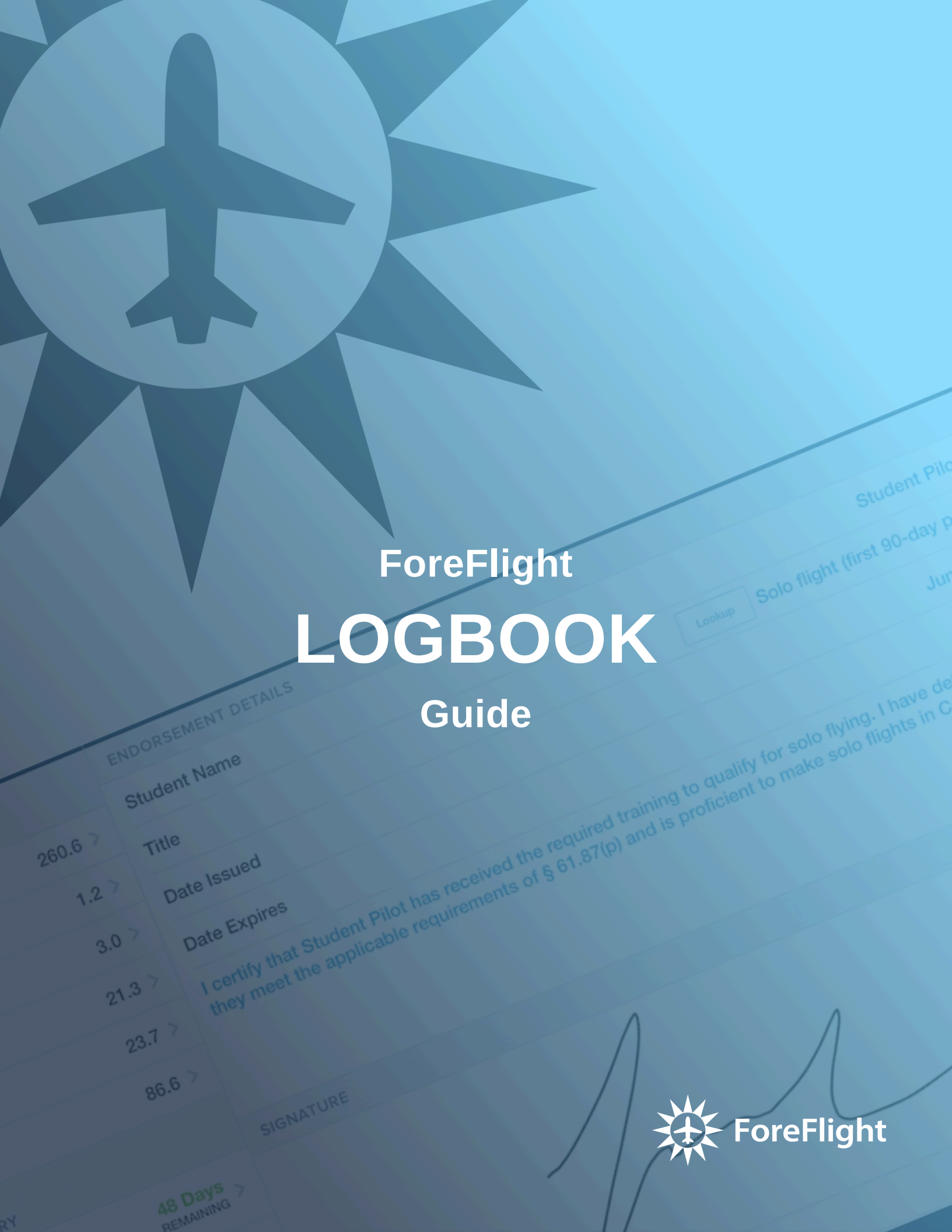


ForeFlight

LOGBOOK

Guide

ForeFlight

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INTRODUCTION

This guide provides a detailed overview of the ForeFlight Logbook feature. Logbook lets pilots log flights, track flight time and currency, record certificates and ratings, receive electronic endorsements, and generate flight experience reports.

Logbook is included with all ForeFlight Mobile subscriptions and is available on iPad, iPhone, and ForeFlight Web. With the exception of the Logbook on the Web chapter, this guide focuses on using Logbook on the iPad.

Logbook entries and settings sync automatically across all devices and ForeFlight Web, making it a useful tool for all types of pilots.

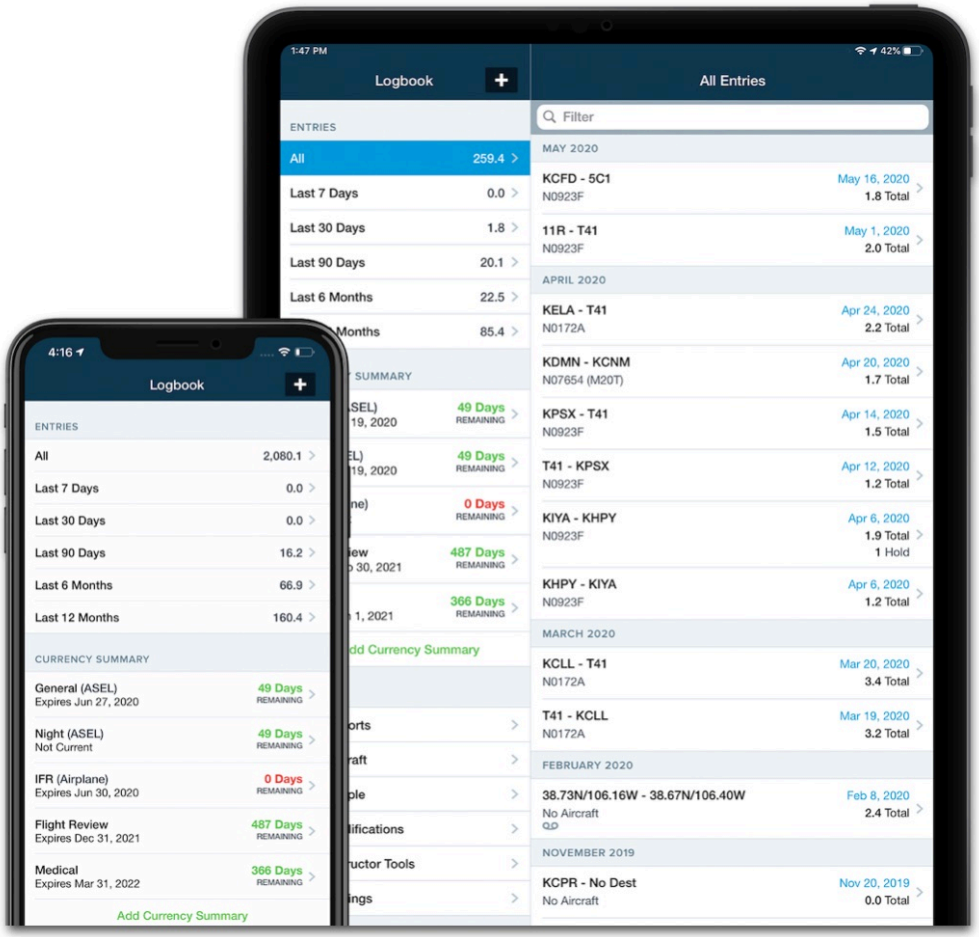


Figure 1-1. ForeFlight Logbook

1.1 Logbook Design

The design of the Logbook interface varies slightly by device:

- **iPad**: A navigation sidebar is used to access different Logbook features. Tap an item in the sidebar to view its contents in the Details View.
- **iPhone**: Navigation options appear in a full-screen list. Tap an item to view its contents. Use the **Logbook** (back) button in the upper toolbar to return to the navigation view.
- **Web**: The navigation toolbar is displayed across the top of the screen.

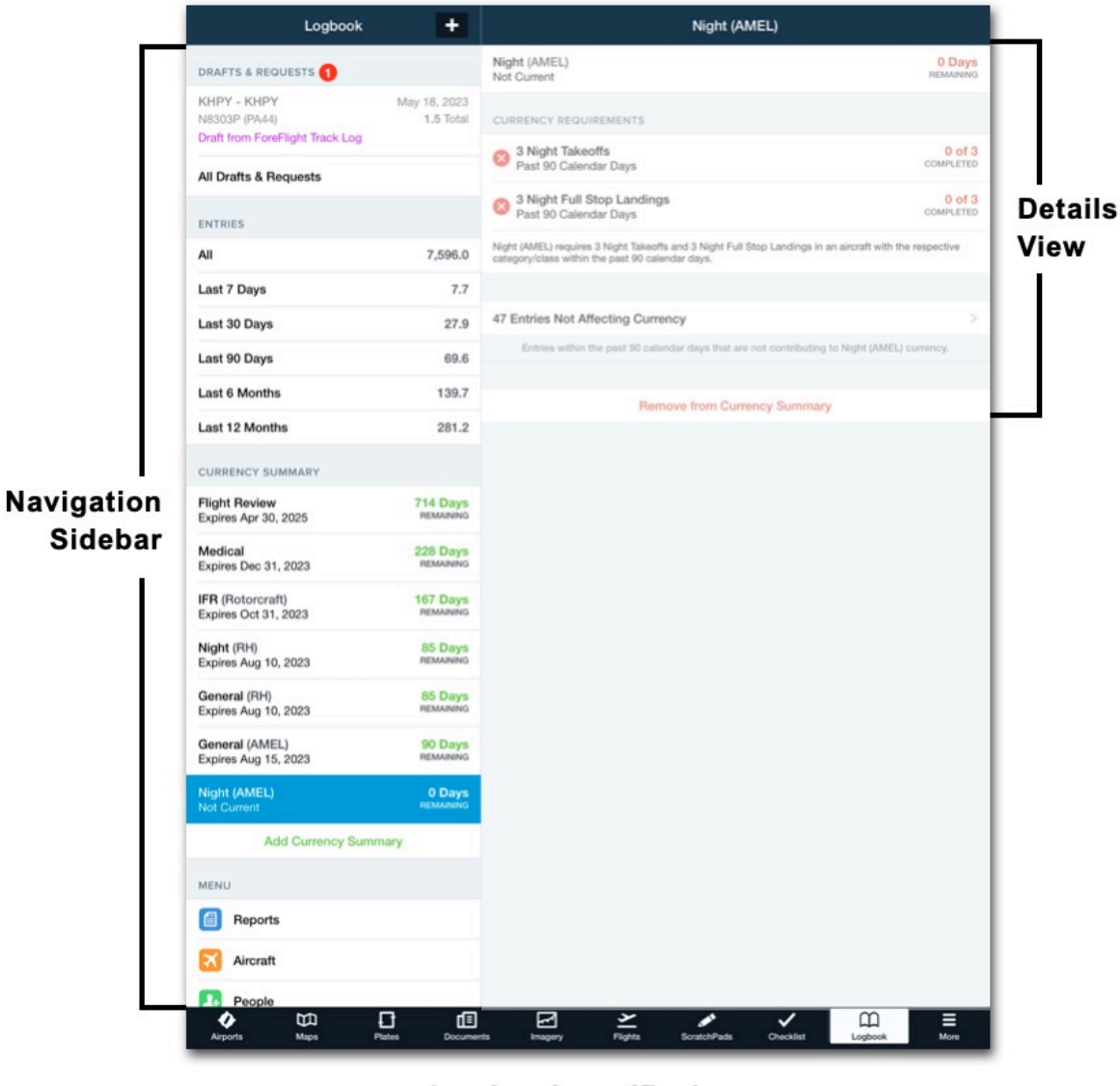


Figure 1-2. Logbook on iPad

1.1.1 Navigation Sidebar

The navigation sidebar (iPad) or main navigation list (iPhone) includes the following sections, arranged from top to bottom:

- **Drafts & Requests**: Displays draft logbook entries and pending signature requests. This section is hidden when empty.
- **Entries**: Contains completed logbook entries filterable by days or months into the past.
- **Currency Summary**: A customizable section for tracking regulatory and personal currency.
- **Menu**: Provides access to the following tools:
  - Reports
  - Logbook Aircraft
  - People
  - Qualifications
  - Instructor Tools
  - Settings.



Figure 1-3. Navigation Sidebar

1.1.2 Details View

The Details View displays the content associated with the item selected in the navigation sidebar (iPad) or main navigation list (iPhone).

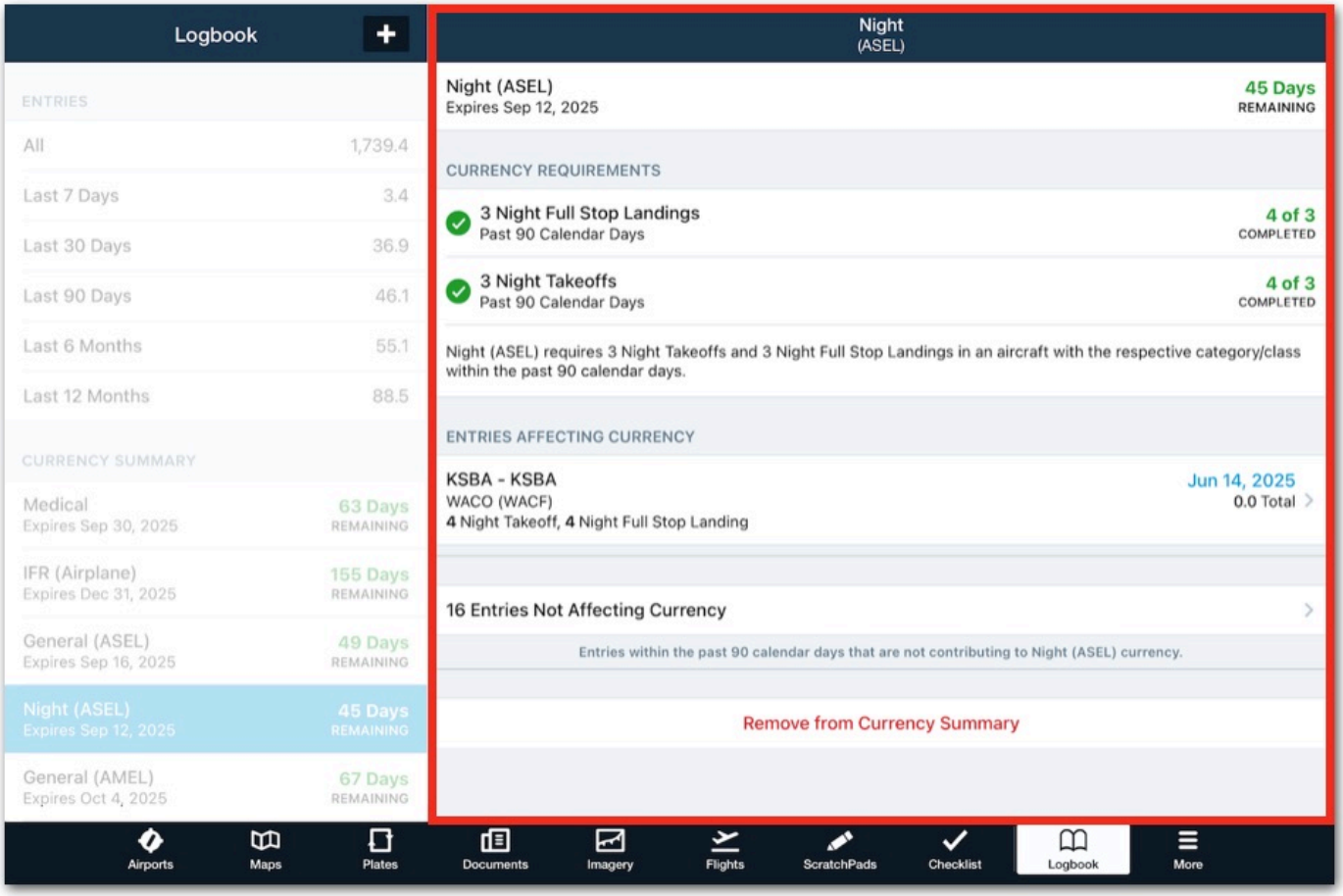


Figure 1-4. Logbook Details View

GETTING STARTED

Logbook entries can be added using any of the following methods:

- Manually add a logbook entry.
- Approve a draft entry when a track log is recorded or a flight plan is filed.
- Send a route to Logbook to create a new entry.
- Import an existing digital logbook using Logbook on the Web.
- Import a paper logbook or add catch-up entries.

2.1 Adding a Logbook Entry

To manually add a logbook entry in ForeFlight Mobile:

1. Select **More → Logbook**.
2. Tap the **[+]** button in the upper toolbar.
3. Select either:
   - **New Entry**: Auto-fills the aircraft and departure airport fields using the most recent entry.
   - **Return Entry**: Auto-fills the aircraft, departure airport, and destination airport fields using the previous entry in reverse.



4. Enter the flight details or tap the **USE** button where available. Edits are saved automatically.
5. Tap the back button when the entry is complete.

2.1.1 USE Buttons

Some fields offer a **USE** button to auto-fill suggested data derived from the associated track log or other entered data. The **USE** button is hidden if the suggested data matches an existing entry.

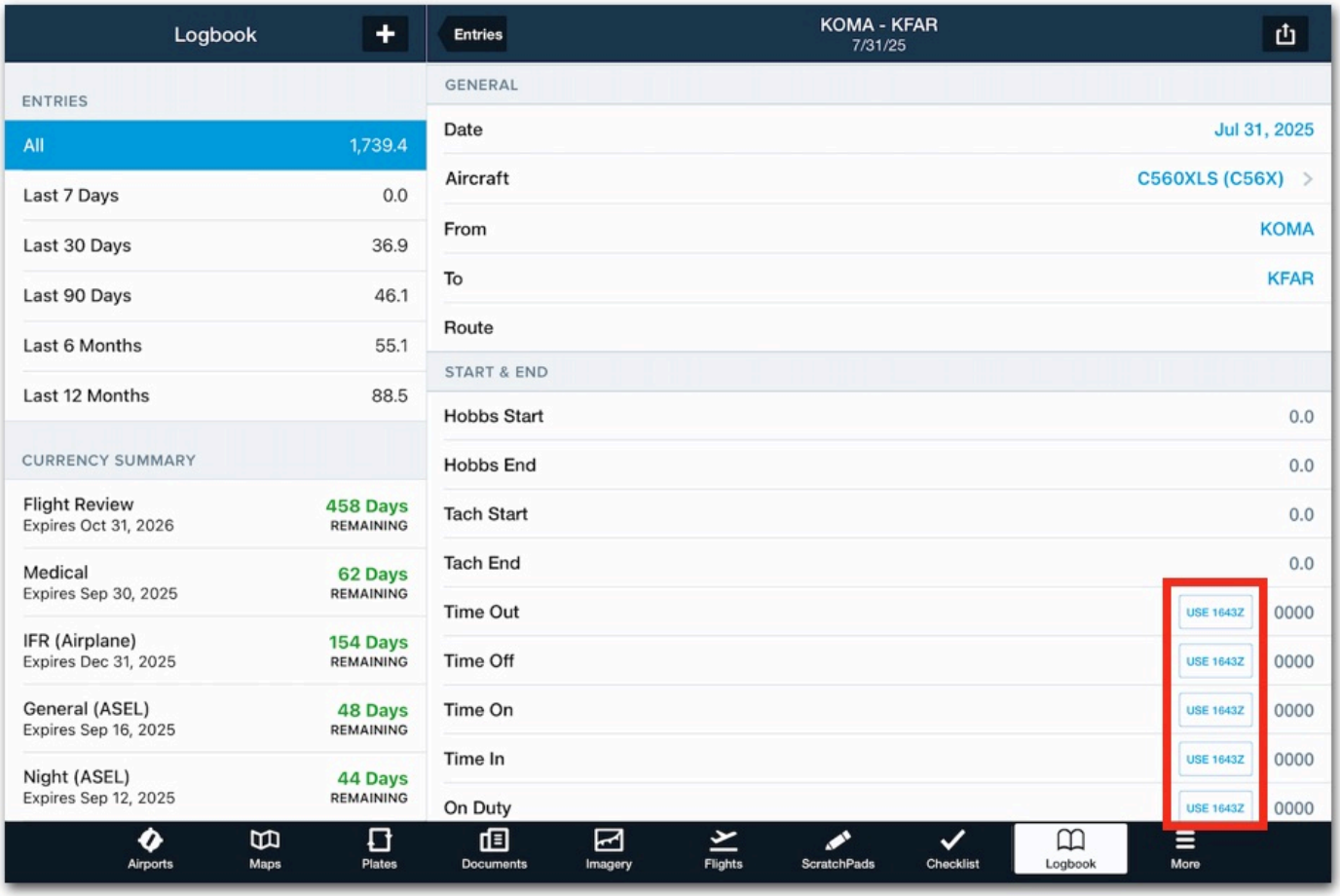


Figure 2-1. Example USE Buttons

2.1.1.1 Use Button Definitions

Definitions for fields that may have a **USE** button are listed in the accompanying table.

Table 2-1. Field Definitions

Field	Definition
Date	The date from the earliest associated track log.
From	The departure airport derived from the associated track log.
To	The destination airport from the associated track log.
Time Out/In	Out/In time from the associated track log or the device's current Zulu time.
Time Off/On	Off/On time from the associated track log or the device's current Zulu time.
On/Off Duty	The current Zulu time of the device.

Field	Definition
Total Time	Total time of the associated track log.
PIC	The logbook entry current Total Time.
SIC	
Night	
Solo	
Cross Country	
Distance	Straight-line distance based on the From, To, and Route fields. Not the actual distance from the track log.
Actual Instrument	The logbook entry current Total Time.
Simulated Instrument	
NVG	
Dual Given	
Dual Received	
Simulated Flight	
Ground Training	

2.2 Drafts & Requests

Draft entries are automatically created when:

- A track log is recorded
- A flight plan is filed
- Another pilot shares a logbook entry.

Draft entries appear at the top of the navigation sidebar. A red notification bubble indicates how many draft entries are available for review. Draft entries are not counted toward currency until approved.

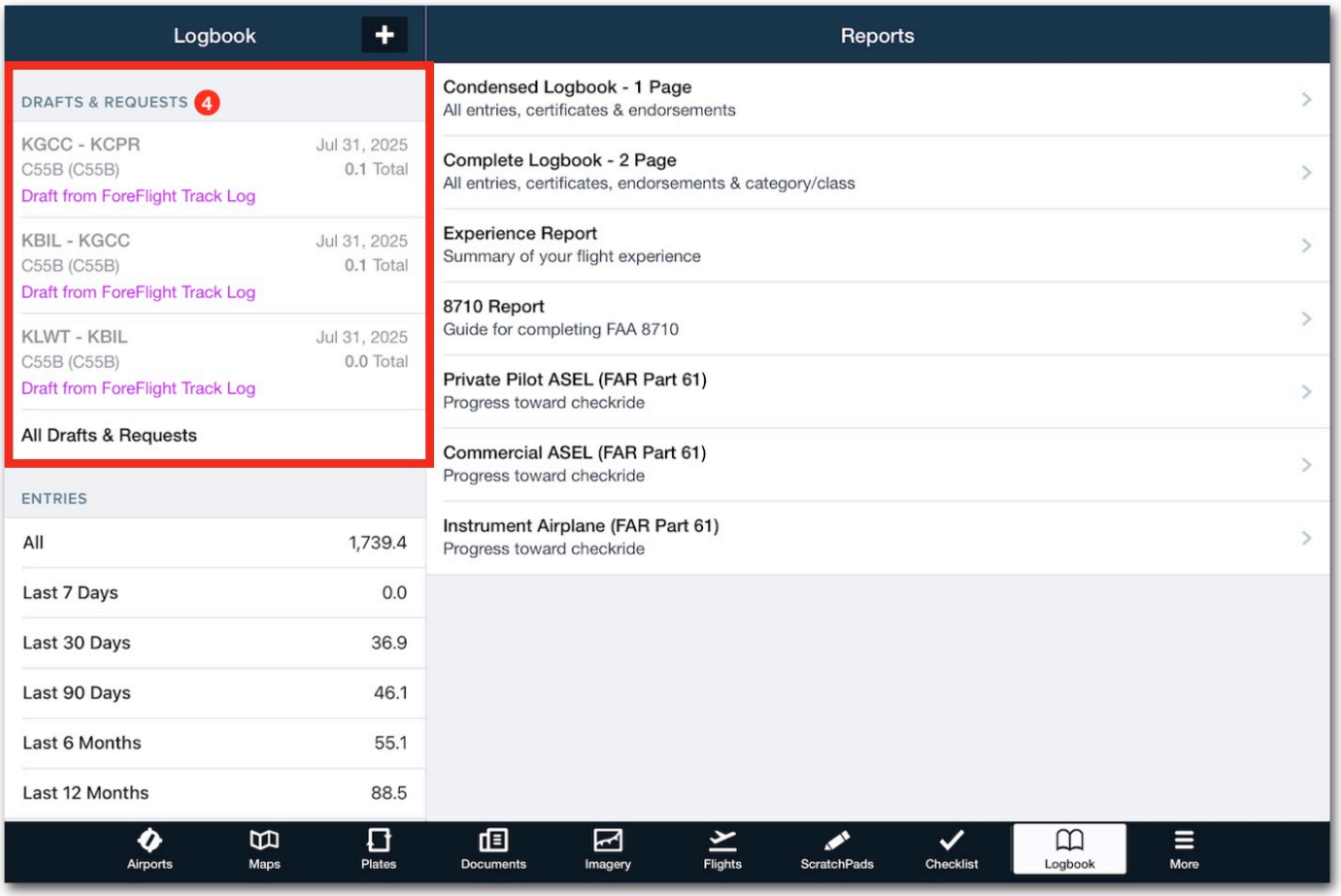


Figure 2-2. Drafts & Requests Section

2.2.1 Enabling Draft Entries

To enable draft logbook entries:

1. Tap **More → Logbook → Settings → Draft Entry Creation**.

2 Enable draft entries for **Track Log**, **Filed Flight Plan**, or both.

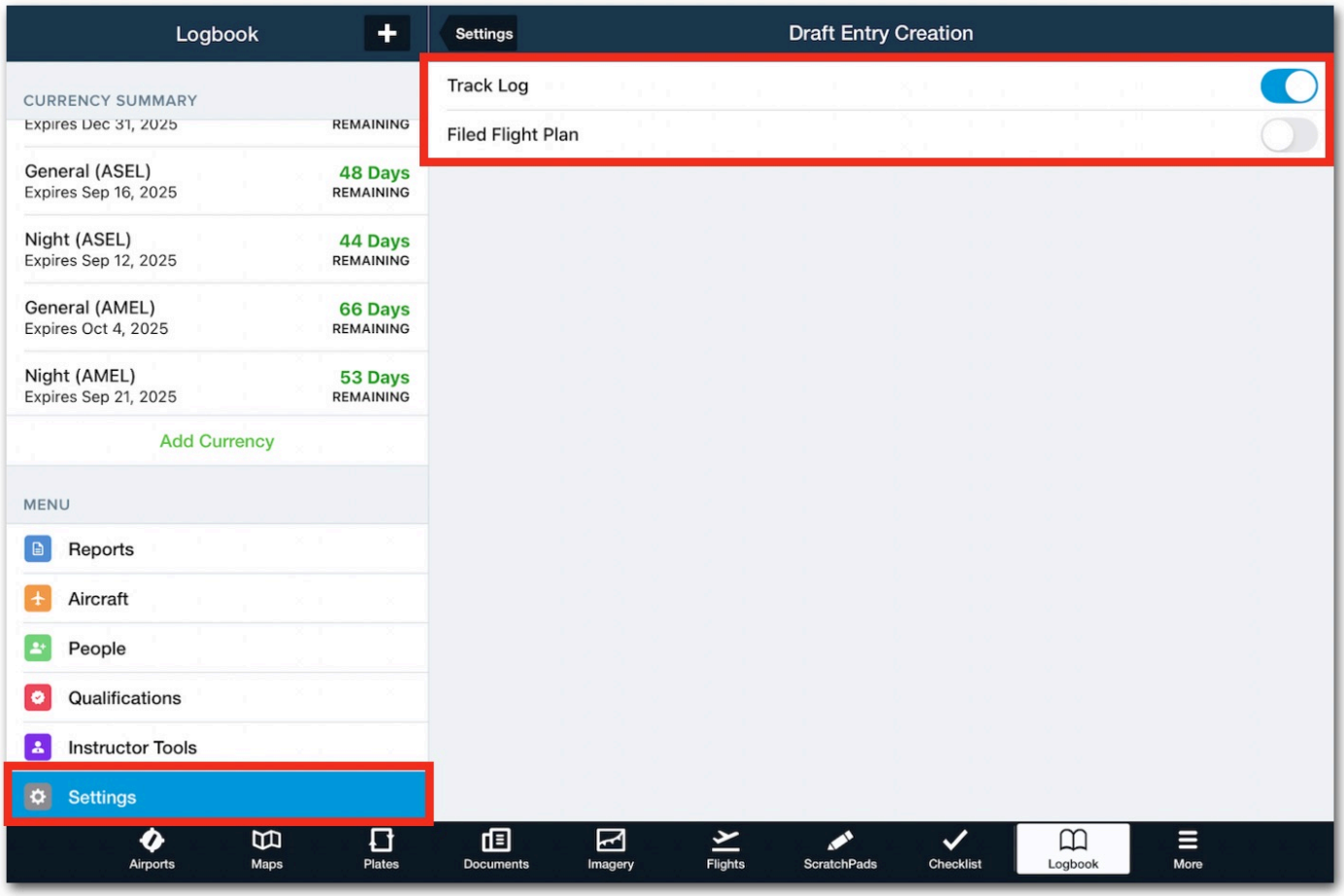


Figure 2-3. Logbook Draft Entry Creation Settings

> **NOTE:** Draft entries are not enabled by default. If both settings are enabled, two draft entries may be created for the same flight.

2.2.2 Viewing Draft Entries

The three most recent draft entries appear in the Drafts & Requests section of the navigation sidebar.

To display all draft entries in the Details view, tap **All Drafts & Requests**. Draft entries are sorted by date, with the most recent entries listed first. A search bar above the list enables filtering by tail number, destination airport, or departure airport.

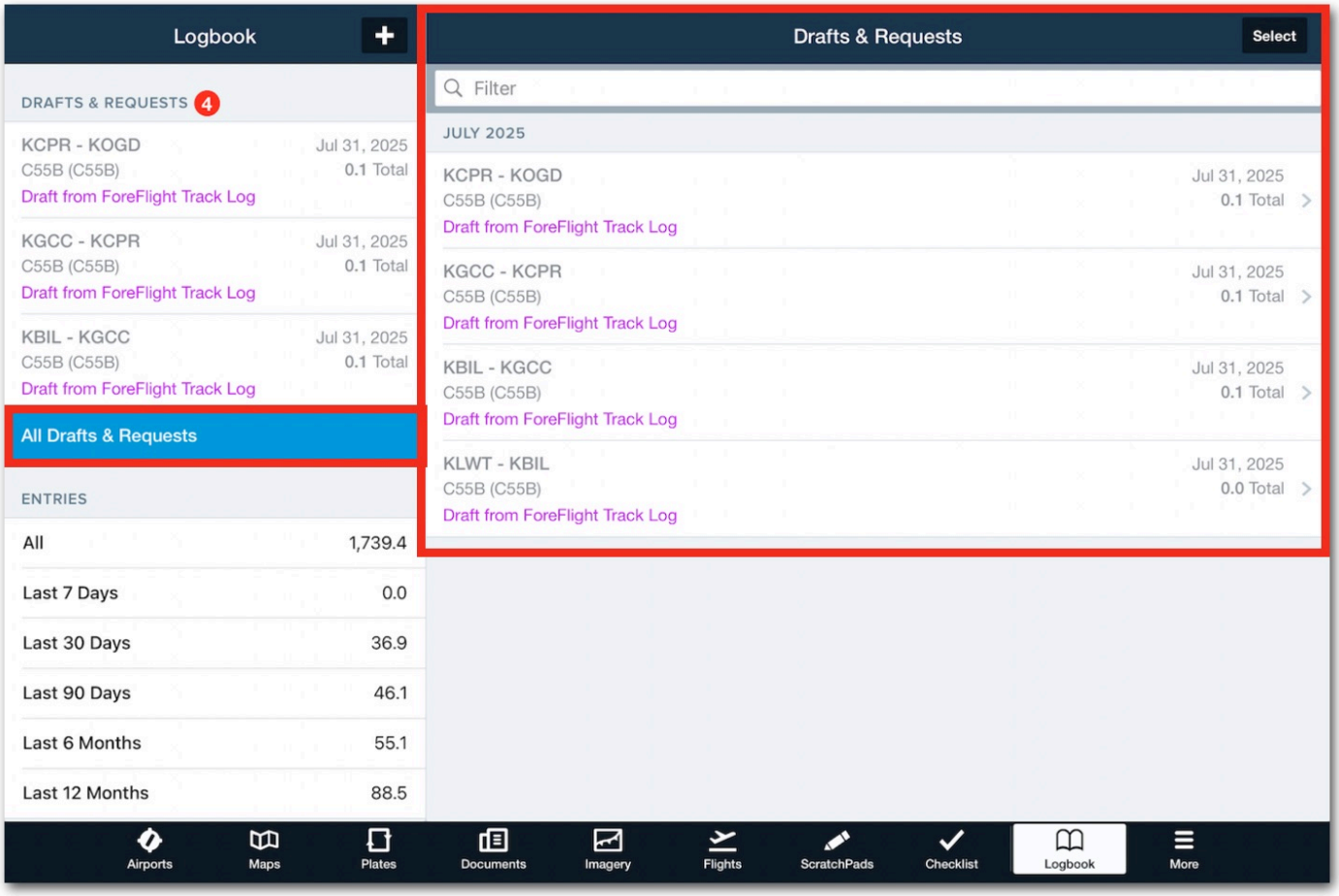


Figure 2-4. All Draft Entries and Requests in Details View

To view a draft entry in detail, tap the entry in either the Drafts & Requests section or the full list. The entry opens in the Details view, with a banner at the top indicating its current status.

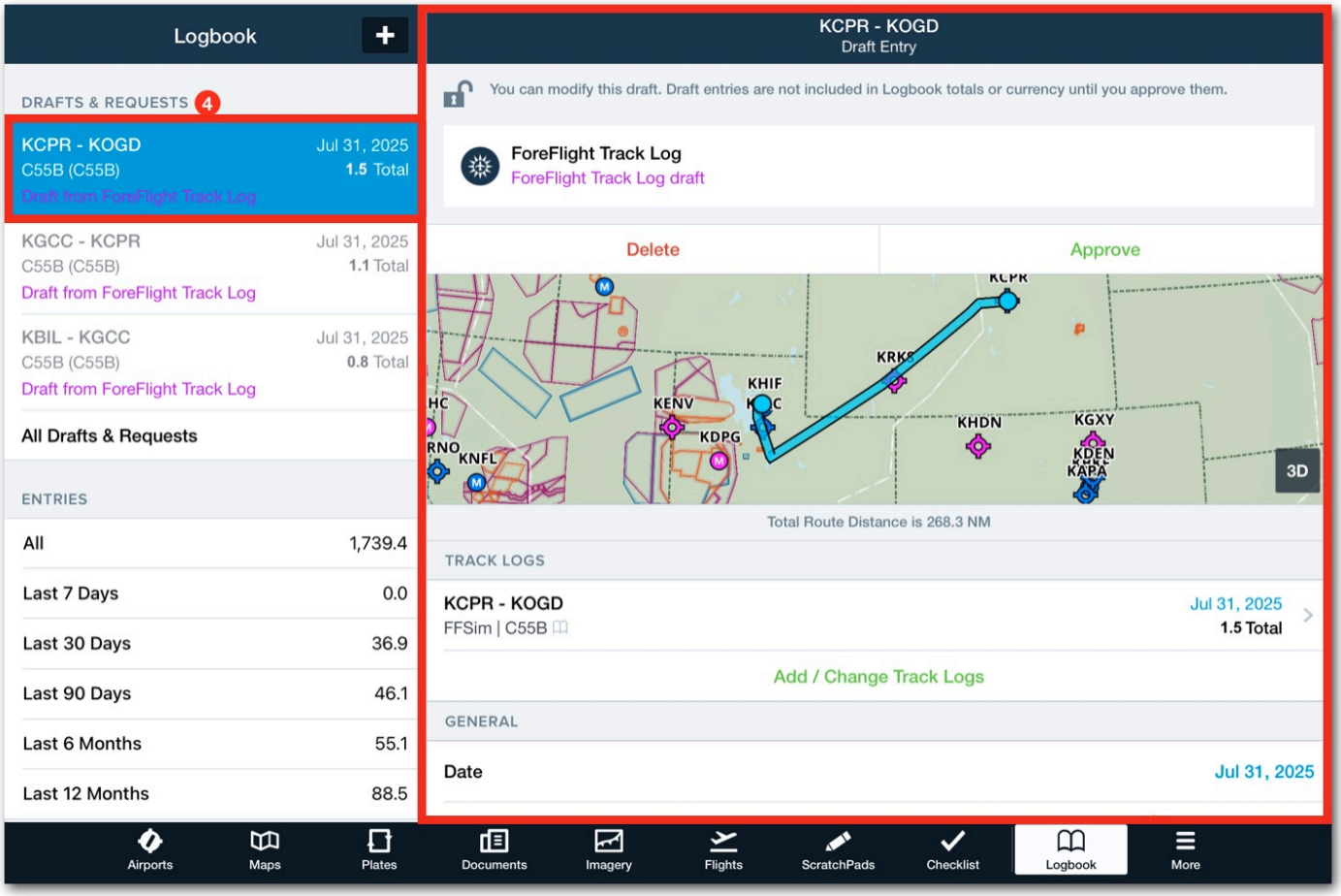


Figure 2-5. Draft Entry in Details View

2.2.3 Approving Draft Logbook Entries

To approve a draft logbook entry:

1. Select the draft from the list.
2. Review each field and make any necessary edits.
3. When complete, tap **Approve** at the top of the entry to add the flight to the logbook.

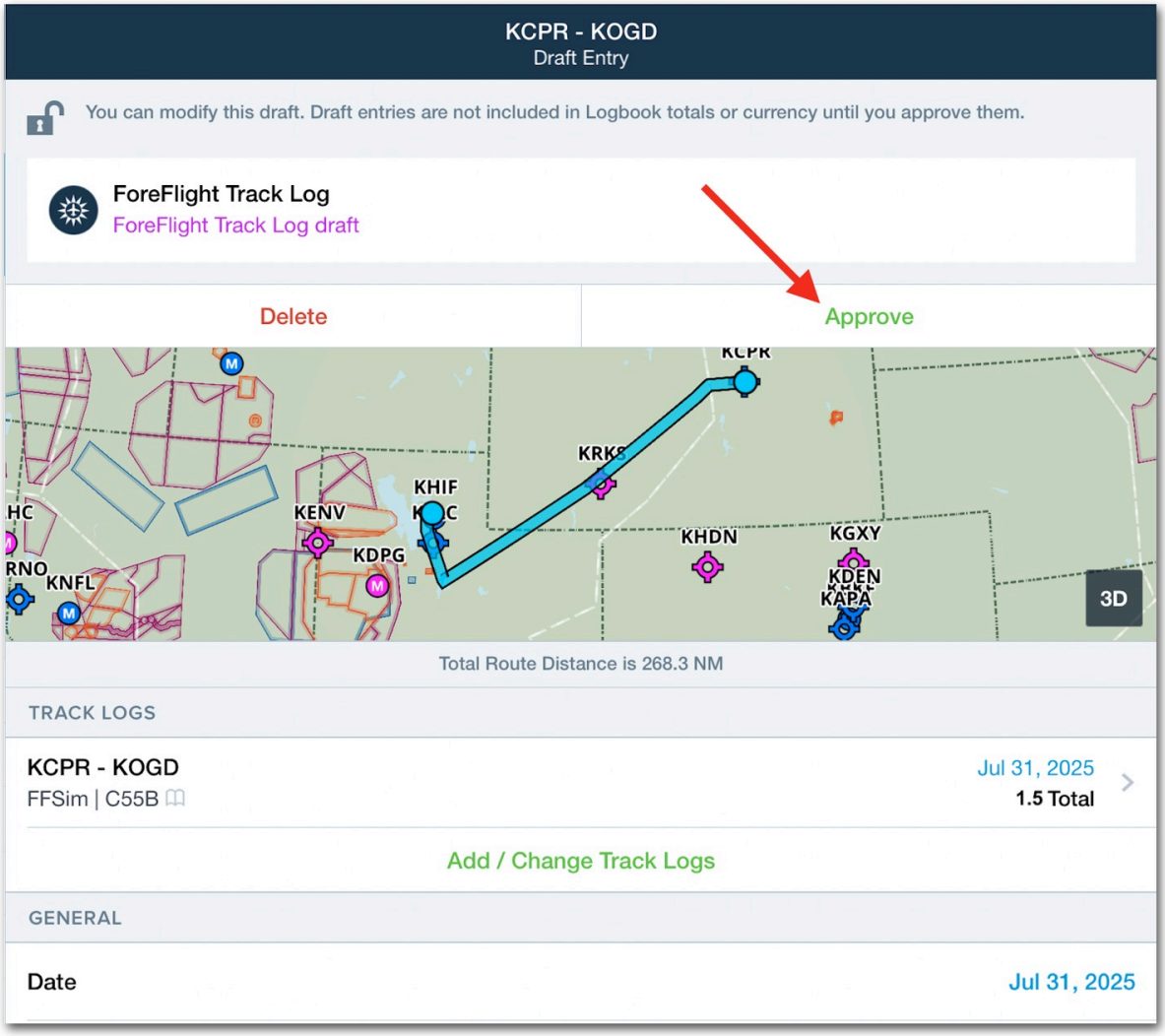


Figure 2-6. Approve a Draft Logbook Entry

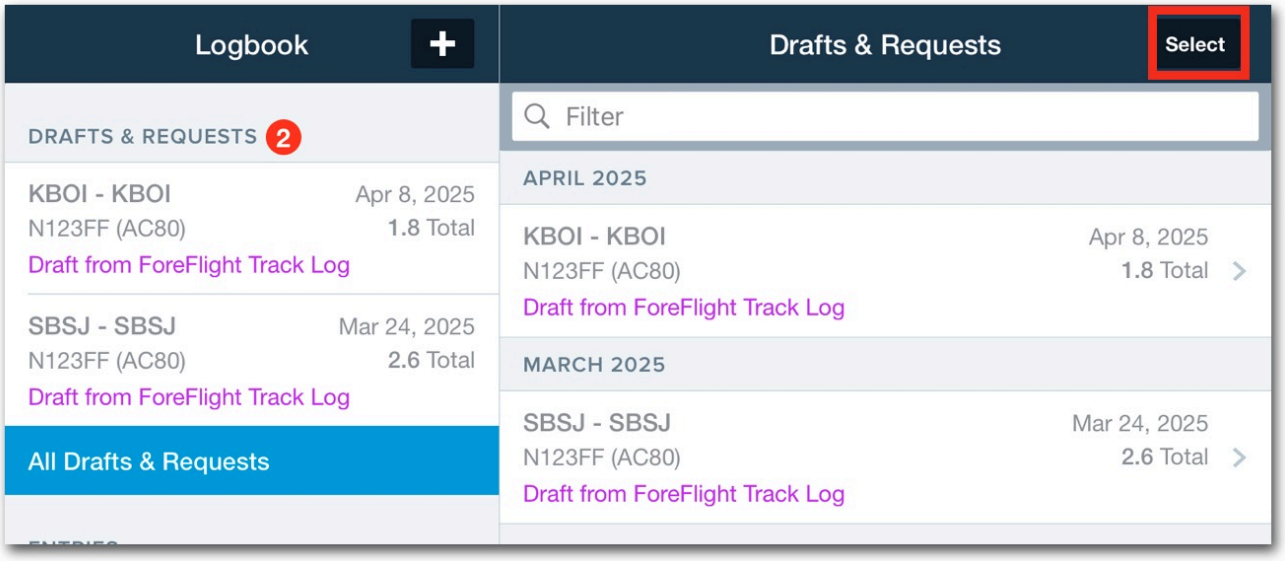
> **NOTE:** After a draft entry is approved, it can be viewed, edited, or deleted from the logbook entries.

2.2.4 Bulk Draft Approval and Deletion

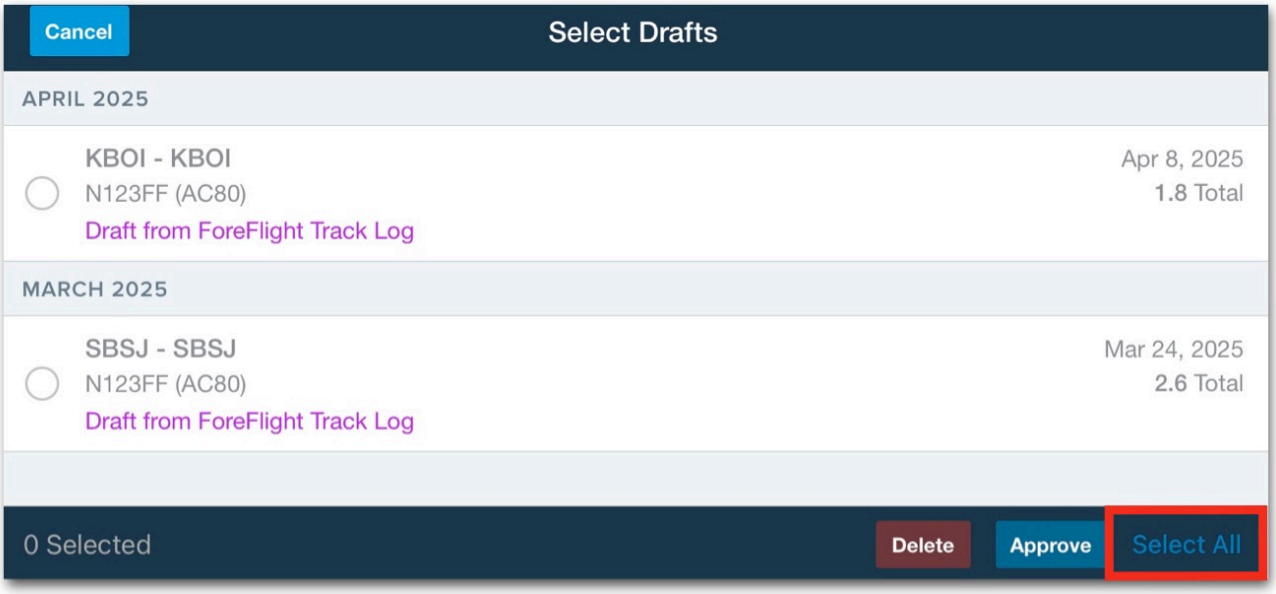
To approve or delete draft entries in bulk:

1. In the Drafts & Requests section, select **All Drafts & Requests**.

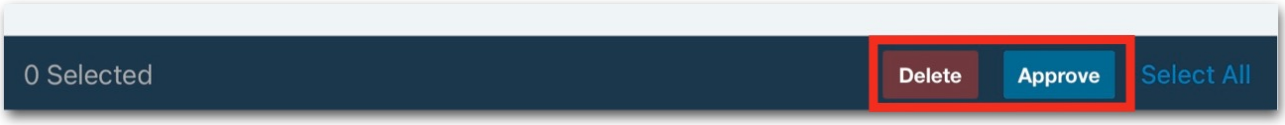
2 Tap **Select**.



3 From the Select Drafts view, tap the radio button to select desired drafts, or tap **Select All**.



4 Tap **Approve** to enter the drafts into the logbook or **Delete** to erase the drafts.



2.2.5 Removing Draft Logbook Entries

To remove the flight without adding it to the logbook:

1. Select the draft from the list.
2. Tap **Delete**.

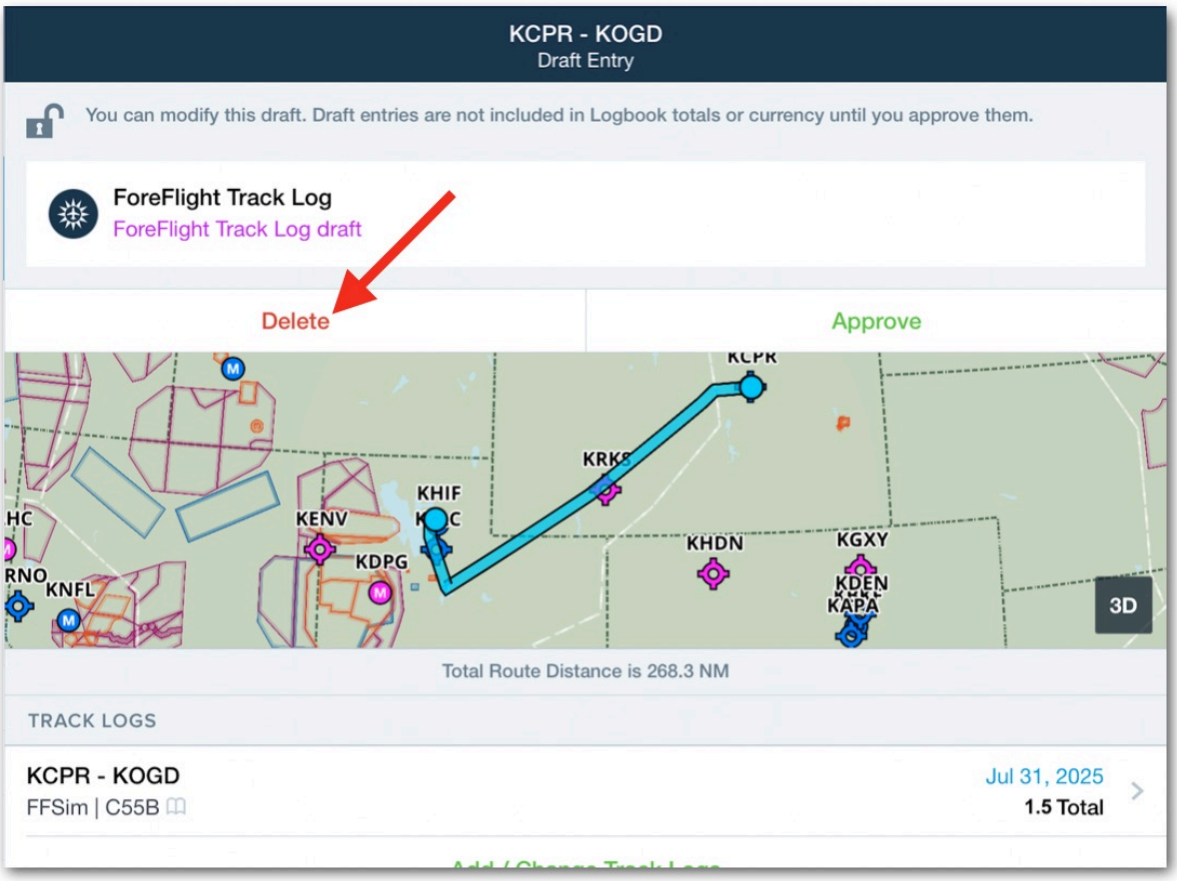


Figure 2-7. Remove a Draft Logbook Entry

2.2.6 Duplicate Draft Entries

When a draft entry is created from a track log and that same track log is later added to a separate logbook entry, the draft will show a duplicate tag.

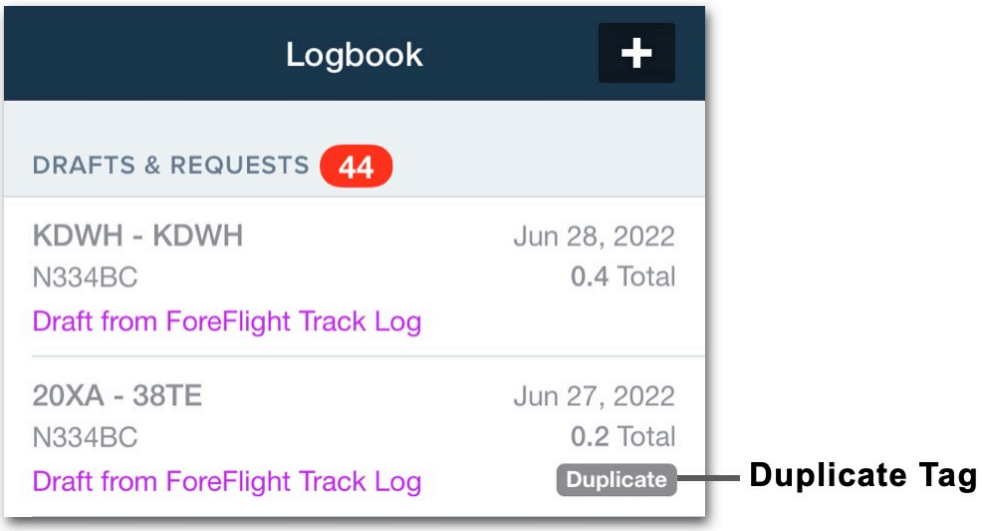


Figure 2-8. Duplicate Draft Entry

2.2.6.1 Discarding Duplicate Drafts

When multiple track logs are added to a single draft entry, a pop-up may appear upon approving the draft. This pop-up provides an option to discard duplicate draft entries.



Figure 2-9. Duplicate Discard Pop-up

A duplicate draft entry includes a track log that is already associated with another logbook entry.

Once a draft entry is discarded, it cannot be restored.

2.2.7 Shared Flight Draft Entries

Shared logbook entries appear in the recipient's Drafts & Requests section.

To share a draft entry:

1. Select a draft logbook entry.
2. Complete the entry.
3. Select **Approve** to add the flight to the logbook.
4. Tap **Send To**.
5. Select **Contacts** or **Share**.
6. Enter the recipient's ForeFlight email.
7. Tap **Share**.

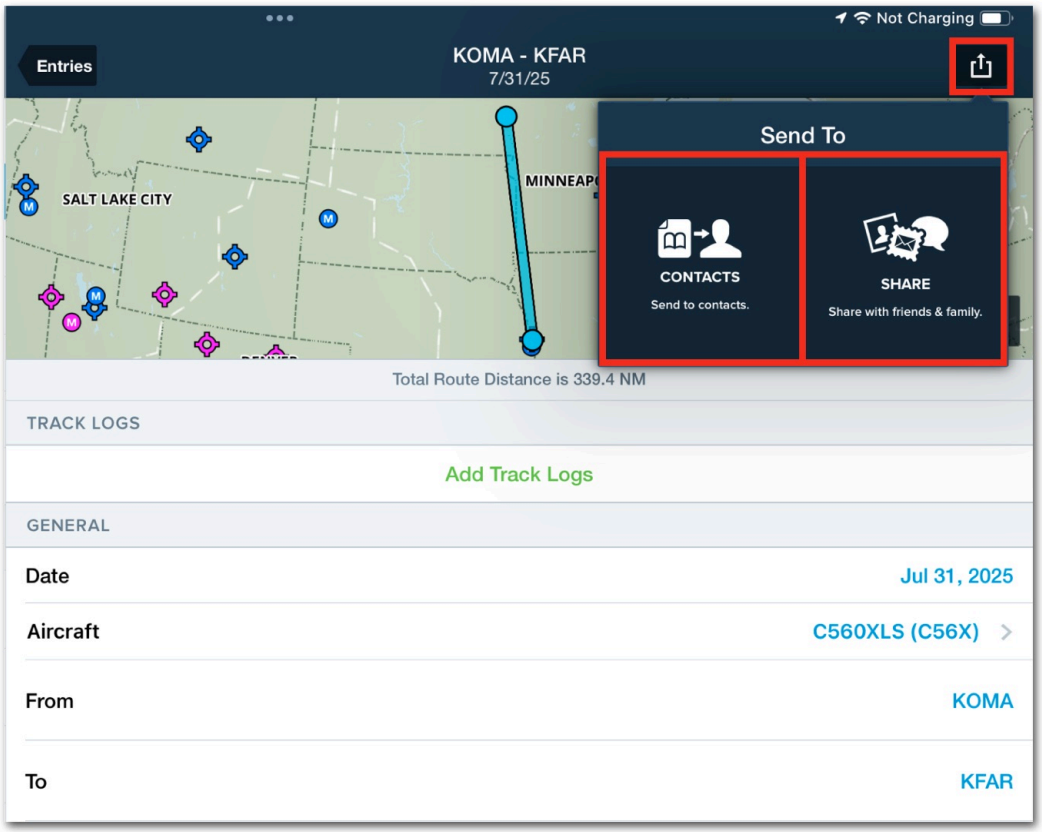


Figure 2-10. Logbook Entry Share Menu

2.2.7.1 Sharing with Friends and Family

Selecting **Share with friends & family** sends a flight summary along with any flight photos. Flights shared using this option are not added to the recipient's logbook.

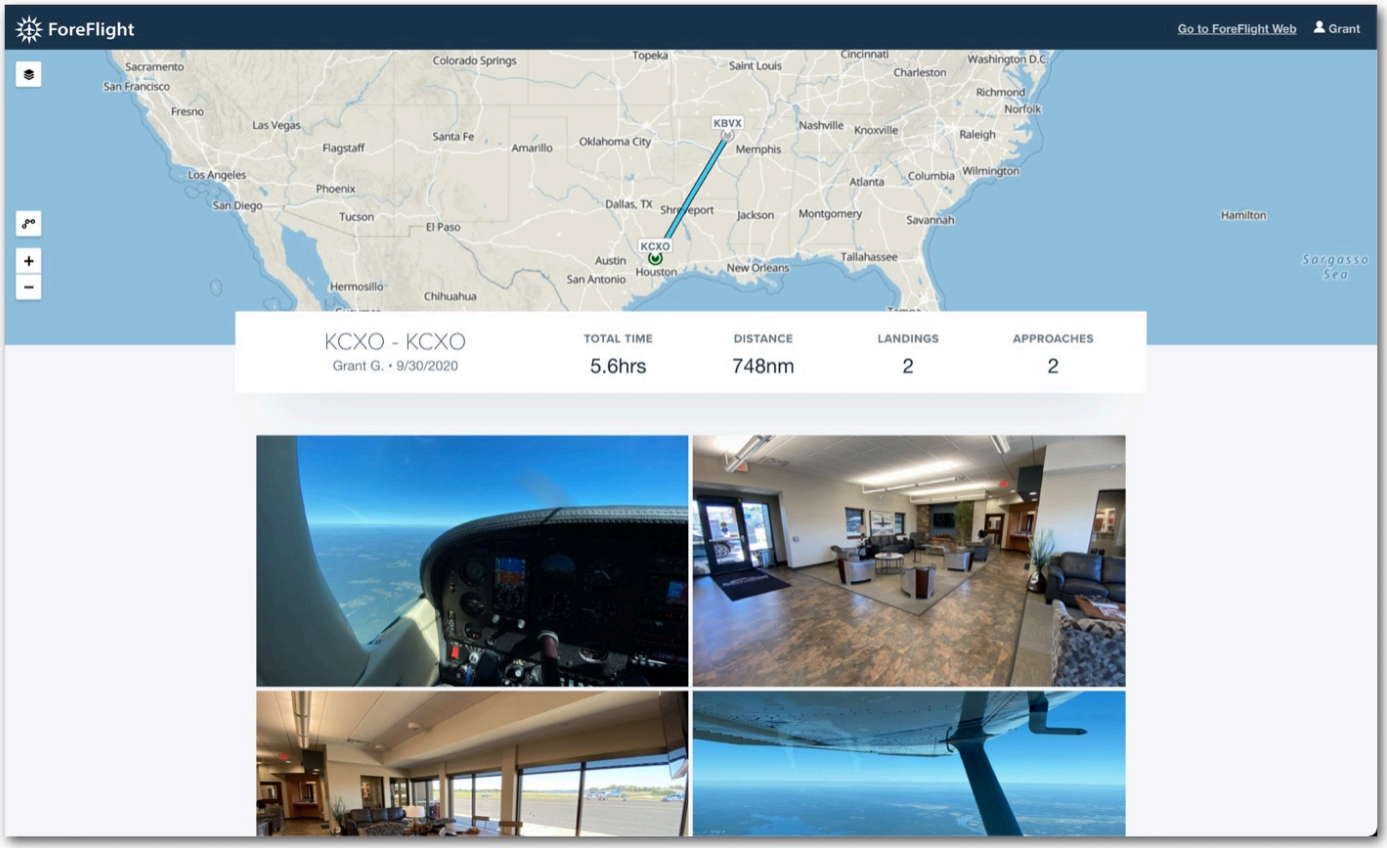


Figure 2-11. Flight shared with Friends and Family

2.3 Sending Flights to Logbook

Flights can be sent to the logbook using the **Send To** button in the **Maps**, **Flights**, and **Track Logs** views. This action auto-fills fields such as departure and destination airports, route, aircraft, and total time.

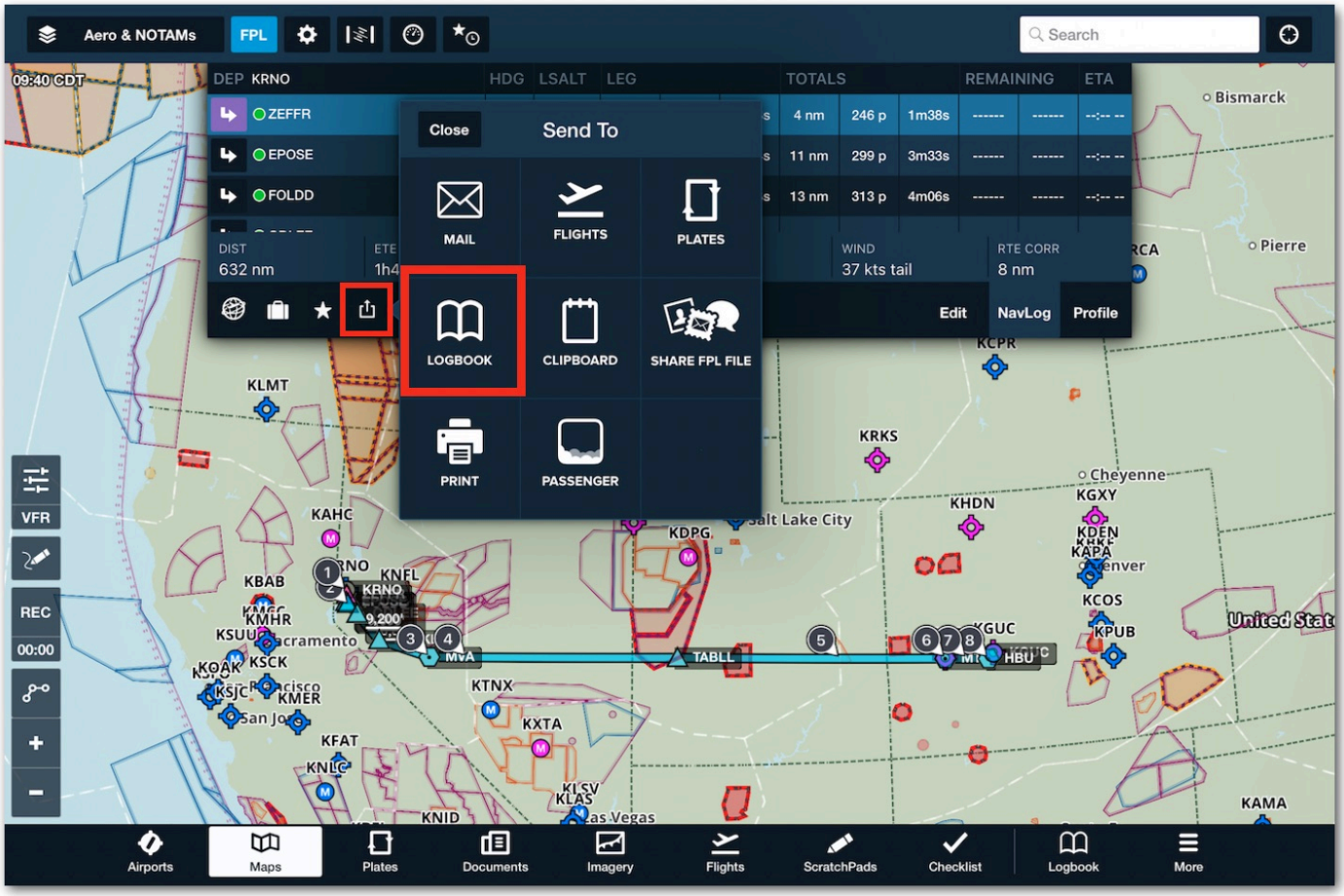


Figure 2-12. Maps - Send to Logbook

> **NOTE:** Track Logs auto-populate the aircraft field only if the aircraft is equipped with ADS-B Out and the recording device receives the traffic signal while connected to an ADS-B receiver.

2.4 Importing a Digital Logbook

Many existing digital logbooks can be imported into ForeFlight Mobile using the Logbook on the Web.

> **IMPORTANT:** Imported logbooks are appended to existing entries. Re-importing the same file can result in duplicate entries.

To import a digital logbook:

1. Sign in to plan.foreflight.com/logbook.
2. Select the **Import** tab.
3. Use **Browse Files** or drag and drop the file (CSV or TSV) to upload.
4. Review the Import Preview.
5. If corrections are needed, select **Cancel**, make the necessary changes to the file, and repeat the import process.
6. If the Import Preview is correct, select **Import to Logbook**.

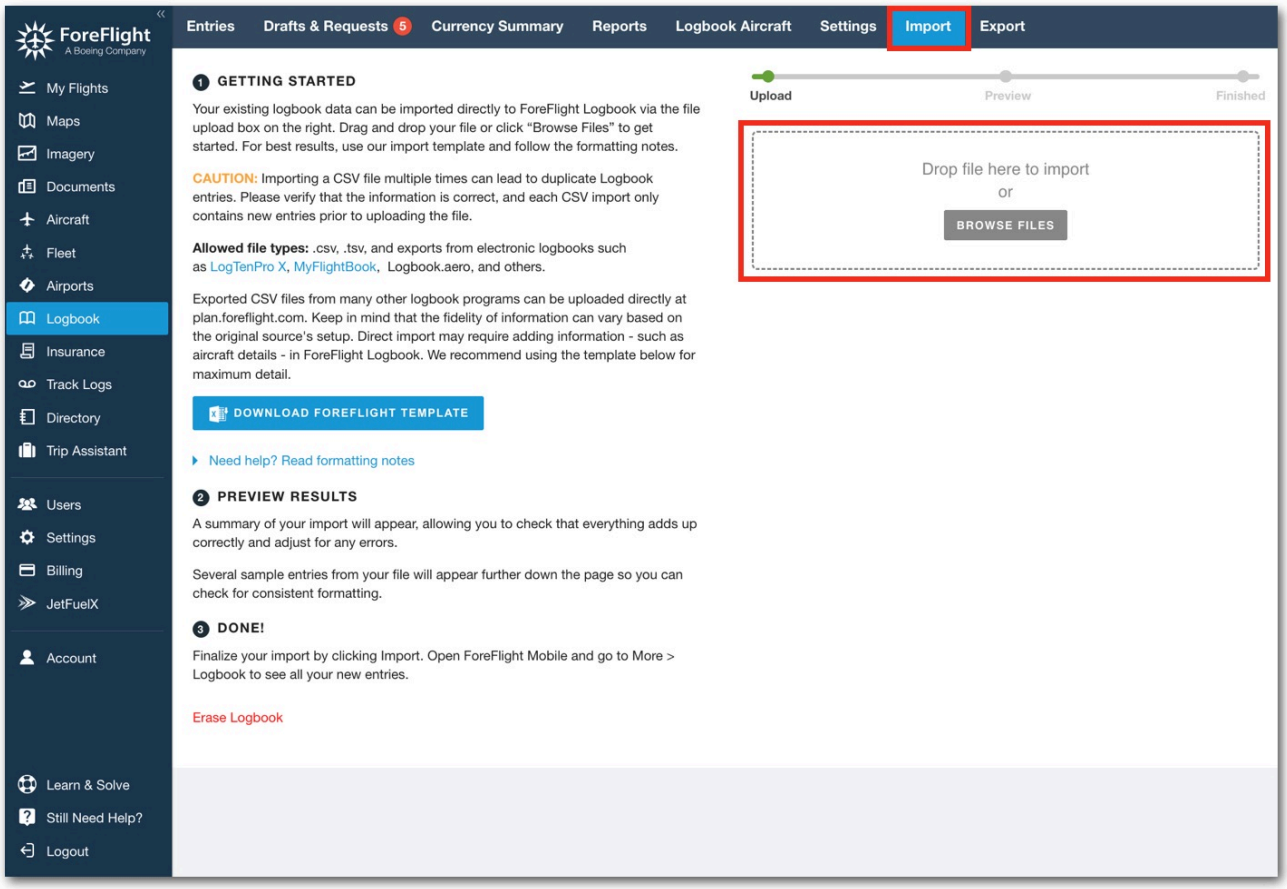


Figure 2-13. Logbook on the Web Importation Tab

2.4.1 ForeFlight Logbook Import Template

ForeFlight provides a logbook template to ensure accurate import of logbook data. To reduce the risk of data loss, the use of the ForeFlight logbook template is recommended.

To import using the ForeFlight logbook template:

1. Sign in to plan.foreflight.com/logbook.
2. Select the **Import** tab.
3. Click **Download ForeFlight Template** to download the import template.
4. Open the template using spreadsheet software (e.g., Microsoft Excel, Apple Numbers, Google Sheets).
5. Copy data into the template. Do not alter column names or order.

6. Import the completed file using **Browse Files** or drag-and-drop.
7. Review the Import Preview.
8. If corrections are needed, select **Cancel**, make the necessary changes to the file, and repeat the import process.
9. If the Import Preview is correct, select **Import to Logbook**.

2.4.2 ForeFlight Logbook Import Template Structure

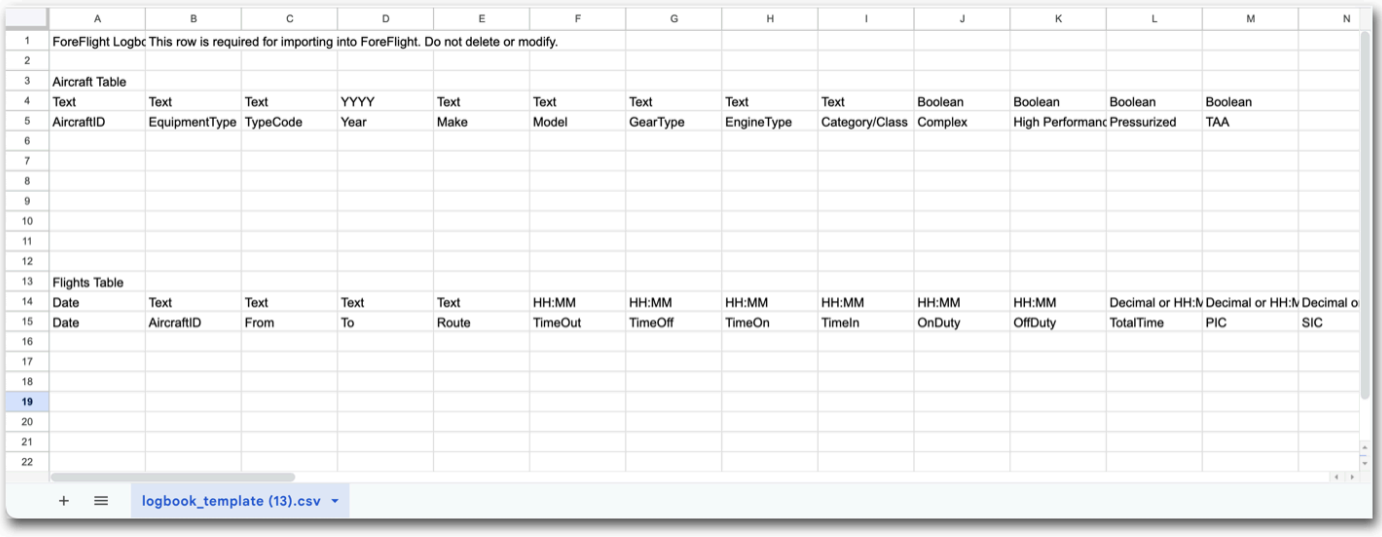
The ForeFlight Logbook Template contains two sections:

- **Aircraft Table**: Includes aircraft details.
- **Flights Table**: Includes flight records.

Aircraft IDs must match between tables to ensure the correct calculation of currency and experience. The header row of each column includes formatting guidance. For example, TotalTime requires a decimal format (e.g., 2.5).

> **NOTE:** Maintain consistency when entering aircraft identifiers. For example, using "N1975X" and "1975X" results in separate aircraft records.

When using the ForeFlight Logbook Template, do not edit the pre-populated contents of the file.



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	ForeFlight Logbc	This row is required for importing into ForeFlight. Do not delete or modify.												
2														
3	Aircraft Table													
4	Text	Text	Text	YYYY	Text	Text	Text	Text	Text	Boolean	Boolean	Boolean	Boolean	
5	AircraftID	EquipmentType	TypeCode	Year	Make	Model	GearType	EngineType	Category/Class	Complex	High Performanc	Pressurized	TAA	
6														
7														
8														
9														
10														
11														
12														
13	Flights Table													
14	Date	Text	Text	Text	Text	HH:MM	HH:MM	HH:MM	HH:MM	HH:MM	HH:MM	Decimal or HH:M	Decimal or HH:M	Decimal o
15	Date	AircraftID	From	To	Route	TimeOut	TimeOff	TimeOn	TimeIn	OnDuty	OffDuty	TotalTime	PIC	SIC
16														
17														
18														
19														
20														
21														
22														

logbook_template (13).csv

Figure 2-14. ForeFlight Logbook Import Template

2.4.3 ForeFlight Logbook Import Template Formatting Requirements

Formatting requirements for the Aircraft and Flight Tables are detailed in the formatting notes provided under the Import tab in Logbook on the Web. These notes specify required formats for each column to ensure successful import and accurate data interpretation.

To view the notes:

1. Sign in to plan.foreflight.com/logbook.
2. Select the **Import** tab.
3. Click **Need help? Read formatting notes**.

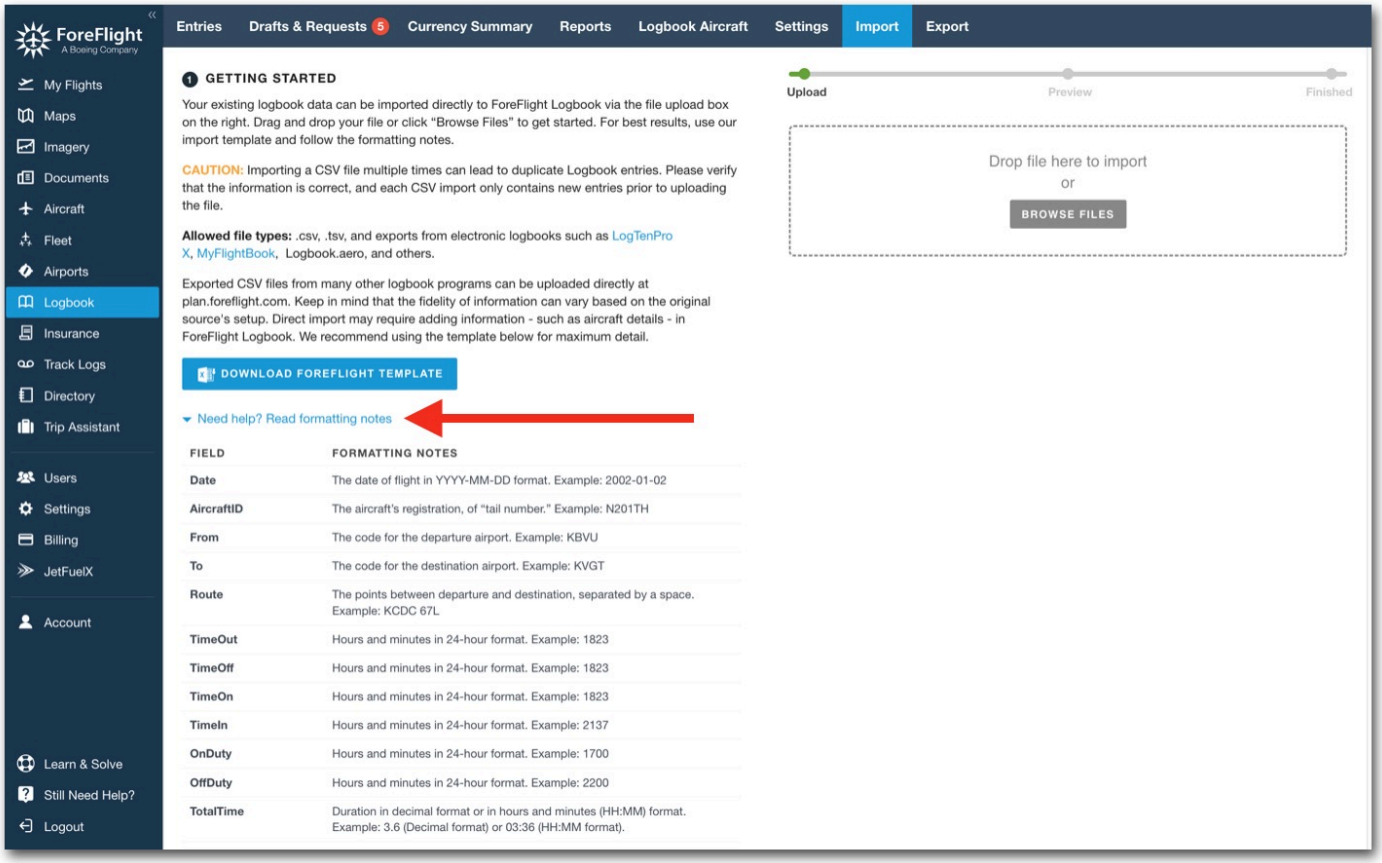


Figure 2-15. Formatting Notes on Logbook Import Page

2.4.4 Import Warnings and Errors

During import, the logbook is verified for compatibility. Issues found are noted with:

- **Warnings** (yellow): Minor issues that do not prevent import. Review and correct for accuracy.

- **Errors** (red): Major issues that prevent import and must be corrected.

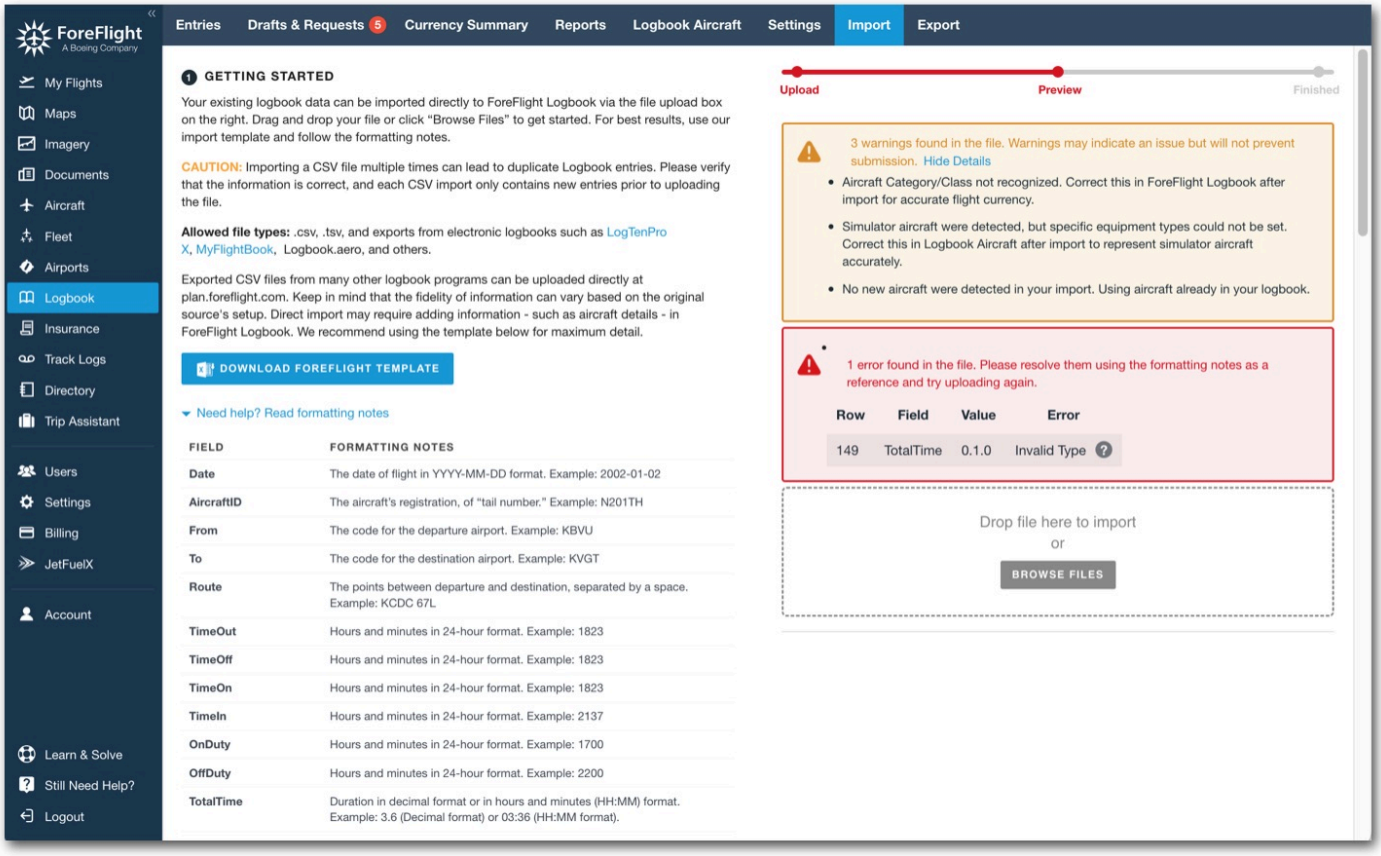


Figure 2-16. Import Errors and Warnings

2.5 Importing a Paper Logbook

Importing a paper logbook requires evaluating how much detail is necessary based on flight experience.

Entries must be manually added to the logbook or imported using a spreadsheet. The number of unique entries depends on the pilot's experience and preference.

- Pilots with limited flight time are encouraged to document each flight individually. Manually enter all flights using the ForeFlight Logbook Template, then import the file using Logbook on the Web.
- Pilots with extensive flight time may choose to summarize prior experience. Entering each flight may be time-consuming and offer limited benefit.

A catch-up entry may be used to summarize accumulated flight time, reducing the workload while retaining relevant historical data. When creating a catch-up entry:

- Create one entry for each aircraft type.
- Include an approximate date for when the flights occurred on average.
- Use a representative aircraft identifier.
- Group flights based on standard criteria such as aircraft type, engine type, or aircraft identifier.

Once the summary data is entered, import the file using Logbook on the Web.

ForeFlight Logbook Import															
Aircraft Table															
Text	Text	Text	YYYY	Text	Text	Text	Text	Text	Text	Boolean	Boolean	Boolean	Boolean		
AircraftID	EquipmentType	TypeCode	Year	Make	Model	Category	Class	GearType	EngineType	Complex	HighPerformance	Pressurized	TAA		
N123AB	Cessna	C172	1975	Cessna	Skylane	Airplane	ASEL	FT	Piston						
N456AB	Cessna	C208	1999	Cessna	Caravan	Airplane	ASEL	RT	Turboprop	x	x		x		
N789AB	Bombardier	CRJ700	2003	Bomba	RJ	Airplane	AMEL	RT	Turbofan	x	x	X	x		
Flights Table															
Date	Text	Text	Text	Text	hhmm	hhmm	hhmm	hhmm	hhmm	hhmm	Decimal	Decimal	Decimal	Decimal	D
Date	AircraftID	From	To	Route	TimeOut	TimeOff	TimeOn	TimeIn	OnDuty	OffDuty	TotalTime	PIC	SIC	Night	S
1/1/1998	N123AB	KPHX	KPHX								245.7	245.7		23.3	
1/1/2002	N456AB	KONT	KONT								742.9	310.2	432.7	189.7	
1/1/2011	N789AB	KMKE	KMKE								1472.5	205.4	1267.1	477.4	

Figure 2-17. Example Logbook Catch-Up Entry

LOGBOOK ENTRY LIST AND FILTERS

The logbook entry list displays all recorded flights in a consolidated view, with search and filtering options.

To view logbook entries:

1. Tap **More → Logbook**.
2. In the Entries section, select **All** or a preferred time period filter. Total hours for each available time period are automatically calculated and displayed next to each time period.

Logbook entries are listed and can be searched or filtered using available options.

Tap a logbook entry summary to open the Logbook Entry View, where the entry can be reviewed or edited.

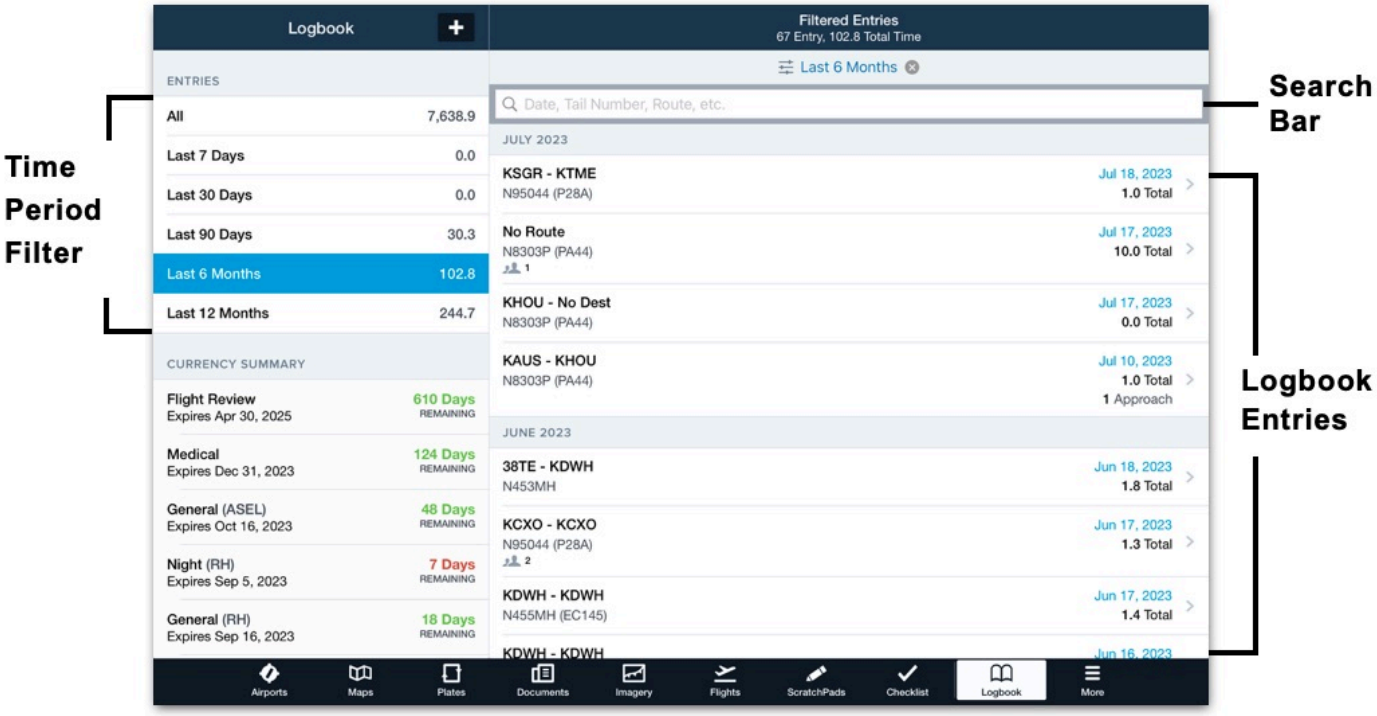


Figure 3-1. Last 6 Month Time Filtered Entries

3.1 Logbook Entry Summary Design

Each logbook entry is summarized in the entry list view. The summary displays the following information:

- Departure and destination locations
- Aircraft identifier (tail number)
- Aircraft type
- Flight date
- Total flight time.

If included in the entry, the following icons appear in the summary:

- **Track Log** icon, with a count if more than one
- **Flight Photo** icon, with a count if more than one
- **People** icon, with a count if more than one
- **Logbook Signature** icon.

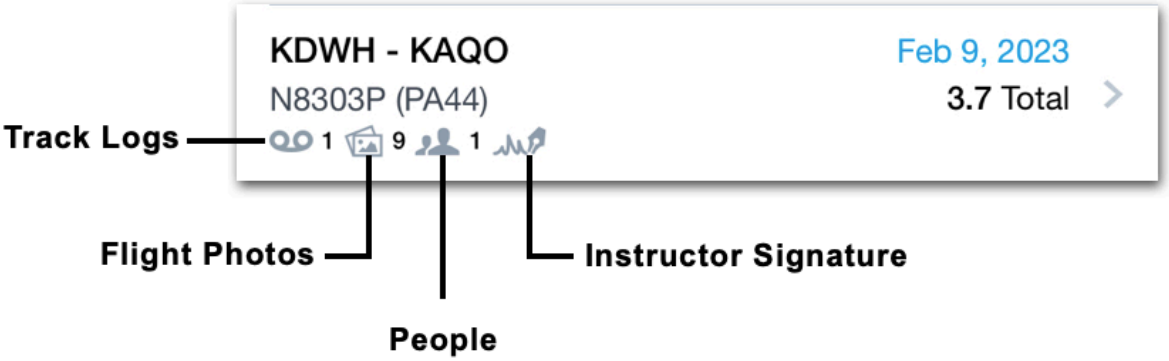


Figure 3-2. Logbook Entry Summary Design

3.1.1 Logbook Summaries with Signatures

When a logbook signature has been requested, the signature status is displayed in the summary. After the entry is signed and accepted, the status is replaced with the Instructor Signature icon.

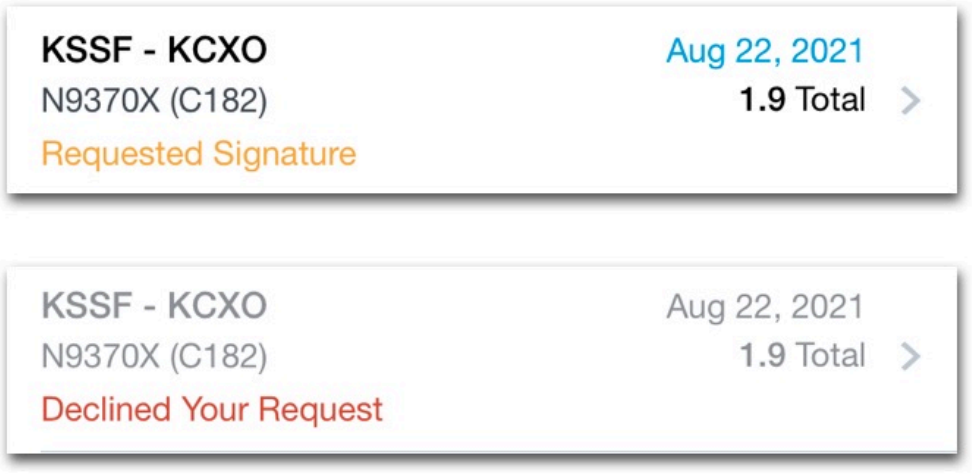


Figure 3-3. Logbook Signature Status

3.2 Filtering Logbook Entries

Logbook entries can be filtered using the **Search Bar** or the **Filter By** button. Searches apply to all entries within the time period selected in the Entries section. Matching results display chronologically in the Logbook entries column. If no matches are found, "No Entries" is displayed.

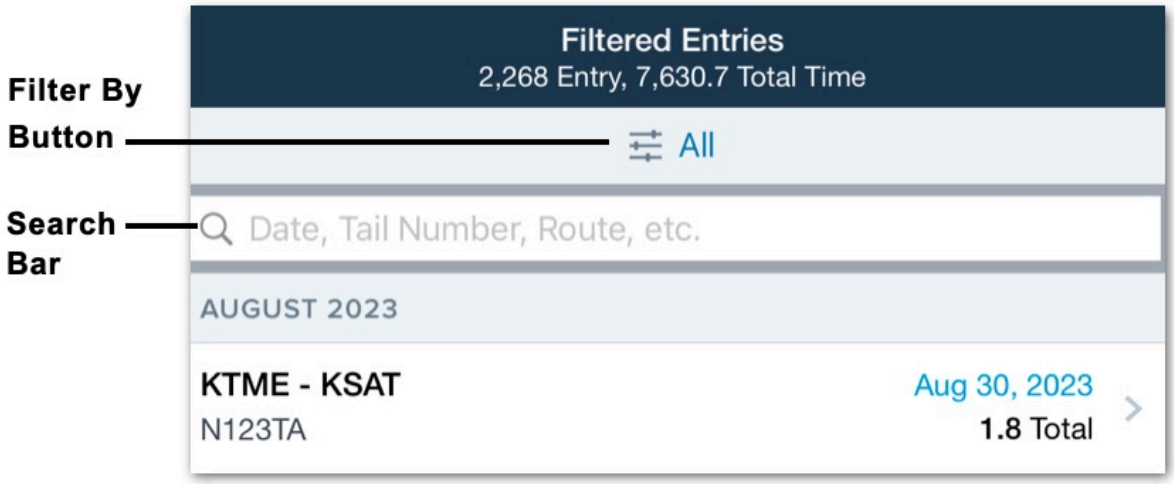


Figure 3-4. Filter Logbook Entries

3.2.1 Filtering Logbook Entries Using the Search Bar

The search bar returns all flights that contain any of the entered terms. Search terms may include:

- Aircraft tail number
- Departure or arrival airport
- Date
- Route
- Tags
- Comments.

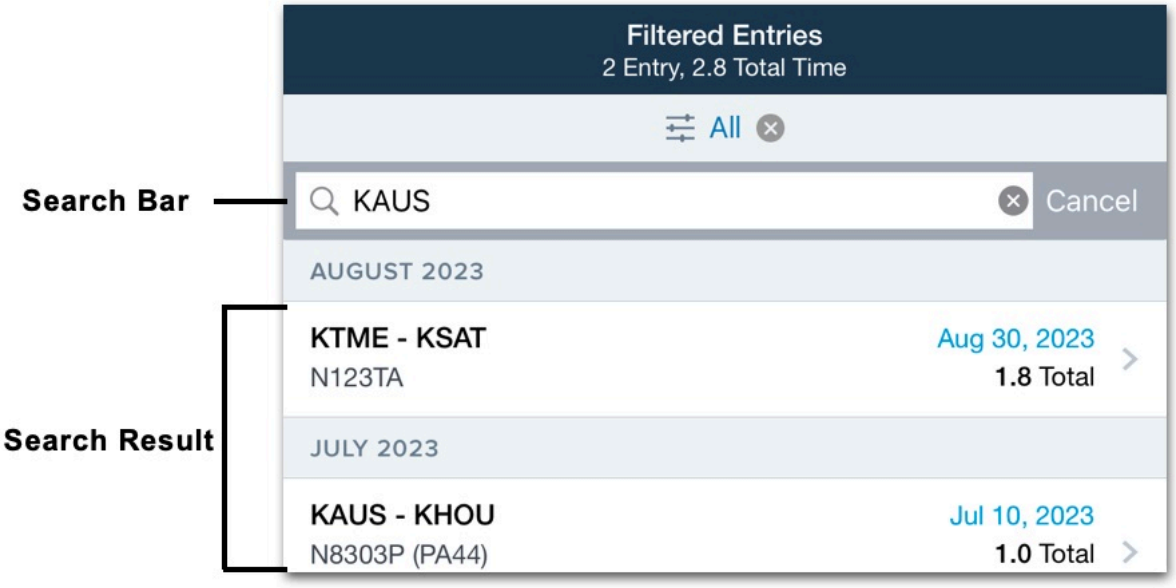


Figure 3-5. Search Bar

3.2.1.1 Searching Multiple Terms

Entering multiple terms separated by spaces broadens the search. Results include entries that contain any of the terms entered.

> **IMPORTANT:** Do not use commas to separate search terms. Commas are treated as part of the search term and may result in no matches.

3.2.1.2 Search Date Formats

Dates can be searched using any of the following formats:

- YYYY-MM-DD
- YYYY.MM.DD
- YYYY/MM/DD
- YYYYMMDD.

3.2.2 Filtering Logbook Entries Using the Filter By Button

The Filter By button enables entry filtering using one or more of the following categories:

- Date Range
- Aircraft
- Flight
- People

- Add-Ons.

Multiple filters can be applied simultaneously. Search terms may also be used in combination for more refined results.

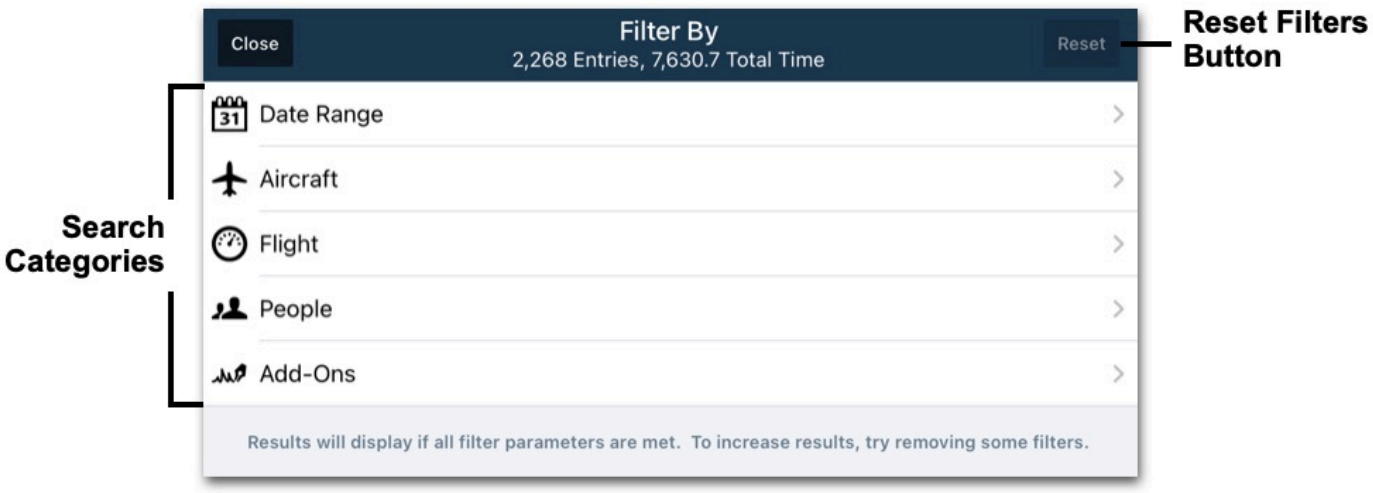


Figure 3-6. Filter By Menu

3.2.2.1 Date Range Filter

The Date Range filter supports both custom and preset ranges.

- **Custom Range**: Tap **From** and **To** fields to manually set the date range.
- **Preset Ranges**: Select from predefined options (e.g., last 7 days to last 12 months).

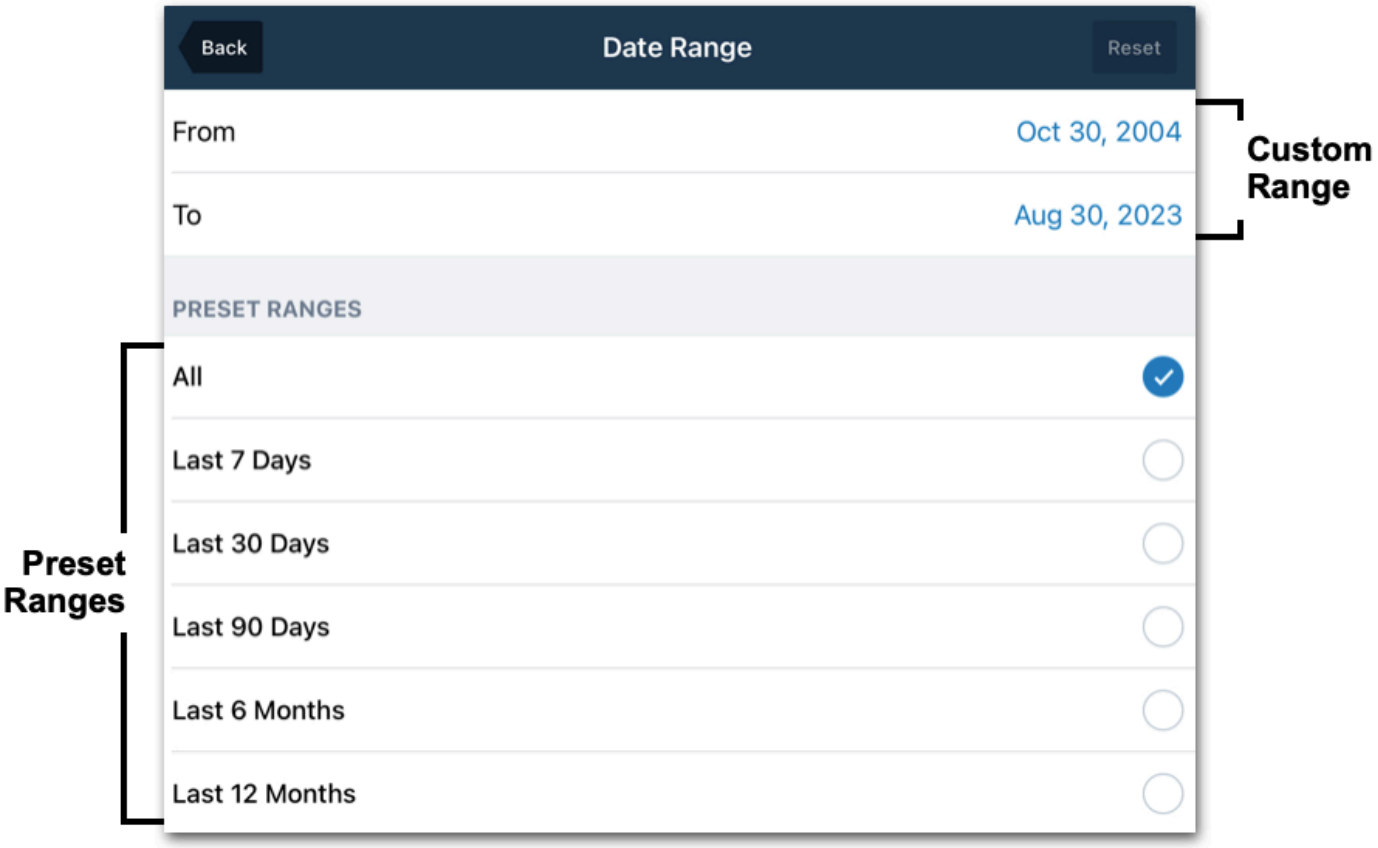


Figure 3-7. Date Range Filter

3.2.2.2 Aircraft Filter

The Aircraft filter allows searching by any combination of:

- Aircraft category/class
- Aircraft type
- Tail number.

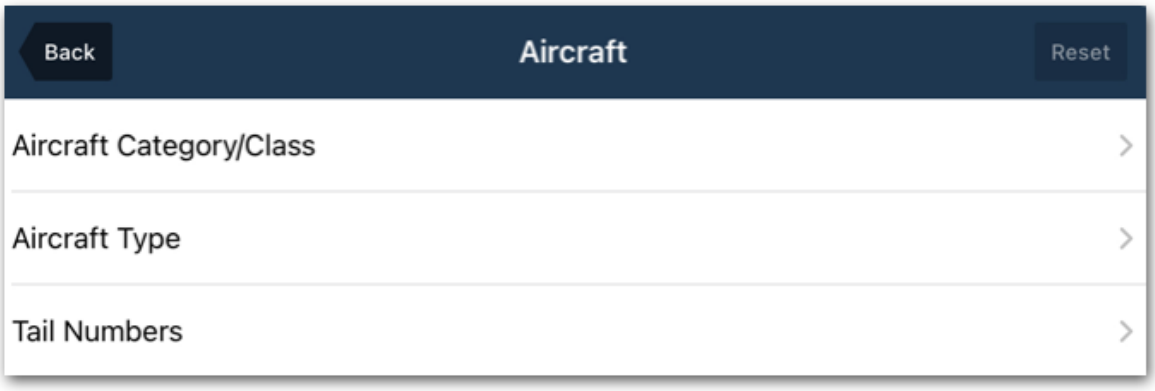


Figure 3-8. Aircraft Filter

To filter:

- Tap **Aircraft Category/Class** and toggle one or more categories.
- Tap **Aircraft Type**, then search or scroll to select types.
- Tap **Tail Numbers** and use the search bar to locate and toggle specific tail numbers.

3.2.2.3 Flight Filter

The Flight filter allows filtering using the following flight parameters:

- Departure & Destination
- Route
- Times (Total Time, PIC, Night, Etc.)
- Cross Country
- Takeoffs & Landings
- Instrument
- Training.

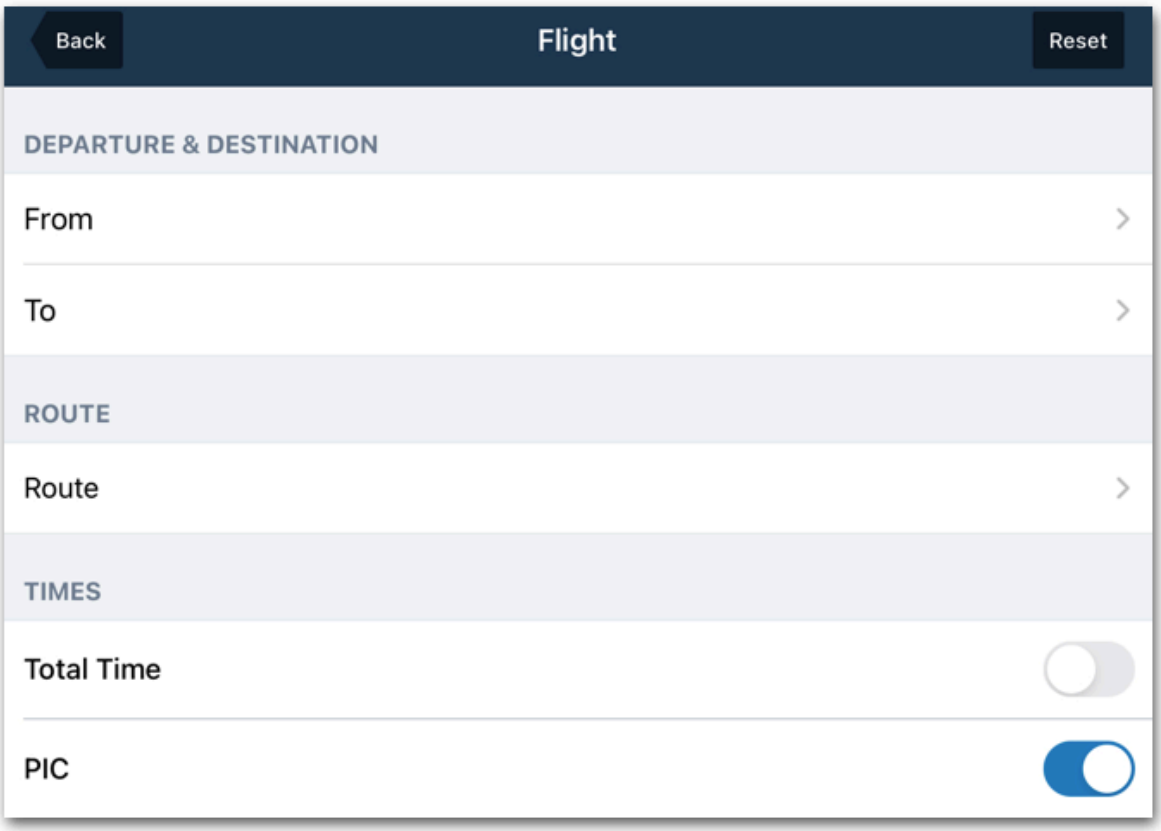


Figure 3-9. Flight Filter

Select airports using the **From** or **To** filter buttons. Use the **Route** search bar to enter waypoints. Toggle additional filters as needed to include them.

3.2.2.4 People Filter (by Name)

The People filter enables searches of logbook entries by names and roles.

To filter by name:

1. Tap **Name**.
2. Scroll or use the search field to locate names.
3. Toggle the desired names on.

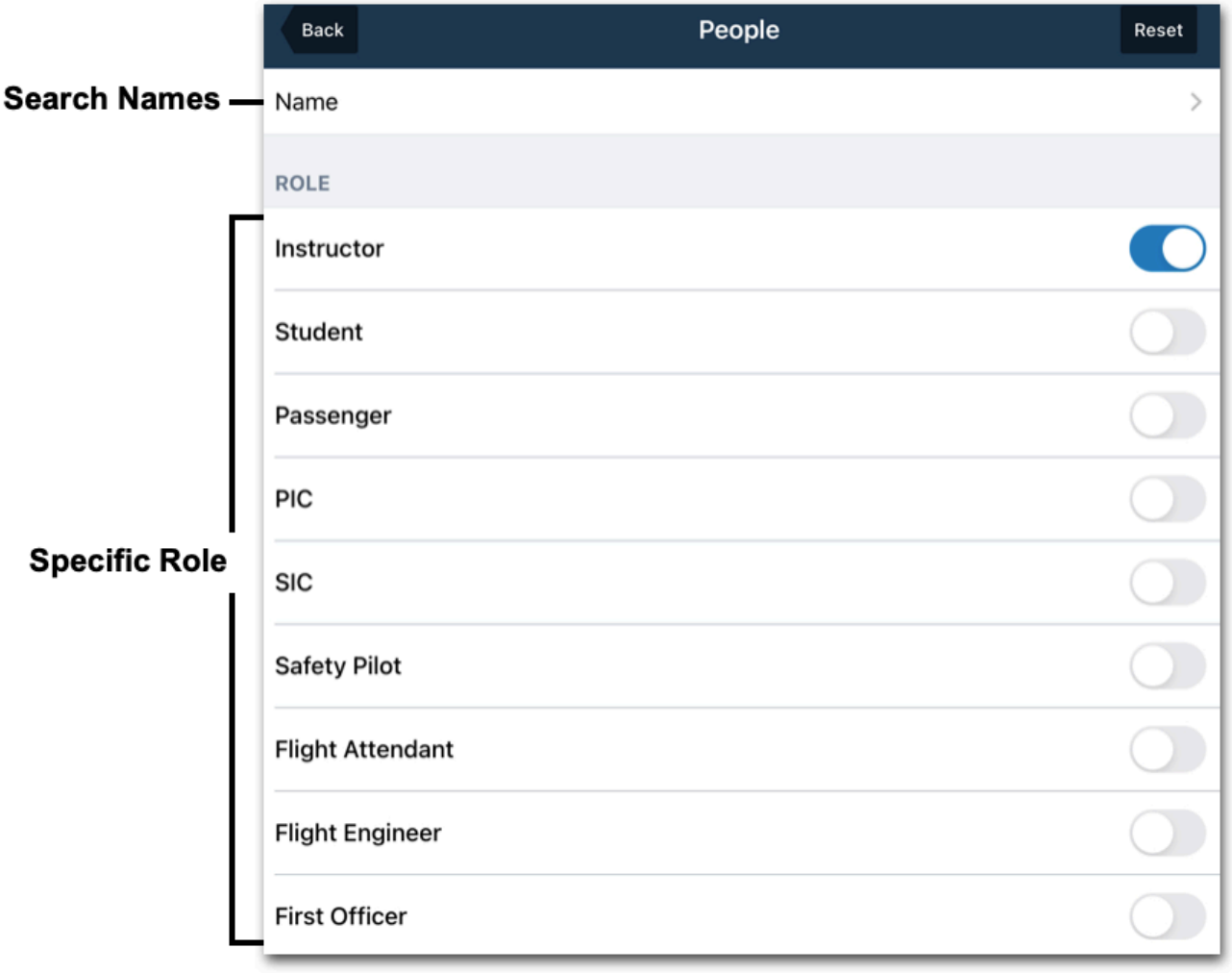


Figure 3-10. People Filter

3.2.2.5 People Filter (By Role)

The People filter enables searches of logbook entries by names and roles.

To filter by role:

1. Scroll to the Role section.
2. Toggle one or more roles on.

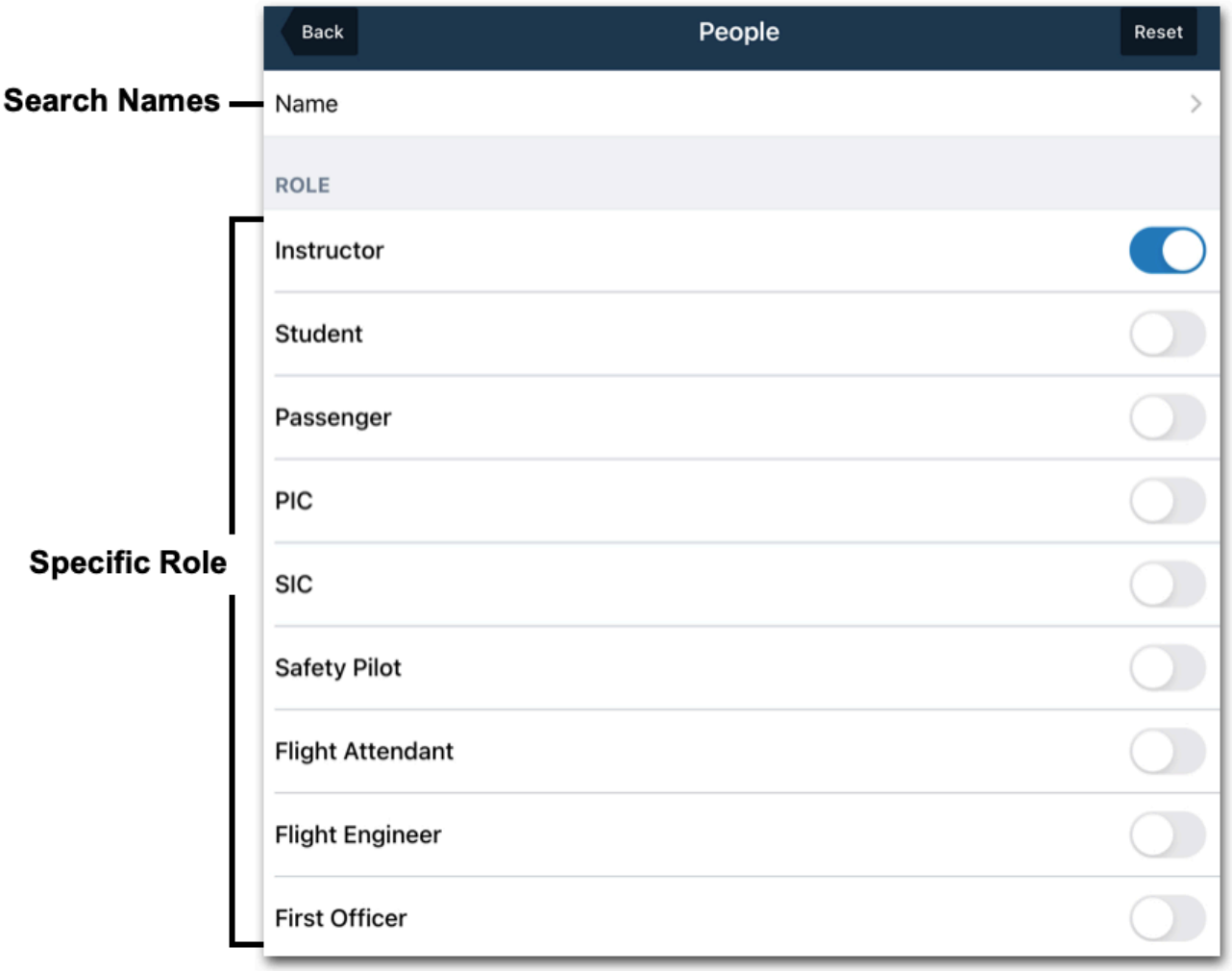


Figure 3-11. People Filter

3.2.2.6 Add-Ons Filter

The Add-Ons filter allows searching based on:

- Flight Tags (e.g., currency, proficiency)
- Details unique to logbook entries.

Toggle any item to include it in the search.

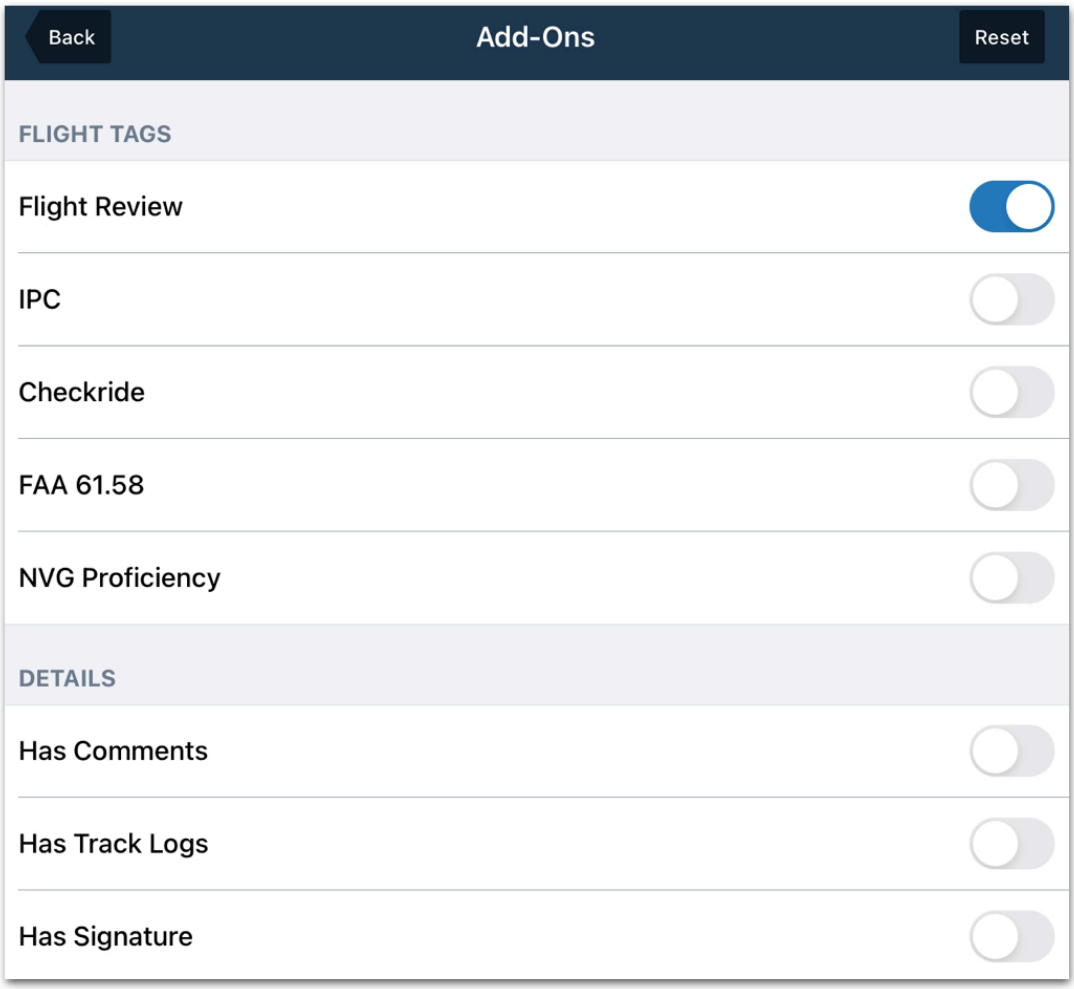


Figure 3-12. Add-Ons Filter

3.2.2.7 Search Results

Once filters are applied, the Applied Filters header displays the number of matching entries. Tap **Close** to view results in the Entries column.

To clear all filters and search terms, tap **Reset**.

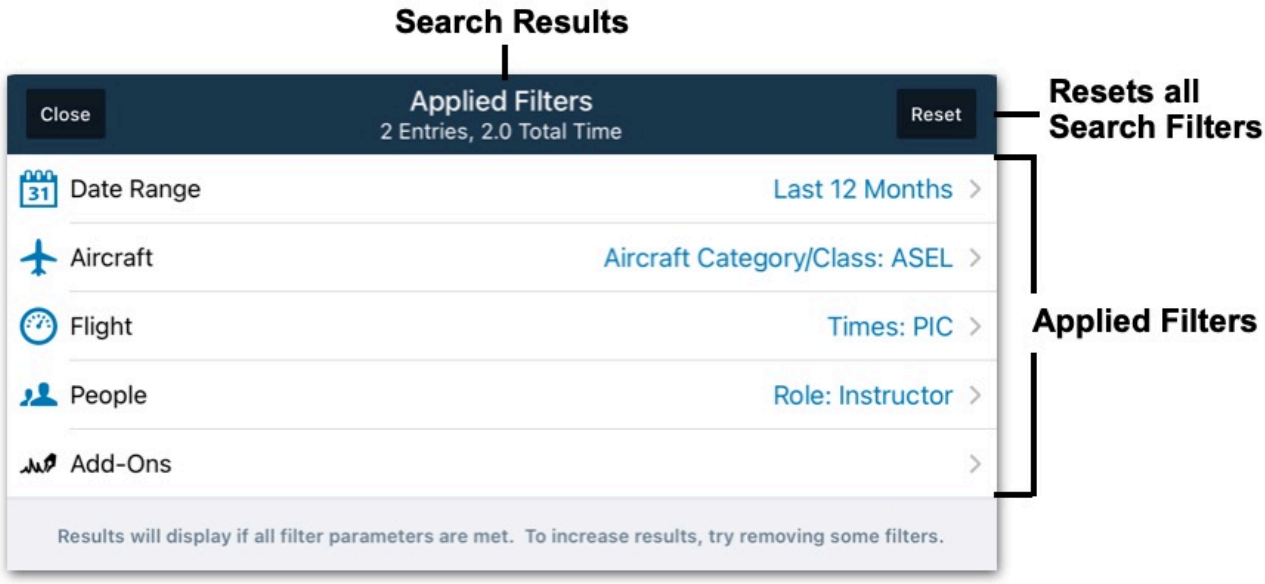


Figure 3-13. Applied Filters Selected

LOGBOOK ENTRY VIEW

The Logbook Entry View is accessed by viewing an existing logbook entry or creating a new entry. This view is divided into multiple sections, each detailed in this chapter.

Logbook entries are completed by entering data into the appropriate fields. Changes are saved automatically. Logbook entries can be edited at any time unless signed by an instructor.

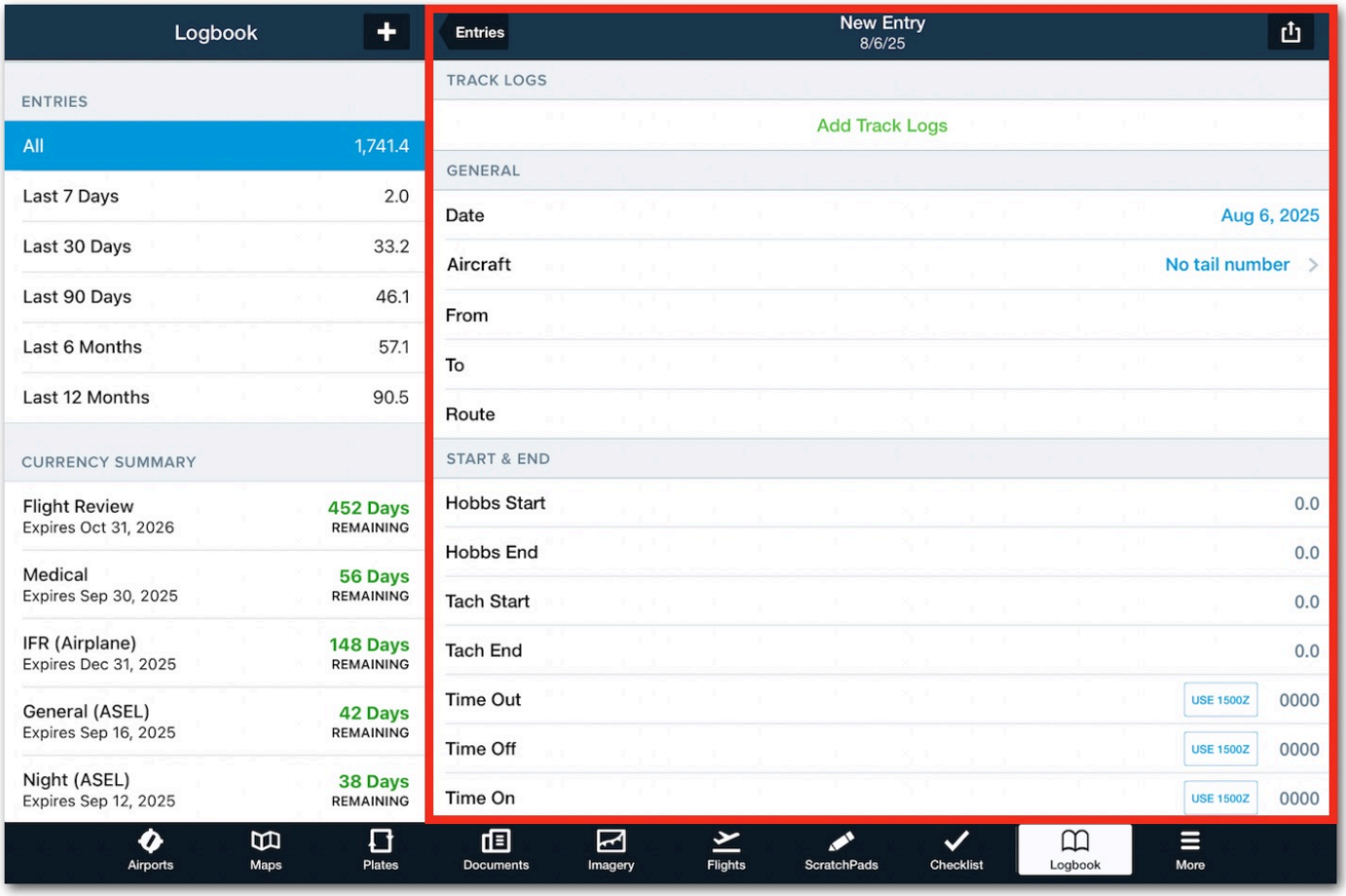


Figure 4-1. Logbook Entry View

4.1 Interactive Map Section

When a logbook entry includes an associated track log or both From/To fields are entered, an interactive map is displayed at the top of the view. This map overlays the route or track log on the ForeFlight Aeronautical Base Map.

The interactive map supports:

- Fullscreen viewing
- 3D flight path visualization
- Track log toggling for entries with multiple track logs
- Display of total route distance.

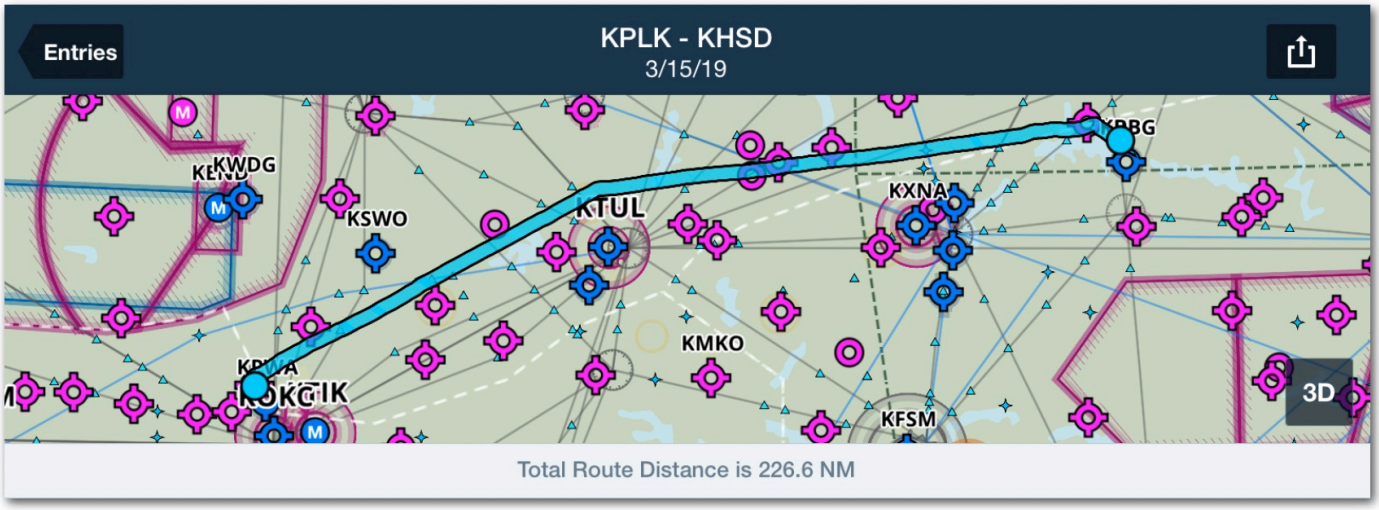


Figure 4-2. Interactive Map Section

> **NOTE:** The map will not be displayed if no track log is associated and the **From** and **To** fields are identical with no route entered.

4.1.1 Interactive Map Fullscreen View

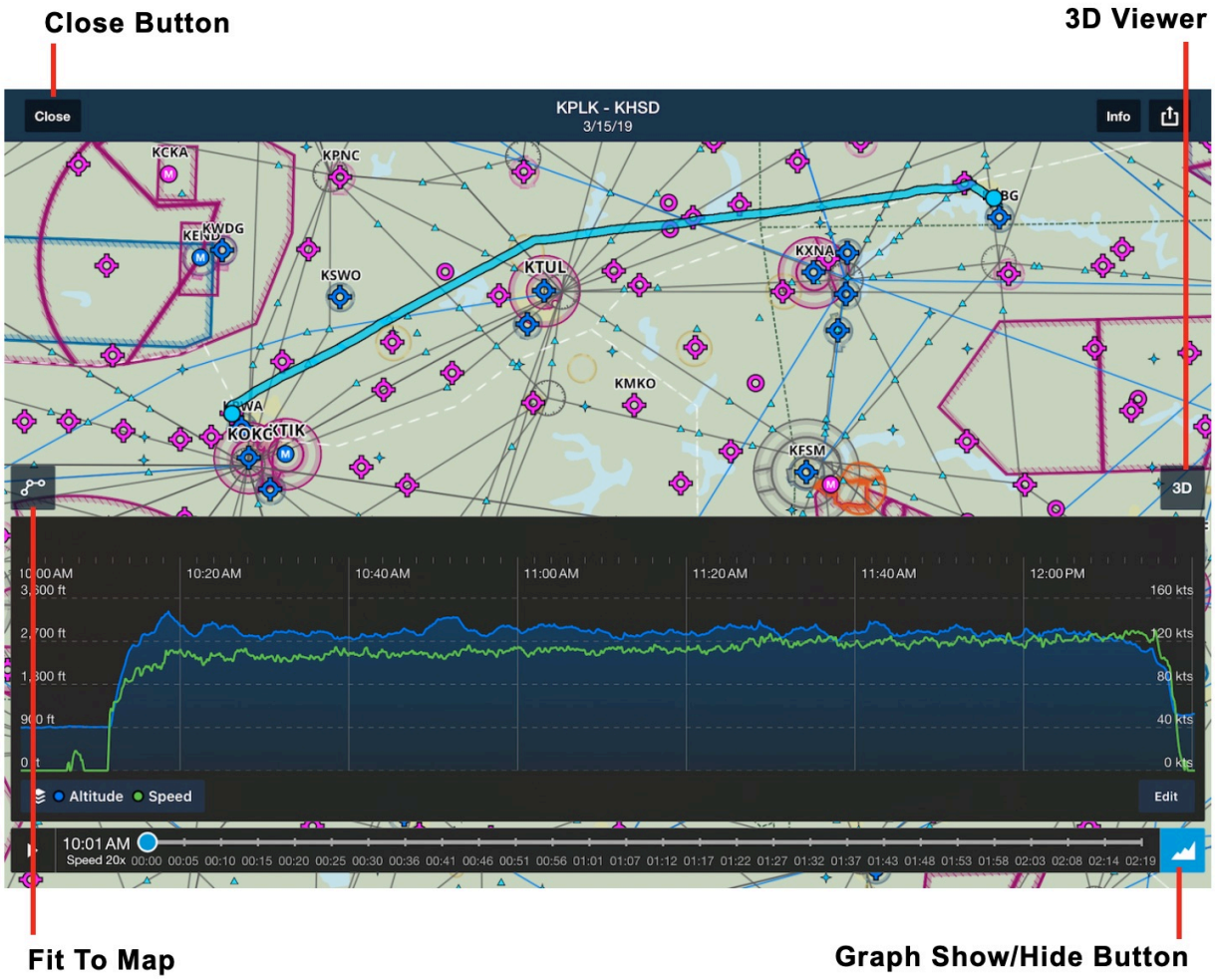
Tap the interactive map to expand it to full screen. Tap the **Close** button in the upper toolbar to return to the entry.

The full-screen map functions similarly to the **Maps** view but does not support interaction with or filtering of map layers.

When opened, the map centers on the flight path and responds to standard touch gestures. To recenter after panning or zooming, tap the **Fit To Map** button.

If the logbook entry has an associated track log, the Track Log Graph appears overlaid on the map. To hide the graph and enlarge the map view, tap the **Graph** button in the lower right corner.

The 3D button allows for viewing the route in a Map view rendered three-dimensionally.



4.1.2 3D Route Viewer (Premium and Performance subscribers)

Tap the **3D** button in the interactive map to open the flight in a three-dimensional viewer.

A position details box in the upper left displays the altitude, time, and groundspeed at the selected point along the route. Use the time slider at the bottom of the screen to:

- Play/Pause the flight playback
- Adjust playback speed (1x, 3x, 5x, 10x, 20x)
- Manually scroll through the flight timeline.

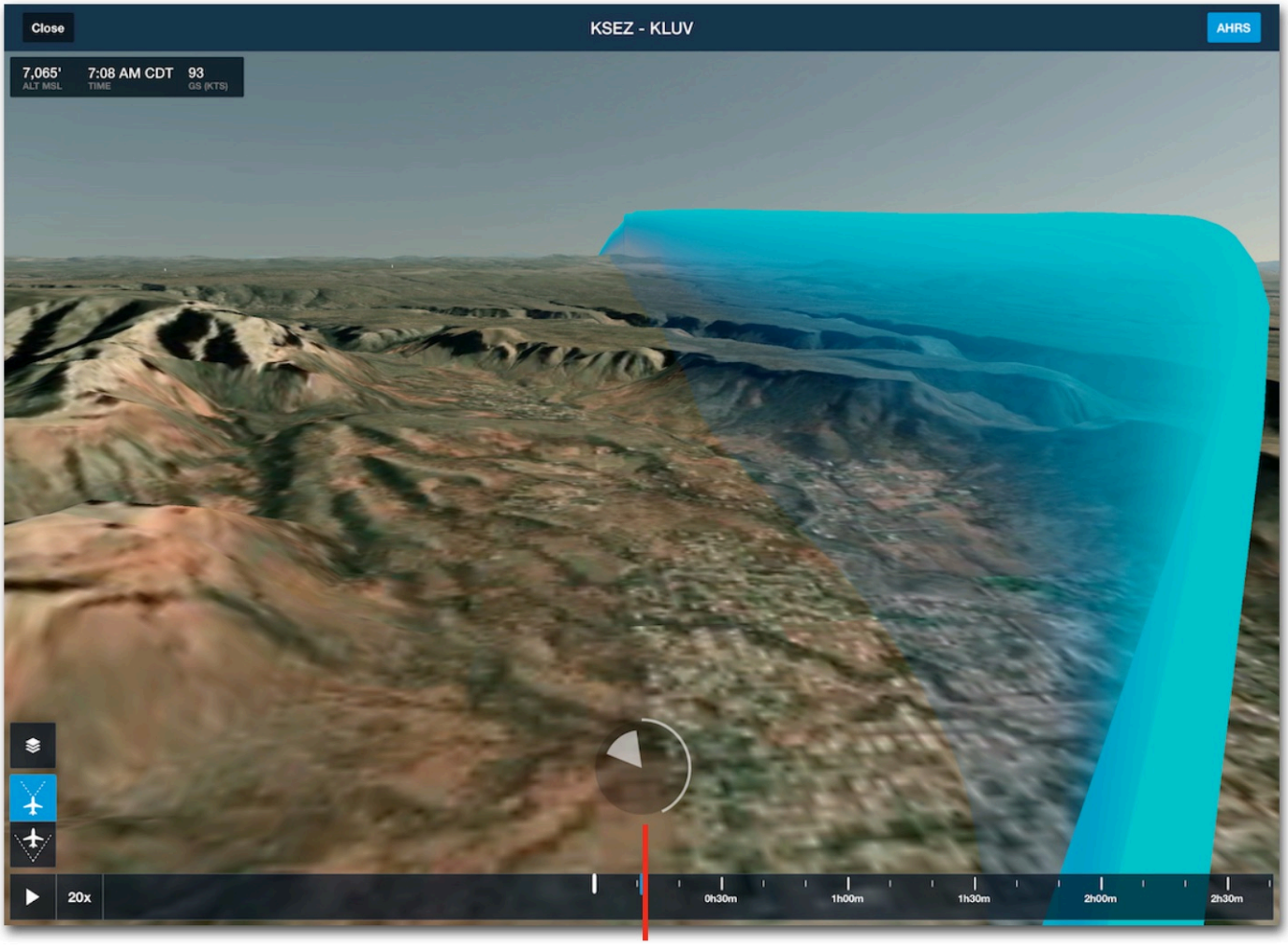
Viewer options include toggles to show or hide airports and obstacles. View mode buttons switch between a cockpit perspective and an overhead perspective.

While in cockpit view mode, tap **AHRS** to view pitch and roll data (if part of a track log).



4.1.2.1 Glance Mode

Tap and swipe anywhere in the view to switch to glance mode. This mode allows the user to move and zoom the camera perspective in any direction. When activated, a circular field of view indicator appears, showing the camera orientation relative to the aircraft's ground track and horizon.



Glance Mode Indicator

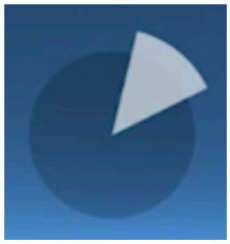
4.1.2.2 Glance Mode View Indicator

The glance mode view indicator slice changes dynamically based on user input:

- Shortens as the view tilts downward, showing a narrower view of the ground.
- Lengthens as the view tilts upward, showing a wider view of the sky.
- Narrows when zooming in, indicating a narrowed view of the horizon.
- Widens when zooming out, indicating a broader view of the horizon.



Tilted Down



Tilted Up



Zoomed Out



Zoomed In

To exit Glance Mode, tap the view indicator. The mode also exits automatically after six seconds of inactivity, indicated by a radial timer on the glance mode indicator.



Radial Timer

4.1.3 Entries with Multiple Track Logs

Logbook entries that contain multiple track logs display toggle buttons on the interactive map. Tap a toggle to select a track log. The selected track log's route is highlighted, and all others are dimmed for contrast.



Figure 4-3. Entry with Multiple Track Logs

> **NOTE:** The 3D button only shows when one track log is selected.

4.1.4 Total Route Distance

When the Distance field is enabled in **Logbook ➔ Settings ➔ Configure Fields**, the Total Route Distance is displayed below the interactive map.

This value represents the straight-line distance between route waypoints. It does not reflect the distance recorded by the track log.

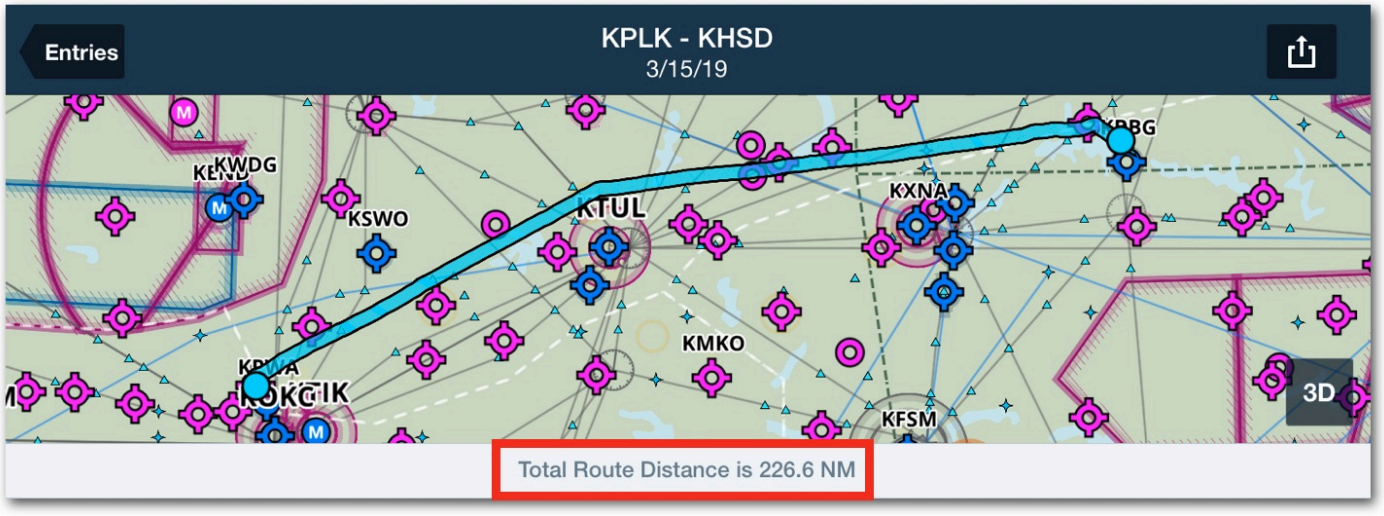


Figure 4-4. Total Route Distance

4.2 Track Logs Section

The Track Logs section displays flight track logs associated with a logbook entry. Track logs may be added automatically through Draft Entry Creation or manually. Each entry can have one or more associated track logs.

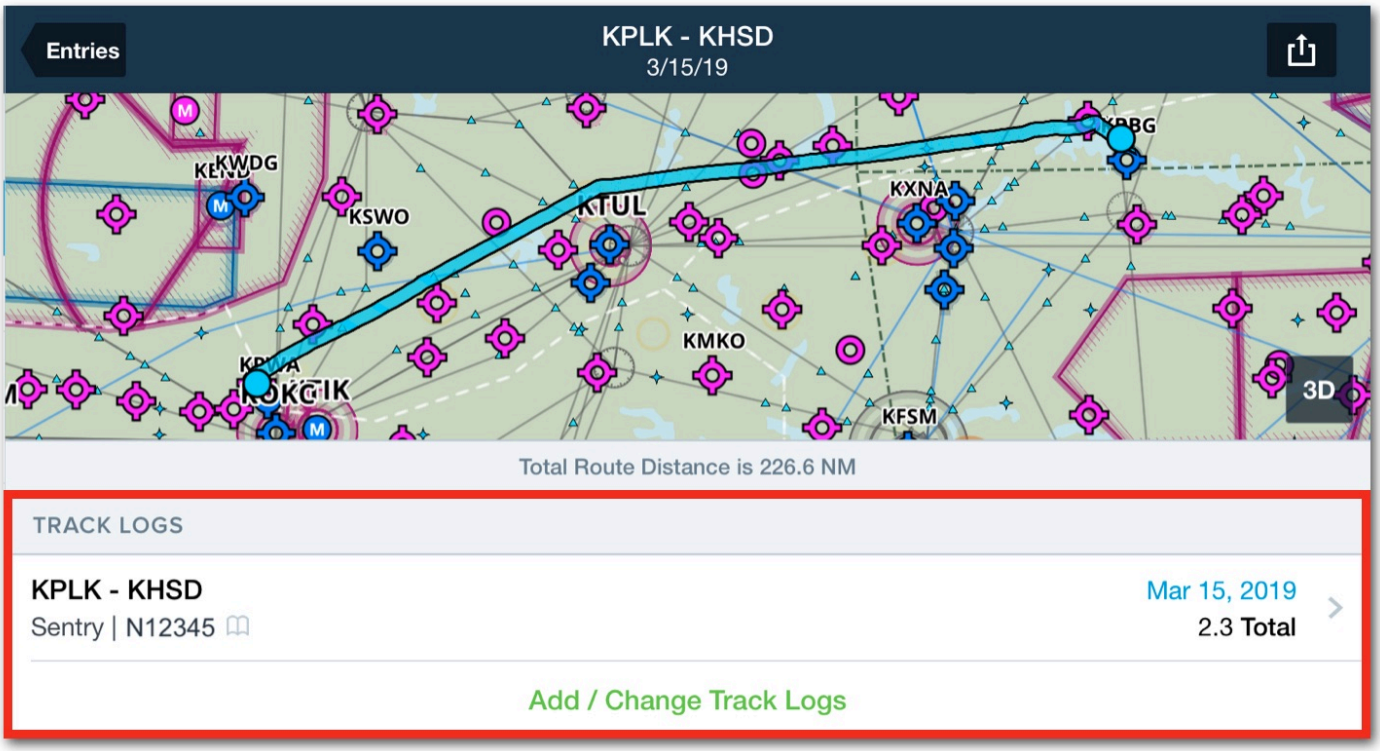


Figure 4-5. Track Logs Section

4.2.1 Manually Adding Track Logs to an Entry

If no track log is associated with a logbook entry, an **Add Track Logs** button appears.

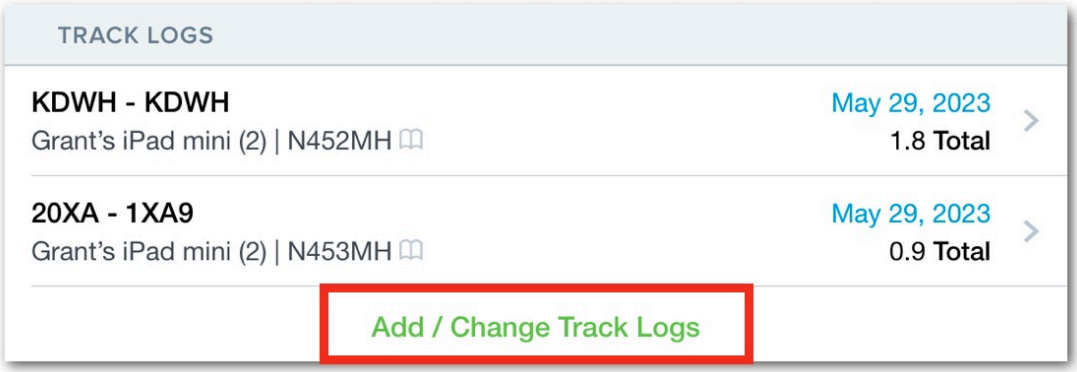


Figure 4-6. Add Track Logs Button

To manually add track logs:

1. Tap **Add Track Logs** to open the Track Logs pop-up.
2. Use the pop-up to select one or more track logs. Suggested track logs appear at the top of the pop-up in the Suggested section. All other logs are listed by date under All Track Logs. If needed, use the search bar to filter available track logs.
3. Tap **Done** to associate the selected track logs with the entry.

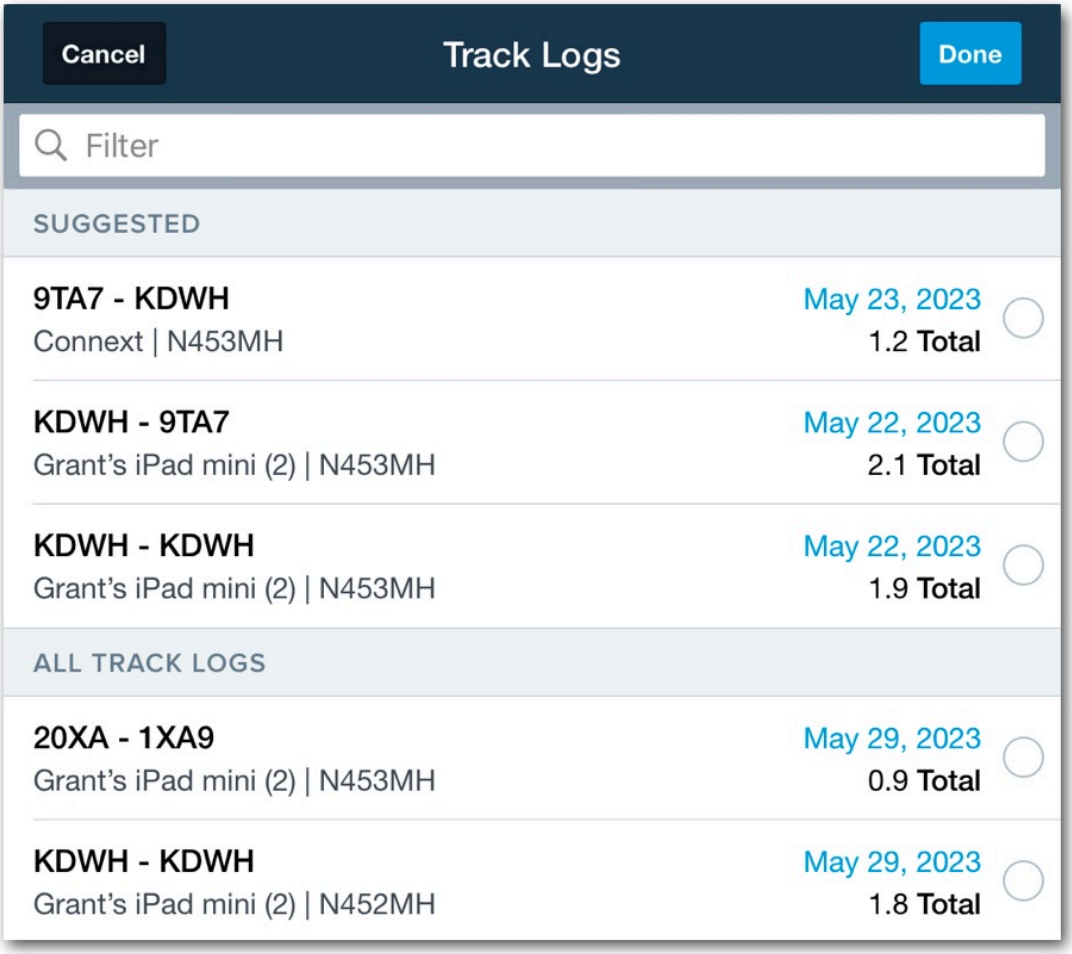


Figure 4-7. Track Logs Pop-up

4.2.2 Track Log Association Management

To manage track logs associated with a logbook entry:

1. Tap **Add / Change Track Logs** to open the selection pop-up.
2. Select or deselect track logs as needed.

3 Tap **Done** to apply changes.

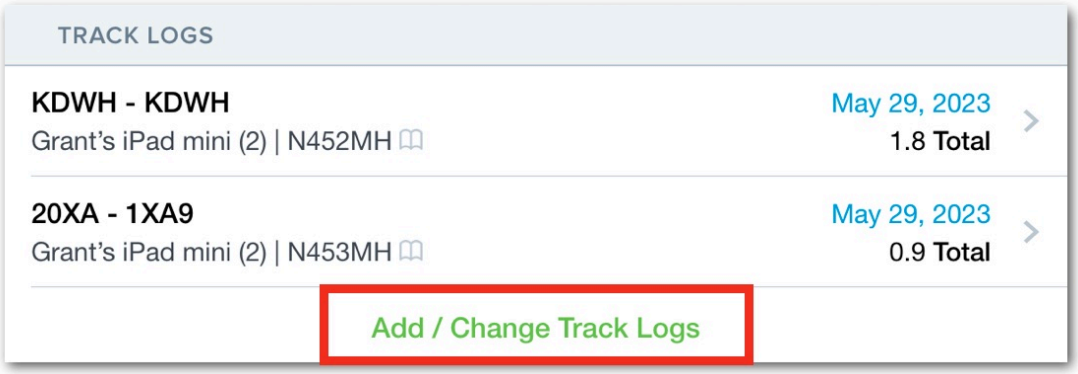


Figure 4-8. Add/Change Track Logs Button

4.2.3 Removing Associated Track Logs

To remove a track log:

- Swipe right to left on the track log entry and tap **Remove**, or
- Tap **Add / Change Track Logs**, deselect the track log, then tap **Done**.

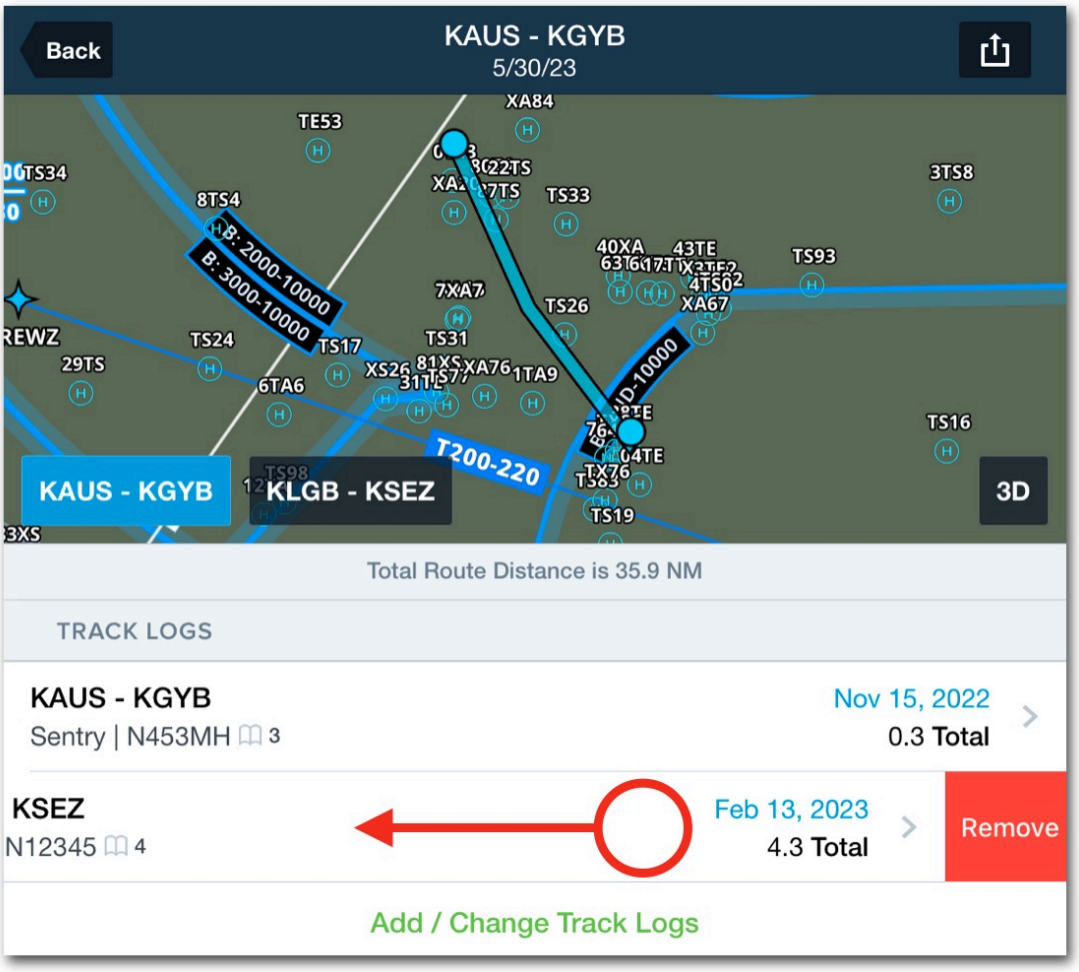


Figure 4-9. Swipe to Remove

4.2.4 Accessing Track Log Viewer from a Logbook Entry

Once added to a logbook entry, track logs appear in the Track Logs section. Tap a listed track log to open it in the full-screen viewer.

The track log viewer is described in detail in the ForeFlight Mobile Pilot's Guide.

4.3 General Section

The General section includes the logbook entry's Date, Aircraft, Departure, Destination, and Route fields.

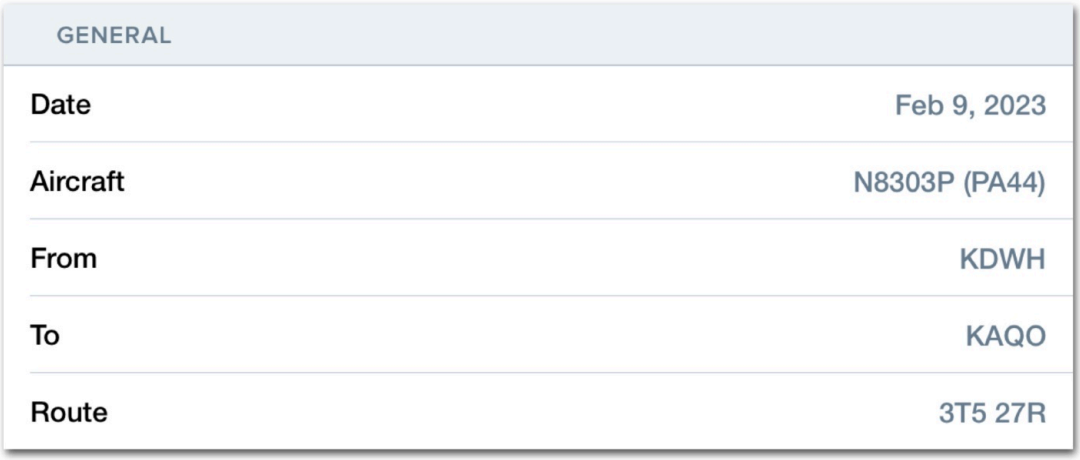


Figure 4-10. General Section

4.3.1 Date

When a new entry is created, the Date field is automatically filled with the current date. The date is auto-filled based on the source if the entry is created from a shared flight, filed flight, or track log.

To change the date:

1. Tap **Date**.
2. Use the **USE NOW** button or the scroll wheels to select the desired date.
3. Tap **Close** to save the change.

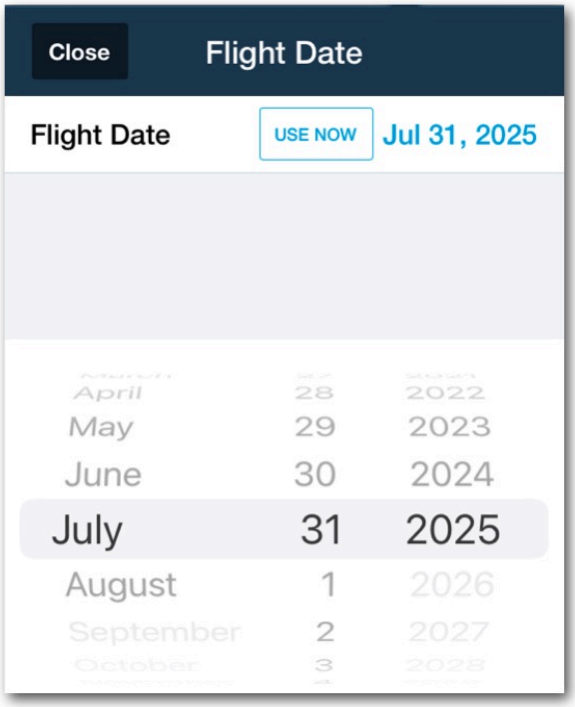


Figure 4-11. Date Selector Menu

4.3.2 Aircraft

Tap **Aircraft** to assign an aircraft to the logbook entry. For new entries, the field defaults to the aircraft used in the previous flight. Entries created from shared flights, filed flights, or track logs automatically populate this field with the appropriate aircraft.

To select a different aircraft:

1. Tap **Aircraft**.
2. Select the appropriate aircraft from the list.

Refer to the Logbook Aircraft chapter for details about managing aircraft in Logbook.

4.3.3 From/To

The From and To fields are auto-filled when the entry is created from a Track Log, filed flight, or shared flight.

When entering these fields manually:

- Suggestions are based on previously planned flights.
- If the intended airports are not suggested, search by airport name, city, or identifier.

To ensure accurate experience tracking and currency calculations, confirm that the departure and destination airport fields are properly completed using the correct country prefix.

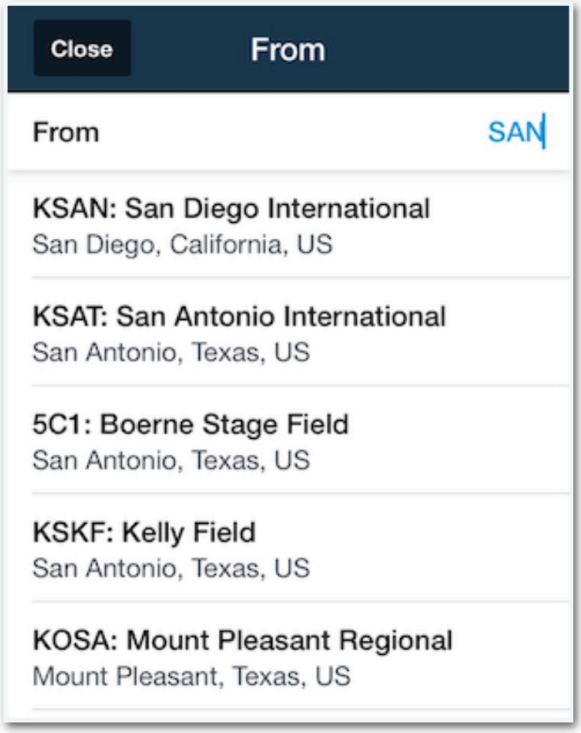


Figure 4-12. From Field Search

4.3.4 Route

The Route field is used to specify waypoints that define a route or en route airports flown to during a flight. Adding airports to a route is necessary for regulatory requirements, such as the U.S. private pilot cross-country requirement, which mandates three full-stop landings at three locations.

When entering a route to satisfy such requirements:

- Record all en route stops in a single logbook entry.
- Separate entries for each leg will not be recognized by the Progress Towards Checkride Report.

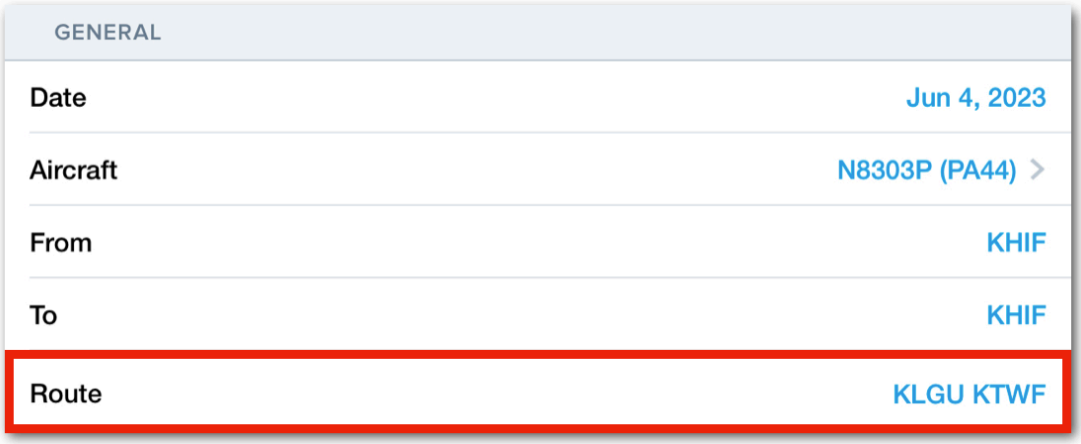


Figure 4-13. Route Field with Airports

This field can be enabled or disabled via
More → Logbook → Settings → Configure Fields → Route.

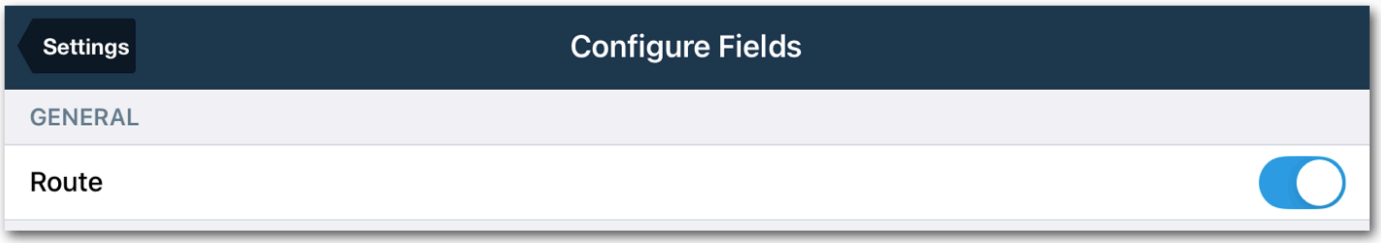


Figure 4-14. Configure Route Field

4.4 Start & End Section

The Start & End section records key aircraft and duty time fields.

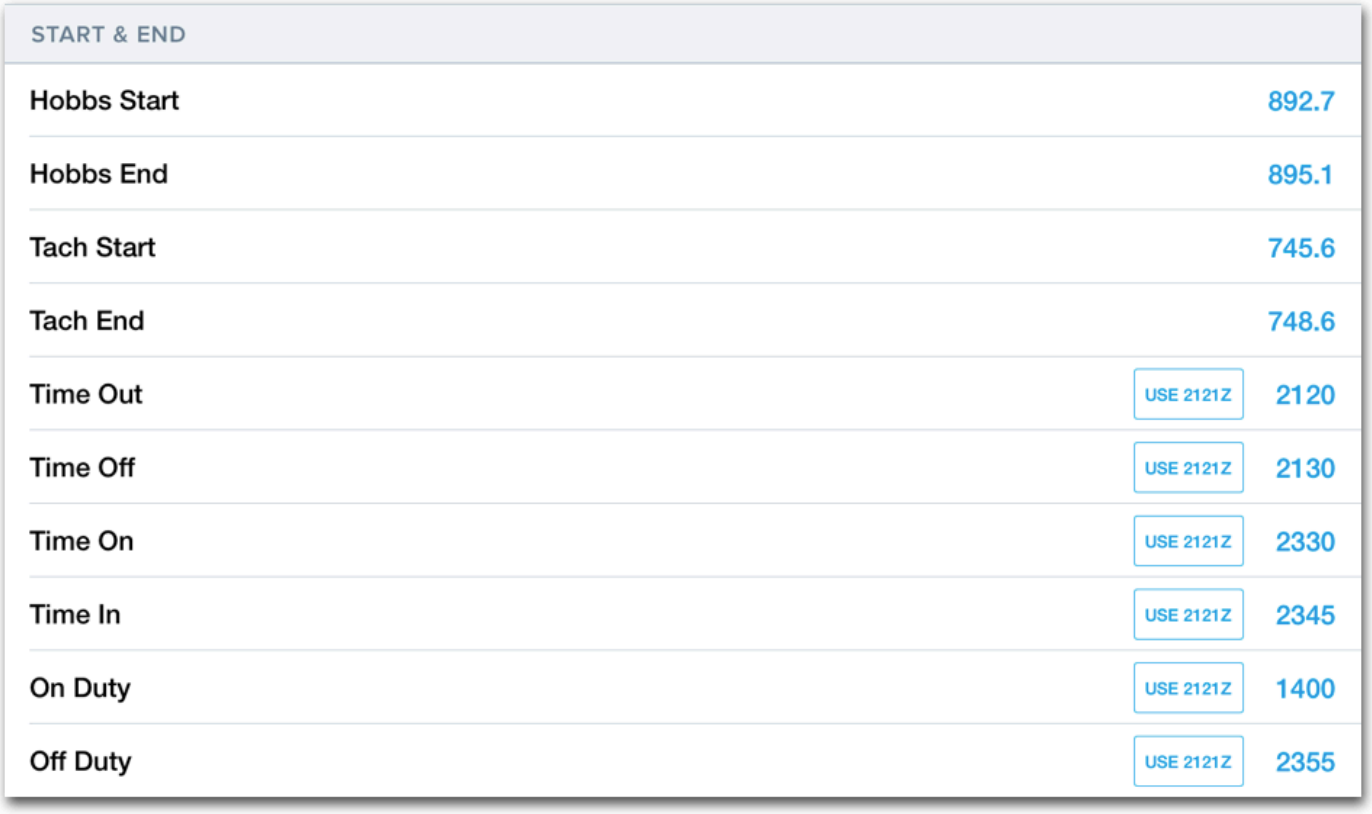


Figure 4-15. Start & End Section

4.4.1 Start and End Options

Start and end field options include:

- Hobbs
- Tach
- Out/Off/On/In
- Duty On/Off Time.

These fields can be enabled via
More → Logbook → Settings → Configure Fields → Start & End.



Figure 4-16. Configure Start and End Fields

4.4.1.1 Hobbs

The Hobbs Start and Hobbs End fields are manually entered. When creating a new entry, Hobbs Start auto-fills with the Hobbs End from the previous flight.

Hobbs values are not included in the PDF Logbook Report.

4.4.1.2 Tach

The Tach Start and Tach End fields are manually entered. Tach Start auto-fills with the Tach End from the previous flight.

Tach values are not included in the PDF Logbook Report.

4.4.1.3 Out/Off/On/In

These fields represent the following timing events:

- **Out**: Time the aircraft begins to taxi.
- **Off**: Time the aircraft becomes airborne.
- **On**: Time the aircraft touches down.
- **In**: Time the aircraft completes taxi and stops.

These values:

- Are automatically filled when the entry is created from a Track Log.
- Can be manually entered or edited.
- Are not included in the PDF Logbook Report.

4.4.1.4 On Duty/Off Duty

These fields represent the following crew duty events:

- **On Duty**: The time the pilot begins duty.
- **Off Duty**: The time the pilot ends duty.

These values are manually entered or edited and are not included in the PDF Logbook Report.

4.4.2 Configuring Time Type Used to Calculate Total Time

Time values in the Start & End section can be used to automatically calculate Total Time. To select a method for total time calculation:

1. Select **More → Logbook → Settings → Total Time Calculation**.
2. Choose from the following options:
    - Hobbs
    - Tach
    - Block Time (Out - In)
    - Flight Time (Off - On)
    - Duty Time (On duty and off duty).

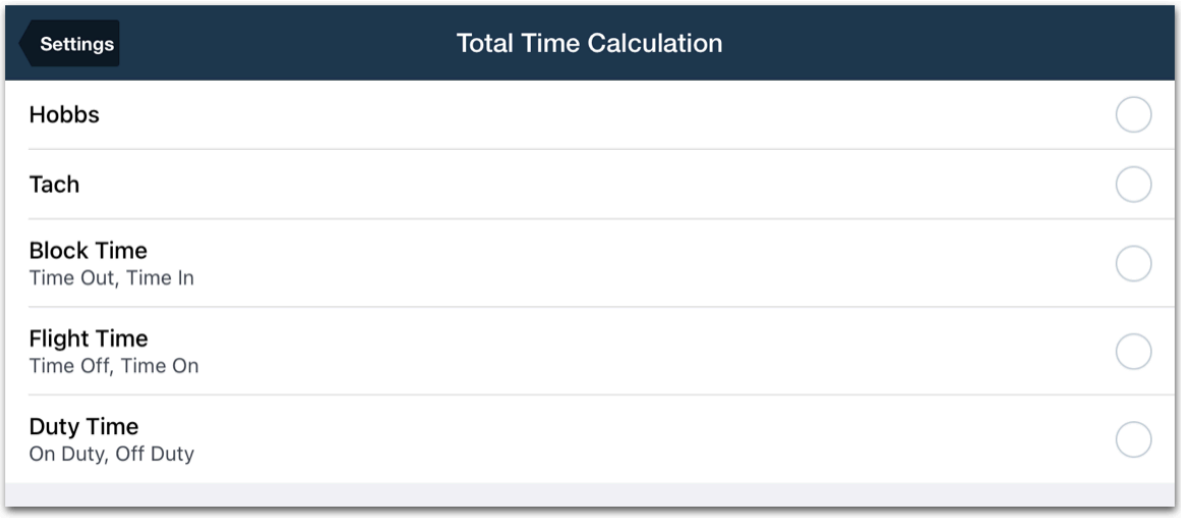


Figure 4-17. Total Time Calculation Options

4.5 Times Section

The Times section captures various flight times, including at least Total Time, Pilot in Command (PIC), and Night time.

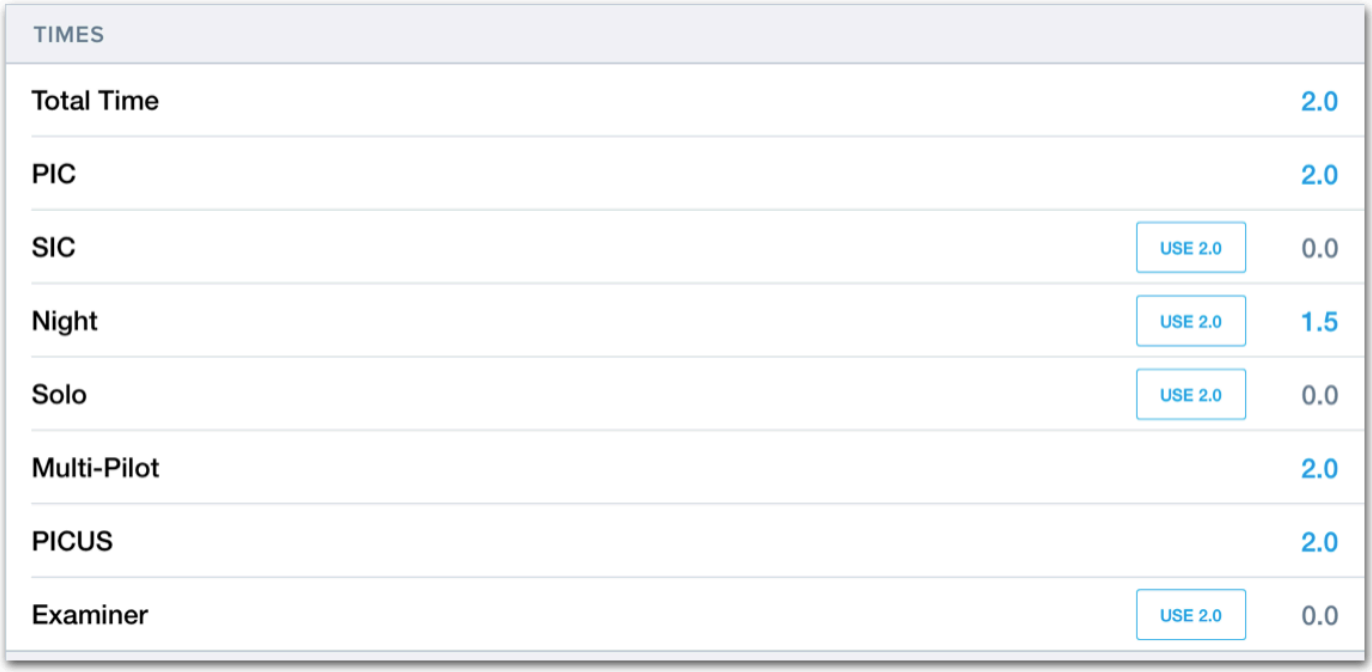


Figure 4-18. Times Section

4.5.1 Entry Time Format

Time may be entered in the Times section in either decimal or hour:minute format.

To change the entry format:

- Select **More → Logbook → Settings → Entry Time Format**.
- When **decimal** is selected, times are rounded to the nearest tenth.

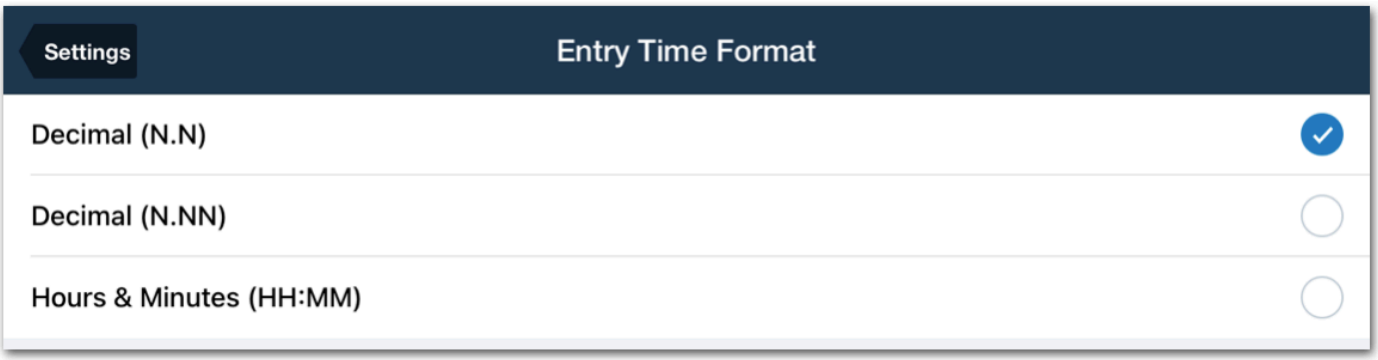


Figure 4-19. Entry Time Format

4.5.2 Times Section

The Times section includes fields used to record specific flight duration. Each field is described below.

4.5.2.1 Total Time

Total Time may be automatically calculated based on the selected time calculation setting. The default calculation uses Track Log Block Time.

To configure the calculation method, select
More → Logbook → Settings → Total Time Calculation.

Total Time is editable at any time and is included in the PDF Logbook Report.

4.5.2.2 PIC

Pilot in Command (PIC) time can be configured to automatically match Total Time.

To enable auto-fill for PIC time, select **More → Logbook → Settings → Auto-Fill Settings** and toggle **PIC**. This setting applies only to new logbook entries.

4.5.2.3 SIC (FAA Logbook)

Second in Command (SIC) time can be set to automatically match Total Time.

To enable auto-fill for SIC time, select **More → Logbook → Settings → Auto-Fill Settings** and toggle **SIC**. This setting applies only to new logbook entries.

To enable or disable this field, select
More → Logbook → Settings → Configure Fields → Times.

4.5.2.4 Co-Pilot (EASA Logbook)

Co-Pilot time can be set to automatically match Total Time.

To enable auto-fill for Co-Pilot time, select **More → Logbook → Settings → Auto-Fill Settings** and toggle **Co-Pilot**. This setting applies only to new logbook entries.

To enable or disable this field, select
More → Logbook → Settings → Configure Fields → Times.

4.5.2.5 Night

Night time is automatically calculated using sunset/sunrise and position data from associated track logs.

Night time can be manually edited and is included in the PDF Logbook Report.

4.5.2.6 Solo

Solo time can be set to automatically match Total Time.

To enable auto-fill for Solo time, select **More → Logbook → Settings → Auto-Fill Settings** and toggle **Solo**. This setting applies only to new logbook entries.

To enable or disable this field, select
More → Logbook → Settings → Configure Fields → Times.

4.5.2.7 Multi-Pilot

Multi-Pilot time can be set to automatically match Total Time.

To enable auto-fill for Multi-Pilot time, select
More → Logbook → Settings → Auto-Fill Settings and toggle **Multi-Pilot**. This setting applies only to new logbook entries.

To enable or disable this field, select
More → Logbook → Settings → Configure Fields → Times.

4.5.2.8 PICUS

PICUS time can be set to automatically match Total Time.

To enable auto-fill for PICUS time, select **More → Logbook → Settings → Auto-Fill Settings** and toggle **PICUS**. This setting applies only to new logbook entries.

To enable or disable this field, select
More → Logbook → Settings → Configure Fields → Times.

4.5.2.9 Examiner

Examiner time can be set to automatically match Total Time.

To enable auto-fill for Examiner time, select **More ➔ Logbook ➔ Settings ➔ Auto-Fill Settings** and toggle **Examiner**. This setting applies only to new logbook entries.

To enable or disable this field, select **More ➔ Logbook ➔ Settings ➔ Configure Fields ➔ Times**.

4.6 Cross Country Section

The Cross Country section includes two fields:

- Cross Country (Time)
- Distance.

These fields support tracking for experience and qualification requirements related to cross-country flying.



Figure 4-20. Cross Country Section

4.6.1 Cross Country

Cross Country flight time may be auto-filled to match Total Time.

To enable auto-fill:

1. Select **More → Logbook → Settings → Auto-Fill Settings**.
2. Enable Cross Country.

Auto-fill applies only to new logbook entries.

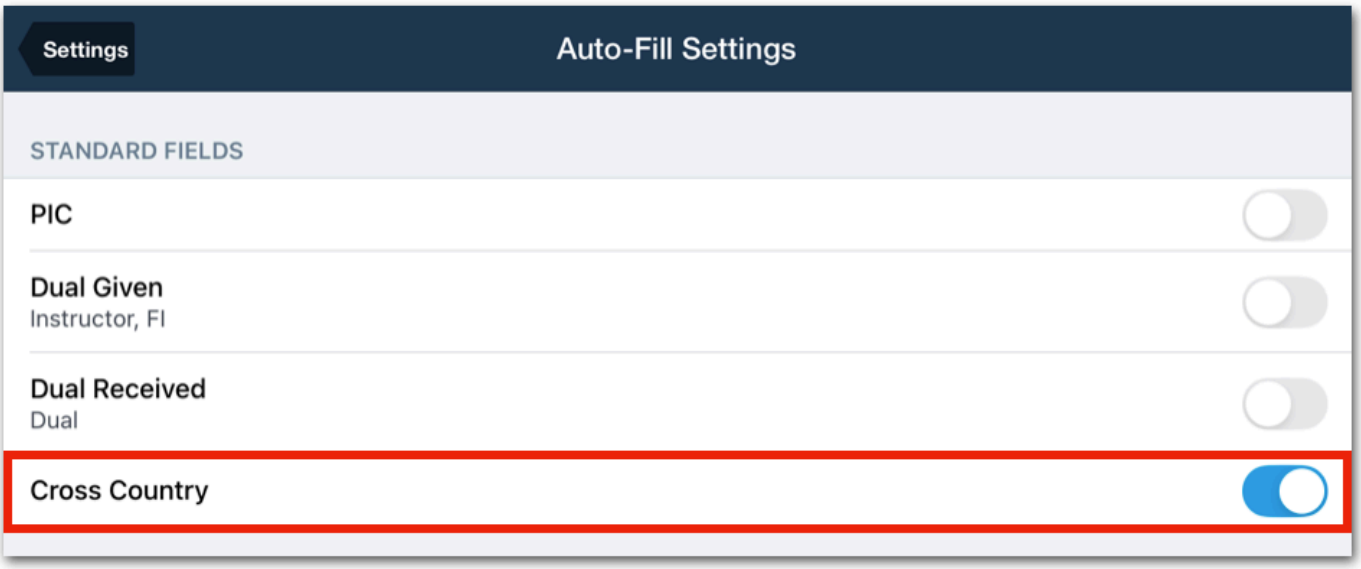


Figure 4-21. Cross County in Auto-Fill Settings

4.6.2 Distance

The Distance field calculates the straight-line (great-circle) distance between the Departure and Destination airports.

This value is not based on the actual flown distance recorded in a Track Log.

To enable or disable this field, select
More → Logbook → Settings → Configure Fields → Cross Country.

4.7 Total Takeoffs Section

The Total Takeoffs section is used to log takeoffs and landings for currency tracking purposes. By default, the section displays day and night types.

To log operations that specify day/night and with or without a control tower, tap **Add Takeoff Type** to open the Add Takeoff Type pop-over. Then select the required parameters for the takeoffs performed.

If takeoffs are detected in the associated track log, values will be auto-populated.



Figure 4-22. Total Takeoffs

> **NOTE:** The **Add Takeoff Type** buttons is present only in entries created with ForeFlight Mobile v17.9 or later. Takeoff types cannot be modified in logbook entries created before version 17.9.

4.7.1 Delete Takeoff Type

Added takeoff types may be deleted. To delete, swipe from right to left across the takeoff type to reveal a delete button. Tap **Delete**.

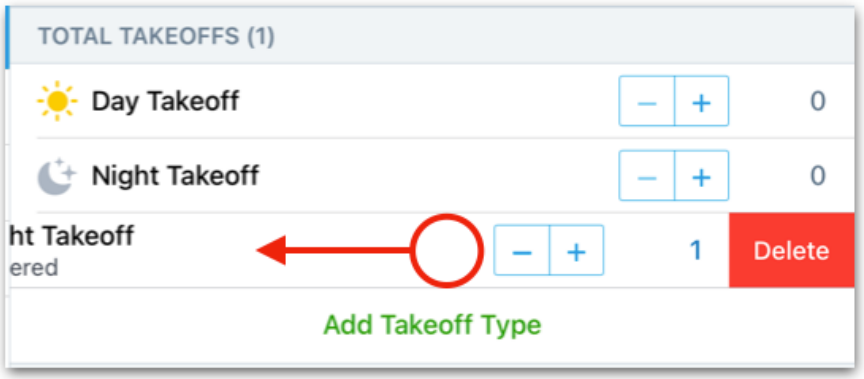


Figure 4-23. Delete Takeoff Type

4.8 Total Landings Section

The Total Landings section is used to log landings for currency tracking purposes. By default, the section displays day and night full stop types.

To log operations that specify day/night, full stop/touch & go, and with or without a control tower, tap **Add Landing Type** to open the Add Landing Type pop-over. Then select the required parameters for the landings performed.

If landings are detected in the associated track log, values will be auto-populated

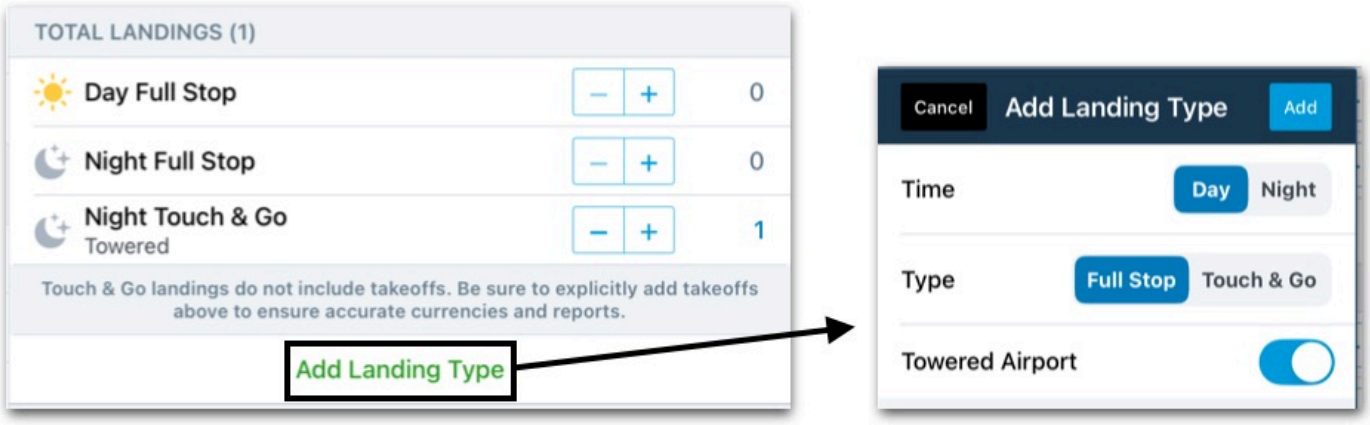


Figure 4-24. Total Landings

> **NOTE:** The **Add Landing Type** button is present only in entries created with ForeFlight Mobile v17.9 or later. Landing types cannot be modified in logbook entries created before version 17.9.

4.8.1 Delete Landing Types

Added landing types may be deleted. To delete, swipe from right to left across the takeoff type to reveal a delete button. Tap **Delete**.

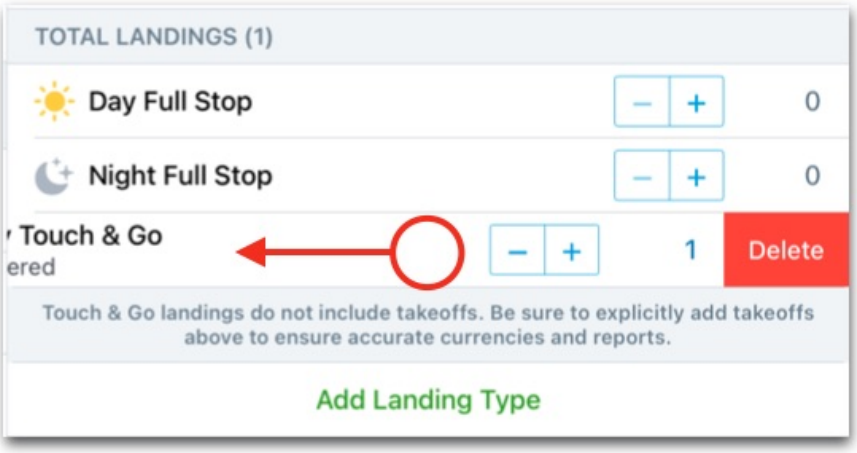


Figure 4-25. Delete Landing Type

4.9 Takeoffs & Landings Section (Pre-version 17.9)

> **IMPORTANT:** The Takeoffs & Landings section is present only in entries created prior to ForeFlight Mobile version 17.9.

The Takeoffs & Landings section is used to log takeoffs and landings for currency tracking purposes.

If takeoffs and landings are detected in the associated track log, values will be auto-populated.

The **All Landings** field dynamically reflects the total number of landings entered in the full-stop landing fields. Touch-and-go landings do not count as full-stop landings but can be manually added to the All Landings total.

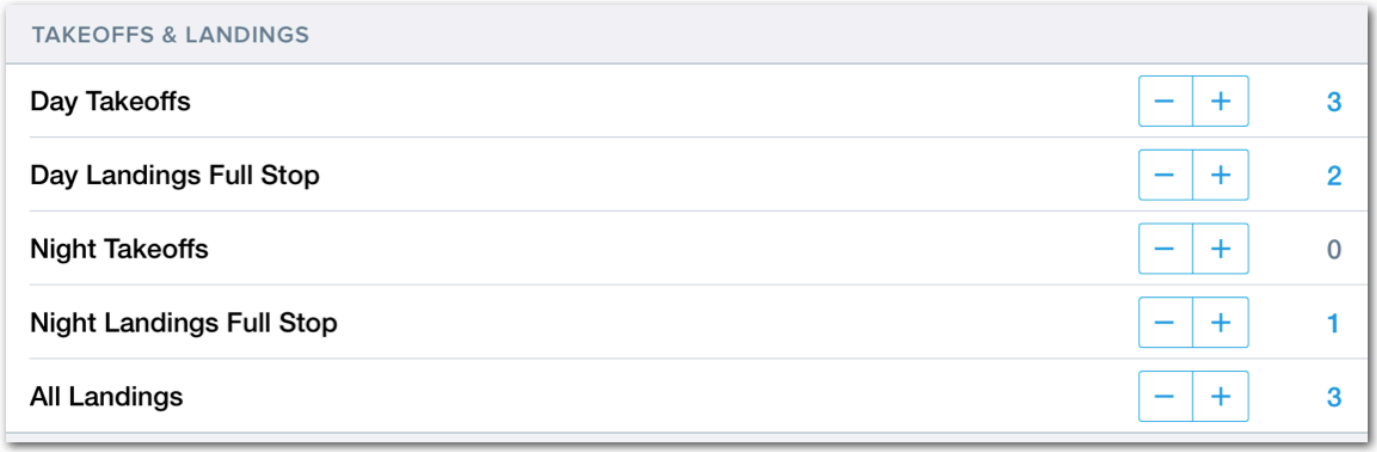


Figure 4-26. Takeoffs and Landings Section Prior to ForeFlight Mobile version 17.9

4.10 Instrument Section

The Instrument section is used to log actual and simulated instrument flight time, IFR time, holds, and approaches performed. Data entered in this section contributes directly to instrument currency calculations.

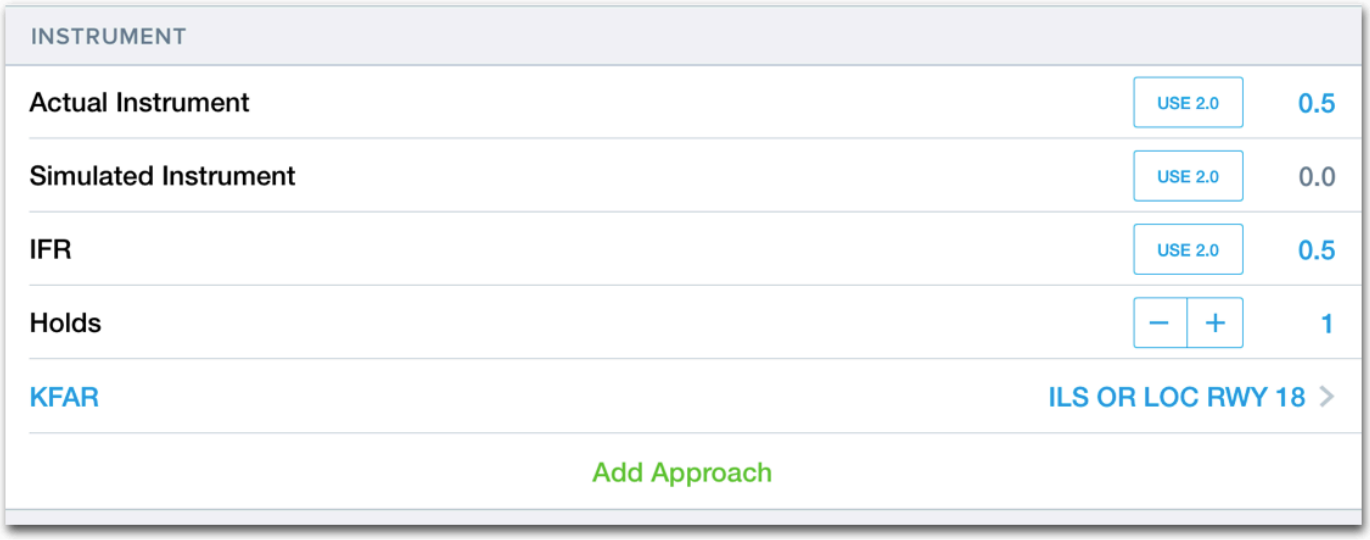


Figure 4-27. Instrument Section

To enable or hide the Instrument section, select **More → Logbook → Settings → Configure Fields → Instrument**.

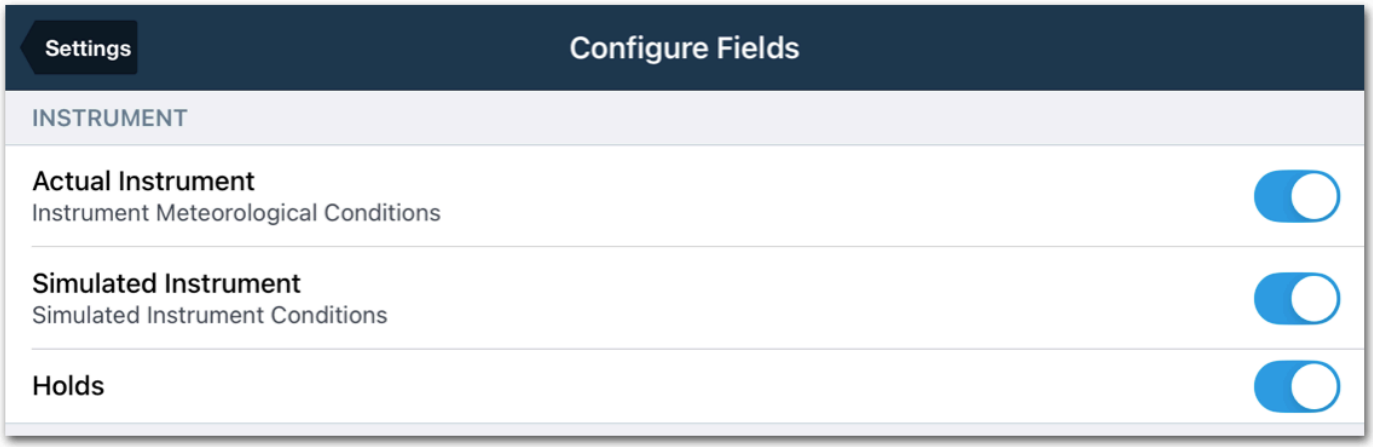


Figure 4-28. Instrument Field Configuration Options

4.10.1 Actual Instrument Field

The Actual Instrument field records time flown solely by reference to instruments under actual instrument meteorological conditions (IMC).

4.10.2 Simulated Instrument Field

The Simulated Instrument field records time flown solely by reference to instruments under simulated IMC conditions, such as with a view-limiting device.

4.10.3 IFR Field

Manually enter the time flown under Instrument Flight Rules (IFR).

4.10.4 Holds

Manually enter the number of holds completed during the flight.

4.10.5 Approaches

To log approaches flown, select the **Add Approach** button. When logging an instrument approach:

1. The Airport field is auto-filled with the Destination airport.
2. If needed, tap the **Airport** field to select a different location.
    - Use the search bar to search by airport name or identifier.
    - Alternatively, choose from the list of suggested airports.
3. Tap the **Approach** field. The pop-up menu is populated with available approach procedures for the selected airport.
4. Select the approach flown.
5. Slide the switch on next to Circle to Land if a circle to land was performed.
6. Select the approach flown.
7. Optionally add comments.

Approaches are listed in the Comments section of the PDF Logbook Report. However, approach comments are excluded from the report.

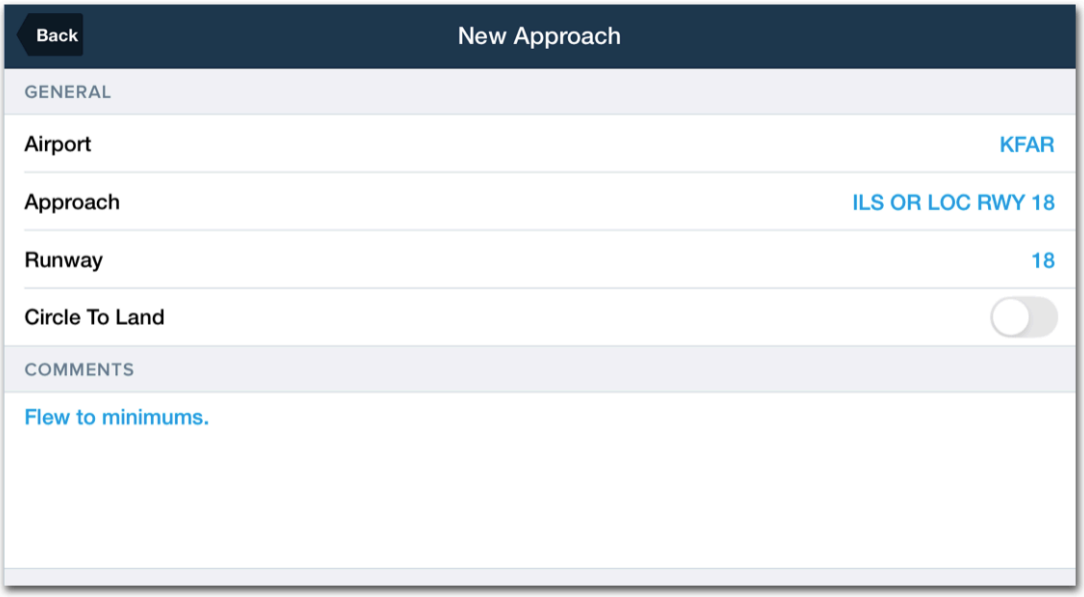


Figure 4-29. Adding an Approach

4.11 Night Vision Goggles Section

The Night Vision Goggles (NVG) section enables pilots to log NVG time and operations for regulatory and currency tracking purposes.

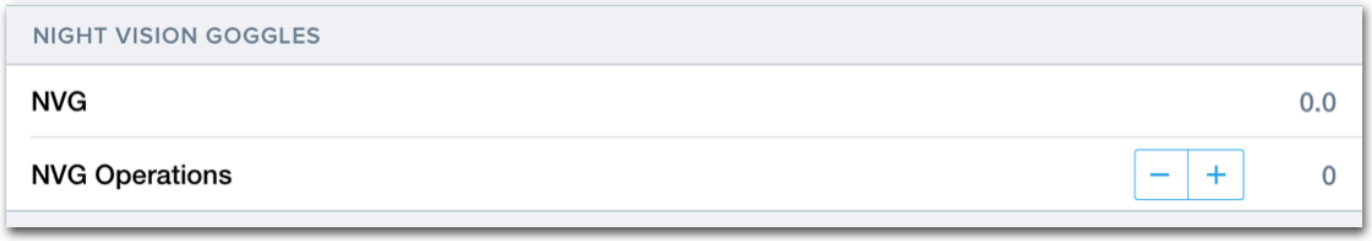


Figure 4-30. Night Vision Goggles Section

To show or hide this section, select
More → Logbook → Settings → Configure Fields → Night Vision Goggles.

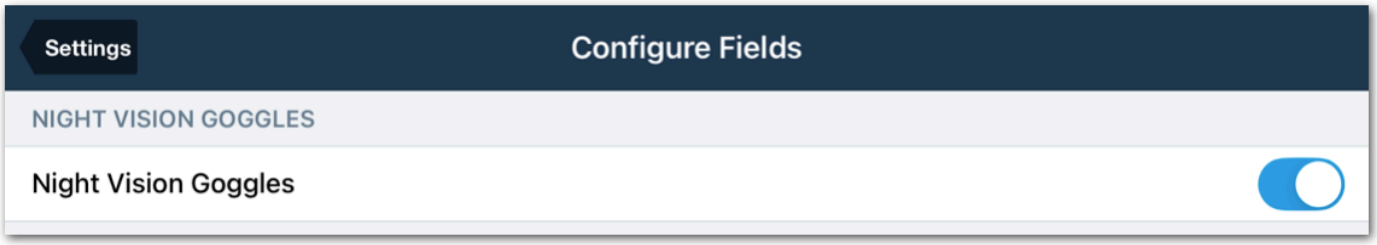


Figure 4-31. Configure Night Vision Goggles Field

4.11.1 NVG

The NVG field logs the total time flown using night vision goggles:

- Enter NVG time manually, or
- Tap **USE** to auto-fill the field with Total Time.

NVG time appears in the PDF Logbook Report and Experience Report.

4.11.2 NVG Operations

The NVG Operations field tracks NVG-specific flight operations required to maintain currency under CFR14 §61.57(f). NVG operations are included in the PDF Logbook Report and the Experience Report.

4.12 Training Section

The Training section allows logging of flight instruction given and received, as well as simulator and ground training activities.

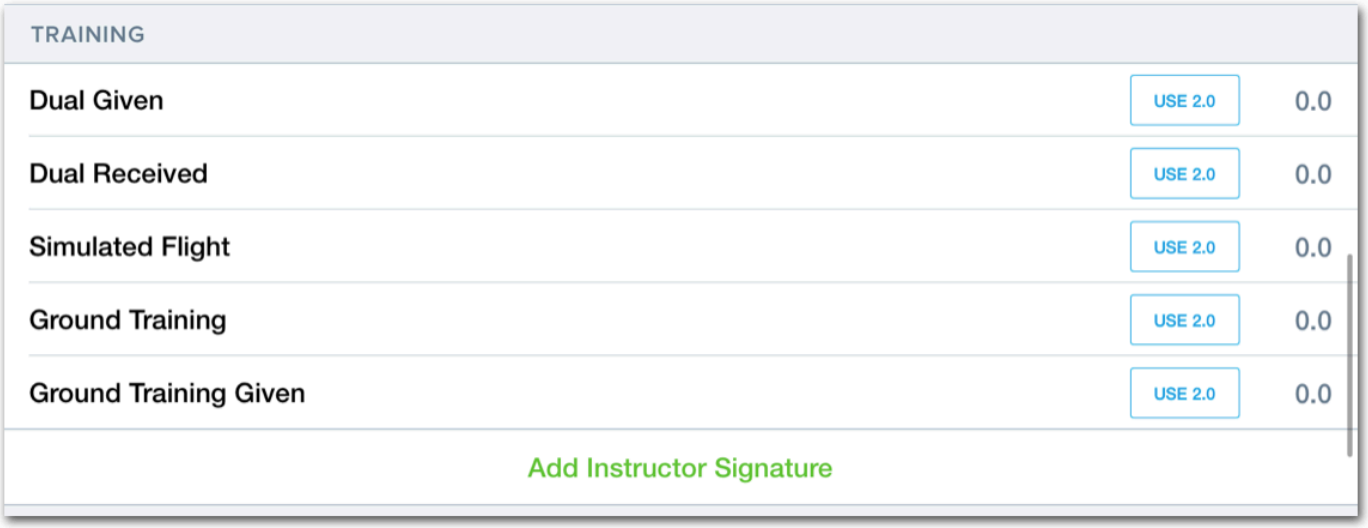


Figure 4-32. Training Section

To enable or hide fields, select **More ➔ Logbook ➔ Settings ➔ Configure Fields ➔ Training**.



Figure 4-33. Configure Fields

4.12.1 Dual Given (FAA Logbook)

Use the Dual Given field to record flight time performed as a certified flight instructor.

Dual Given time is included in both the PDF Logbook Report and the Experience Report.

4.12.2 Instructor (EASA Logbook)

Use the Instructor field to record flight time performed as a flight instructor.

Instructor time is included in both the PDF Logbook Report and the Experience Report.

4.12.3 Dual Received (FAA Logbook)

Use the Dual Received field to log time received as flight instruction from a certified flight instructor.

Dual Received time is included in all logbook reports.

4.12.4 Dual (EASA Logbook)

Use the Dual field to log time received as flight instruction from a flight instructor.

Dual time is included in all logbook reports.

4.12.5 Simulated Flight (FAA Logbook)

Use the Simulated Flight field to log simulator time.

To log simulator time and ensure currency calculations function correctly, a simulator must be set up in the logbook aircraft section found by going to **More → Logbook → Aircraft**. In the **Equipment Type** field, select the appropriate simulator type and ensure the simulator profile is complete.

4.12.6 Simulator Time (EASA Logbook)

Use the Simulated Flight field to log simulator time.

To log simulator time and ensure currency calculations function correctly, a simulator must be set up in the logbook aircraft section found by going to **More → Logbook → Aircraft**. In the **Equipment Type** field, select the appropriate simulator type and ensure the simulator profile is complete.

4.12.7 Ground Training

Enter Ground Training time received as either:

- Part of a flight logbook entry, or
- A stand-alone entry.

Ground Training time is not included in the PDF Logbook Report.

4.12.8 Ground Training Given

Use the Ground Training Given field to log time spent delivering ground instruction as an instructor.

Ground Training Given time is not included in the PDF Logbook Report.

4.13 Training Section - Instructor Signatures

The Training section allows logbook entries to be signed by an instructor in person or remotely. Once a logbook entry has been signed, all fields except personal comments are locked.

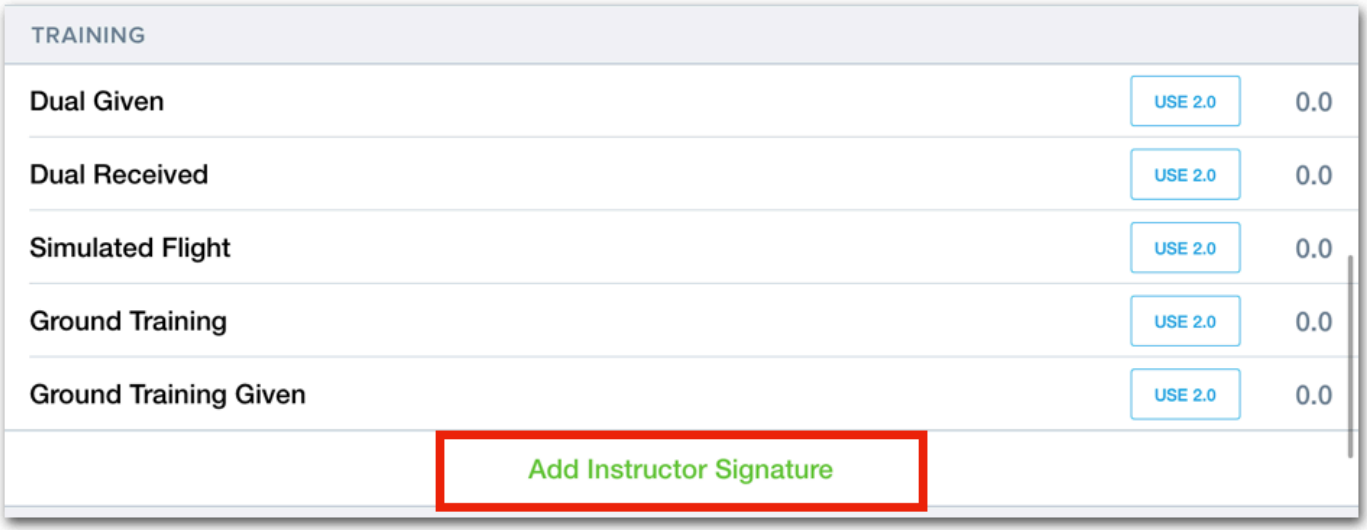


Figure 4-34. Training Section With an Add Instructor Signature Button

4.13.1 Signing a Logbook Entry In Person

To sign a logbook entry in person:

1. Select **Add Instructor Signature**.
2. Select **Sign Now**.
3. Select the instructor from the list of people or add a new instructor.
4. Enter instructor comments if desired.
5. Tap **Sign Entry**.
6. Use a finger, stylus, or Apple Pencil to sign the logbook entry digitally.

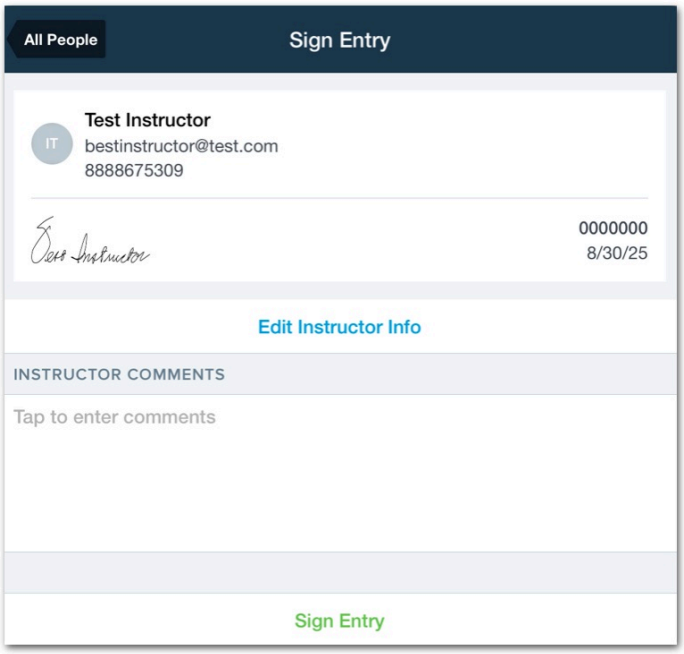


Figure 4-35. Signed Logbook Entry

Instructor comments are added to the PDF Logbook Report.

After signing:

- Instructor comments become read-only on the student's entry.
- Student comments become read-only on the instructor's entry.

4.13.2 Signing a Logbook Entry Remotely

Remote signing allows instructors to review and sign entries without being physically present. Instructors do not need a ForeFlight Mobile subscription to sign entries.

To request a remote signature:

1. Tap **Add Instructor Signature**.
2. Tap **Request Signature**.
3. Select the instructor from the contact list or enter their email address.
4. Tap **Request**.

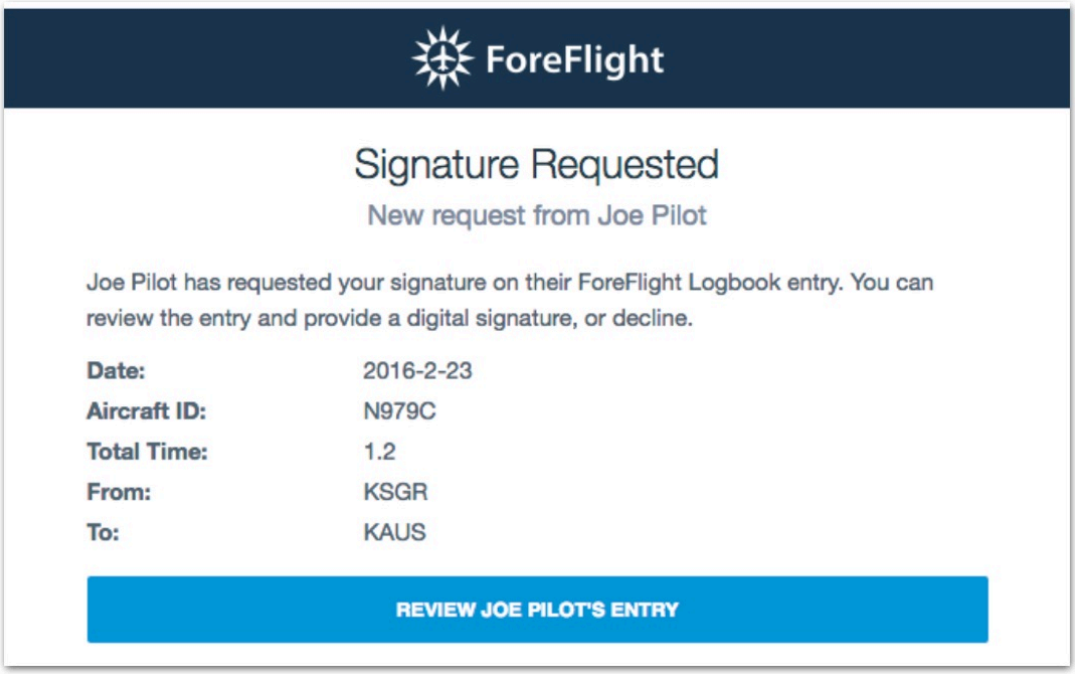


Figure 4-36. Sample Signature Request Email

The instructor receives an email with a link to review the entry. They may:

- Decline with comments.
- Approve the entry by entering CFI information, adding comments, and providing a digital signature.

4.13.2.1 Instructors with ForeFlight Mobile Logbook

If the instructor uses ForeFlight Mobile Logbook:

- The signature request appears under the Drafts & Requests section.
- The instructor may select **Decline** or **Sign Entry**.

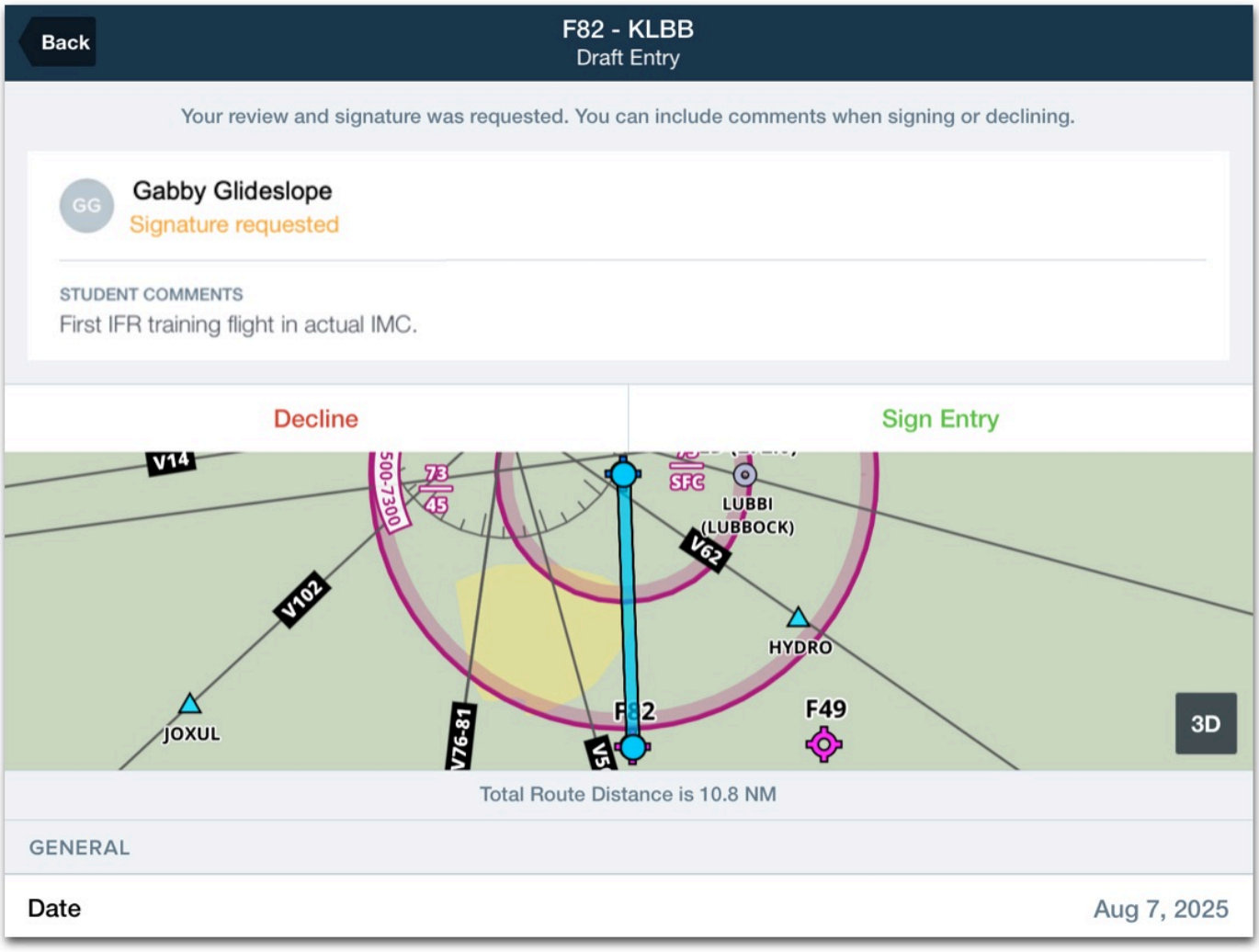


Figure 4-37. Instructor's Logbook Signature Request

4.13.2.2 Signing the Entry

To sign the entry:

1. Tap **Sign Entry** in the Draft Entry view.
2. Review the entry and student comments.
3. Enter personal information and comments.
4. Sign the entry using a finger or stylus.

Once signed, all fields become locked except personal comments. Instructor comments are read-only on the student's entry, and the student comments are read-only on the instructor's entry.

4.13.2.3 Saving a Copy to the Instructor's Logbook

After signing, instructors using ForeFlight Mobile Logbook are prompted to save a copy of the flight as Dual Given time to the Drafts & Requests section.

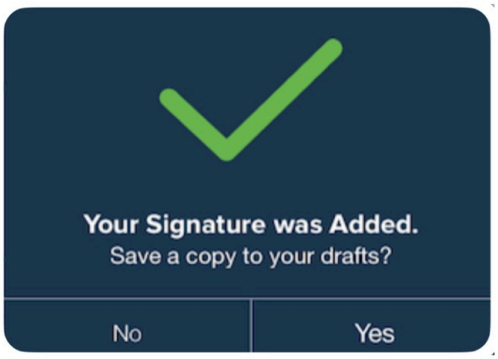


Figure 4-38. Signature Added Pop Up

4.13.2.4 Declined Entries

If the instructor declines the request:

- The entry returns to the student's Drafts & Requests list with instructor comments.
- The student may edit the entry and resend or cancel the request.

4.13.2.5 Signed Entries

If the instructor approves the request:

- The signed entry appears in the student's Drafts & Requests list.
- The student may accept or reject the signature.

Once accepted, the entry is locked.

4.13.3 Editing a Signed Entry

To edit a signed entry:

1. Swipe right to left on the signature.
2. Tap **Delete** to remove the signature.
3. Tap **Delete** in the confirmation pop-up.
4. Make necessary changes.
5. Have the instructor re-sign the entry.

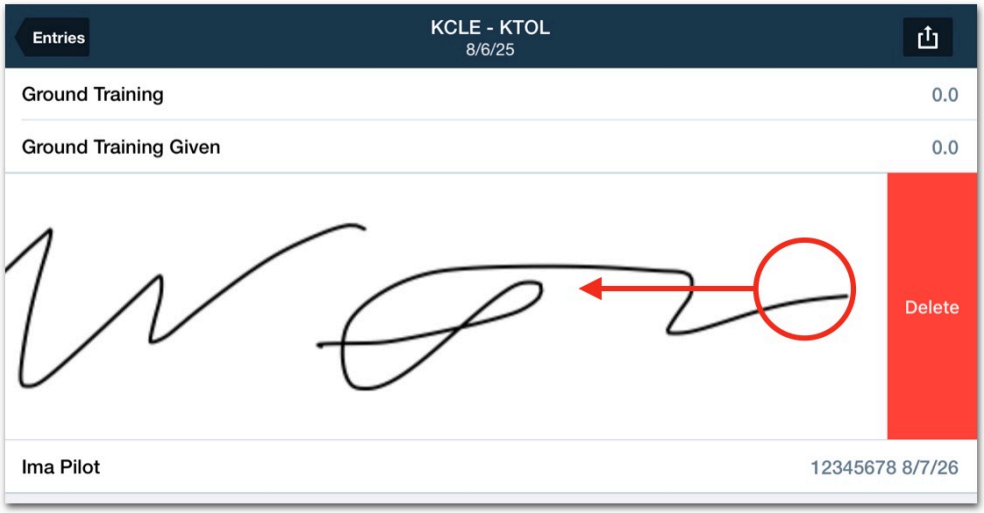


Figure 4-39. Swipe to Delete a Signature

4.14 Flight Tags Section

The Flight Tags section is used to identify specific types of flights, including:

- Flight Reviews
- Proficiency Checks
- Practical Exams (Check Rides).

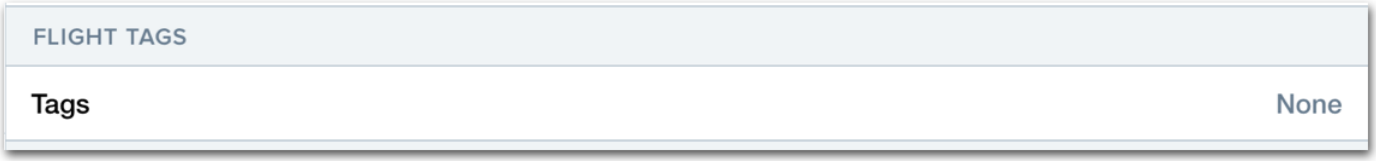


Figure 4-40. Flight Tags Section

These tags are used in currency evaluation and must be correctly applied for accurate tracking.

If the Currency Summary section does not reflect expected values, verify that all applicable flights are tagged appropriately.

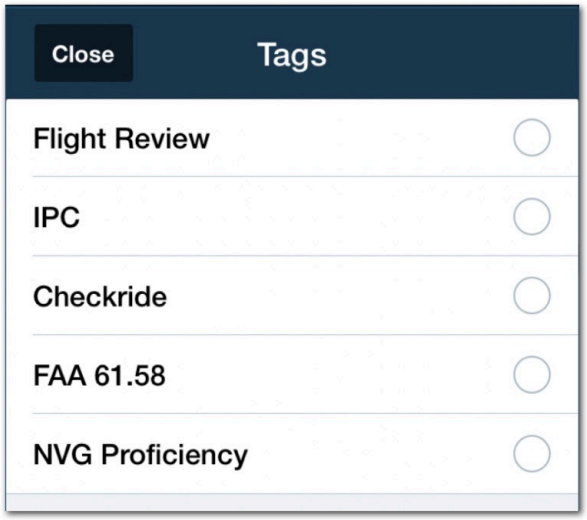


Figure 4-41. Flight Tag Options

4.15 Crew & Passengers Section

The Crew & Passengers section is used to document individuals on board a flight.

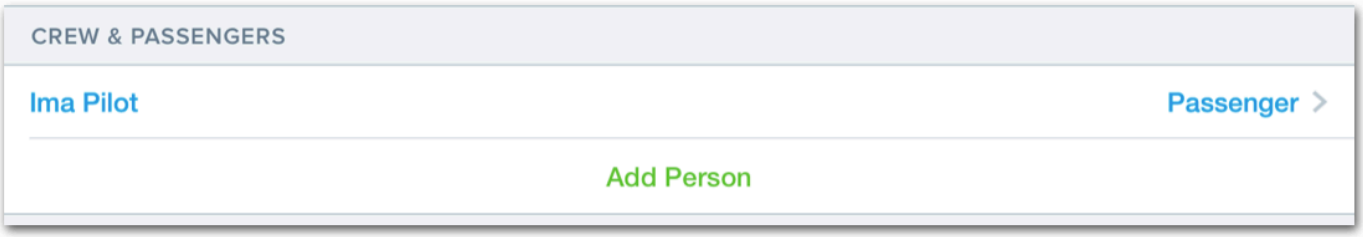


Figure 4-42. Crew and Passengers Section

4.15.1 Add Crew or Passengers

To add a person:

1. Tap **Add Person**.
2. Select the individual from the **People** list.

Each person has a default role, which can be edited per flight entry or globally in the People section.

4.15.2 Edit Crew or Passengers

To edit a person's role for a specific flight:

1. Tap the person's name in the entry.
2. Tap **Role**.
3. Select the appropriate role from the list.

Crew and passenger details are not included in the PDF Logbook Report.

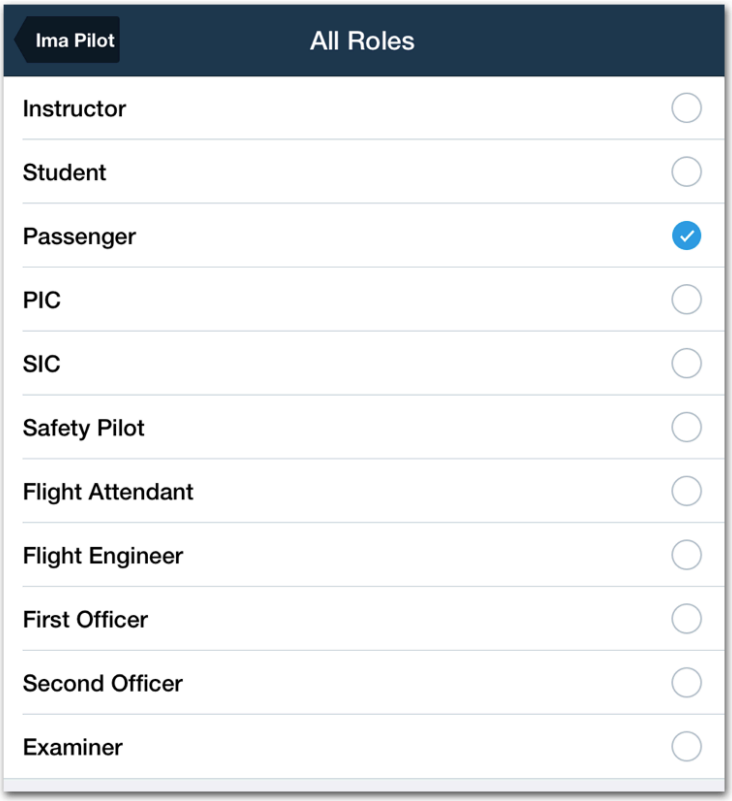


Figure 4-43. Crew and Passenger Roles

4.16 Custom Fields Section

The Custom Fields section is available only when one or more Custom Fields have been created.

Custom fields can be used to track additional flight details or to carry over any fields from a prior logbook that are not standard in ForeFlight Logbook.

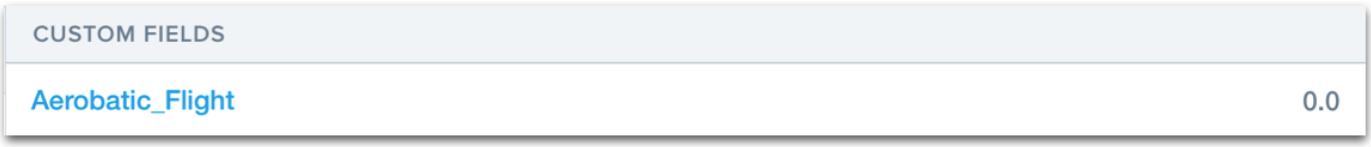


Figure 4-44. Custom Field Types for Tracking Aerobatic Time

4.17 Flight Photos Section

Photos can be attached to logbook entries, aircraft profiles, certificates, and endorsements. There is no limit to the number of photos that can be added. All photos are stored in the ForeFlight Cloud and are accessible across all connected devices.

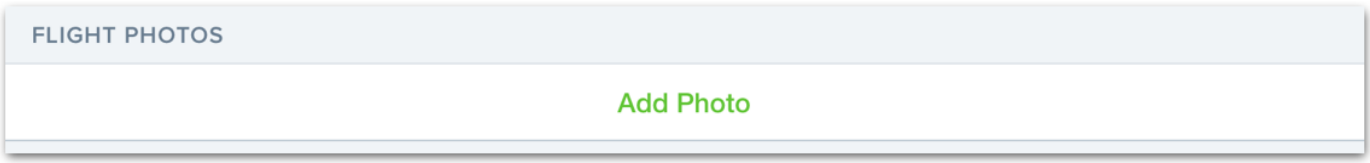


Figure 4-45. Flight Photos Section

4.17.1 Adding Photos

To add a photo:

1. Tap **Add Photo**.
2. Select the source:
   - **Camera**: Use the device's camera to take a new photo. Camera access must be enabled in device settings.
   - **Photo Library**: Choose from the device's image collections (e.g., Camera Roll, Screenshots, Dropbox, or Shared Albums).

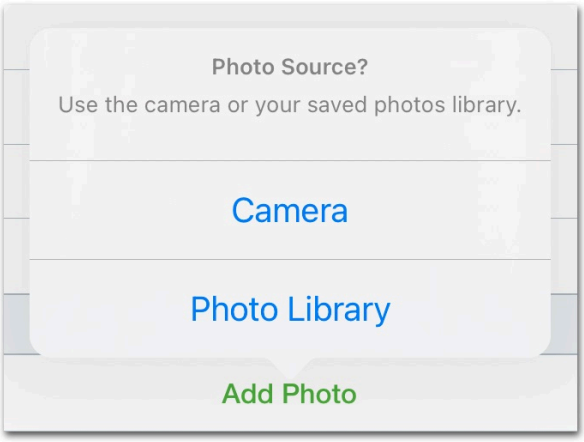


Figure 4-46. Add Photos Source Options

4.17.1.1 Editor View

After selecting a photo to add, an Editor view is presented. From that view:

- Tap the rotate button (top-right) to rotate the photo in 90-degree increments.
- Drag the blue crop markers to crop the image.
- Tap Done to apply edits and save the photo to Logbook.

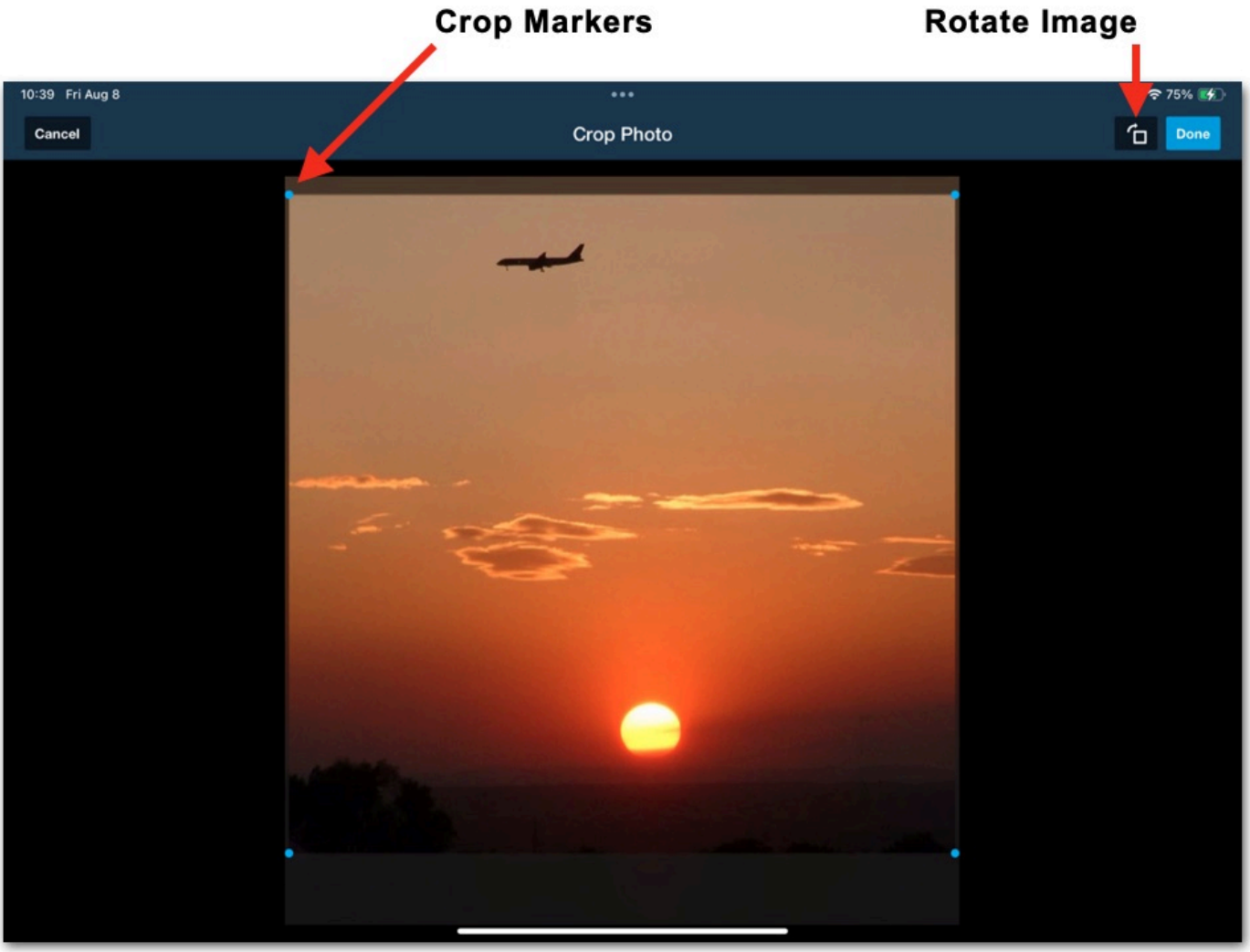


Figure 4-47. Editor View

4.17.1.2 Photo Thumbnails

When adding photos, thumbnails appear in the Flight Photos section. If multiple photos are added, swipe left or right to view all thumbnails.

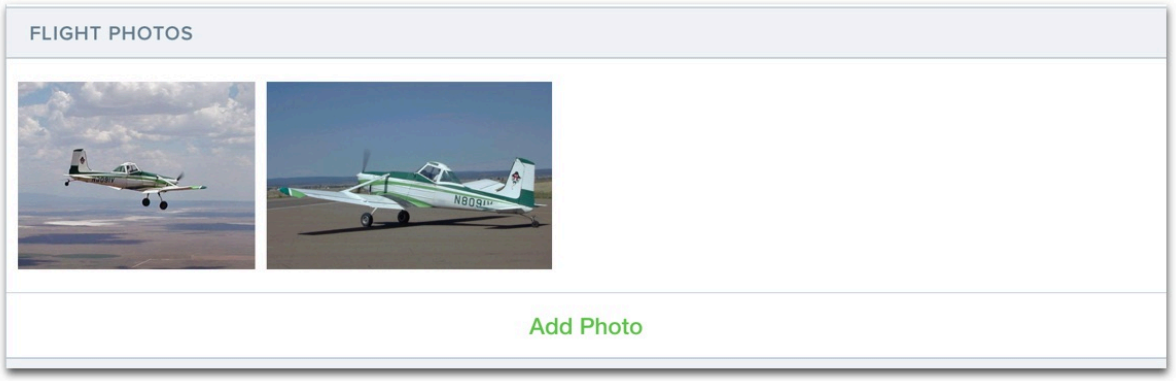


Figure 4-48. Flight Photo Thumbnails

Tap a thumbnail to view the image full-screen. In full-screen view:

- Tap Edit to crop or rotate.
- Tap Delete to remove the photo.
- Swipe or use the Previous and Next buttons to view other images.

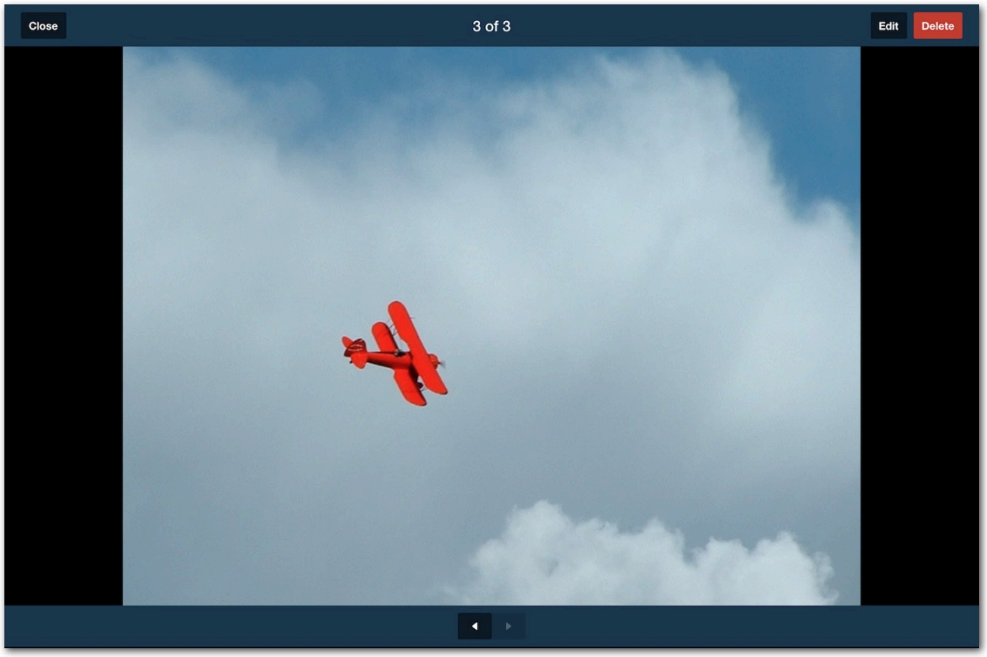


Figure 4-49. Fullscreen Viewer

> **IMPORTANT:** Deleting a photo from one device removes it from all devices via ForeFlight Sync.

Photo viewing, editing, and management are identical across flight entries, aircraft profiles, certificates, and endorsements.

4.17.1.3 Smart Logbook Photo

When a Logbook entry is created from a Track Log, ForeFlight automatically suggests Smart Logbook Photos taken during the flight.

To add suggested photos:

1. Tap individual photos and select **Confirm [#] Photos**, or
2. Tap **Select All** to add all suggested photos.

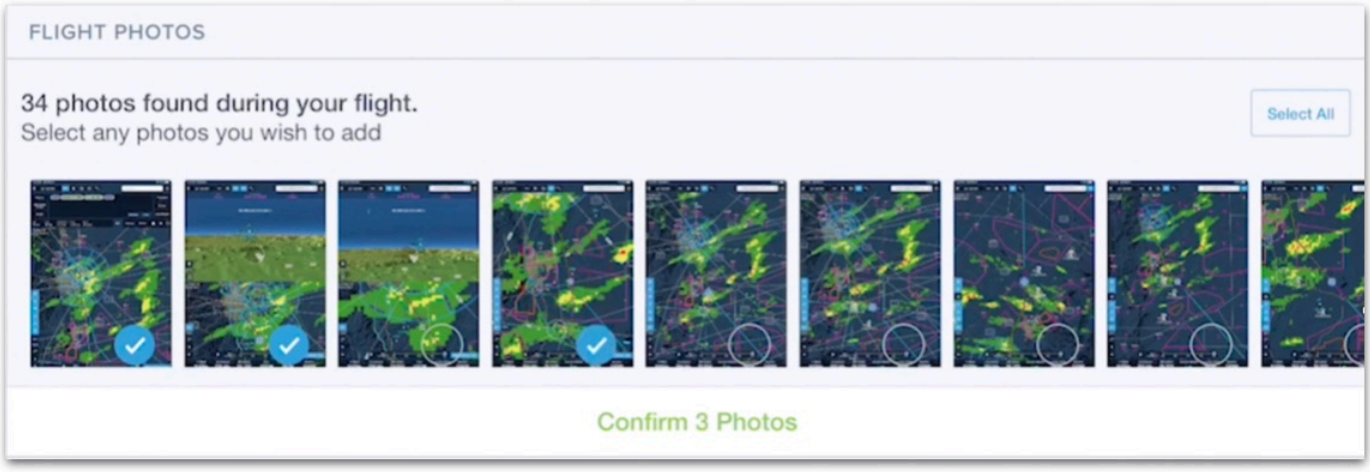


Figure 4-50. Smart Logbook Photos

Photos added through Smart Logbook Photos are synced across devices via ForeFlight Sync.

4.18 My Comments Section

The My Comments section allows users to enter free-form notes related to a logbook entry. Tap the **My Comments** field to enter or edit comments. This section does not affect currency or reporting, and comments are not included in the PDF Logbook Report.



Figure 4-51. My Comments Section

4.19 Add Next Entry Button

The **Add Next Entry** button, located at the bottom of a logbook entry form, streamlines the process of logging consecutive flights in a multi-leg trip.

When tapped:

- A new entry is created with the same date and aircraft as the previous entry.
- The arrival airport from the previous entry is set as the departure airport for the new entry.
- If Hobbs or Tach time is recorded in the previous flight, the End values are copied as the start values for the new entry.

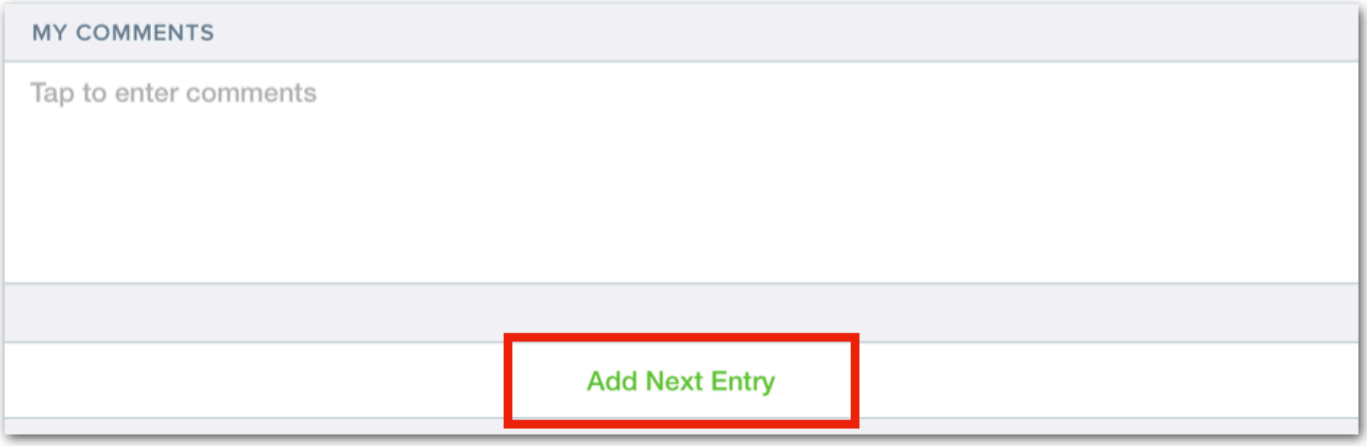


Figure 4-52. Add Next Entry Button

4.20 Deleting Entry Button

Tap the **Delete** button at the bottom of an open logbook entry to delete the entry. A confirmation pop-up will appear. Select **Delete** to confirm.

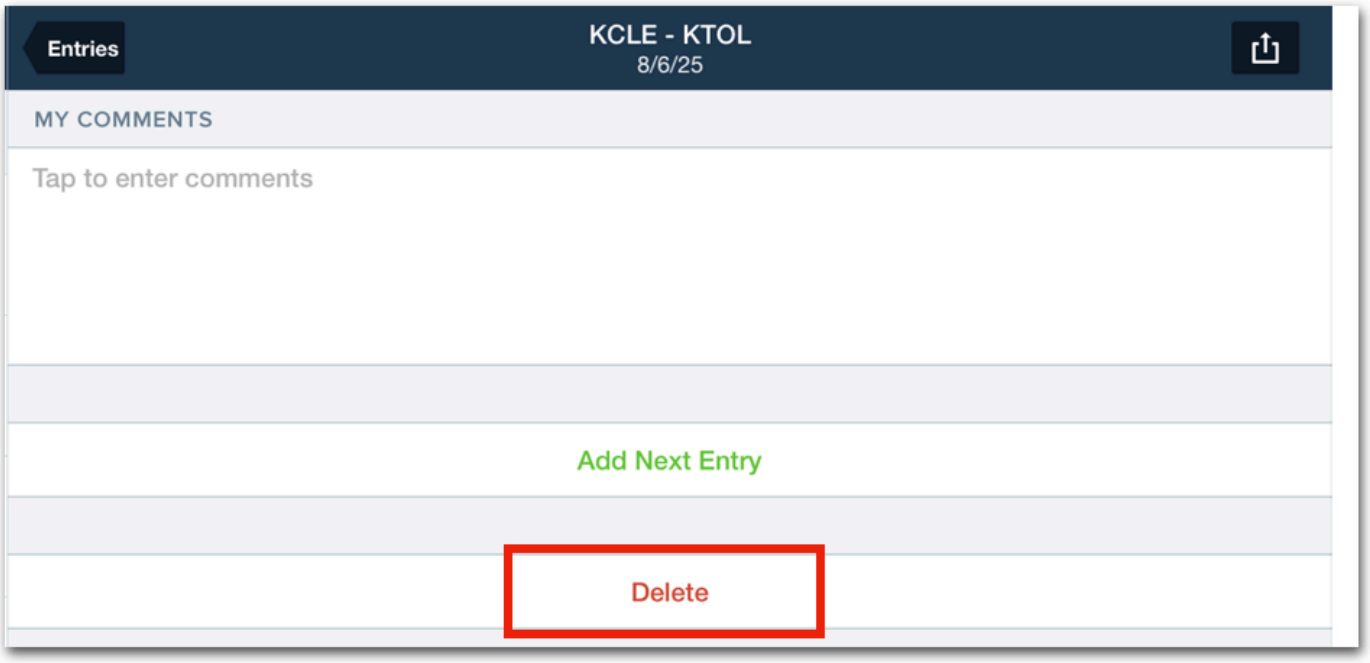


Figure 4-53. Delete Entry Button

> **IMPORTANT:** Deleted entries are permanently removed and cannot be recovered

4.21 Configuring the Logbook Entry View

Logbook entry fields can be customized to match operational requirements.

To configure which fields appear:

1. Tap **More → Logbook**.
2. Scroll to the Logbook Menu section near the bottom left corner of the screen.
3. Tap **Settings → Configure Fields**.
4. Toggle fields **on** or **off** as needed.

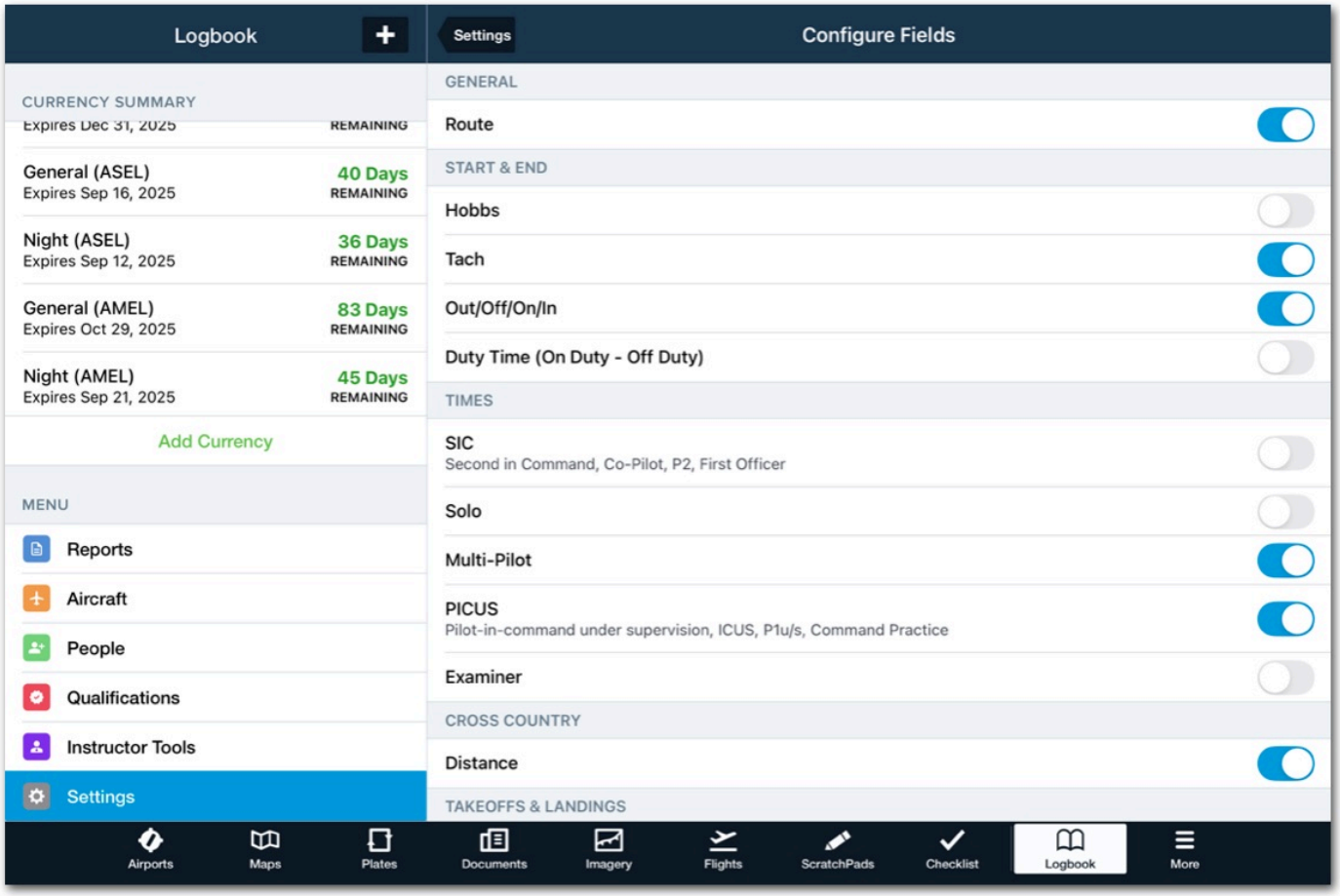


Figure 4-54. Configure Fields View

> **NOTE:** Disabled fields are hidden from view but are not deleted. Existing data remains intact and will reappear if the field is re-enabled.

4.21.1 Custom Fields

Custom fields may be added to track additional information that is not included by default. Available field types include:

> **Text**
>
> Allows free-form text entry.

> **Numeric**
>
> Stores general numeric values, including decimals, that are not specifically hours (e.g., fuel quantity or parachute jumpers).

> **Hours**
>
> Records time values in decimal hours (e.g., 1.5 hours). Used for tracking flight time in a specific context, such as time flying aerobatics.

> **Counter**
>
> Whole number count used to track repeated events (e.g., number of gliders towed).

> **Date**
>
> Captures a calendar date.

> **Date and Time**
>
> Captures both date and time.

> **Toggle (True/False)**
>
> Stores a simple yes/no to indicate whether a condition is met or an action occurred.

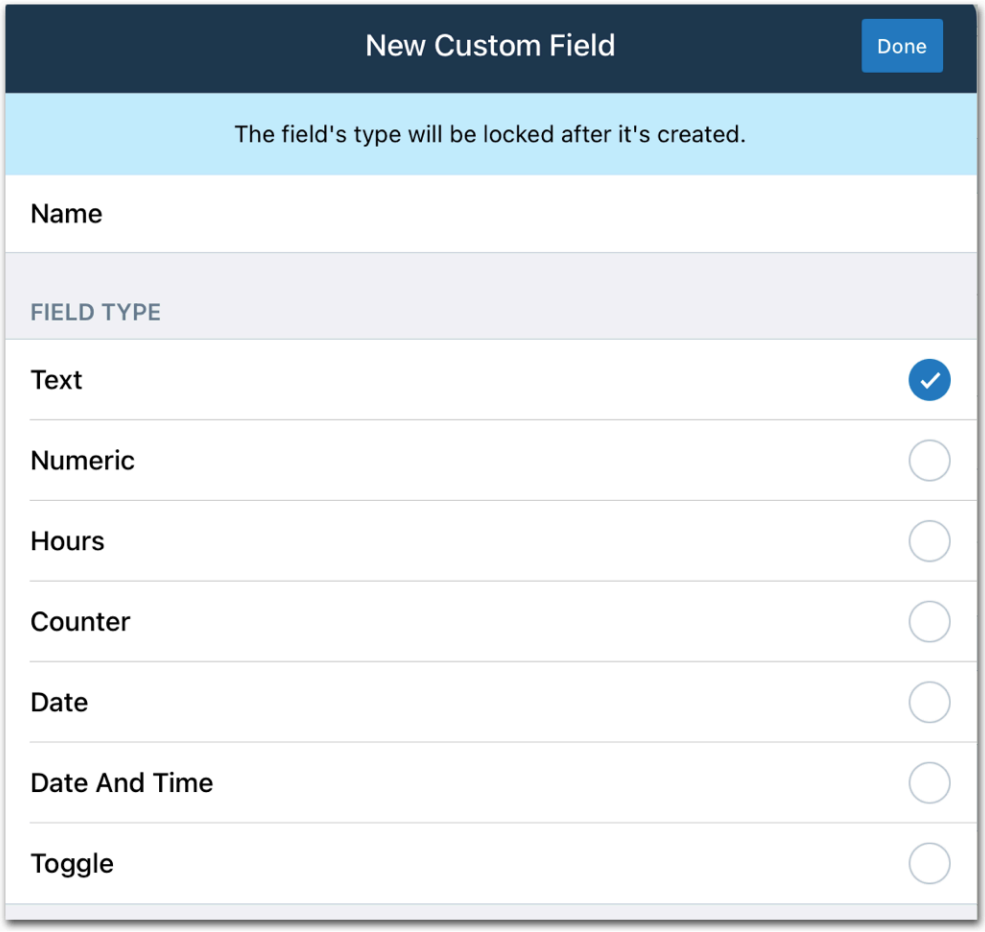


Figure 4-55. Custom Fields Options

4.21.1.1 Adding Custom Fields

To add a custom field:

1. Scroll to the **Custom Fields** section of the Configure Fields view.
2. Tap **Add Custom Field**.
3. Enter a name and select the field type.
4. Tap **Done** to save and apply the field to all logbook entries.

4.21.1.2 Deleting Custom Fields

To delete a custom field, swipe left across the field name and tap **Delete**.

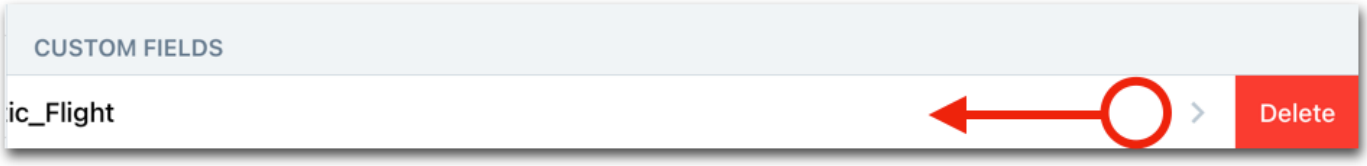


Figure 4-56. Swipe to Delete Custom Field

Alternatively, to delete a custom field:

1. Scroll to the Custom Fields section of the Configure Fields view.
2. Tap on the custom field to be removed.
3. Tap the **Delete** button at the bottom of the view.
4. Tap the **Delete** button in the Custom Field pop-over.

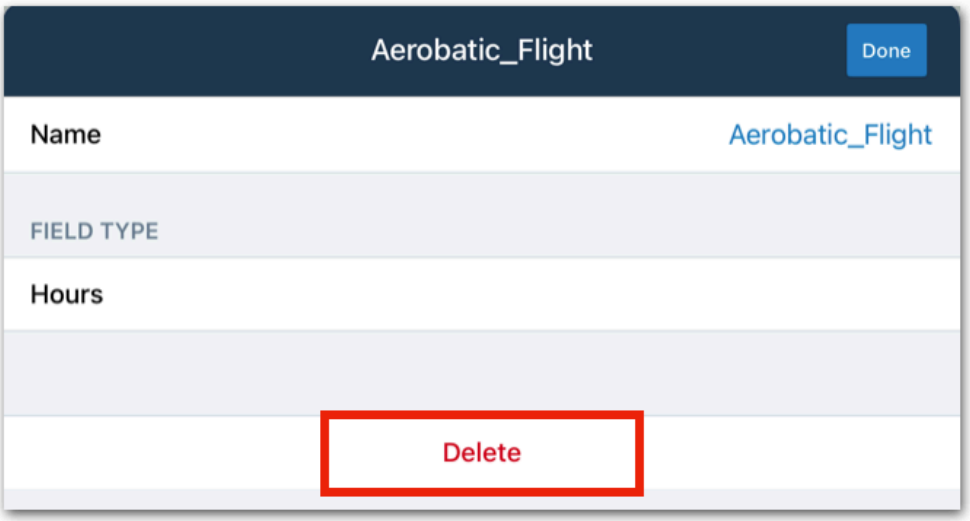


Figure 4-57. Delete Button in the Selected Custom Field

> **WARNING:** Deleting a custom field permanently removes all associated data. This action cannot be undone.

CURRENCY TRACKING

Currency tracking is displayed in the Currency Summary section. This section monitors compliance with applicable regulatory and operational currency requirements, based on logbook and certificate entries.

Each currency type displays:

- Number of days remaining until expiration.
- Specific expiration date.

These values update automatically as qualifying flights are logged or certificates are modified.

> **NOTE:** Accurate currency tracking depends on complete and accurate flight and aircraft data. Ensure all relevant logbook and aircraft information is entered correctly.

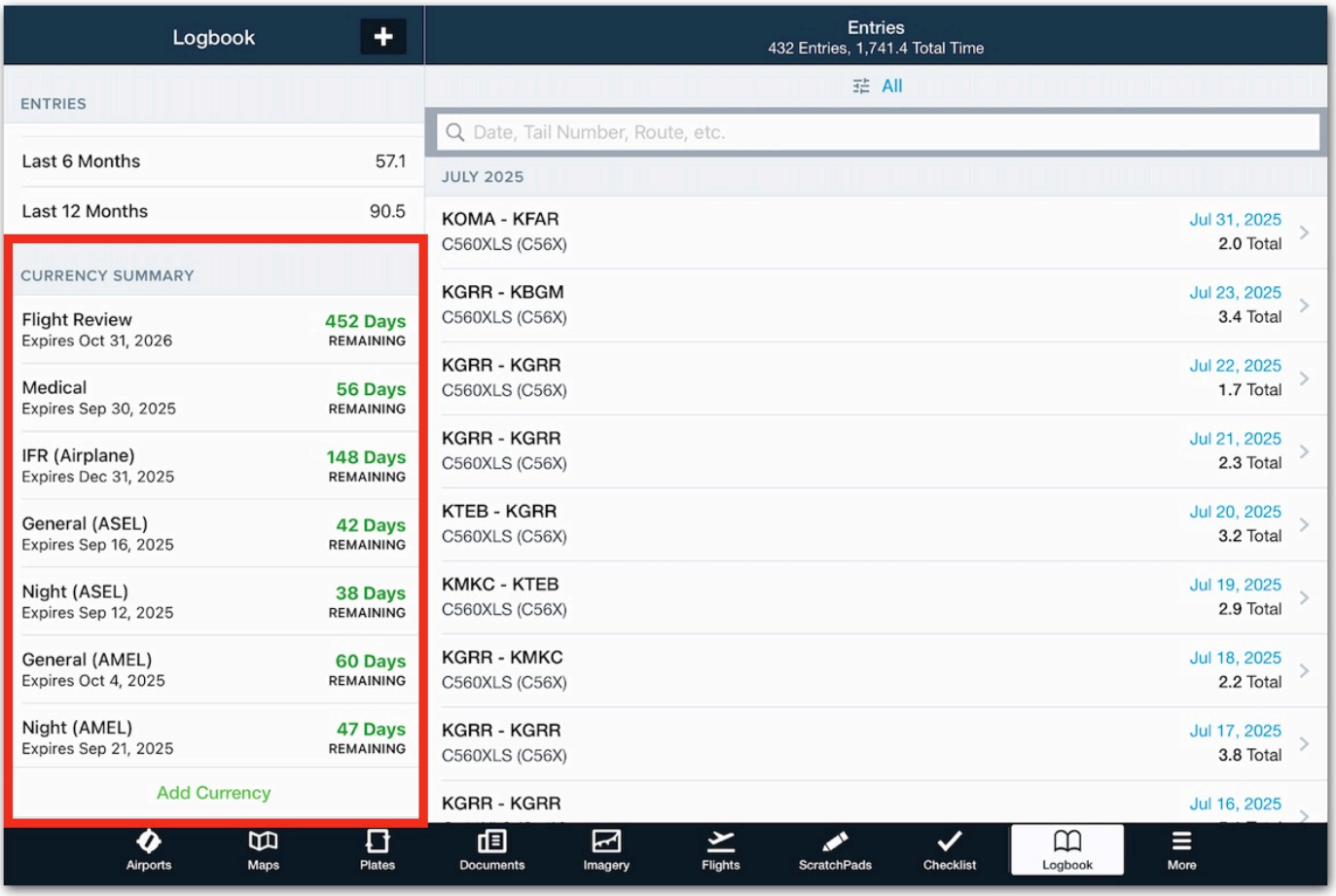


Figure 5-1. Currency Summary

5.1 Adding Currency Items

To add a new currency summary item:

1. Scroll to the Currency Summary section in the Logbook view.
2. Tap **Add Currency**.
3. Select a currency type.

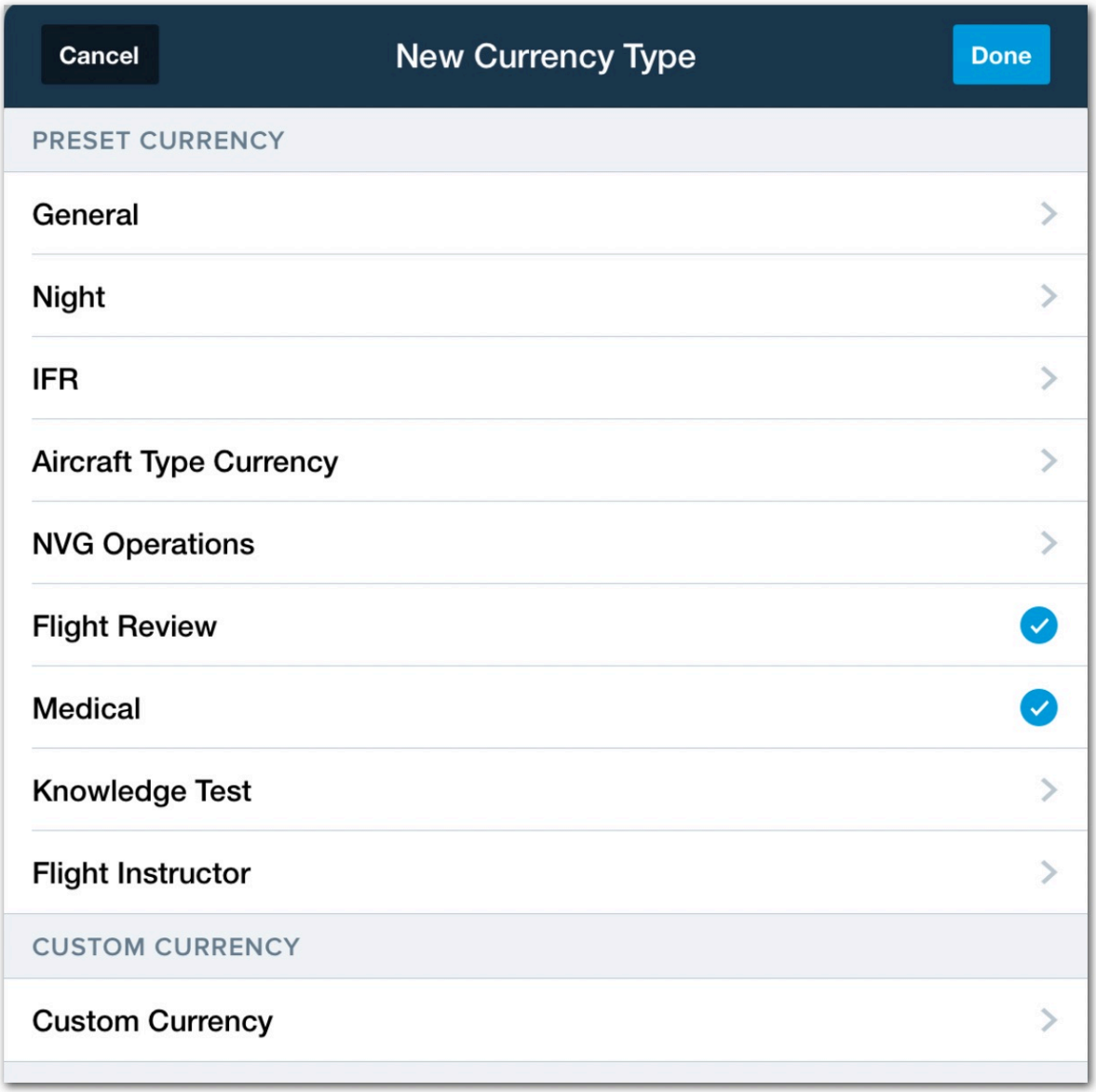


Figure 5-2. Currency Type Options

5.2 Currency Types (FAA Logbook)

This section describes the currency types available for tracking in ForeFlight Mobile FAA Logbook.

5.2.1 General

Requires selecting an aircraft category and class (e.g., Airplane Multi-Engine Land). This currency field:

- Evaluates three takeoffs and full-stop landings.
- Expires 90 days after last qualifying entry.

5.2.2 Night

Requires selecting an aircraft category and class (e.g., Airplane Multi-Engine Land). This currency field:

- Evaluates three night takeoffs and night full-stop landings.
- Expires 90 days after last qualifying entry.

5.2.3 IFR

Requires selection of an aircraft category. This currency field:

- Evaluates six instrument approaches and one hold.
- Expires six calendar months after last qualifying entry.

5.2.4 Aircraft Type Currency

Requires selecting an aircraft category, class, and type (e.g., Cessna Citation). This currency field:

- Evaluates three takeoffs and full-stop landings in the same aircraft type.
- Expires 90 days after last qualifying entry.

5.2.5 NVG Operations

Tracks Night Vision Goggle (NVG) currency, with and without passengers, under 14 CFR §61.57(f), when airplane, rotorcraft, or both are selected.

To enable NVG tracking, turn on the **Night Vision Goggles** field in **More ➔ Logbook ➔ Configure Fields ➔ Night Vision Goggles**.

5.2.6 Flight Review

Based on the most recent logbook entry tagged with the Flight Review tag. This currency field is:

- Not dependent on aircraft type or flight time.
- Valid for 24 calendar months.

5.2.7 Medical

Determined by the expiration date of the most recent Medical Certificate recorded in the Qualifications section.

5.2.8 Knowledge Test

Based on the expiration date of a Knowledge Test Certificate in the Qualifications section.

This currency field can not be added if the certificate is missing or lacks an expiration date.

5.2.9 Flight Instructor

Based on the expiration date of an Instructor Certificate entered in the Qualifications section.

This currency field can not be added if the certificate is missing.

5.3 Currency Types (EASA Logbook)

This section describes the currency types available for tracking in ForeFlight EASA Logbook.

5.3.1 90 Day Passenger

Requires selecting an aircraft category and class. This currency field:

- Evaluates three takeoffs and landings.
- Expires 90 days after last qualifying entry.

5.3.2 90 Day Passenger - Night

Requires selecting an aircraft category and class. This currency field:

- Evaluates three night takeoffs and night full-stop landings.
- Expires 90 days after last qualifying entry.

5.3.3 Class Rating

Requires selection of an aircraft class.

- Evaluation varies based on class selection.

5.3.4 Light Aircraft

Requires selection of an aircraft class.

- Evaluates refresher training, flight time as PIC, and 12 takeoffs and landings.
- Expires 24 months after last qualifying entry.

5.3.5 Lighter than Air

Requires selection of an LTA class.

- Evaluates proficiency check, flight time as PIC, and 10 takeoffs and landings.
- Expires 24 months after last qualifying entry.

5.3.6 IR

Requires selection of an aircraft category. Evaluation varies based on class selection.

5.3.7 Aircraft Type Currency

Requires selecting an aircraft type (e.g., LAPL(H)) and specific aircraft.

5.3.8 Language Proficiency

Requires selecting a language (e.g. French).

5.3.9 Medical

Determined by the expiration date of the most recent Medical Certificate recorded in the Qualifications section.

5.4 Custom Currency

Custom currency enables tailored currency tracking to meet specific needs and requires an Essential or Premium subscription.

To create a custom currency:

1. Enter a Title and Date Range: Provide a descriptive title for the custom currency and set the desired date range for tracking.
2. Tap additional field(s) selection: Select the relevant fields to be included in the custom currency.
3. Customize the field with the currency requirement(s): Define the specific requirements for each selected field to customize currency tracking.

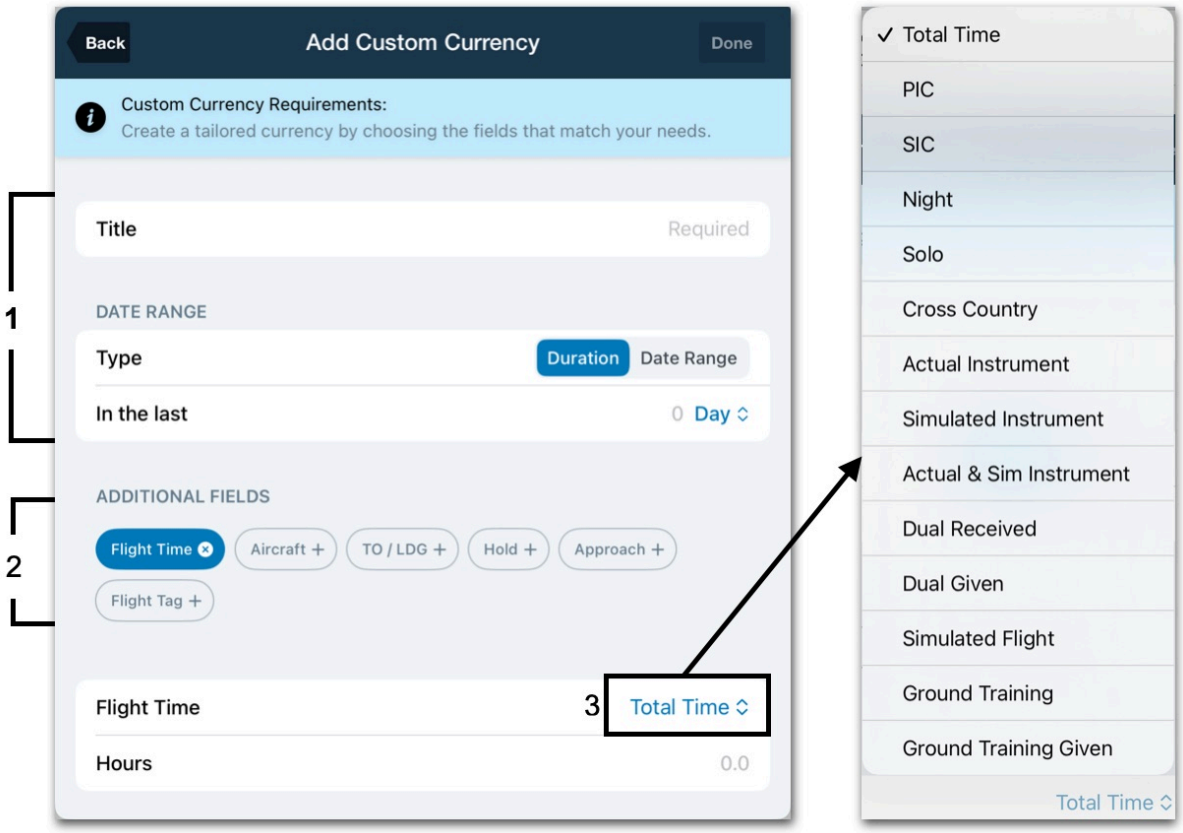


Figure 5-3. Custom Currency

5.5 Currency Details

Tap any currency type in the Currency Summary to view detailed information, including contributing flights and requirements.

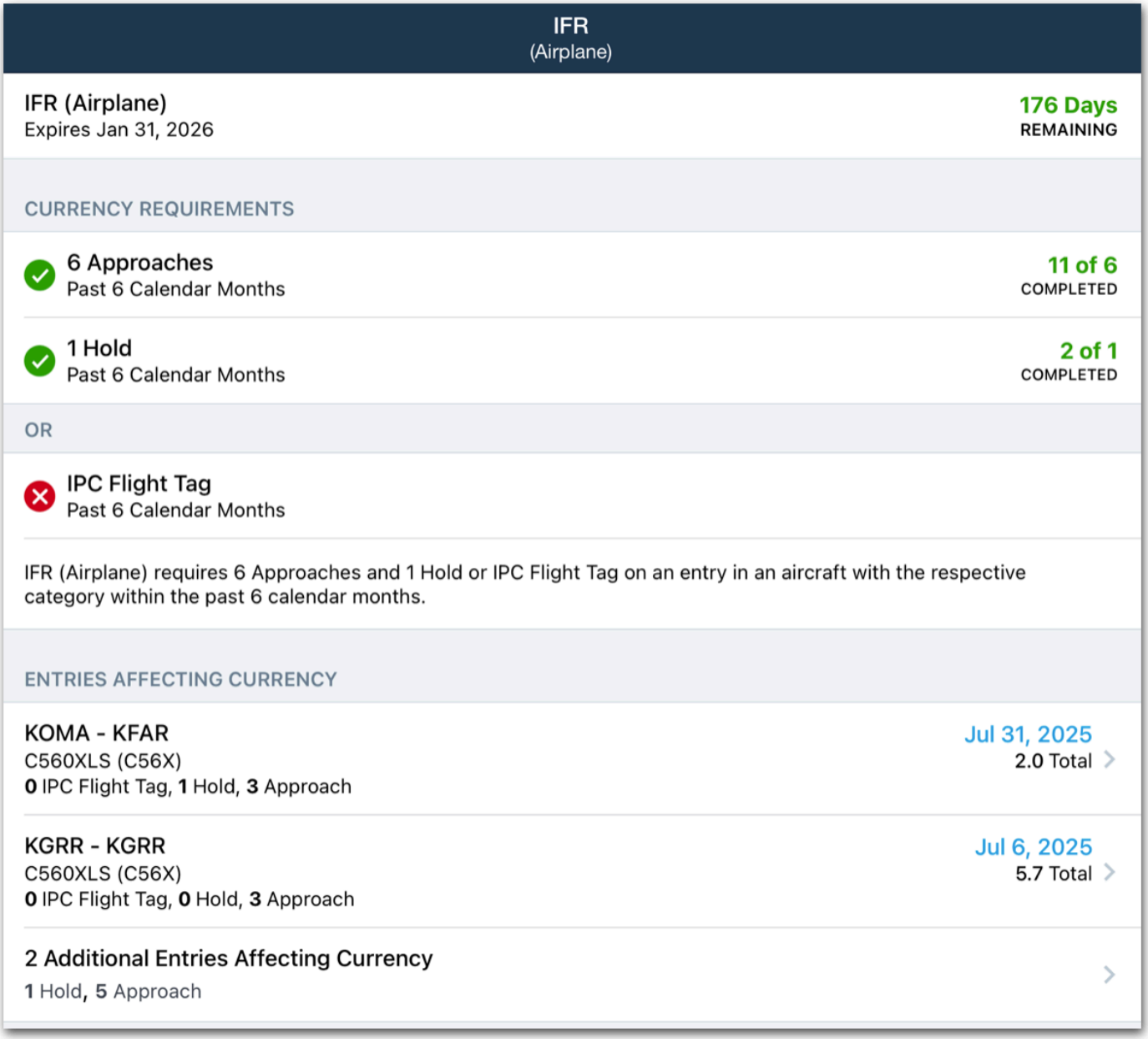


Figure 5-4. Currency Requirements

5.5.1 Currency Requirements

The Currency Requirements section displays the criteria required to satisfy the selected currency.

Some currencies (e.g., IFR) can be met in multiple ways (e.g., six approaches and one hold or an IPC). Only one method is required to satisfy the currency.

A summary of the requirement appears at the bottom of the section.

5.5.2 Entries Affecting Currency

Shows entries contributing to the currency. Tap to **view** or **edit** each entry.

5.5.2.1 Entries Not Affecting Currency

Lists entries within the currency time frame that do not meet the currency requirements. Tap to view or edit an entry in this section.

5.5.2.2 Missing Information

A Missing Details section appears if an aircraft profile linked to a flight entry lacks required details (e.g., Category or Class). Tap an entry to view and complete the missing fields.

5.6 Deleting Currency Summaries

Currency summaries can be deleted by:

- Swiping left on a summary and tapping **Remove**, or
- Tapping **Remove from Currency Summary** at the bottom of the detail view.

Deleting a currency summary does **not** affect currency status. Currency is determined by flight and aircraft data. If re-added, valid currency will reappear based on existing logbook data.

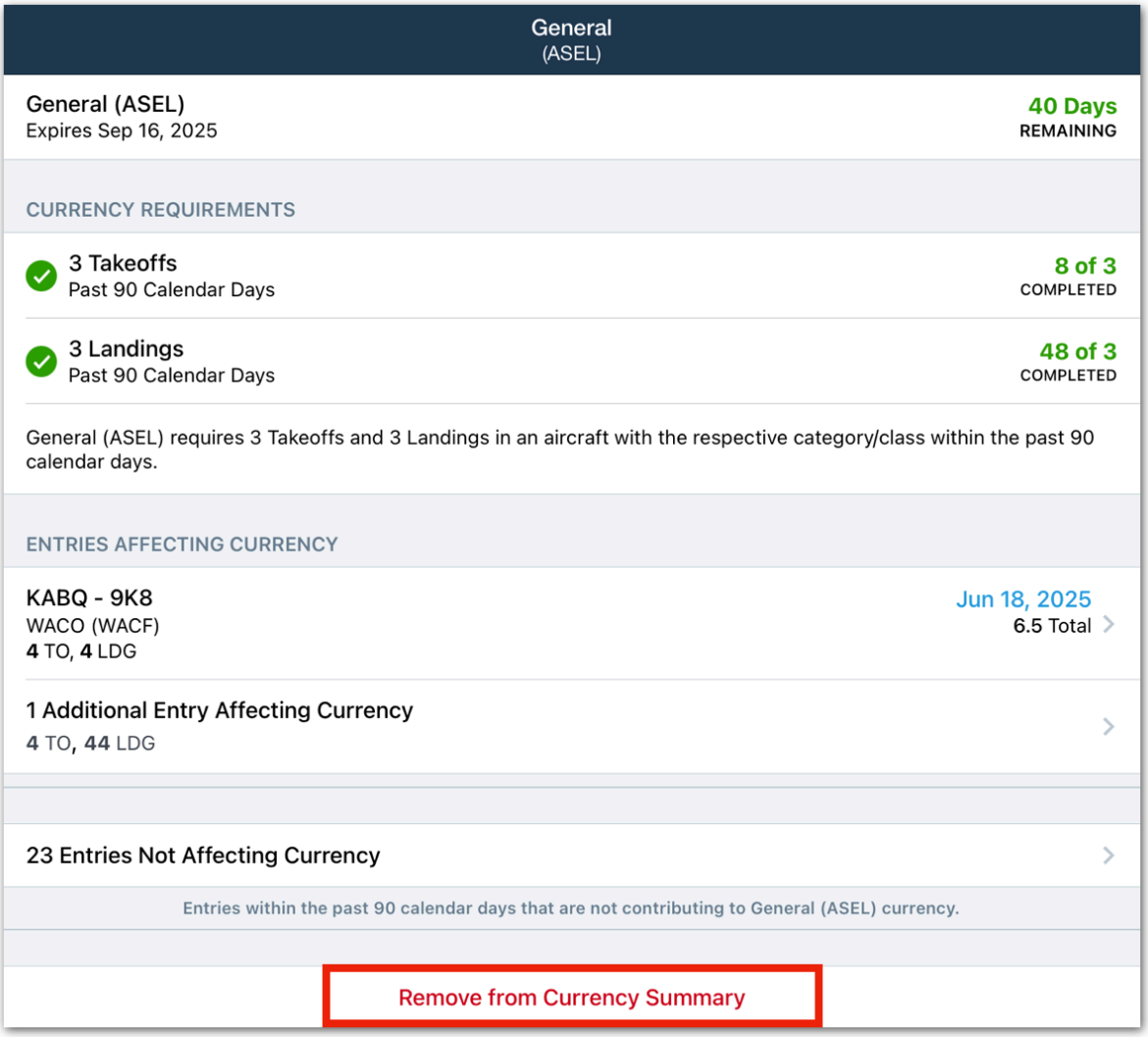


Figure 5-5. Remove From Currency Summary Button

5.7 Currency Widget

Currency widgets allow logbook currency to be monitored directly from the iPad or iPhone home screen. Tapping on a currency widget opens ForeFlight Mobile Logbook.

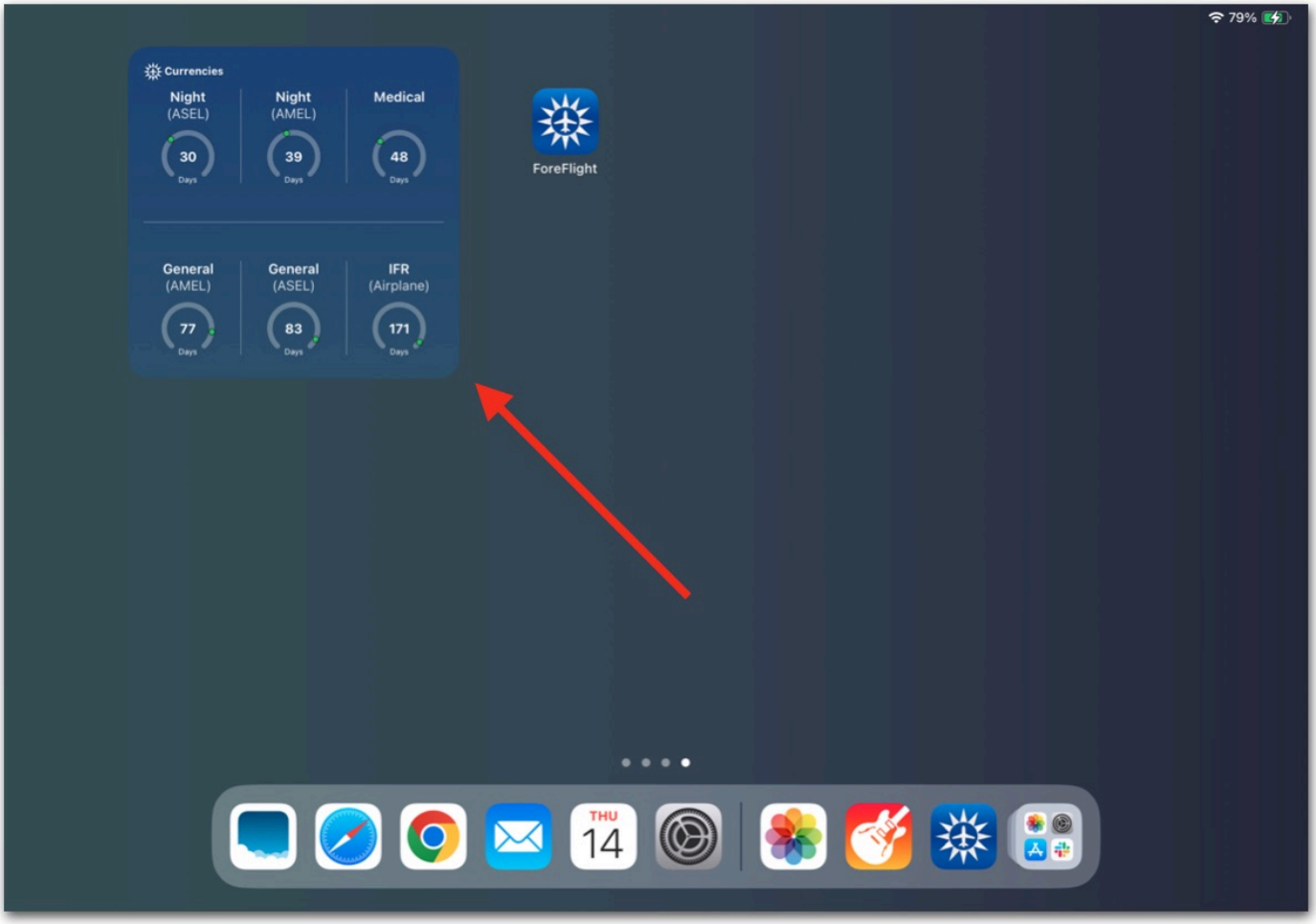


Figure 5-6. Currency Widget on the iPad Homescreen

5.7.1 Currency Coloration

The currency widget uses color to indicate currency status:

- Green text (list view) or a green dot (instrument view) is shown when more than six days remain until expiration.
- Within six days of expiration, the coloration changes to red to indicate approaching or expired status.



Figure 5-7. Currency Coloration

5.7.2 Adding a Currency Widget

To add a currency widget:

1. Long-press the home screen of the iPad or iPhone.
2. Tap **Edit** in the upper-left corner.
3. Tap **Add Widget**.
4. Tap **ForeFlight**.
5. Swipe to find the preferred widget style.
6. Tap **Add Widget**.
7. Select **Done** on the home screen.

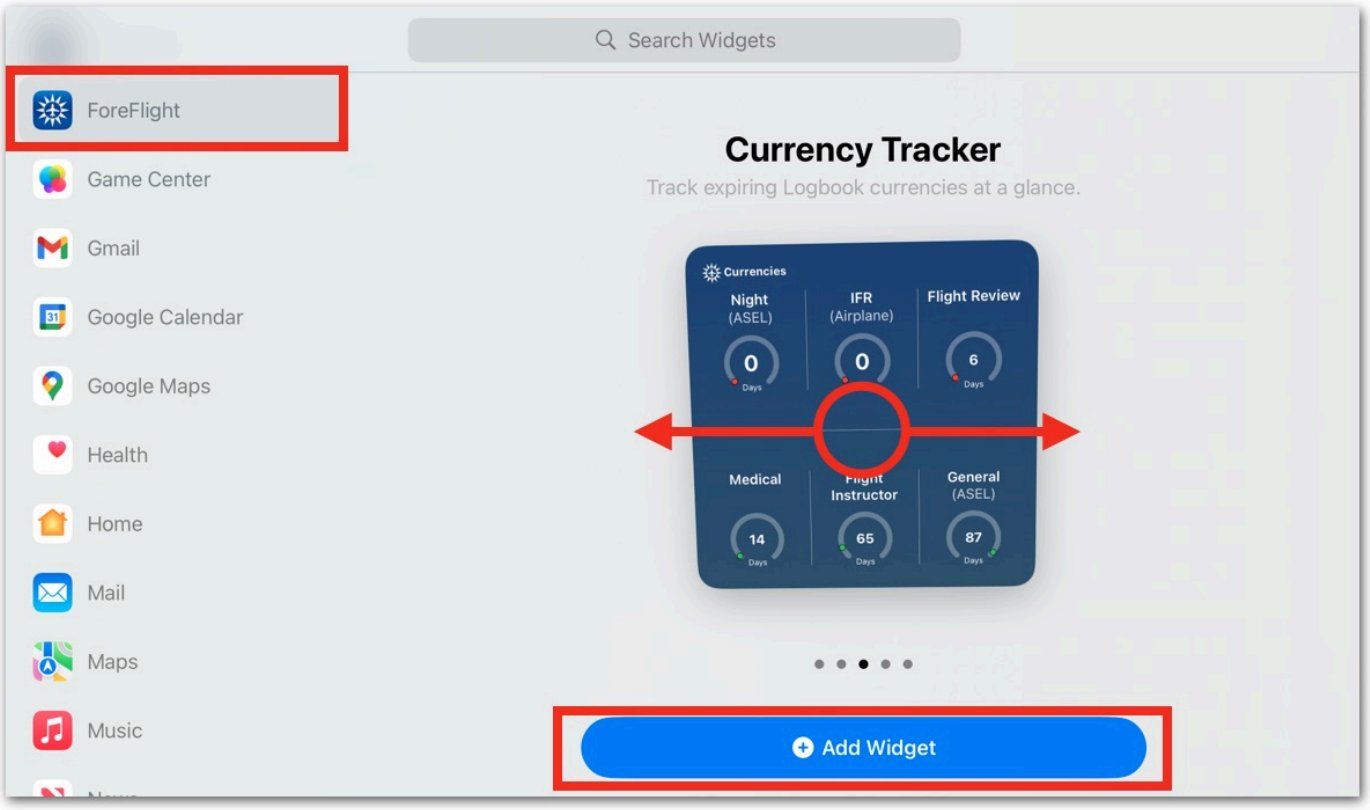


Figure 5-8. Add Widget Menu

5.7.3 Resizing the Currency Widget

To resize the Currency Widget:

1. Long-press the home screen of the iPad or iPhone.
2. Tap and hold the corner-grab (lower right widget corner) and slide to the desired size.

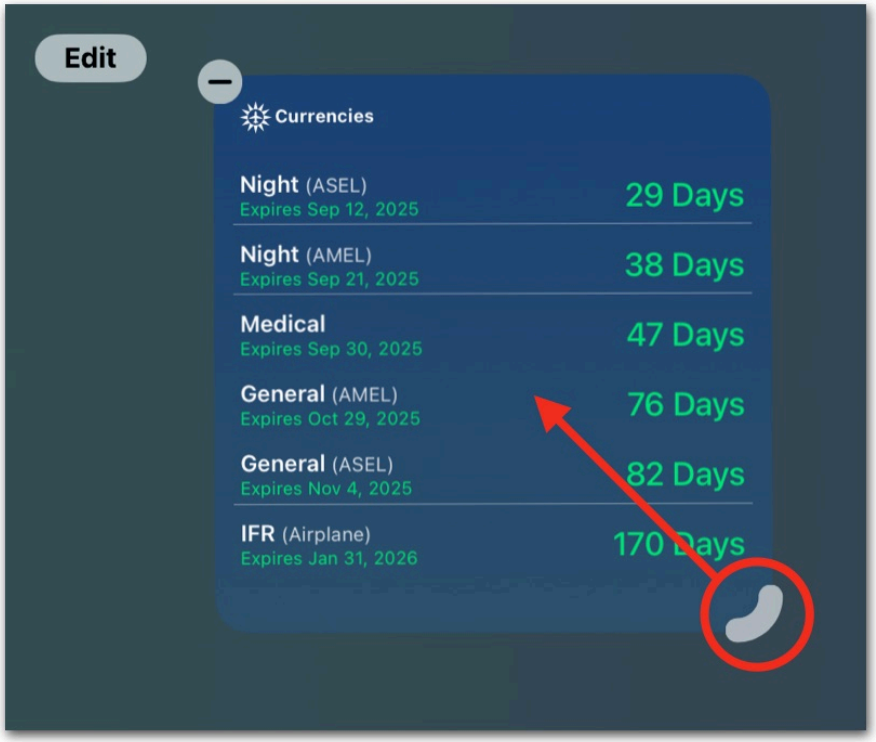


Figure 5-9. Resizing Currency Widget

5.7.4 Removing the Currency Widget

The Currency Widget can be removed directly from the Widget or from the Home Screen.

5.7.4.1 Removing the Currency Widget Directly

To remove the Currency Widget directly:

1. Long-press on the widget. A menu will appear.
2. Select **Remove Widget**.

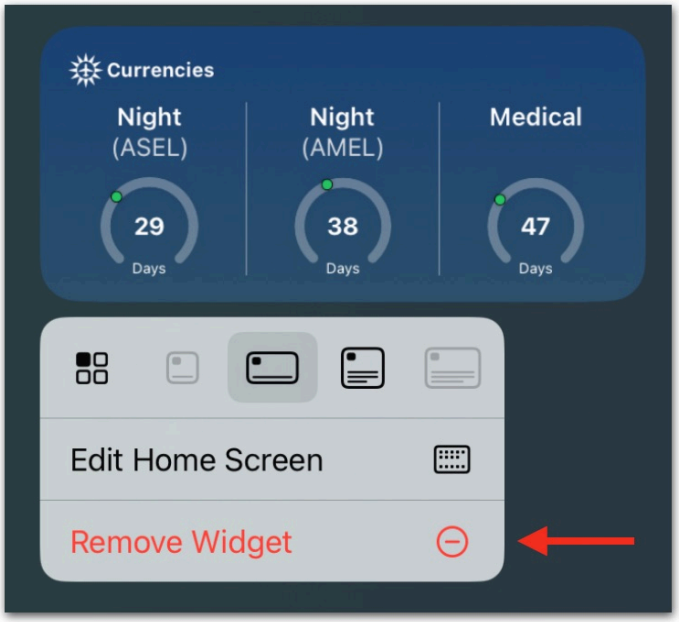


Figure 5-10. Remove Currency Widget

5.7.4.2 Removing the Currency Summary from the Home Screen

To remove the Currency Widget from the Home Screen:

1. Long-press the home screen of the iPad or iPhone.
2. Tap the **[-]** (upper left widget corner).

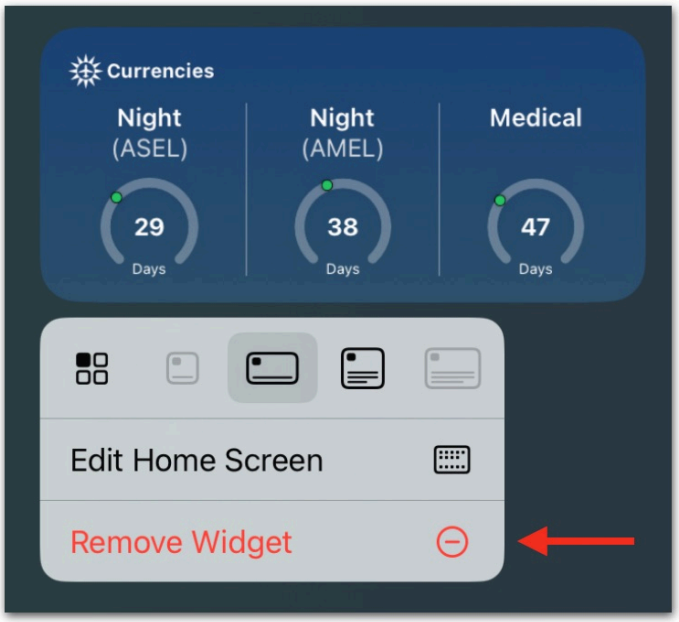


Figure 5-11. Removing Currency Widget

REPORTS

ForeFlight Logbook provides tools to generate, view, and export logbook reports. Reports are grouped into the following categories:

- General
- 14 CFR Part 61 (FAA)
- 14 CFR Part 141 (FAA)
- Generic Progress (EASA)
- Modular Training Progress (EASA).

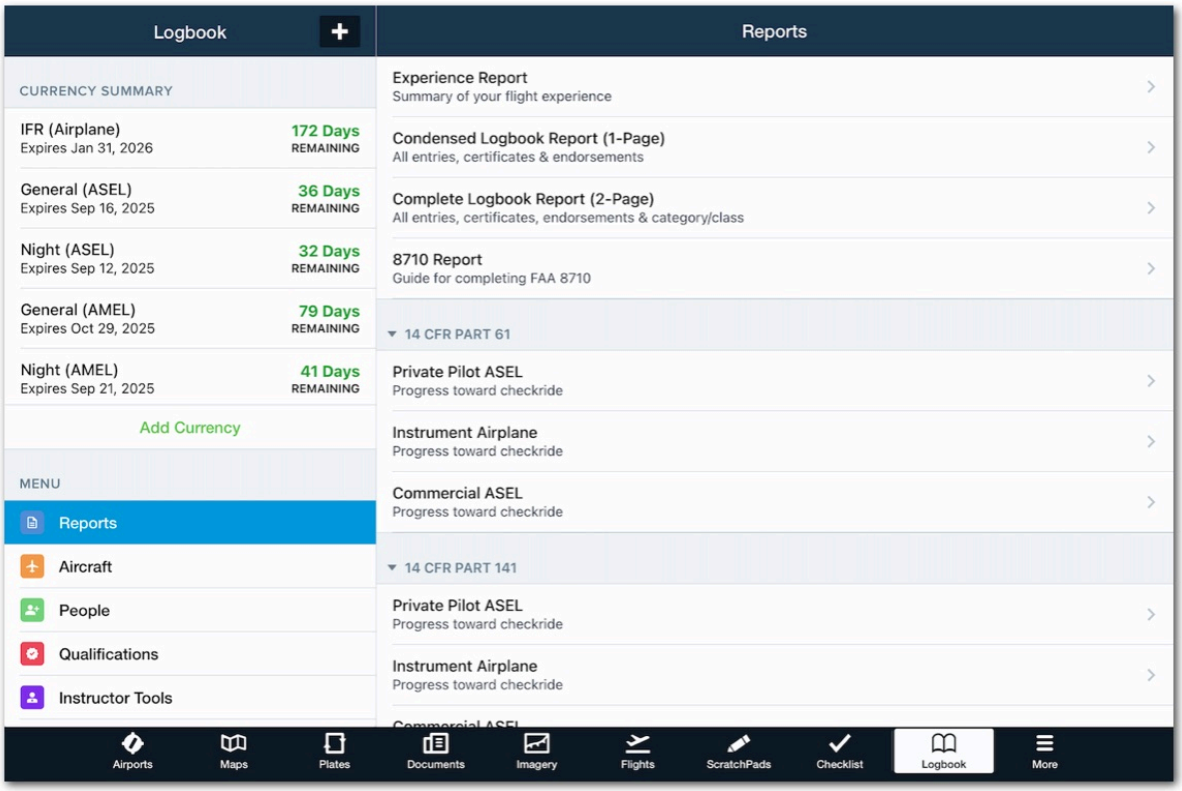


Figure 6-1. Reports in ForeFlight Mobile

While viewing a report, tap the **Send To** icon in the top-right corner to print or email the report as a PDF. **Mail** will appear as a sharing option only if the Apple Mail app is set up with an email account on the device.

For report generation in ForeFlight on the Web, refer to Reports in ForeFlight Web.

6.1 Generating Reports in ForeFlight Mobile

To generate a report:

1. Tap **More** in the navigation toolbar.
2. Select **Logbook**.
3. Scroll to the **Menu** section and tap **Reports**.
4. Tap a report type to generate the report in a new window.

When a report is requested, ForeFlight Mobile attempts to fetch data from the web server. There are three possible outcomes:

- **Online with server access**: Report is generated and cached locally.
- **Offline with cached report**: The previously generated report is displayed.
- **Offline with no cache**: A "Not Found" message is displayed.

6.2 Filtering Reports in ForeFlight Mobile

The following reports support filtering by date range:

- Complete Logbook Report (2-Page)
- Condensed Logbook Report (1-Page)
- Experience Report.

To filter a report:

1. Generate the report.
2. Tap the date range dropdown (defaults to All Time).
3. Select a preset range or enter a custom date range.

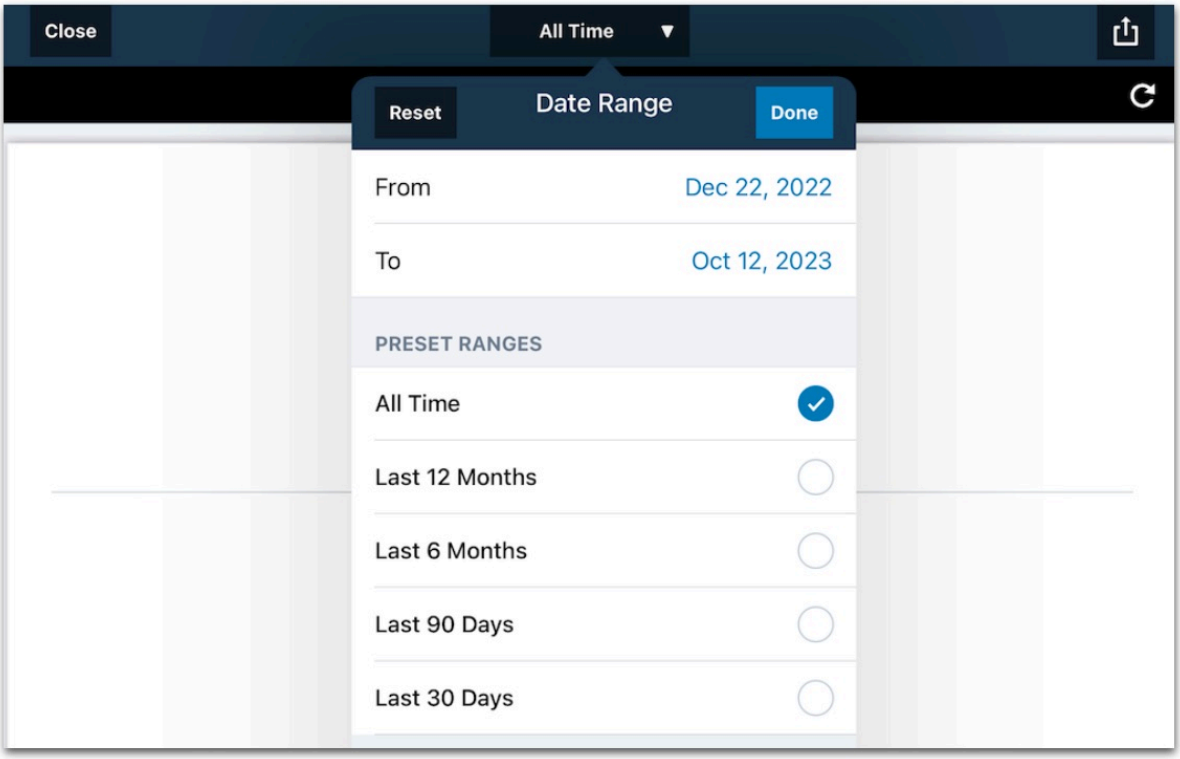


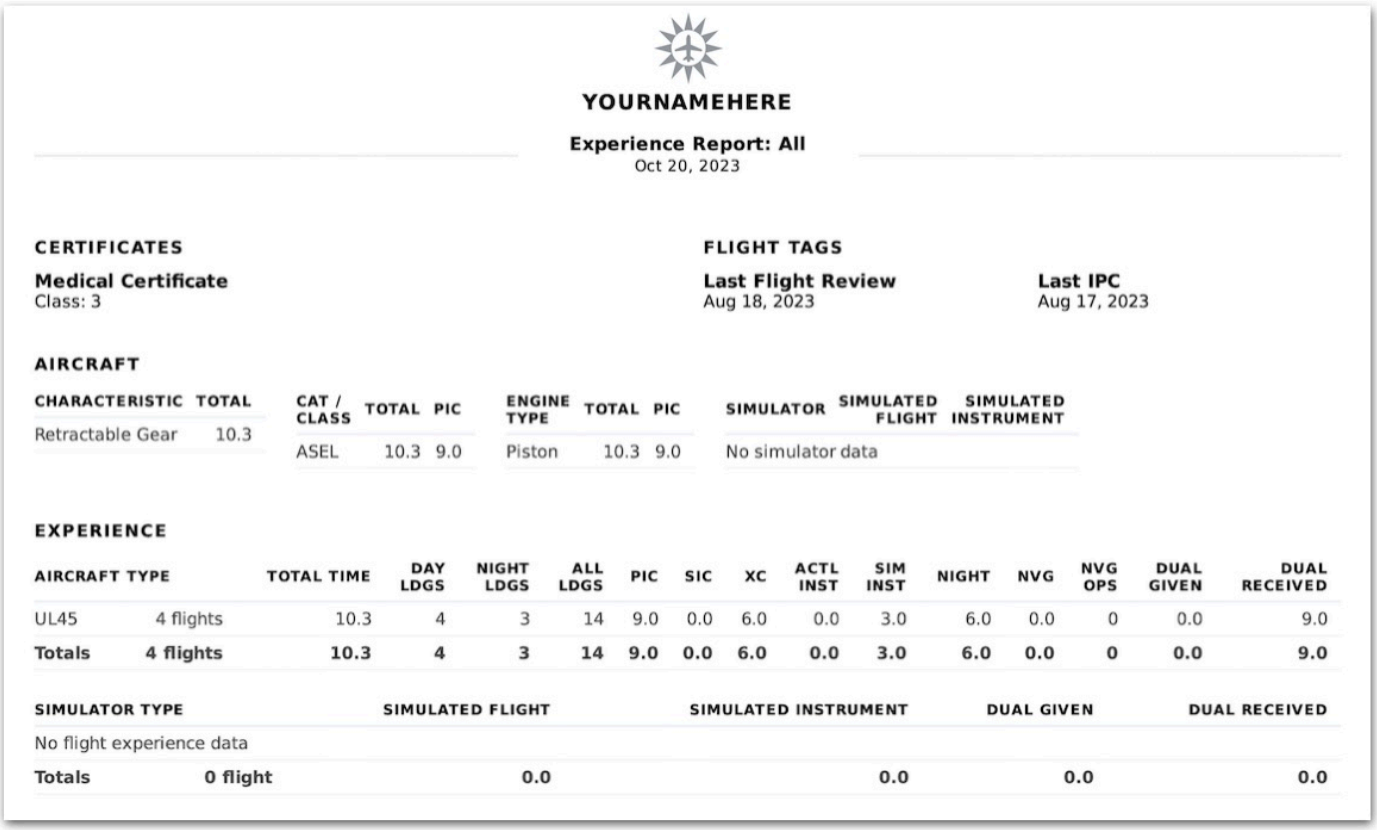
Figure 6-2. Filtering Reports in ForeFlight Mobile

6.3 General Reports

The General category includes multiple report formats for reviewing, printing, and sharing logbook data.

6.3.1 Experience Report

The Experience Report summarizes certificates, ratings, and flight times by aircraft type and flight category (e.g., PIC, night, instrument). Totals from custom logbook fields with types Hours, Numeric, Counter, and Toggle (on) are included. Filter options for All Time or a specified time range are available for this report.



YOURNAMEHERE

Experience Report: All
Oct 20, 2023

CERTIFICATES

Medical Certificate
Class: 3

FLIGHT TAGS

Last Flight Review
Aug 18, 2023

Last IPC
Aug 17, 2023

AIRCRAFT

CHARACTERISTIC	TOTAL
Retractable Gear	10.3

CAT / CLASS	TOTAL	PIC
ASEL	10.3	9.0

ENGINE TYPE	TOTAL	PIC
Piston	10.3	9.0

SIMULATOR	SIMULATED FLIGHT	SIMULATED INSTRUMENT
No simulator data		

EXPERIENCE

AIRCRAFT TYPE		TOTAL TIME	DAY LDGS	NIGHT LDGS	ALL LDGS	PIC	SIC	XC	ACTL INST	SIM INST	NIGHT	NVG	NVG OPS	DUAL GIVEN	DUAL RECEIVED
UL45	4 flights	10.3	4	3	14	9.0	0.0	6.0	0.0	3.0	6.0	0.0	0	0.0	9.0
Totals	**4 flights**	**10.3**	**4**	**3**	**14**	**9.0**	**0.0**	**6.0**	**0.0**	**3.0**	**6.0**	**0.0**	**0**	**0.0**	**9.0**

SIMULATOR TYPE		SIMULATED FLIGHT	SIMULATED INSTRUMENT	DUAL GIVEN	DUAL RECEIVED
No flight experience data					
Totals	**0 flight**	**0.0**	**0.0**	**0.0**	**0.0**

Figure 6-3. Experience Report

6.3.2 Condensed Logbook Report (1-Page)

The Condensed Logbook Report (1-Page) is a compact, single-page PDF layout designed for efficient formatting and presentation.

This layout omits:

- Category/Class

- Time
- Day and night landings
- En route details.

Endorsements and certificates appear on separate pages at the end of the report. Filter options for All Time or a specified time range are available for this report.

> **NOTE:** When printing double-sided pages via AirPrint, formatting issues may occur. For best results, email the PDF and print from a computer.

6.3.3 Complete Logbook Report (2-Page)

The Complete Logbook Report (2-Page) formats each flight entry across two pages. This layout is suited for binding or any scenario requiring presentation of detailed logbook data.

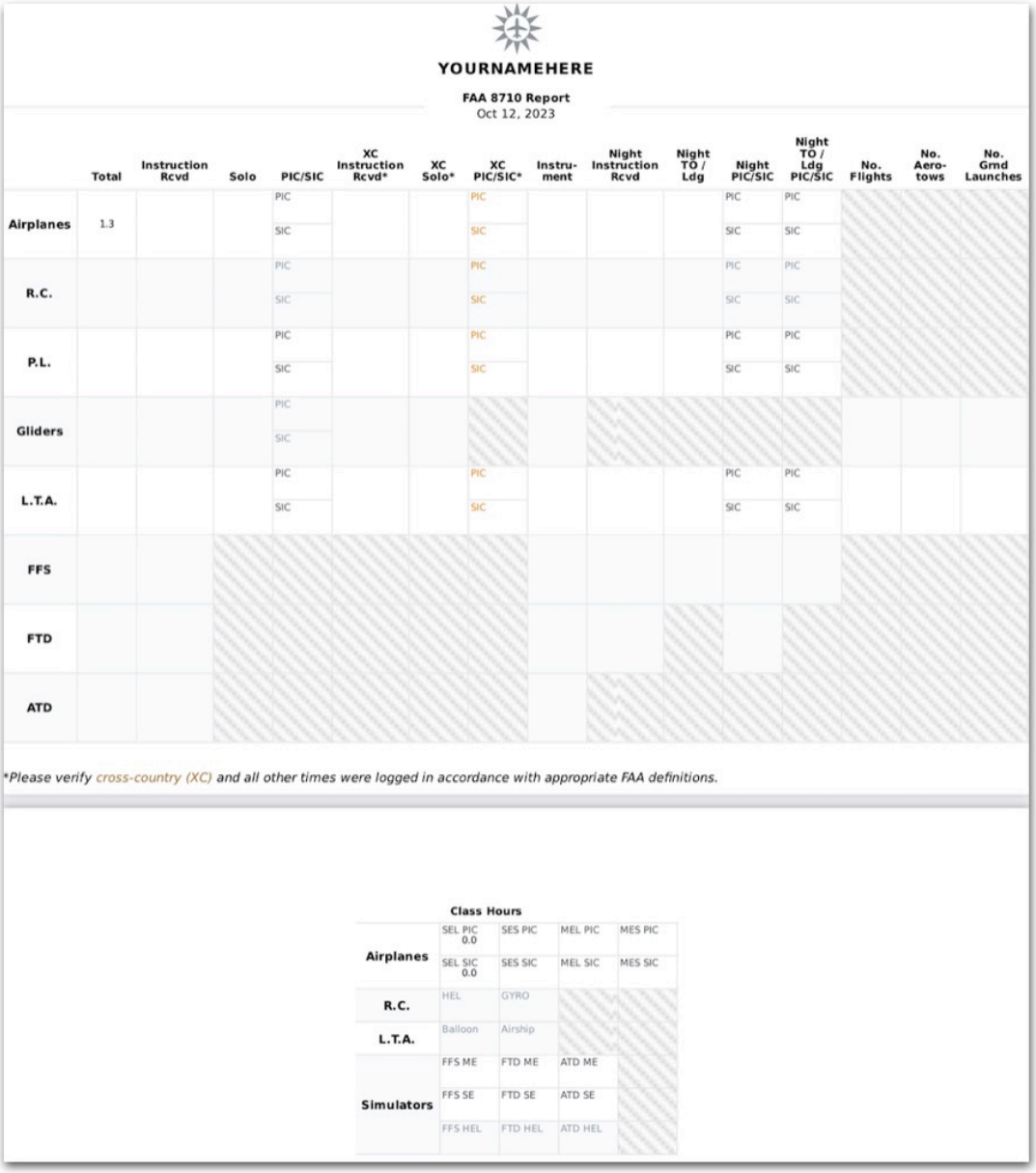
Features include:

- Full entry detail per flight.
- Endorsements and certificates are listed on separate pages at the end.
- Option to generate the report for All Time or a specific time period.

6.3.4 8710 Report

The 8710 Report compiles all flight and aircraft information required to complete the FAA 8710 Airman Certification and Rating Application.

> **NOTE:** Ensure that cross-country (XC) and other time entries in the logbook meet FAA definitions.



YOURNAMEHERE

FAA 8710 Report
Oct 12, 2023

	Total	Instruction Rcvd	Solo	PIC/SIC	XC Instruction Rcvd*	XC Solo*	XC PIC/SIC*	Instru-ment	Night Instruction Rcvd	Night TO / Ldg	Night PIC/SIC	Night TO / Ldg PIC/SIC	No. Flights	No. Aero-tows	No. Grnd Launches
Airplanes	1.3			PIC			PIC				PIC	PIC			
				SIC			SIC				SIC	SIC			
R.C.				PIC			PIC				PIC	PIC			
				SIC			SIC				SIC	SIC			
P.L.				PIC			PIC				PIC	PIC			
				SIC			SIC				SIC	SIC			
Gliders				PIC											
				SIC											
L.T.A.				PIC			PIC				PIC	PIC			
				SIC			SIC				SIC	SIC			
FFS															
FTD															
ATD															

*Please verify cross-country (XC) and all other times were logged in accordance with appropriate FAA definitions.

Class Hours

Airplanes	SEL PIC 0.0	SES PIC	MEL PIC	MES PIC
	SEL SIC 0.0	SES SIC	MEL SIC	MES SIC
R.C.	HEL	GYRO		
L.T.A.	Balloon	Airship		
Simulators	FFS ME	FTD ME	ATD ME	
	FFS SE	FTD SE	ATD SE	
	FFS HEL	FTD HEL	ATD HEL	

Figure 6-4. FAA 8710 Report

6.3.5 EASA FCL.050 Report

The EASA FCL.050 Report compiles flight records that must be maintained to comply with the European Union Aircrew Regulation, Annex I (Part-FCL).

6.4 14 CFR Part 61 Reports

Reports are available for pilots training under 14 CFR Part 61. Each report provides a detailed breakdown of progress toward the corresponding FAA certification or rating. Reports update automatically as qualifying flights are logged.

A **Details** button is provided next to each requirement. Tapping **Details** opens a popover with the requirements needed to satisfy the selected item.

The bottom of the requirements list includes a link to the applicable regulation and, when available, relevant legal interpretations.

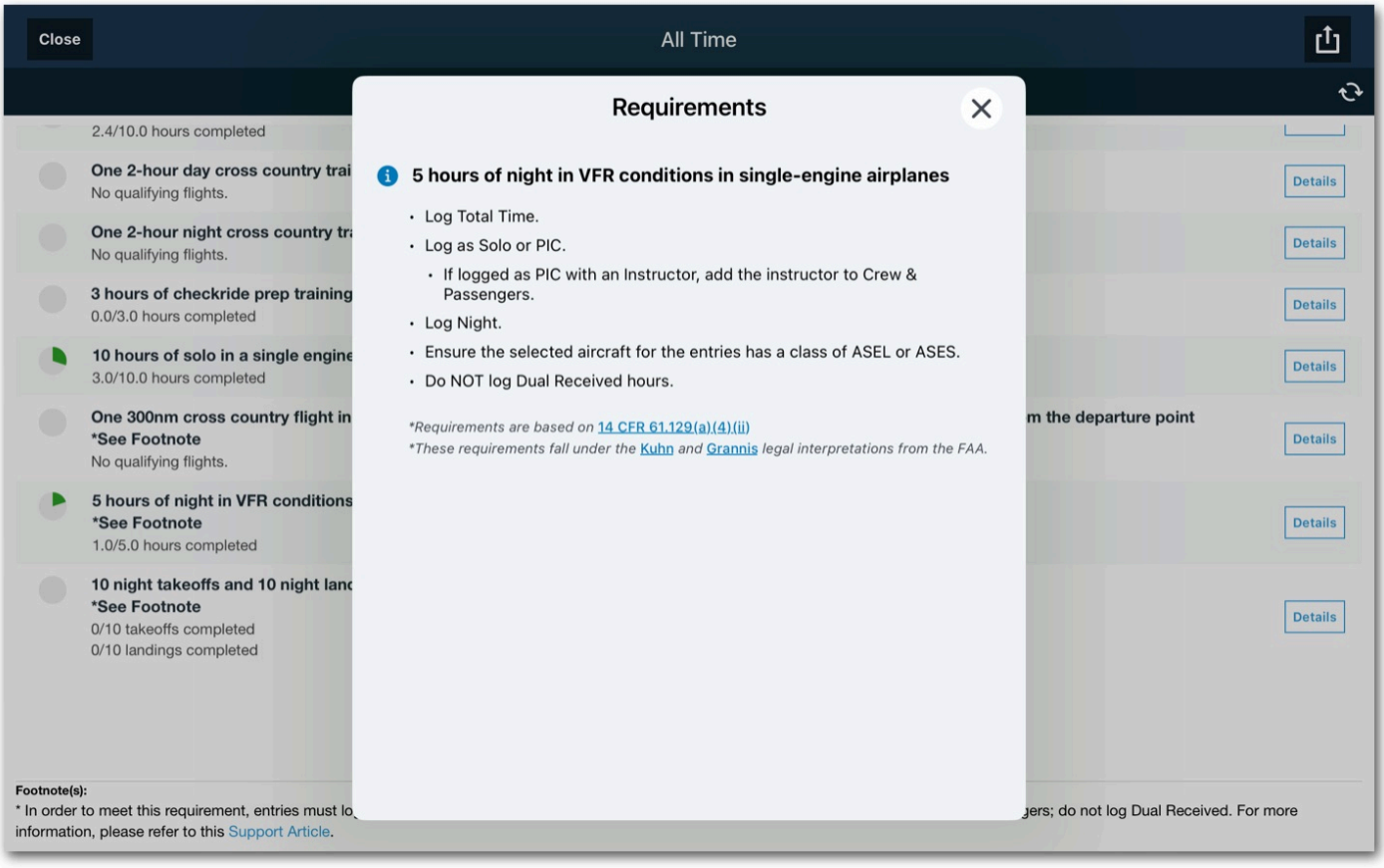


Figure 6-5. Example of Logging Requirements Popover

6.4.1 Private Pilot (Part 61) ASEL

The Private Pilot ASEL report tracks progress toward the FAA Private Pilot Airplane Single-Engine Land practical exam.



Figure 6-6. Private Pilot ASEL (Part 61) Report

6.4.2 Instrument Airplane (Part 61)

The Instrument Airplane report tracks progress toward an Instrument Rating – Airplane.

6.4.3 Commercial ASEL (Part 61)

The Commercial ASEL report tracks progress toward the FAA Commercial Pilot Airplane Single-Engine Land practical exam.

NOTE: A linked ForeFlight Support article at the bottom of the report provides guidance for properly logging time for report items marked with an asterisk (*).

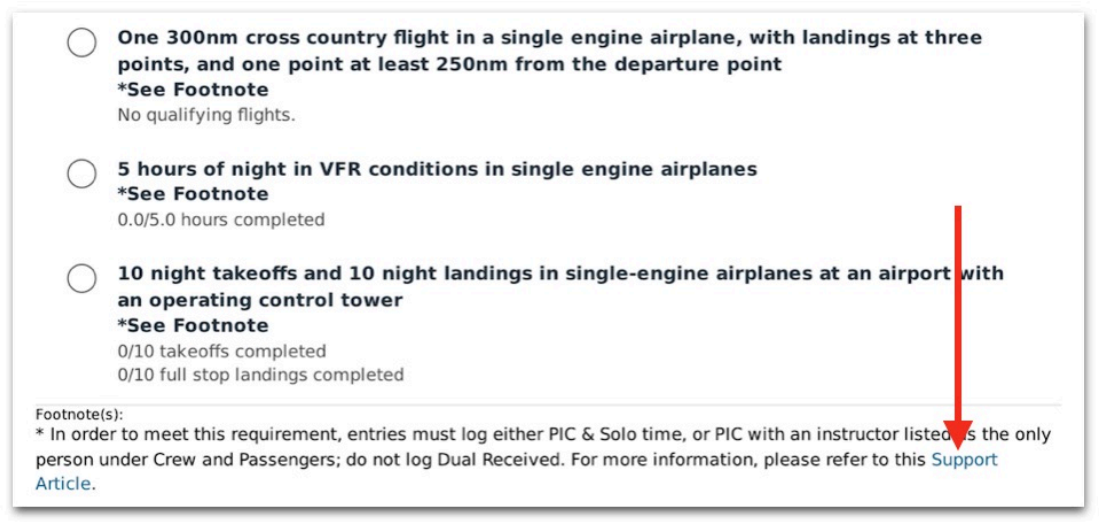


Figure 6-7. Linked Support Article

6.5 14 CFR Part 141 Reports

Reports are available for pilots training under 14 CFR Part 141. Each report provides a detailed breakdown of progress toward the corresponding FAA certification or rating. Reports update automatically as qualifying flights are logged.

A **Details** button is provided next to each requirement. Tapping **Details** opens a popover with the requirements needed to satisfy the selected item.

The bottom of the requirements list includes a link to the applicable regulation and, when available, relevant legal interpretations.

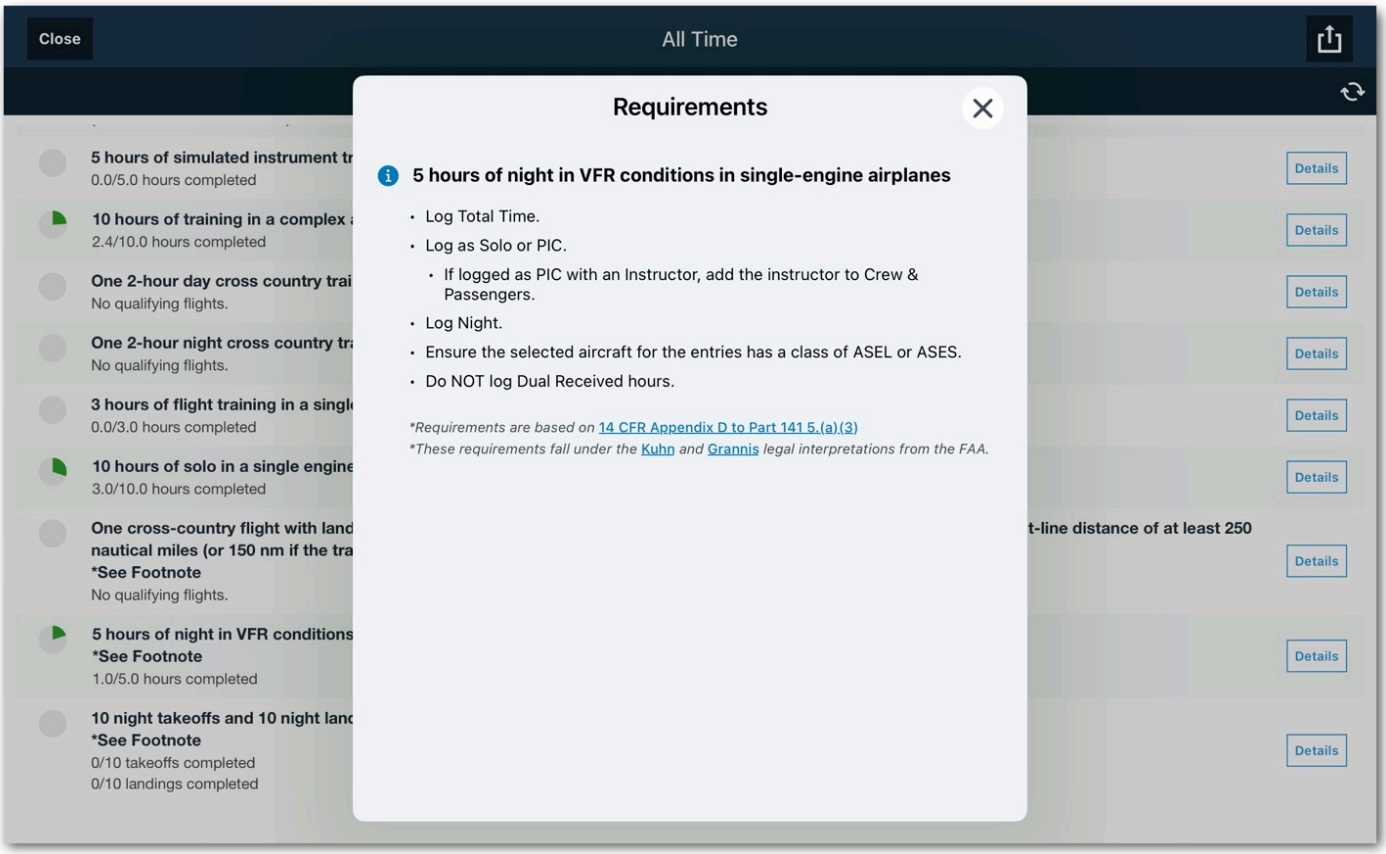
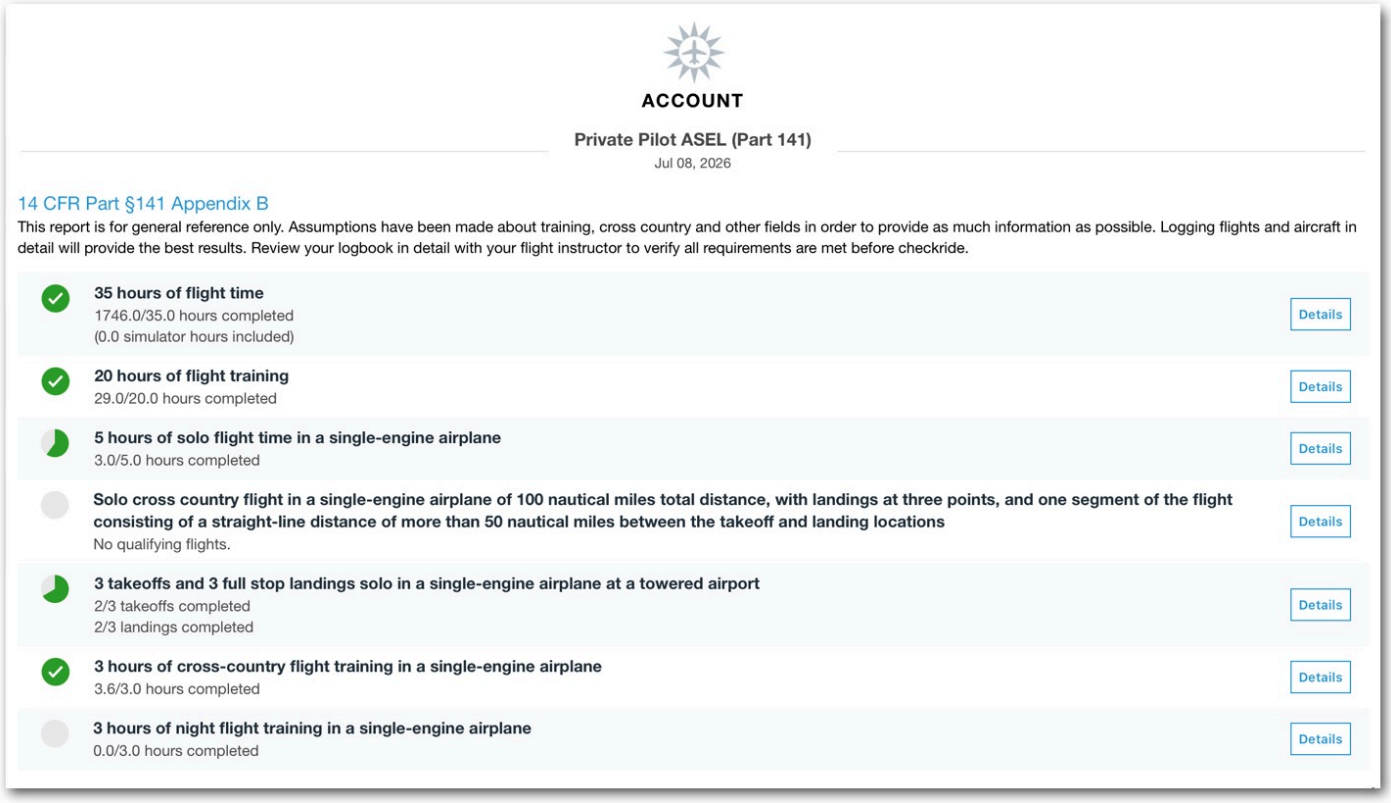


Figure 6-8. Example of Logging Requirements Popover

6.5.1 Private Pilot ASEL (Part 141) Report

The Private Pilot ASEL report tracks progress toward the FAA Private Pilot Airplane Single-Engine Land practical exam.



ACCOUNT

Private Pilot ASEL (Part 141)

Jul 08, 2026

14 CFR Part §141 Appendix B

This report is for general reference only. Assumptions have been made about training, cross country and other fields in order to provide as much information as possible. Logging flights and aircraft in detail will provide the best results. Review your logbook in detail with your flight instructor to verify all requirements are met before checkride.

- **35 hours of flight time** — 1746.0/35.0 hours completed (0.0 simulator hours included) — Details
- **20 hours of flight training** — 29.0/20.0 hours completed — Details
- **5 hours of solo flight time in a single-engine airplane** — 3.0/5.0 hours completed — Details
- **Solo cross country flight in a single-engine airplane of 100 nautical miles total distance, with landings at three points, and one segment of the flight consisting of a straight-line distance of more than 50 nautical miles between the takeoff and landing locations** — No qualifying flights. — Details
- **3 takeoffs and 3 full stop landings solo in a single-engine airplane at a towered airport** — 2/3 takeoffs completed, 2/3 landings completed — Details
- **3 hours of cross-country flight training in a single-engine airplane** — 3.6/3.0 hours completed — Details
- **3 hours of night flight training in a single-engine airplane** — 0.0/3.0 hours completed — Details

Figure 6-9. Private Pilot ASEL (Part 141) Report

6.5.2 Instrument Airplane (Part 141)

The Instrument Airplane report tracks progress toward an Instrument Rating - Airplane.

6.5.3 Commercial ASEL (Part 141)

The Commercial ASEL report tracks progress toward the FAA Commercial Pilot Airplane Single-Engine Land practical exam.

NOTE: A linked ForeFlight Support article at the bottom of the report provides guidance for properly logging time for report items marked with an asterisk (*).

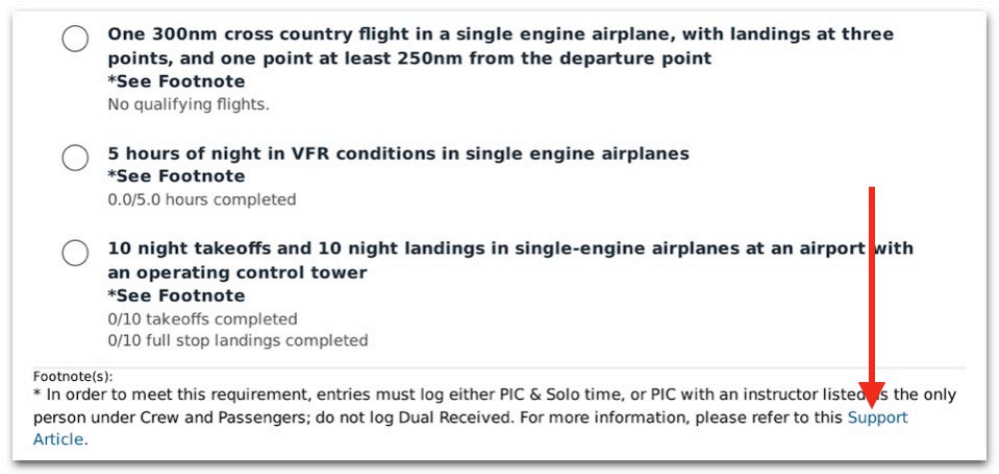


Figure 6-10. Linked Support Article

6.6 Generic Progress Reports

Reports are available for pilots training under Regulation (EU) No 1178/2011. Each report provides a detailed breakdown of progress toward the corresponding EASA certification or rating. Reports update automatically as qualifying flights are logged.

A **Details** button is provided next to each requirement. Tapping **Details** opens a popover with the requirements needed to satisfy the selected item.

The bottom of the requirements list includes a link to the applicable regulation.

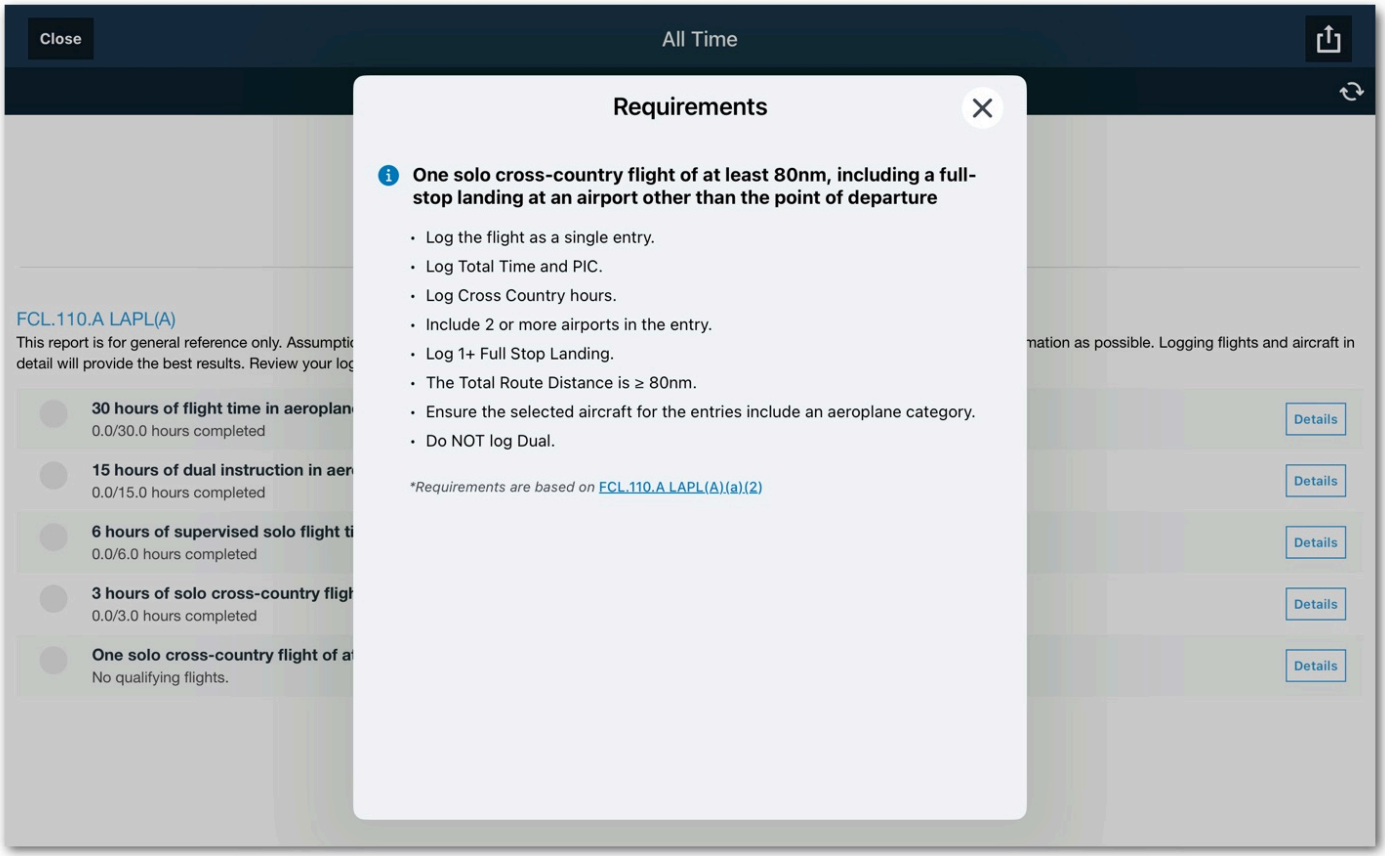


Figure 6-11. Example of Logging Requirements Popover

6.6.1 PPL(A)

The Private Pilot License report tracks progress toward a PPL - Airplane rating.

6.6.2 LAPL(A)

The Light Aircraft Pilot License report tracks progress toward a LAPL - Airplane rating.

6.6.3 Night Rating

The Night Rating report tracks progress toward a Night Rating - Airplane.

6.7 Modular Training Progress Reports

Modular training progress reports are available for pilots training under Regulation (EU) No 1178/2011. Each report provides a detailed breakdown of progress toward the corresponding EASA certification or rating. Reports update automatically as qualifying flights are logged.

A **Details** button is provided next to each requirement. Tapping **Details** opens a popover with the requirements needed to satisfy the selected item.

The bottom of the requirements list includes a link to the applicable regulation.

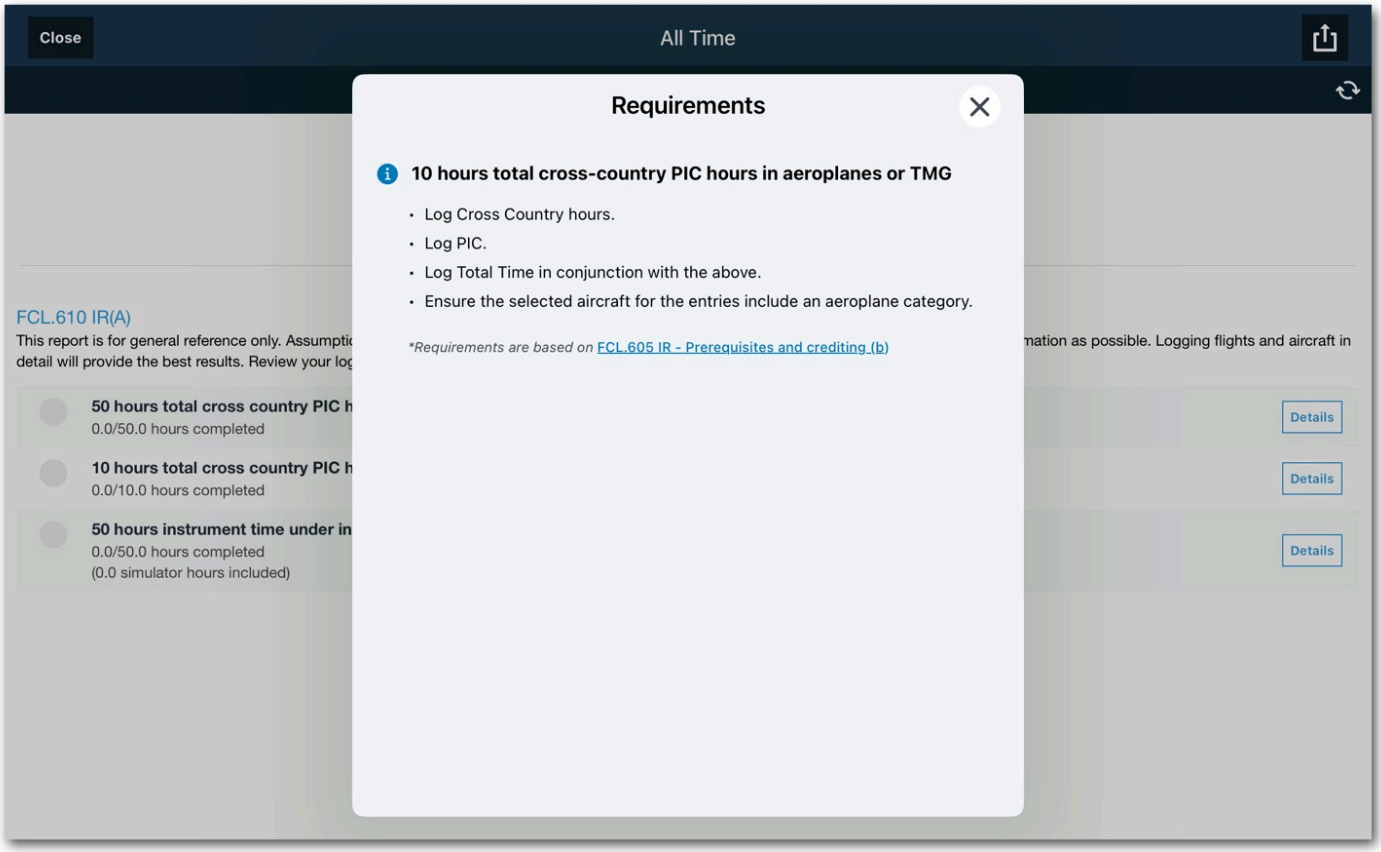


Figure 6-12. Example of Logging Requirements Popover

6.7.1 Single-Engine IR(A)

The Single-Engine IR(A) report tracks progress toward a Single Engine Instrument Rating - Airplane.

6.7.2 CPL(A)

The CPL(A) report tracks progress toward a Commercial Pilot License - Airplane.

LOGBOOK AIRCRAFT

Logbook Aircraft are profiles used exclusively within the Logbook feature to accurately track flight time, aircraft usage, and regulatory currency. These profiles are distinct from the aircraft used for flight planning.

There are two primary aircraft profile types in ForeFlight Mobile:

- **Flight Planning Aircraft**: Created in the **More ➔ Aircraft** section and used for preflight planning.
- **Logbook Aircraft**: Created in the **More ➔ Logbook ➔ Aircraft** section and used for logging flights and tracking experience.

When flights are logged using a flight-planning aircraft, that aircraft is automatically copied into the Logbook. However, aircraft created in Logbook are not transferred to the flight-planning section.

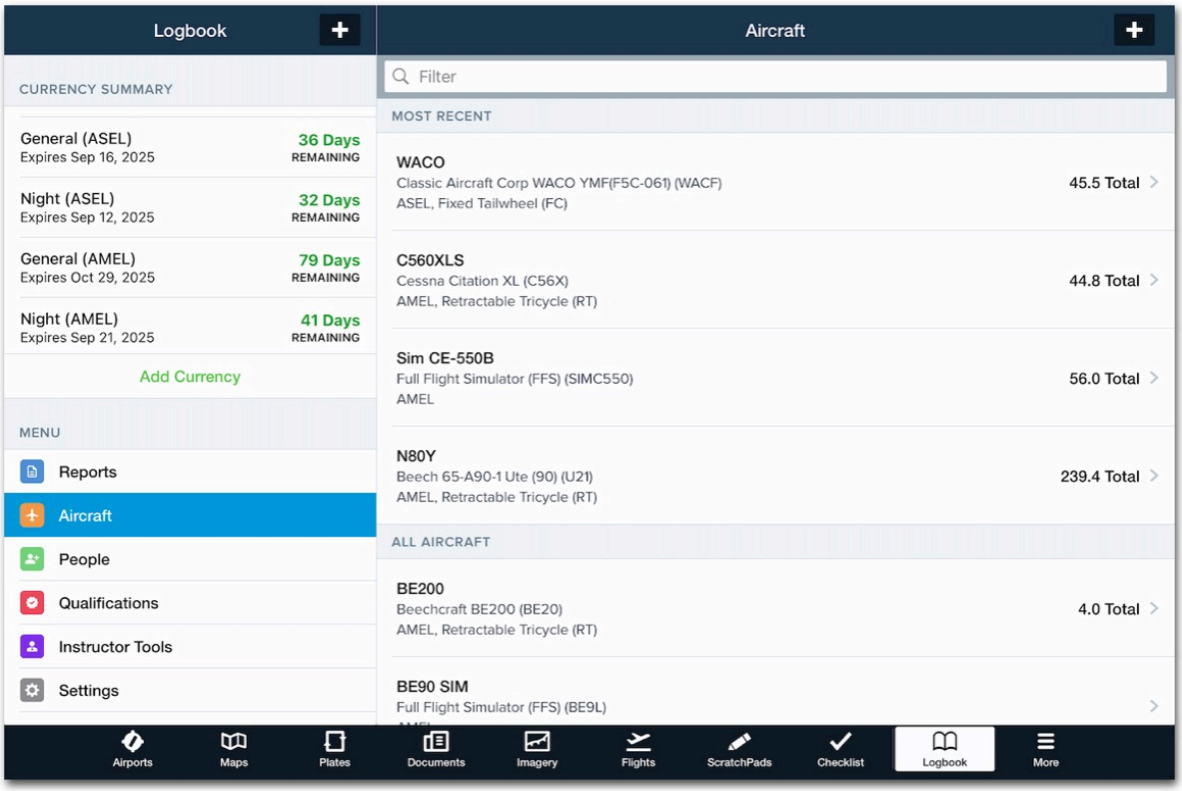


Figure 7-1. Logbook Aircraft Section

Logbook Aircraft profiles contain essential configuration data, such as aircraft type, category/class, gear type, and engine type, that directly affect how flight experience and currency are calculated.

Maintaining complete and accurate aircraft profiles is essential for ensuring reliable record keeping and compliance with currency requirements.

This chapter explains how to add, edit, manage, and delete aircraft profiles in Logbook, and defines each configurable field.

7.1 Adding Logbook Aircraft

Aircraft can be added to Logbook directly or while editing an entry.

7.1.1 Adding Logbook Aircraft Directly

To add a new aircraft directly to Logbook:

1. Tap **More → Logbook → Aircraft**.
2. Tap the **[+]** button in the upper toolbar.
3. Complete the Aircraft Profile form. Required fields are highlighted in yellow.
4. Tap the **Aircraft (**back) button when finished.

7.1.2 Adding Logbook Aircraft from an Entry

To add an aircraft while editing a logbook entry:

1. Tap the **Aircraft** field.
2. Tap the **[+]** button in the upper toolbar.
3. Complete the Aircraft Profile form. Required fields are highlighted in yellow.
4. Tap the **Aircraft (**back) button when finished.

7.2 Editing Aircraft Profiles

Aircraft profiles include fields critical for determining flight experience and currency. To edit an aircraft:

1. Tap **More → Logbook → Aircraft**.
2. Select the aircraft from the list.
3. Update the Aircraft Profile form. Required fields are highlighted in yellow.
4. Tap the **Aircraft (**back) button when finished.

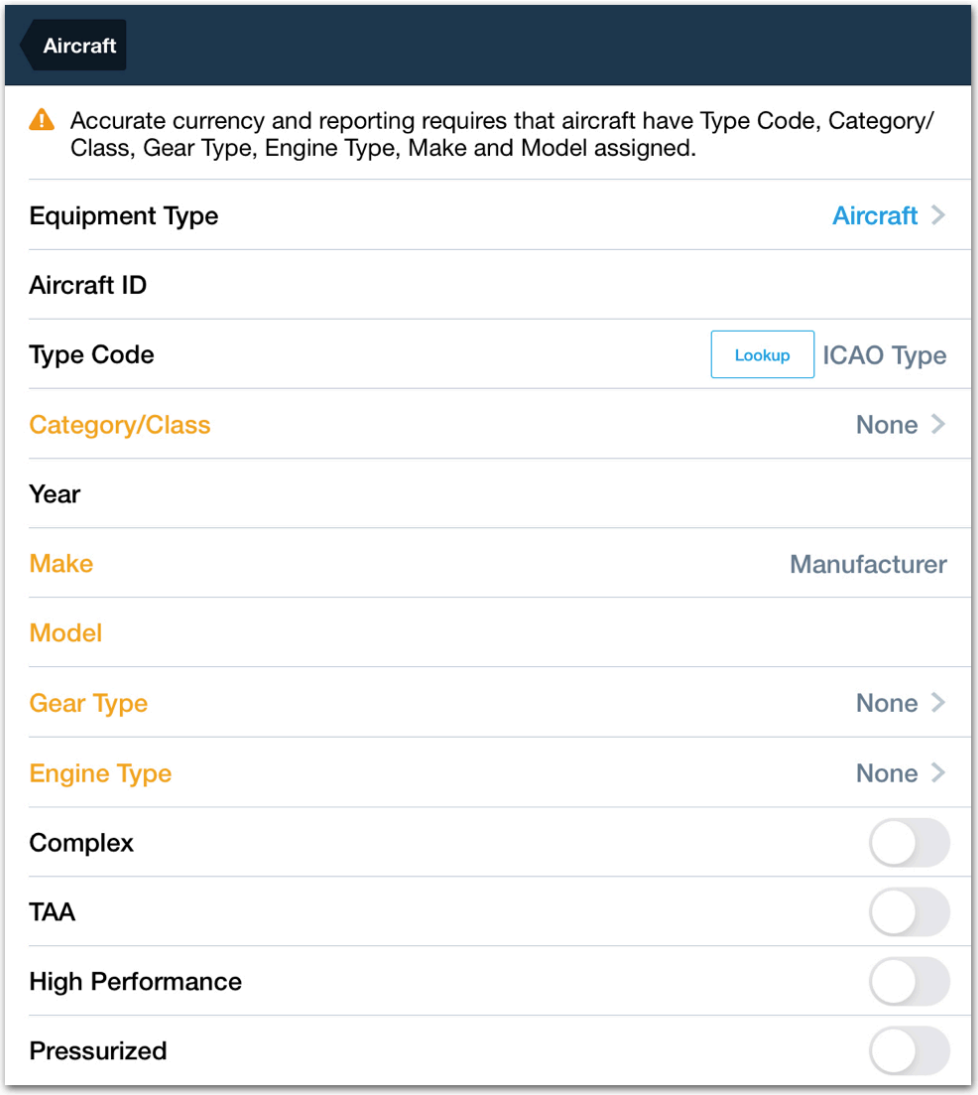


Figure 7-2. Aircraft Profile Editor

7.2.1 Aircraft Field Definitions

Each aircraft or simulator includes the following fields:

> **Aircraft ID**
>
> Alphanumeric identifier, typically the tail number.

> **Equipment Type**
>
> Specifies Aircraft, Simulator, or Training Device.

> **Type Code**
>
> ICAO four-character type code (e.g., C172, PA28).

> **Category/Class**
>
> Manually selected value from the list of options.

> **Year**
>
> Four-digit year of manufacture.

> **Make**
>
> Manufacturer name (e.g., Cessna Aircraft).

> **Model**
>
> Model name (e.g., 172B Skyhawk).

> **Gear Type**
>
> Manually selected. If the aircraft can switch gear types (e.g., floats and wheels), create separate profiles using a unique Aircraft ID (e.g., N737BG and N737BG Floats).

> **Engine Type**
>
> Manually selected from a list.

> **Complex**
>
> Select if the aircraft is considered complex.

> **TAA**
>
> Select if the aircraft is a Technically Advanced Aircraft.

> **High Performance**
>
> Select if the aircraft is considered high performance.

> **Pressurized**
>
> Select if the aircraft is pressurized.

7.2.2 Missing Fields

Complete aircraft profiles are required for accurate experience and currency tracking. Aircraft linked to logbook entries but missing key details (e.g., Category/Class or Gear Type) are flagged with a warning symbol. Aircraft not yet associated with logbook entries are not flagged.

Missing fields are highlighted when viewing the aircraft profile.

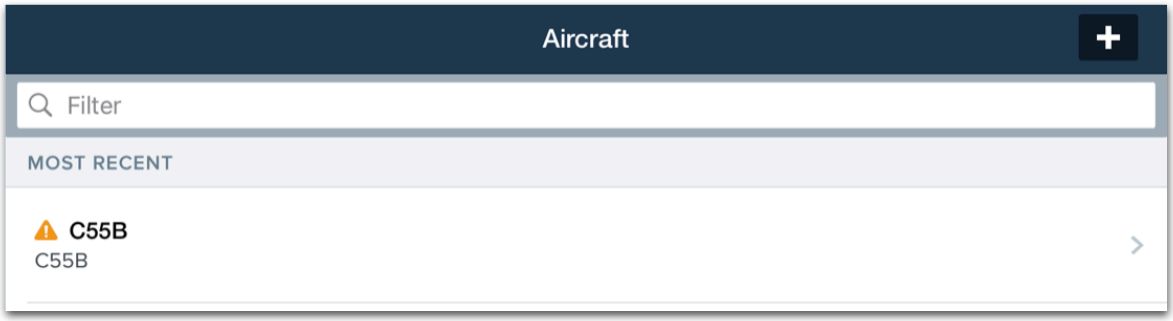


Figure 7-3. Aircraft with Missing Fields

7.2.3 Associated Entries

Scroll to the bottom of an aircraft's profile detail view to view Associated Entries and the total time of the entries. Tap the **Associated Entries** row to display the complete list of entries that contain that aircraft. Tap any individual entry to open and edit it.

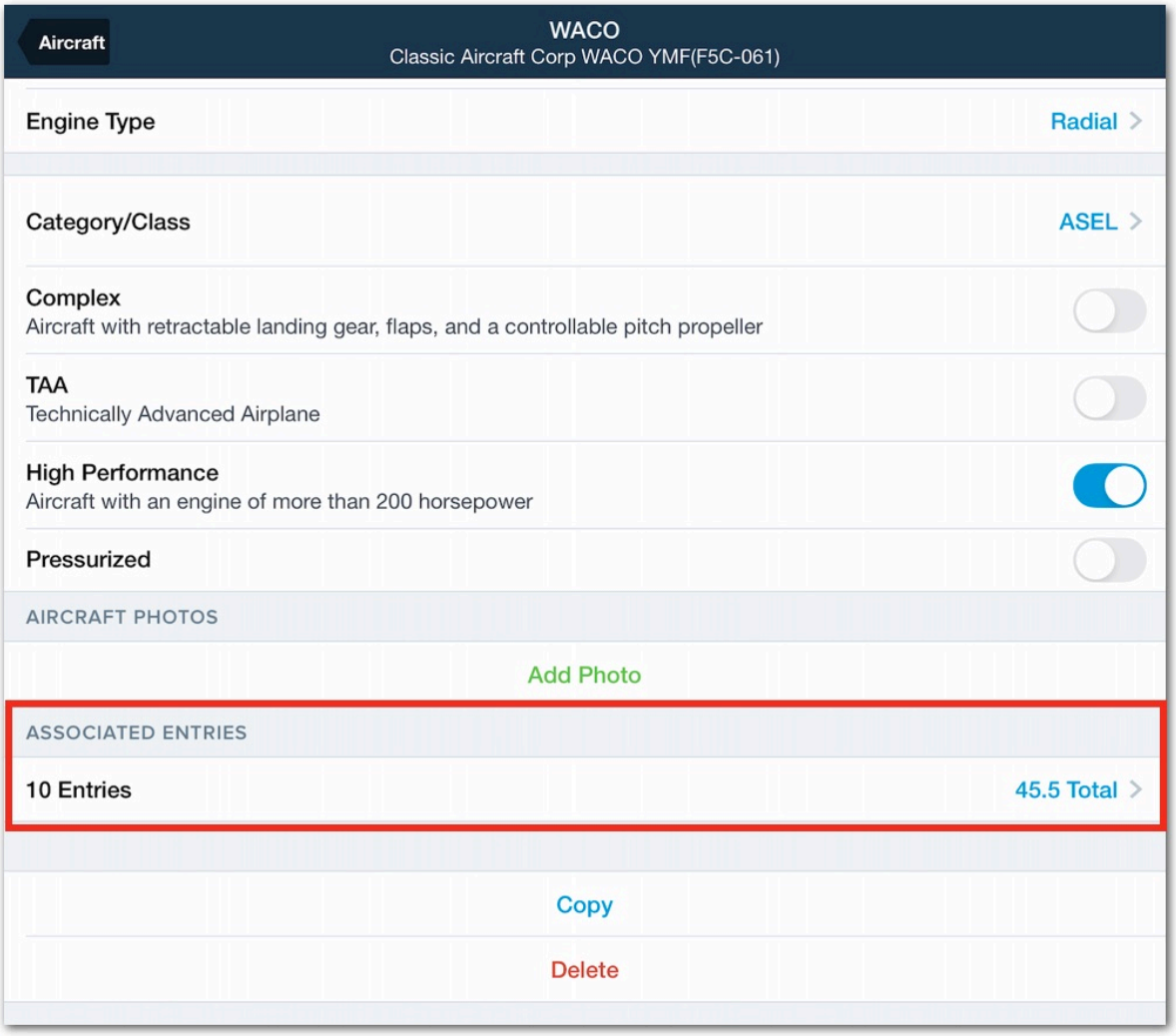


Figure 7-4. Associated Entries

7.3 Copying Aircraft

To copy an aircraft, tap **Copy** near the bottom of the aircraft configuration page.

Copying an aircraft creates a new logbook aircraft with the same configuration as the original. The word "Copy" is added to the aircraft name, placed between the tail number and type code.

This feature is useful when configuration changes, such as switching between wheels and floats, require separate tracking of flight hours.

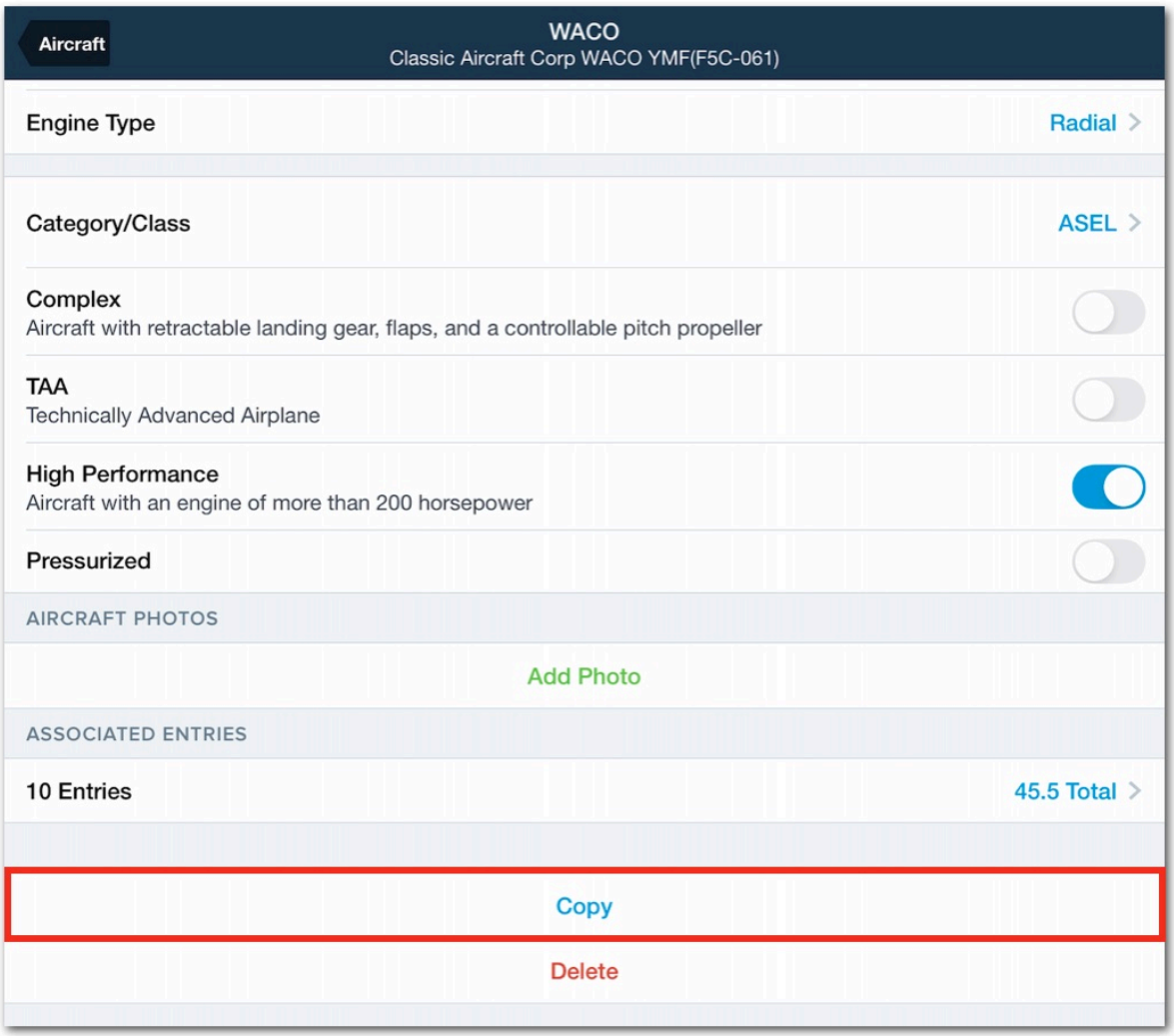
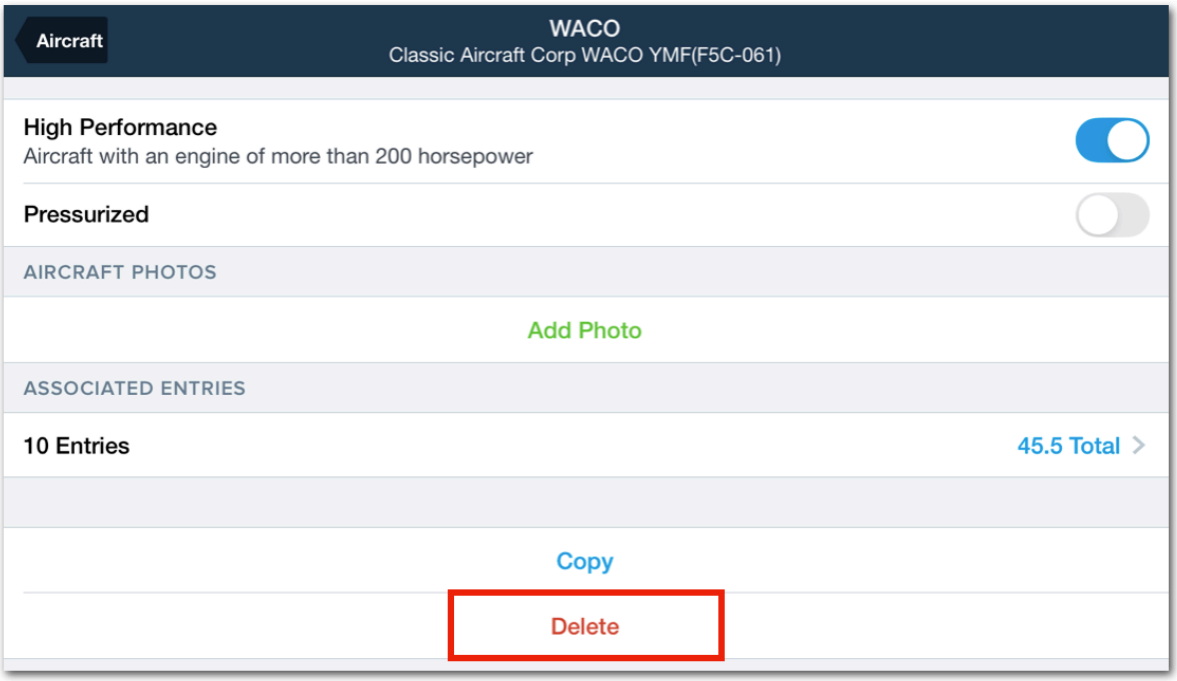


Figure 7-5. Copy Aircraft Button

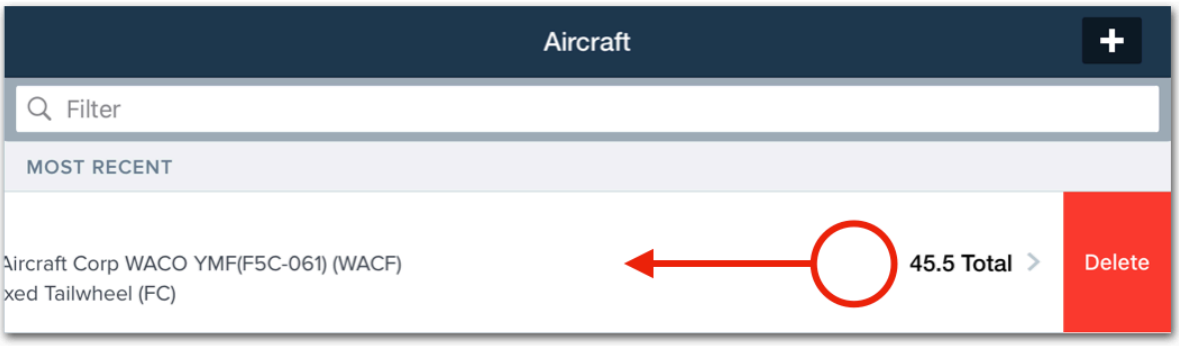
7.4 Deleting Aircraft

Aircraft can be deleted from Logbook in two ways:

- Open the aircraft configuration page and tap **Delete** at the bottom of the screen.



- In the aircraft list view, swipe left on the aircraft to reveal a **Delete** button. Tap **Delete**.



Deleting an aircraft does not remove associated logbook entries. Only the aircraft record is deleted from the Logbook.

> **NOTE:** If an aircraft was copied into Logbook from the **Aircraft** view in ForeFlight Mobile, it must be deleted from the **Aircraft** view to remove it from Logbook.

PEOPLE

The People section in Logbook allows users to add and manage individuals who appear on flight entries. Each person added to a flight is automatically stored in the People list for future use.

To view the list of people, tap **More ➔ Logbook**, then scroll to the Menu section and tap **People**.

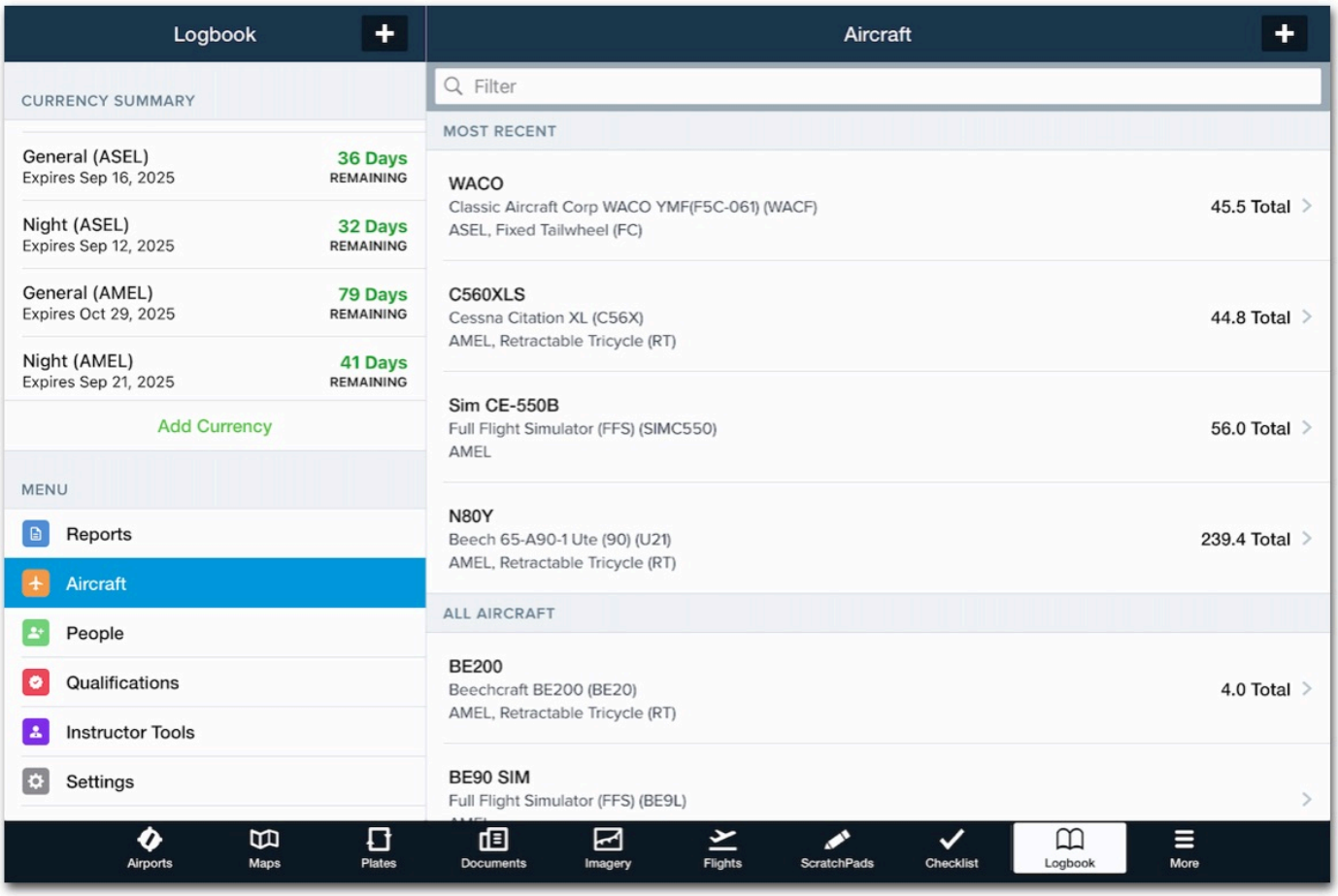


Figure 8-1. Logbook - People

> **NOTE:** People added to Logbook are not included in the PDF Logbook Report.

8.1 Adding People

To add individuals for future use in flight entries:

1. Tap the **[+]** button in the upper-right corner of the People view.
2. Choose one of the following options:

   - **New Person**: Manually create a new profile.
   - **From Contacts**: Import from the device's contact list. Available fields such as name, email, and phone number are auto-filled.

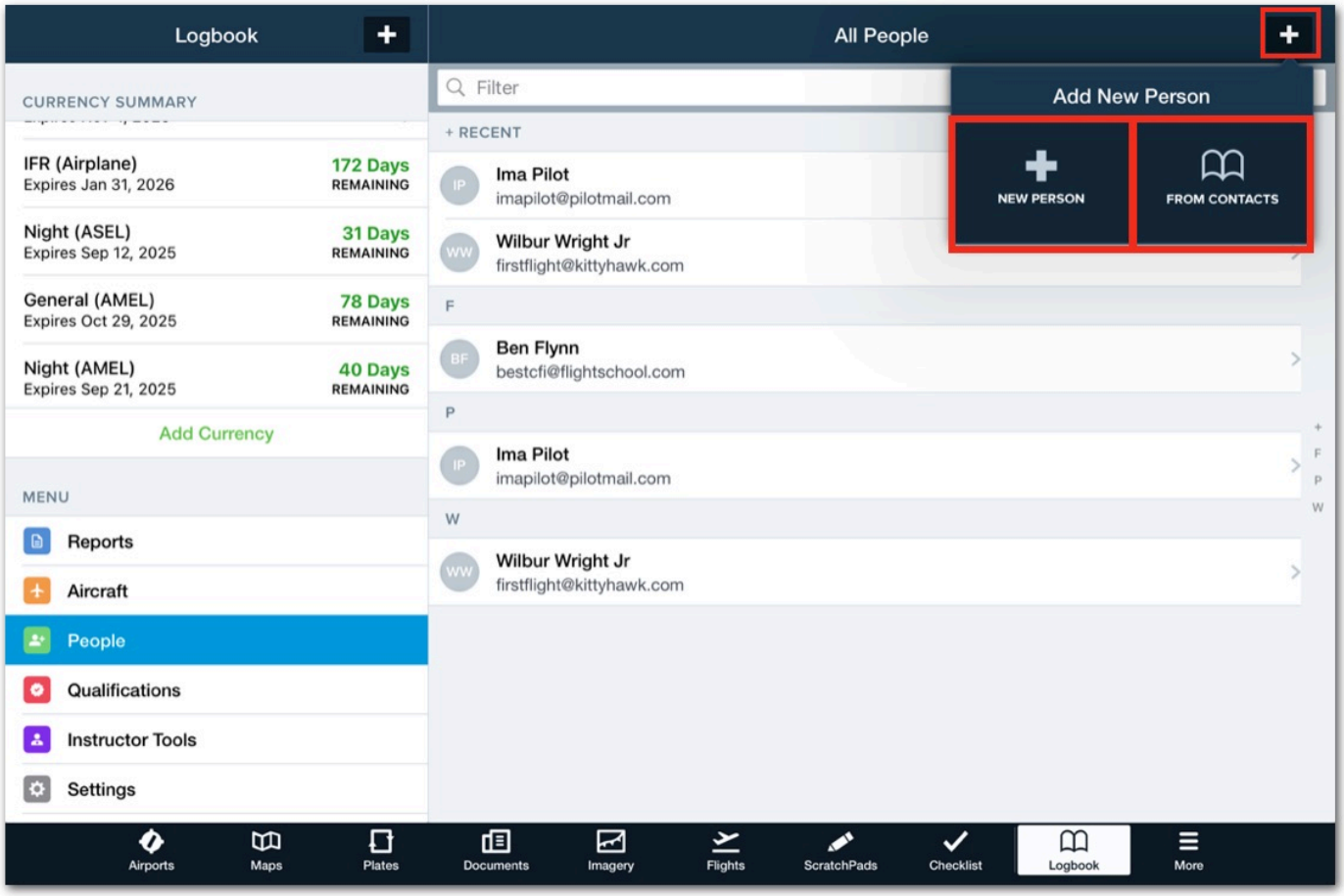


Figure 8-2. Add New Person Menu

> **NOTE:** People can only be added using ForeFlight Mobile.

8.1.1 Roles

Each individual may be assigned a default role. The assigned role is displayed next to the individual's name in the flight entry's Crew & Passengers section.

To select or edit a default role:

1. Select the person from the People list.
2. Tap the **Default Role** line.
3. Choose a role from the list.

Roles may be changed on a per-flight basis. Updating a default role in an entry does not affect previously logged entries.

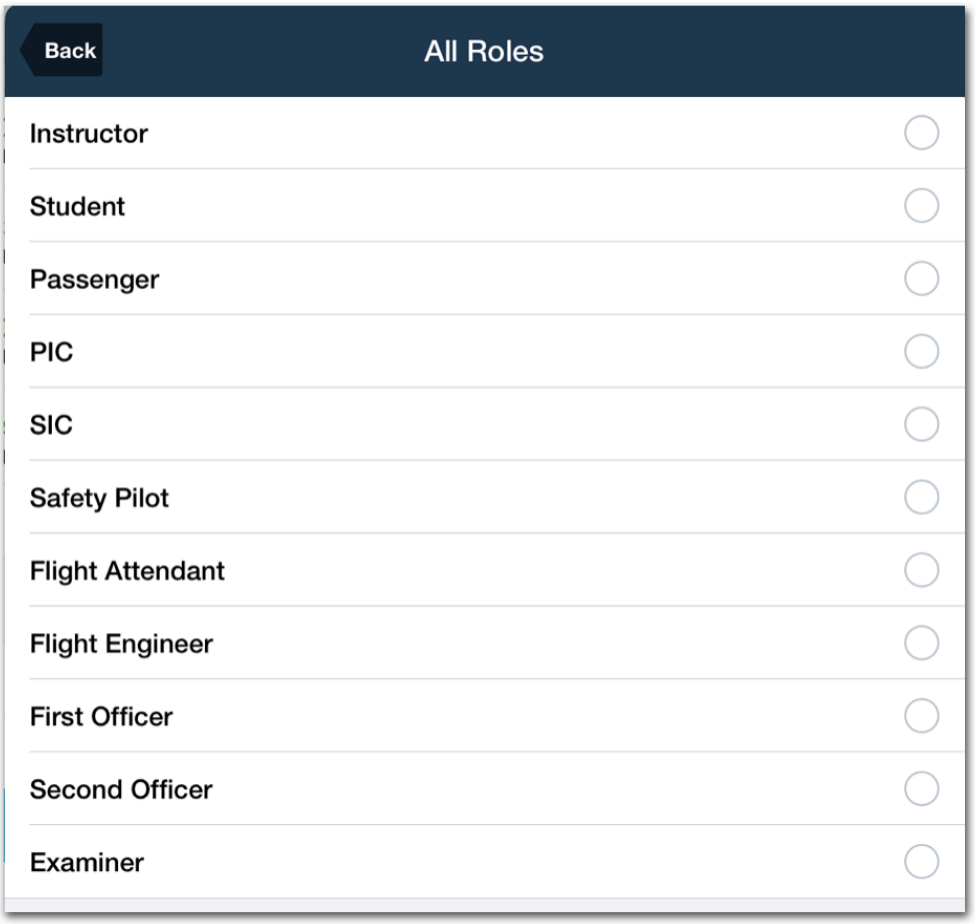
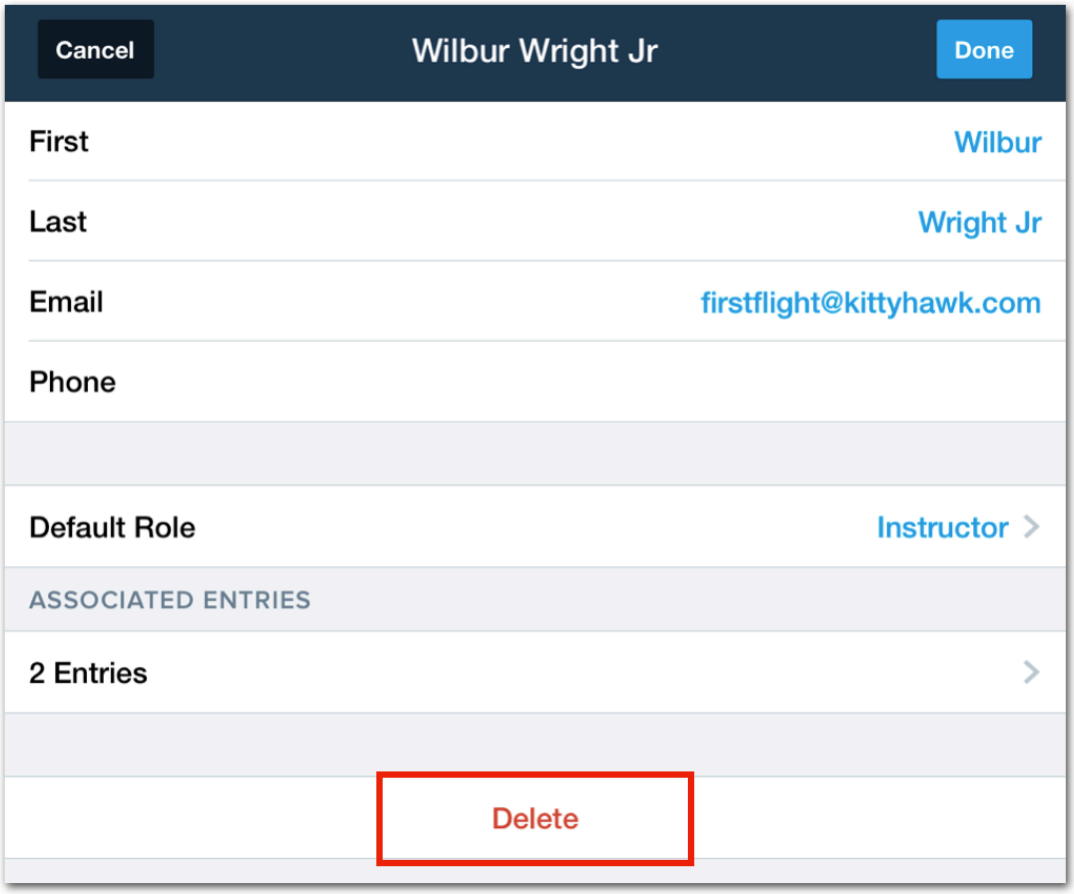


Figure 8-3. Logbook - People Roles

8.2 Deleting People

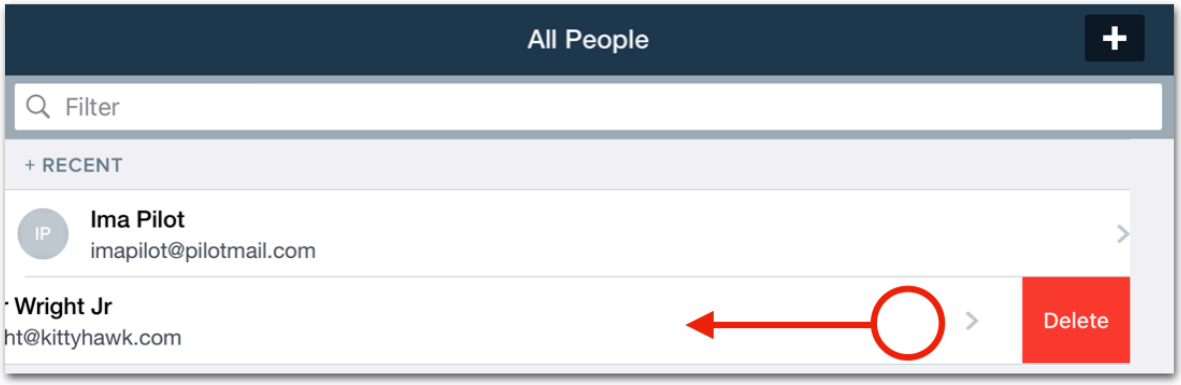
To delete a person from Logbook:

1. Select the person from the People list.
2. Tap on the individual's name.
3. Tap **Delete** at the bottom of the profile.



Alternatively, in the All People view, swipe left on the name and tap **Delete**.

Deleting a person does not remove any associated logbook entries. Only the profile is deleted.


All People
Filter
+ RECENT
IP
Ima Pilot
imapilot@pilotmail.com
Wright Jr
ht@kittyhawk.com
Delete

QUALIFICATIONS

The Qualifications section enables centralized management of pilot credentials, including certificates, ratings, and endorsements. These entries support tracking of regulatory compliance and are included in the PDF Logbook Report for verification and record-keeping purposes.

Certificates and ratings reflect formal authorizations issued by aviation authorities, while endorsements are instructional validations typically provided by flight instructors. All qualification entries are securely stored within Logbook and can be updated or reviewed anytime.

This chapter outlines how to add, manage, and organize qualifications and how to apply instructor signatures to endorsements.

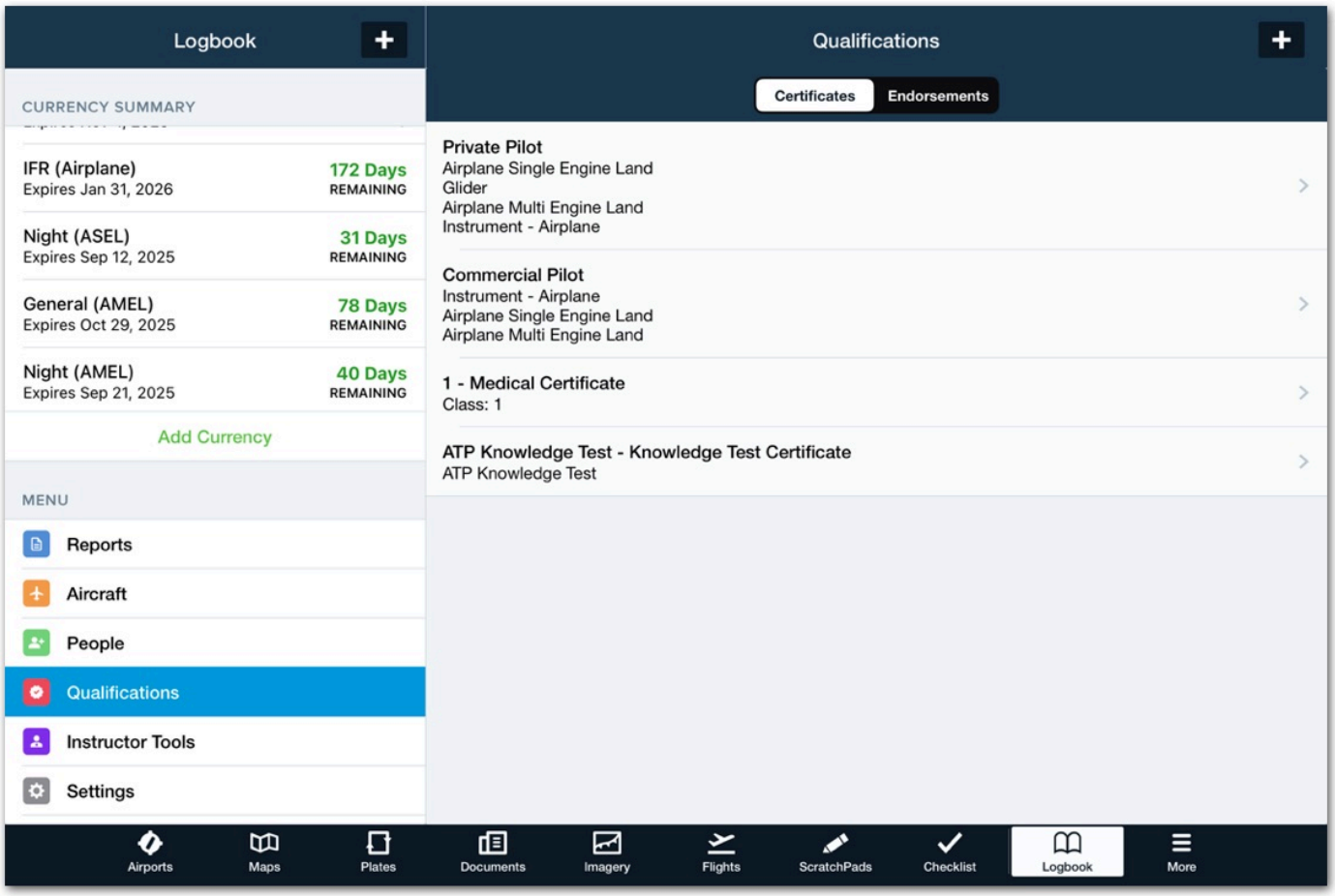


Figure 9-1. Qualifications Section

9.1 Adding Qualifications

Qualifications come in the form of a certificate, rating, or endorsement. To add a qualification:

1. Tap the **[+]** button in the upper-right corner.
2. Select the type of qualification to add.

> **NOTE:** A certificate must be added before a rating can be logged. Qualifications can only be added using ForeFlight Mobile.

9.1.1 Certificates

Certificates track essential pilot credentials, including:

- Certificate number
- Issue and expiration dates
- Limitations.

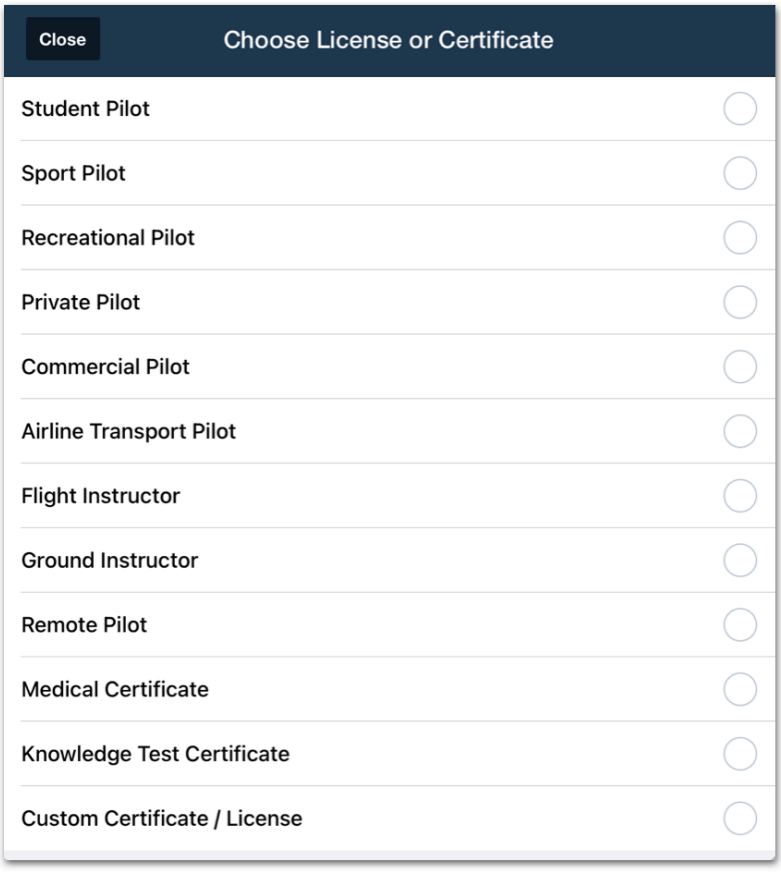


Figure 9-2. Certificate Menu

9.1.1.1 Adding a Certificate

To add a certificate:

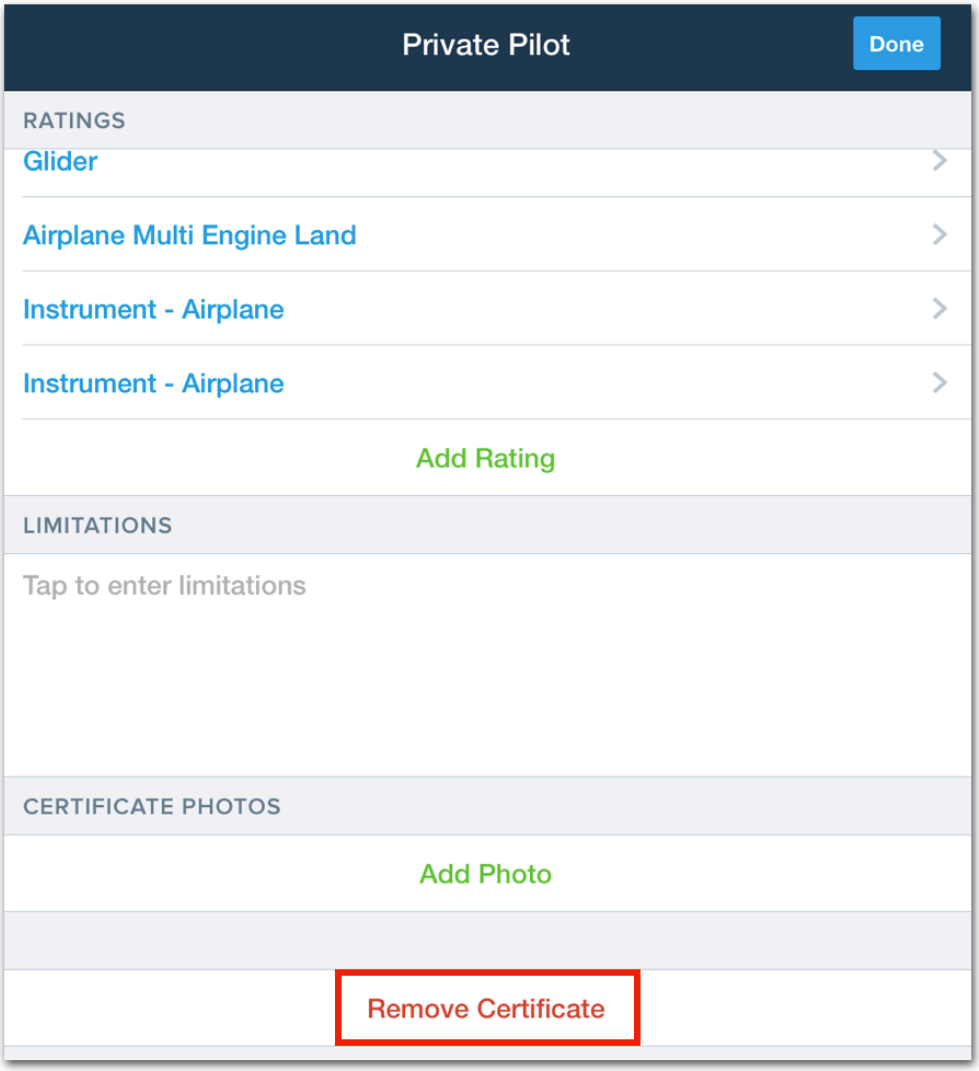
1. Tap **More ➔ Logbook ➔ Qualifications ➔ [+] ➔ Certificate**.
2. Select a certificate type.
3. Enter certificate details. If the certificate supports ratings, an **Add Rating** option appears in the certificate's detail view.
4. Optionally, add a photo.
5. Tap **Done** to save.

> **NOTE:** Certificate photos are excluded from the PDF Logbook Report.

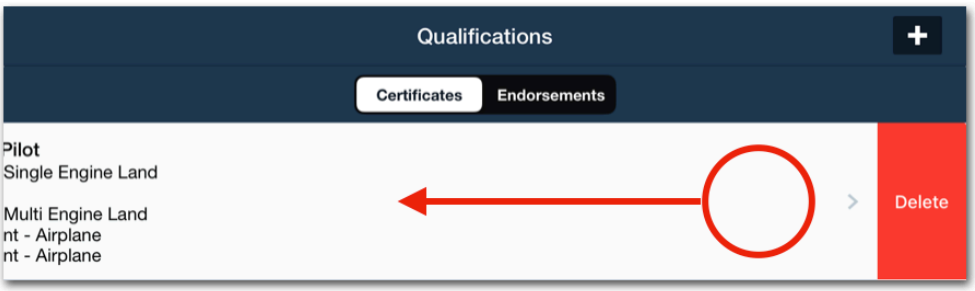
9.1.1.2 Deleting Certificates

To delete a certificate:

- Tap **Remove Certificate** at the bottom of the item's detail view, or



- Swipe left across the item in the Qualifications list and tap **Delete**.



9.1.2 Ratings

Ratings are associated with previously entered certificates and include:

- Category and class ratings
- Type ratings (aircraft-specific)

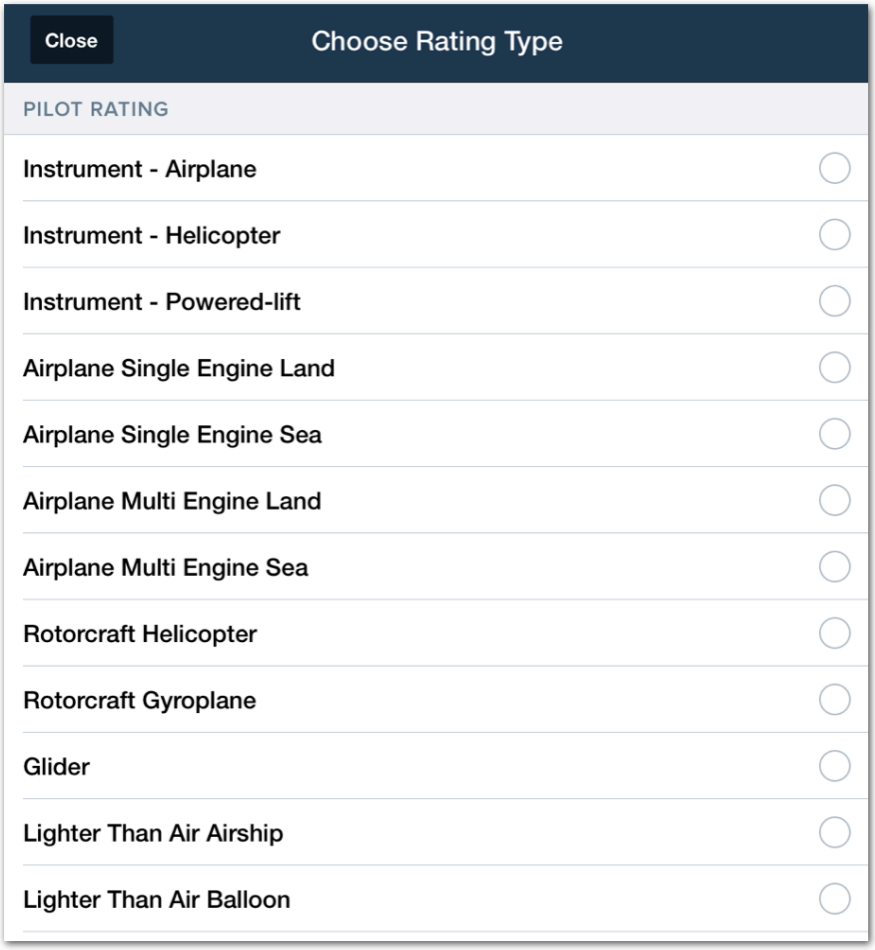


Figure 9-3. Ratings Menu

9.1.2.1 Adding a Ratings

To add a rating:

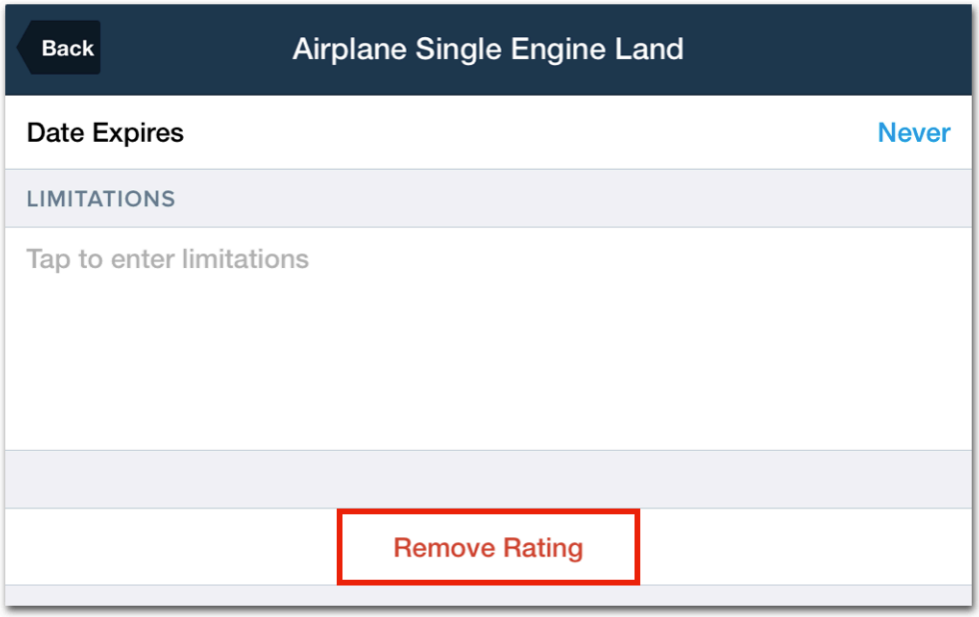
1. Tap **More → Logbook → Qualifications → [+] → Ratings**.
2. Select the certificate to associate the rating with.
3. Enter applicable information.
4. Tap **Done** to save.

Ratings can also be added during certificate creation when applicable.

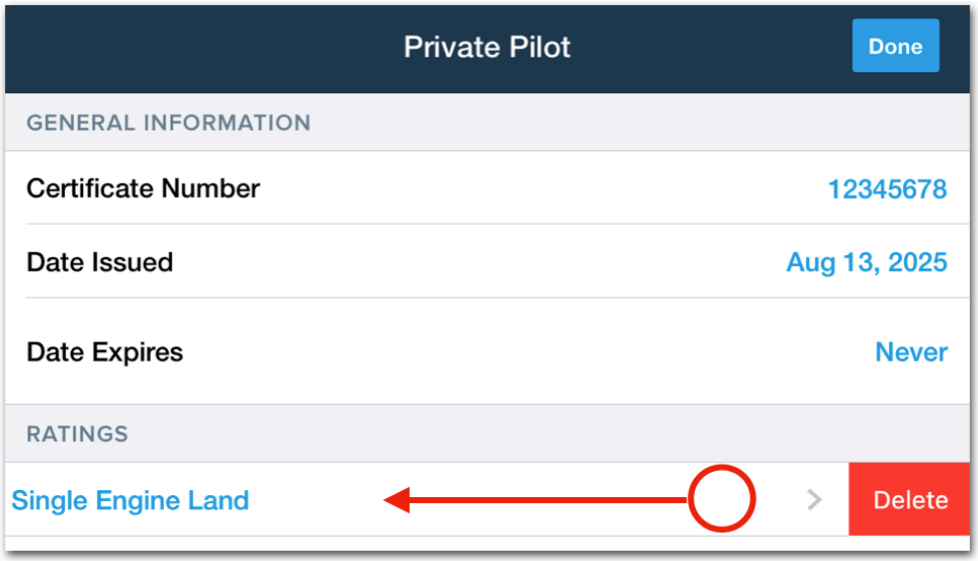
9.1.2.2 Deleting Ratings

To delete a rating:

- Tap **Remove Rating** at the bottom of the item's detail view, or



- Swipe left across the item in the Qualifications list and tap **Delete**.



9.1.3 Endorsements

Endorsements allow instructors to digitally certify logbook entries for specific training events.

To add an endorsement:

1. Tap **More → Logbook → Qualifications → [+] → Endorsement**.
2. Enter details manually or use the **Lookup** feature.

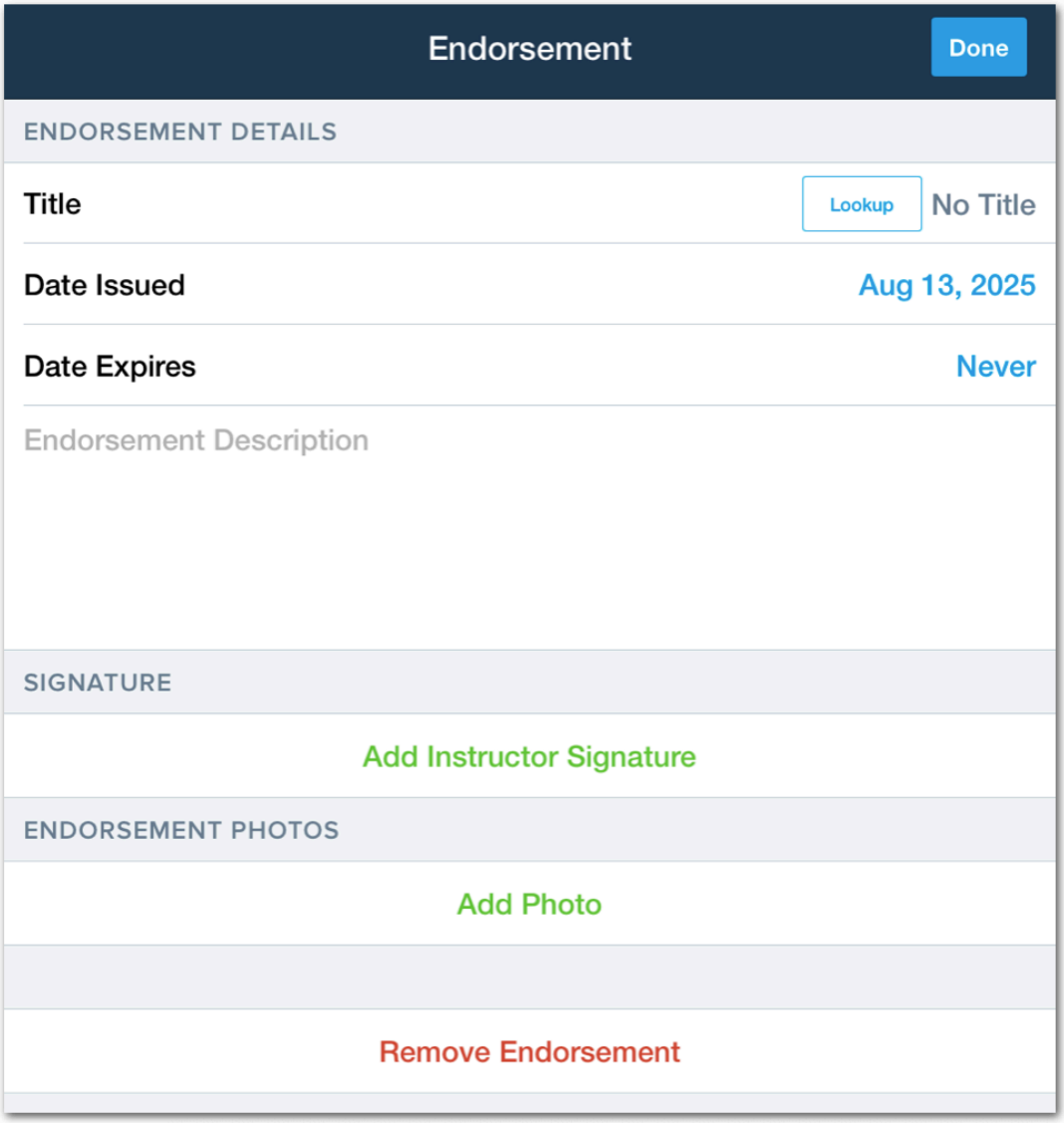


Figure 9-4. Endorsement Form

9.1.3.1 Endorsement Lookup

Use the **Lookup** button to select from over 60 common endorsement types derived from FAA Advisory Circular 61-65.

Each selected endorsement type auto-fills the Description field with a generic template, which can be edited to include specific information such as student details or flight context.

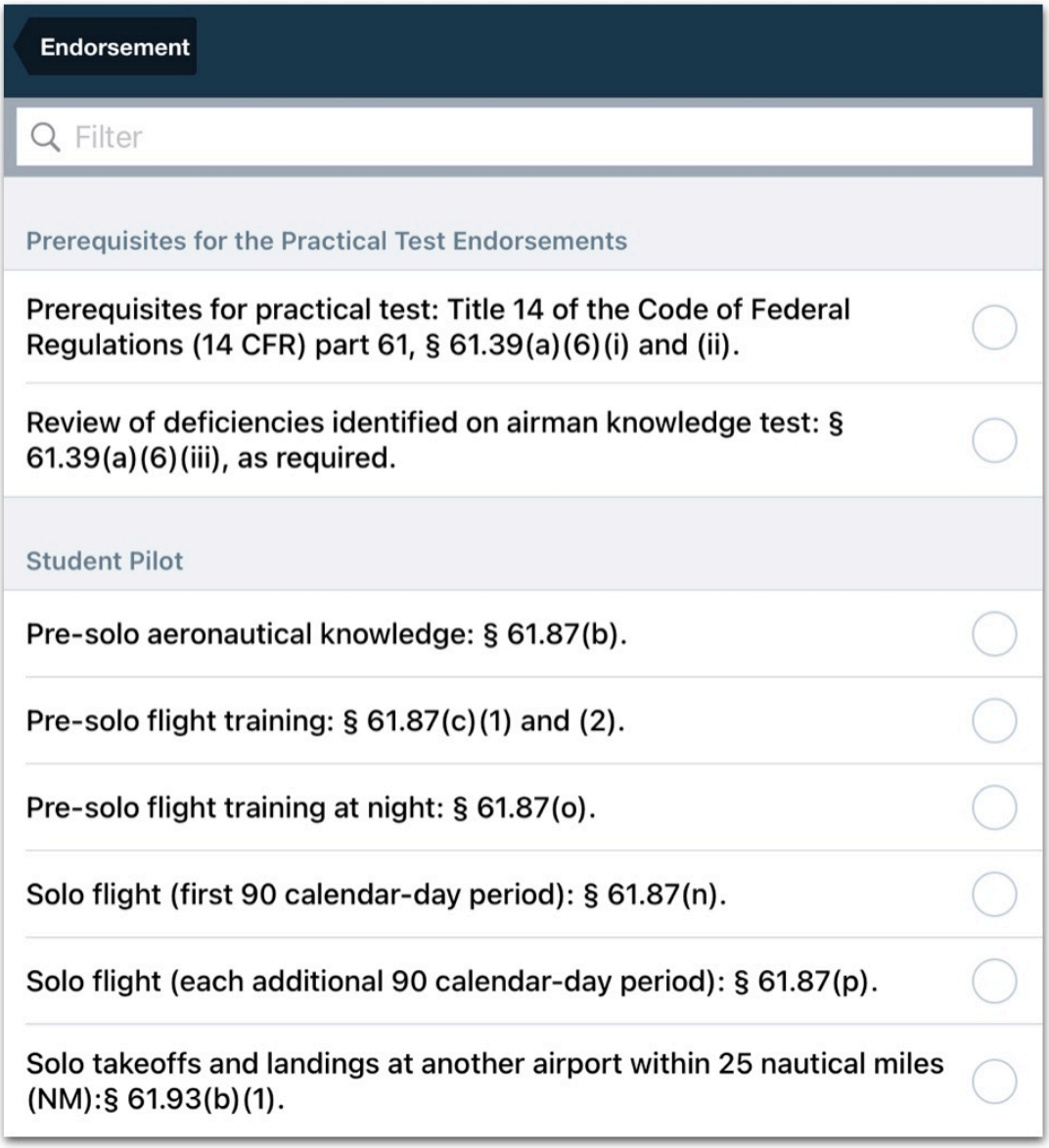


Figure 9-5. Endorsement Lookup Menu

9.1.3.2 Endorsement Photos

To add a photo of an endorsement, tap **Add Photo**, then choose one of the following options:

- **Camera** to take a new photo
- **Photo Library** to select an existing image.

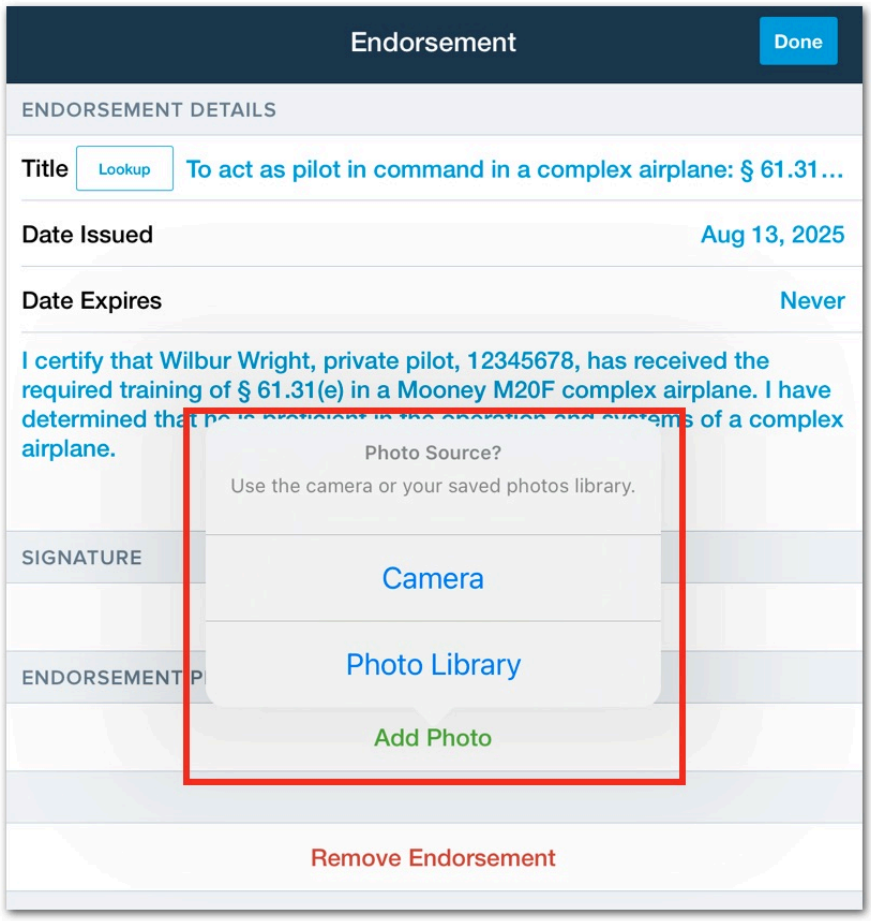


Figure 9-6. Add Photo Source Options

Photos must be added before an instructor signature is applied. Once an endorsement is signed, it becomes locked and cannot be edited.

If a required photo is not added prior to signing, the instructor's signature must be deleted to unlock the endorsement. The instructor must then re-sign the entry after the photo has been added.

9.1.3.3 Endorsement Signatures

To add a signature to an endorsement:

1. Tap **Add Instructor Signature**.
2. Select an instructor from the list of people in Logbook.
3. Select **Edit Instructor Info** if changes need to be made.
4. Tap **Sign Entry**.

5. Sign the endorsement using a finger or stylus.
6. Select **Done**.

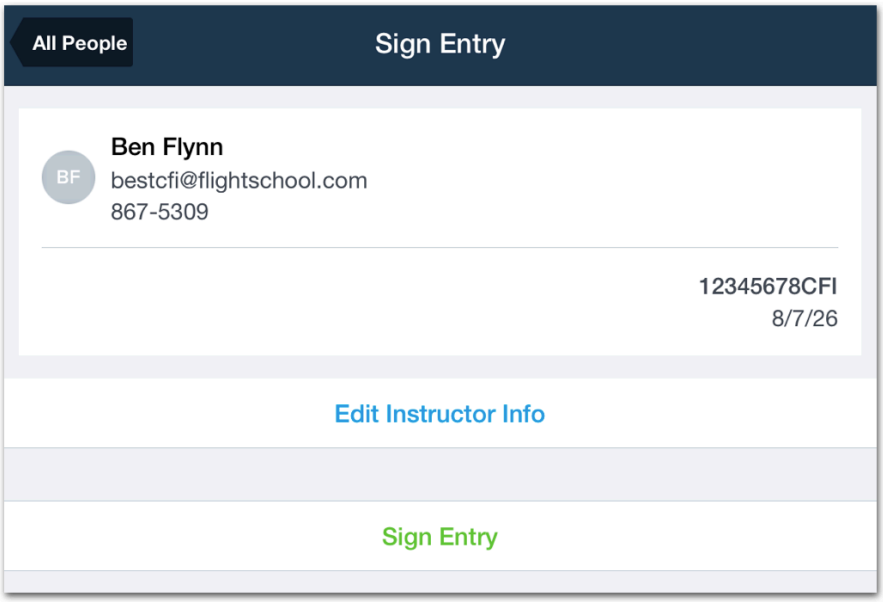
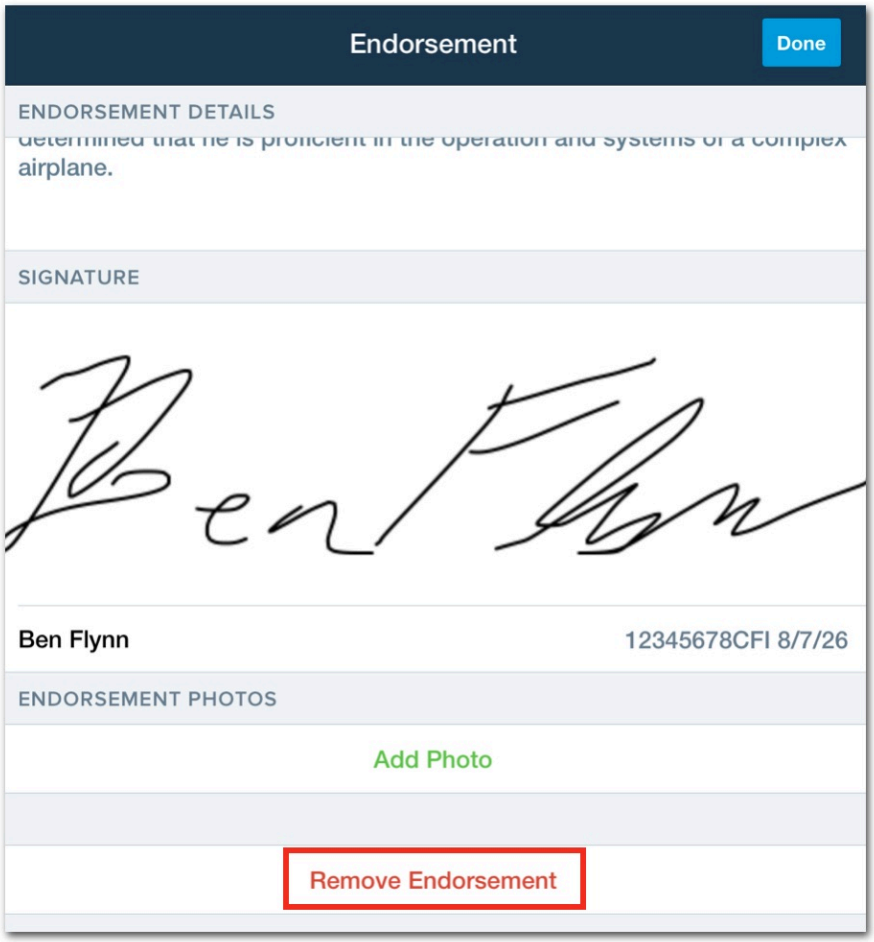


Figure 9-7. Sign Entry Form

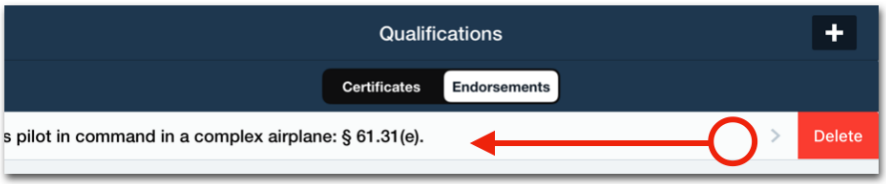
9.1.3.4 Deleting Endorsements

To delete an endorsement:

- Tap **Remove Endorsement** at the bottom of the detail view, or



- Swipe left on the endorsement in the Qualifications list and tap **Delete**.



INSTRUCTOR TOOLS

Instructor Tools provide flight instructors with a dedicated set of features for issuing, managing, and tracking digital endorsements, as well as configuring and applying a digital signature to logbook entries. These tools are designed to streamline instructor workflows by supporting in-person and remote student interactions.

This chapter details the use of these tools for creating endorsements, monitoring student status, and managing instructor credentials.

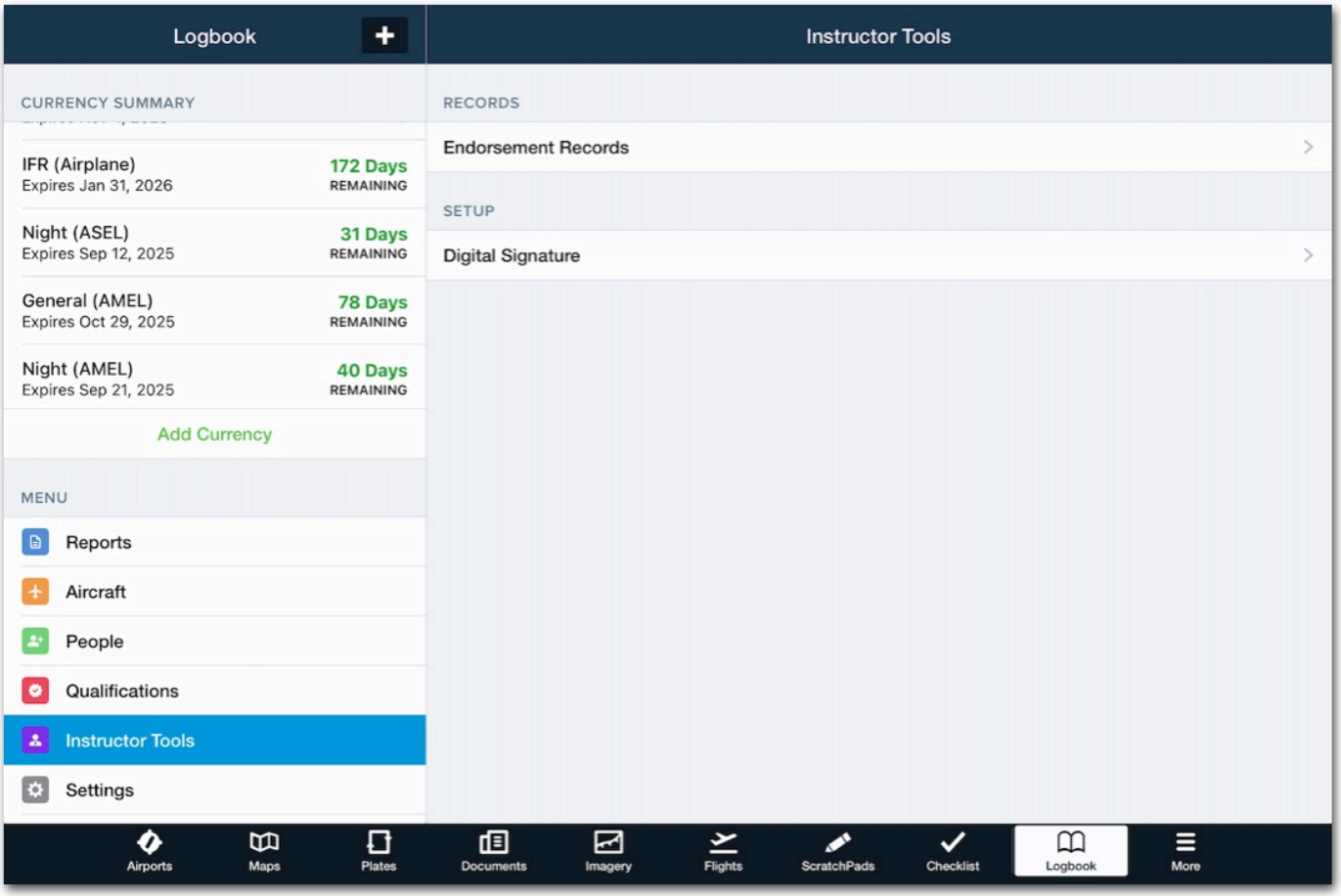


Figure 10-1. Instructor Tools View

10.1 Enabling Instructor Tools

To enable Instructor Tools:

1. Select the **More** view.
2. Select **Logbook**.
3. Tap **Settings** in the lower-left column.
4. Tap **Settings** in the lower-left column. Slide the switch on next to Enable Instructor Tools.

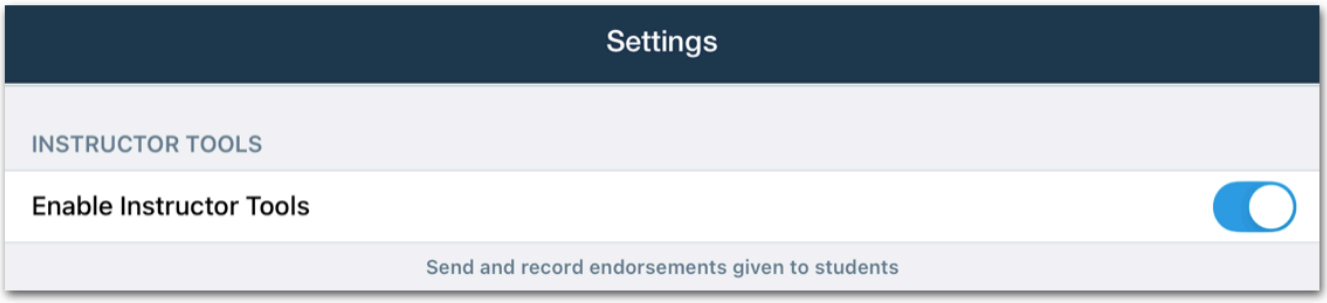


Figure 10-2. Enable Instructor Tools Setting Option

10.2 Endorsement Records

Endorsement Records is a view that allows for issuing, managing, and tracking digital endorsements.

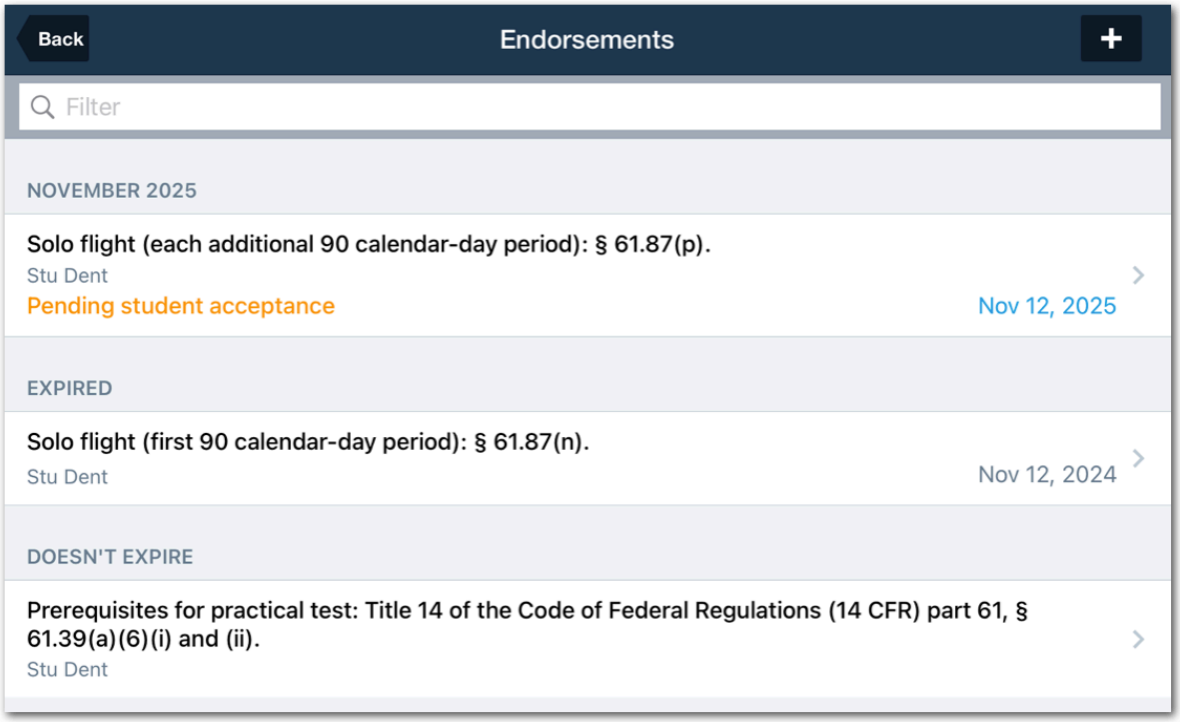


Figure 10-3. Endorsements Records

10.2.1 Sending Endorsements Remotely

To send an endorsement remotely:

1. Select **Instructor Tools**.
2. Tap **Endorsement Records**.
3. Tap the **[+]** button in the upper-right corner.
4. Complete the endorsement form.
5. Select **Add Signature** to sign the endorsement if a signature is not set up.
6. Tap **Send Endorsement**.

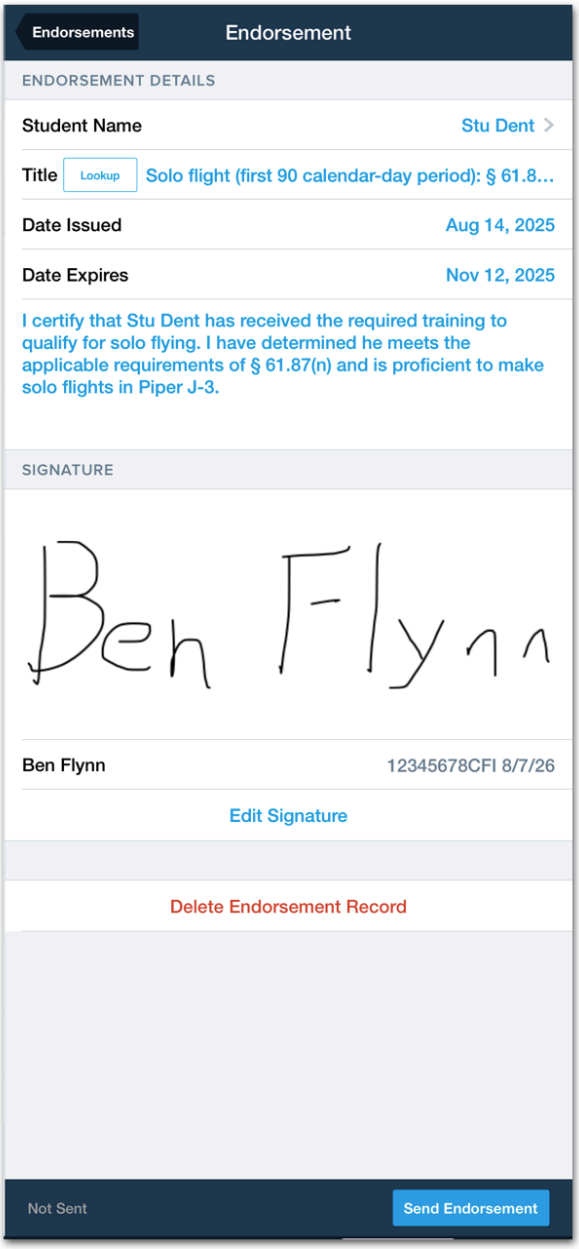


Figure 10-4. Remote Endorsement Form

When sending an endorsement intended for a student's ForeFlight account, ensure the email address in the student's profile matches the email associated with their ForeFlight Mobile subscription.

If the student does not have a ForeFlight Mobile subscription, the endorsement is emailed to them as a PDF.

NOTE: Endorsements such as Flight Review or Solo Flight are automatically populated with the correct expiration date based on the endorsement date.

10.2.1.1 Remote Endorsement Notifications

When an endorsement is sent:

- The student receives both an in-app notification and an email if the student has a ForeFlight Mobile subscription.
- If the student does not have a ForeFlight Mobile subscription, a PDF is emailed to them.

For ForeFlight Mobile subscribers, remote endorsements appear in the student's Drafts & Requests section.

Students may:

- Tap the endorsement to review.
- Tap **Accept** to add it to Logbook, or
- Tap **Decline** to reject and provide comments.

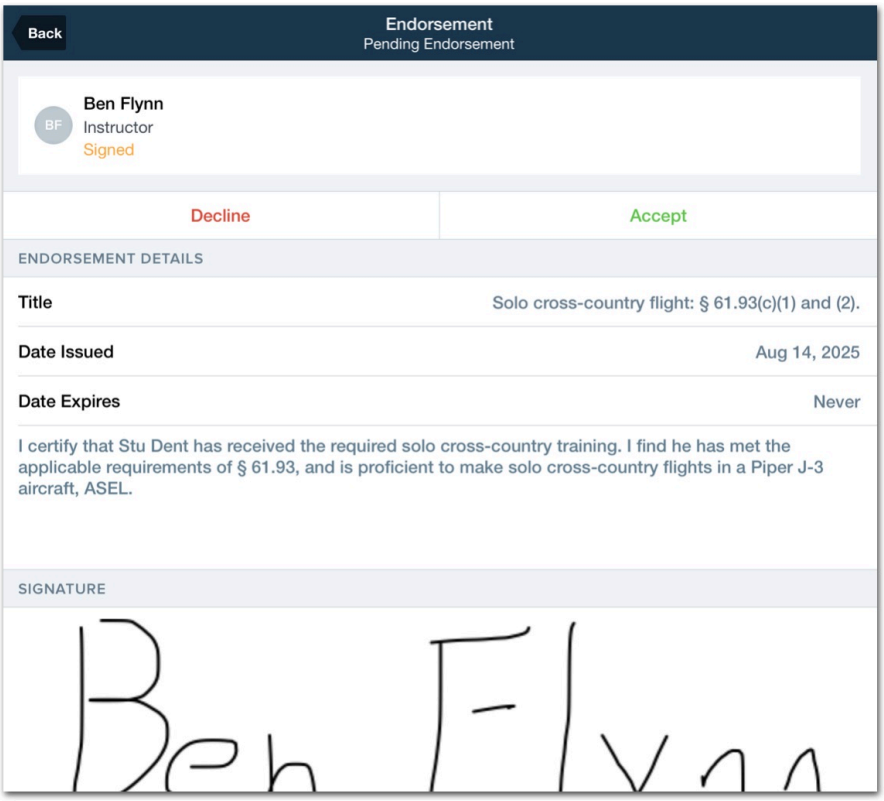


Figure 10-5. Remote Endorsement on Student's Device

10.2.1.2 Declined Endorsements

If a student declines an endorsement, comments may be included. These comments appear in the Student Comments section of the declined record.

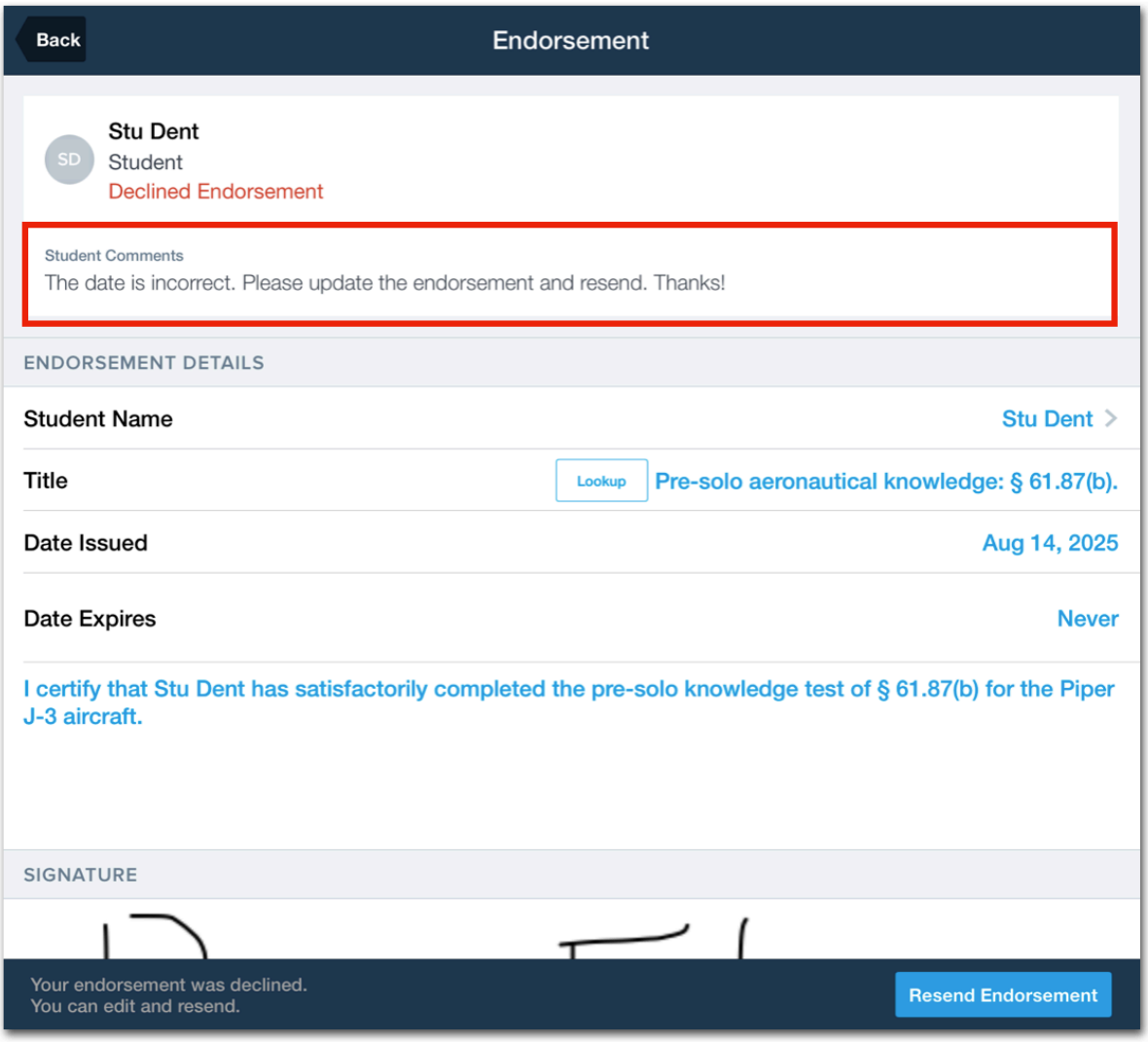


Figure 10-6. Declined Endorsement with Comments

10.2.2 Endorsement Records List

The Endorsement Records list displays all draft, pending, declined, and accepted endorsements.

Endorsements are grouped by expiration date. Endorsements without an expiration date appear at the top of the list.

10.2.2.1 Endorsement Status

Endorsements have the following status.

- **Draft**
- **Pending Student Acceptance**
- **Accepted**
- **Declined.**

The text of the title line of Accepted and Pending endorsements is bold. The text of a declined endorsement is light gray.

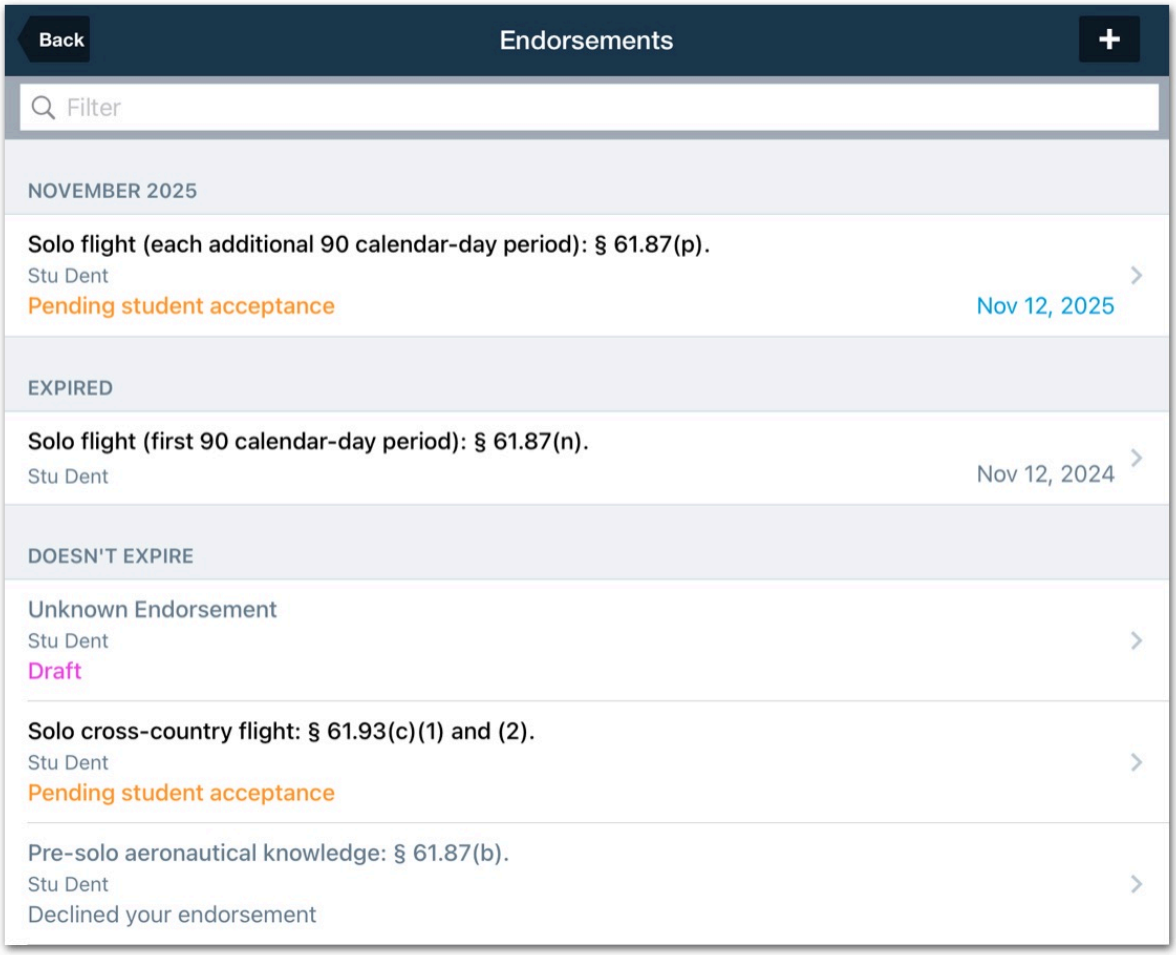


Figure 10-7. Instructor Endorsement Records List

10.2.3 Searching Endorsements

Use the search bar in the Endorsement Records list to locate records by:

- Keyword
- Student name

- Date (using supported formats).

Supported date formats:

- YYYY-MM-DD
- YYYY.MM.DD
- YYYY/MM/DD
- YYYYMMDD.

Matching text of keyword and name searches is shown in blue text. Matches are highlighted in blue. Search results update dynamically while typing.

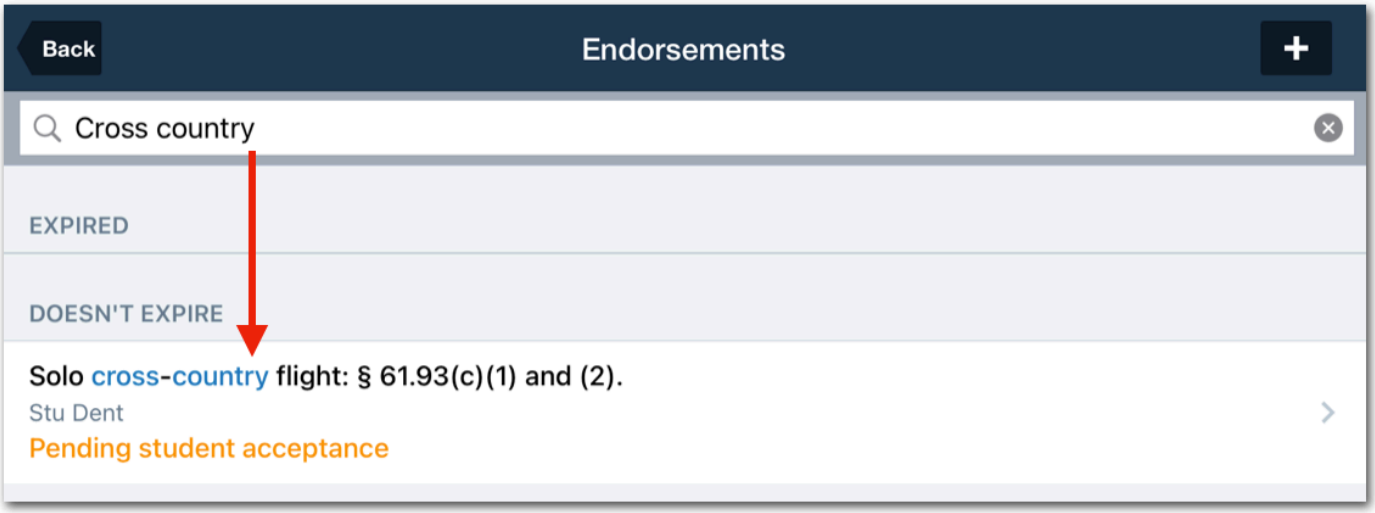


Figure 10-8. Matching text is highlighted in blue when searching.

10.2.4 Deleting Endorsements

Deleting an endorsement removes the record from the instructor's account. It will not delete the student's copy.

To delete an endorsement, swipe left in the Endorsement Records list to reveal a **Delete** button.

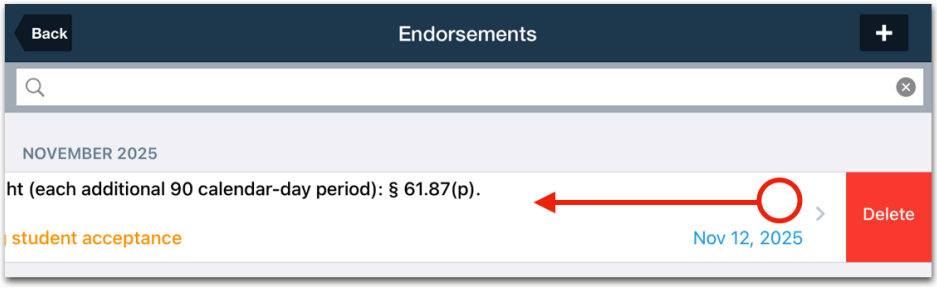


Figure 10-9. Swipe to Delete Endorsements

Alternatively, Tap **Delete Endorsement Record** at the bottom of the detail view.

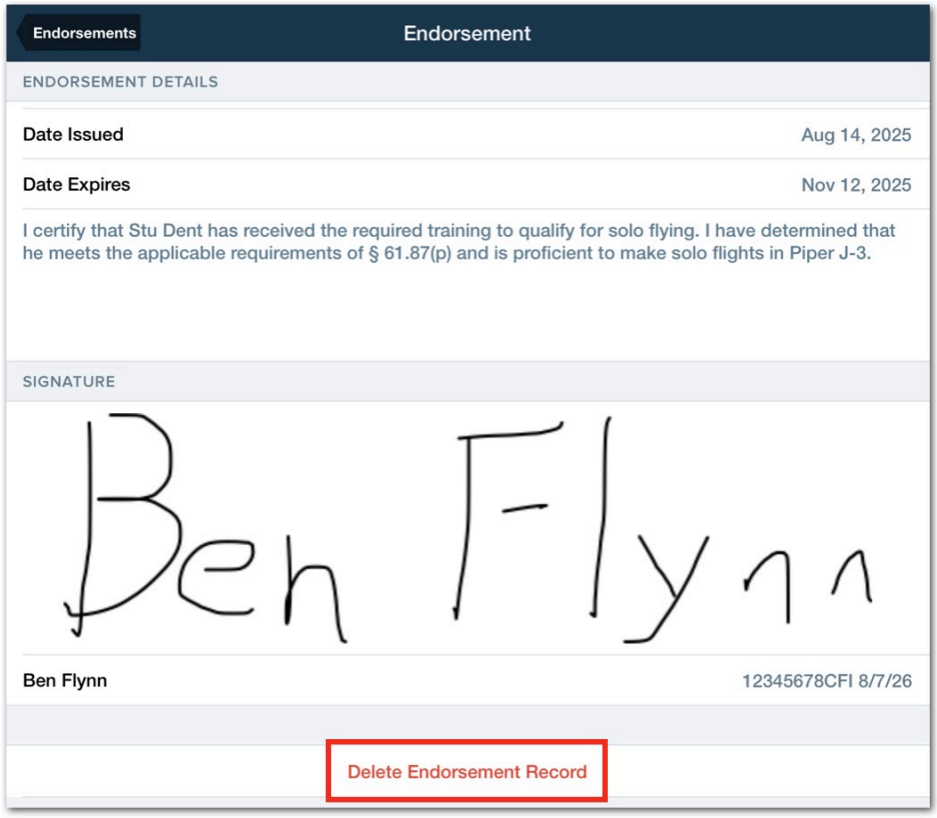


Figure 10-10. Delete Endorsement Record Button

10.3 Digital Signature

The Digital Signature section allows instructors to save and manage their personal signature information, including:

- Name
- Instructor certificate number
- Certificate expiration date
- Signature.

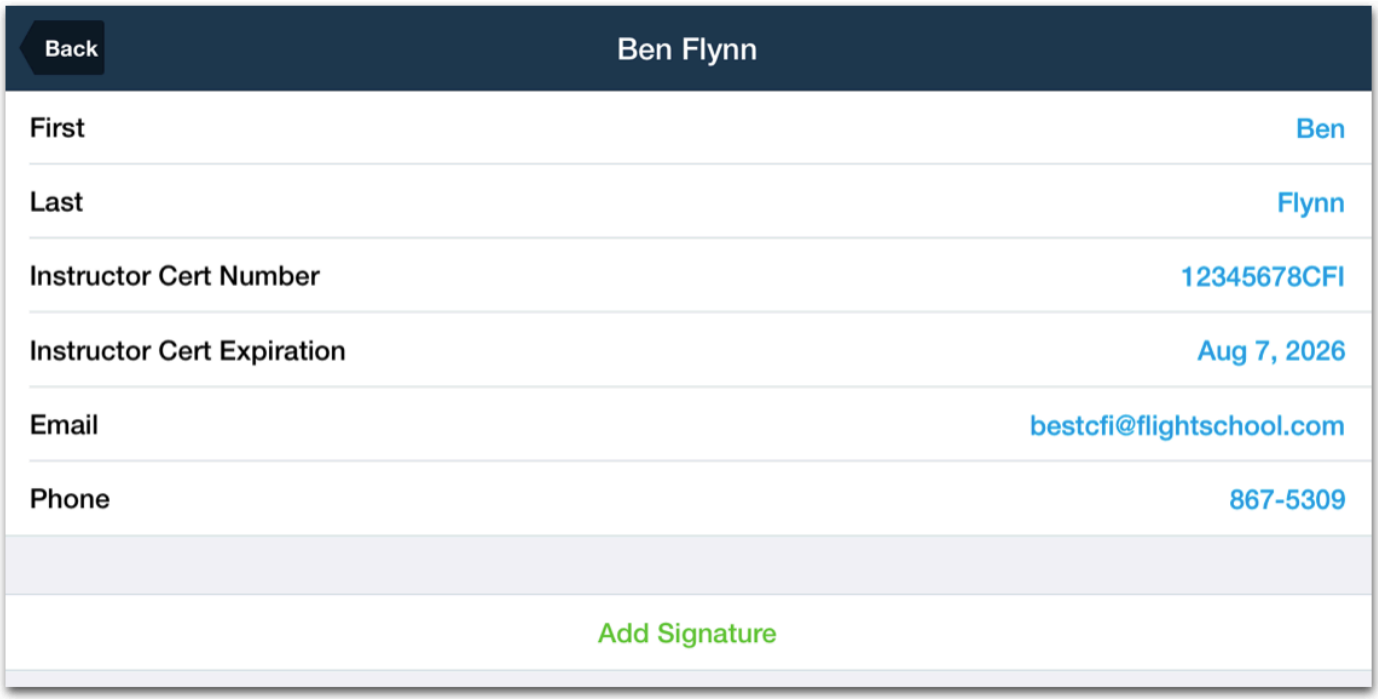


Figure 10-11. Digital Signature View

10.3.1 Adding a Digital Signature Profile

To add a digital signature:

1. Select **Instructor Tools**.
2. Tap **Digital Signature**.
3. Complete the fields in the Digital Signature form.
4. Select **Add Signature**.

10.3.2 Updating a Digital Signature Profile

To update the Digital Signature profile:

1. Select **Instructor Tools**.
2. Tap **Digital Signature**.
3. Edit the fields in the Digital Signature form.
4. Select **Change Signature** if needing to update the signature.
5. Select the **Back** button when done.

10.3.3 Deleting a Digital Signature

To delete a signature:

1. Select **Instructor Tools**.
2. Tap **Digital Signature**.
3. Swipe left on the saved signature to reveal a **Delete** button.
4. Tap **Delete**.

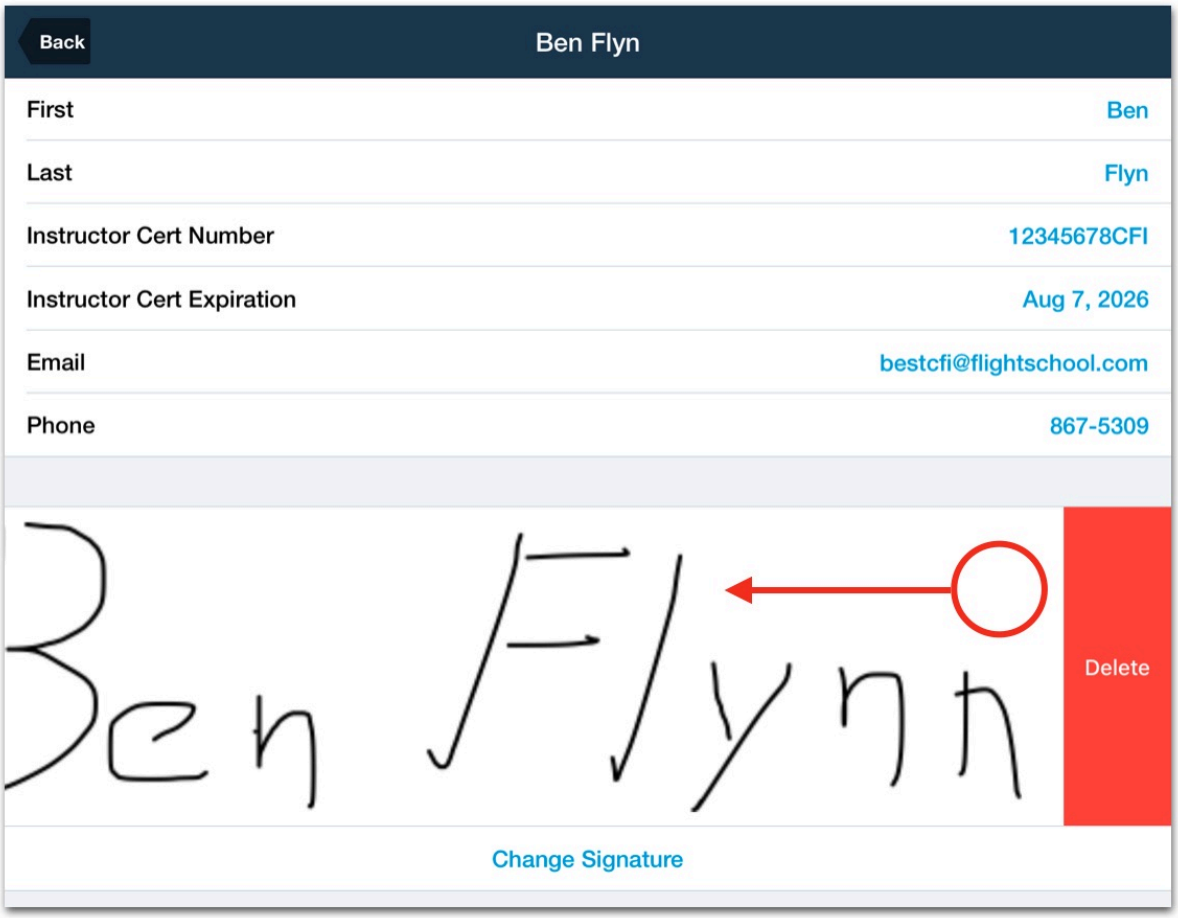


Figure 10-12. Swipe Left to Reveal a Delete Button

SETTINGS

The Settings section provides configuration options that control how Logbook functions, displays data, and interacts with other features. These settings support a wide range of customization, allowing for a more tailored experience that aligns with specific operational preferences and regulatory requirements.

This chapter describes each available setting, grouped by category.

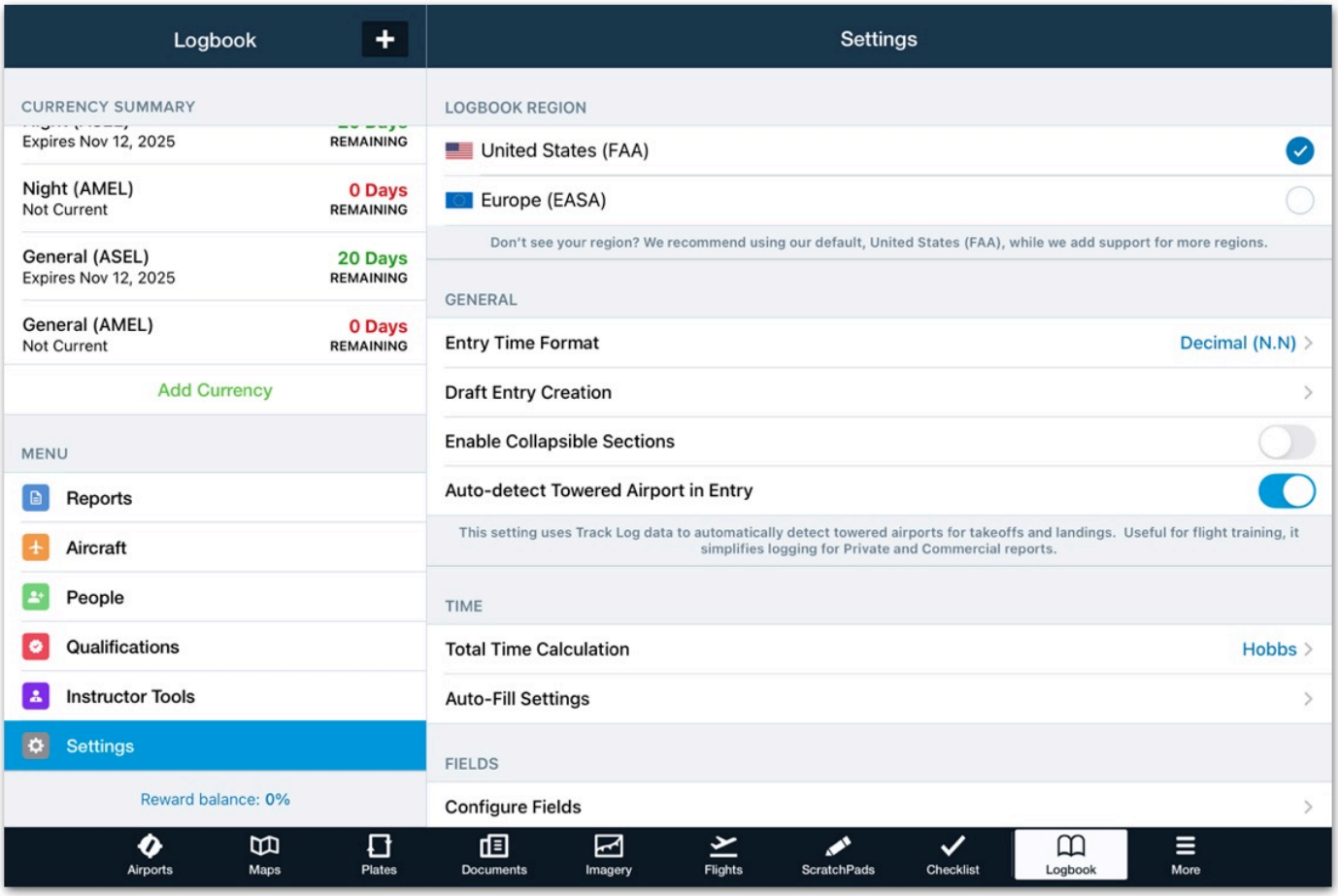


Figure 11-1. Logbook Settings

11.1 Accessing Logbook Settings

To access Logbook settings:

1. Tap the **More** button.
2. Select **Logbook**.
3. Scroll to the **Menu** section.
4. Tap **Settings**.

11.2 Logbook Region Settings

The Logbook Region Settings section enables selection of an FAA or EASA compliant logbook. To select a region, tap the desired region.

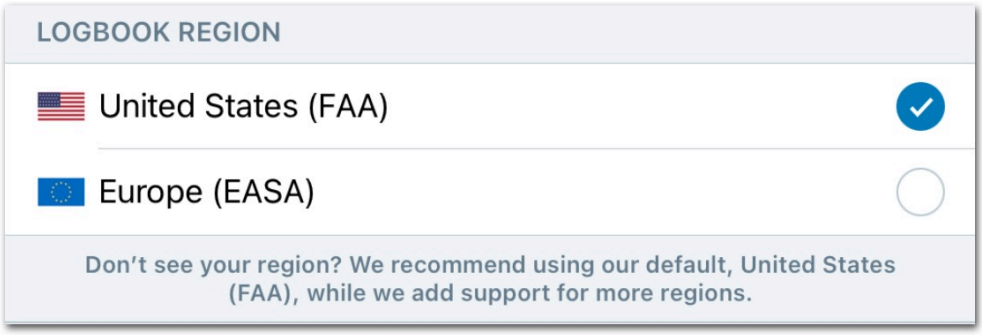


Figure 11-2. Logbook Region Settings

> **NOTE:** ForeFlight recommends using the **United States (FAA)** logbook settings if the desired region is not available.

11.3 General Settings

The General Settings section includes preferences that control how flight entry data is displayed and managed in ForeFlight Logbook.

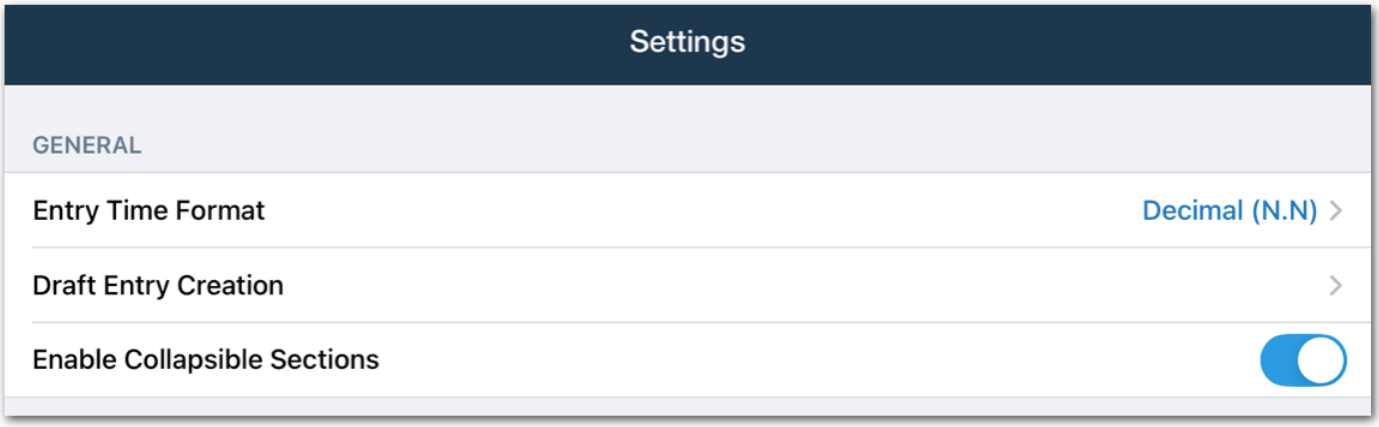


Figure 11-3. Logbook General Settings

The settings in this section are:

> **Entry Time Format.**
>
> Logbook supports three time display formats:
>
> - **Decimal (N.N)**: Displays time in hours and tenths (e.g., 1.5).
> - **Decimal (N.NN)**: Displays time in hours, tenths, and hundredths (e.g., 1.55).
> - **Hours & Minutes (HH:MM)**: Displays time in hours and minutes (e.g., 1:30).

> **Draft Entry Creation**
>
> - Settings in this section allow automatic draft logbook entries to be created from selected sources. Available options include:
> - **Track Log:** When enabled, draft entries are automatically created when track logs are recorded.
> - **Filed Flight Plan:** When enabled, draft entries are automatically created when flight plans are filed.

> **Enable Collapsible Sections**
>
> This option allows logbook sections to be collapsed or expanded in the Flight Entry View. Preferences are saved between the completion of logbook entries.

11.4 Time Settings

Time-related preferences in Logbook allow for automated calculation and auto-fill of flight time values.

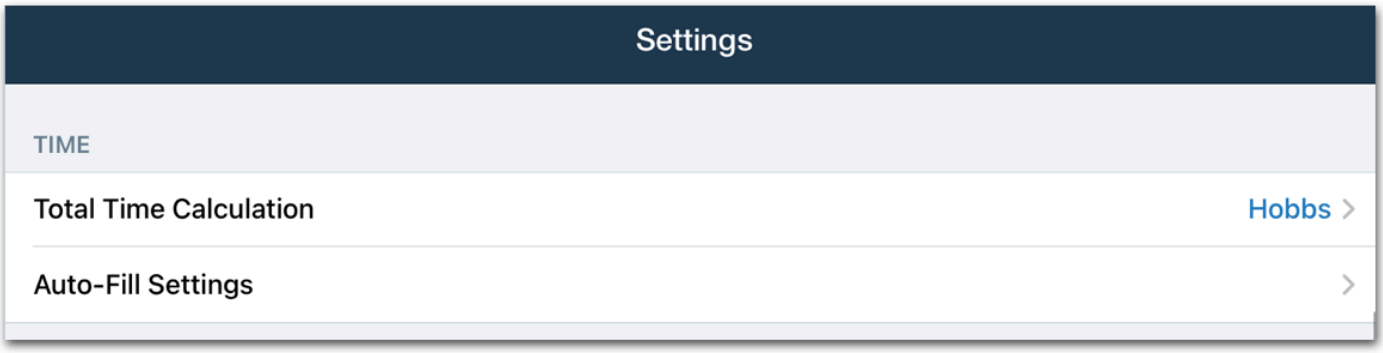


Figure 11-4. Logbook Time Settings

The settings in this section are:

> **Total Time Calculation**
>
> Configure the source from which Logbook automatically calculates Total Time. Options include:
>
> - Hobbs time
> - Tach time
> - Block time
> - Flight time
> - Duty time.
>
> **NOTE:** If no Hobbs or Tach times are entered and Flight Time is not selected, Logbook defaults to Block Time for total time calculation.

> **Autofill Settings**
>
> Configure which fields are automatically filled with the total time of the entry. Options include:
>
> - PIC
> - Dual Given
> - Dual Received
> - Cross Country

> - Custom Fields.

11.5 Fields Settings

The Fields section includes a Configure Fields option, which allows customization of the Logbook Entry View by selecting which fields are shown or hidden. Enabled fields appear in every logbook entry.

This section also supports the addition of Custom Fields for tracking information not included by default.

Deselecting a standard field hides it from view but does not delete any data entered in that field.

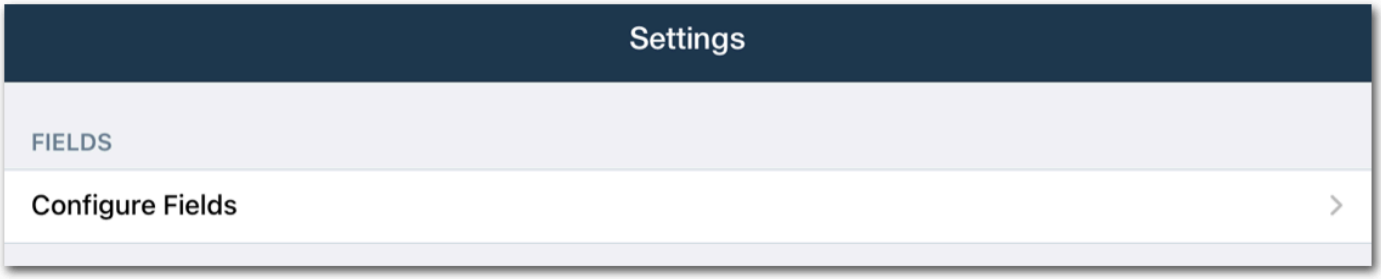


Figure 11-5. Logbook Fields Settings

11.5.1 Custom Fields

Custom Fields allow tracking of information not included in Logbook by default.

To add a custom field:

1. Select **More → Logbook → Settings**.
2. Select **Configure Fields** in the Fields section.
3. Tap **Add Custom Field**.
4. Enter a field name at the top of the pop-up.
5. Select the field type (e.g., **Text**, **Numeric**, **Hours**).
6. Tap **Done** to save the field.

Once created, the custom field will appear near the bottom of every logbook entry.

11.5.1.1 Deleting Custom Fields

To delete a custom field, swipe left across the field in the list to reveal a **Delete** button. Select **Delete**.



Figure 11-6. Swipe to delete a custom field.

Alternatively, tap **Delete** at the bottom of the custom field window.

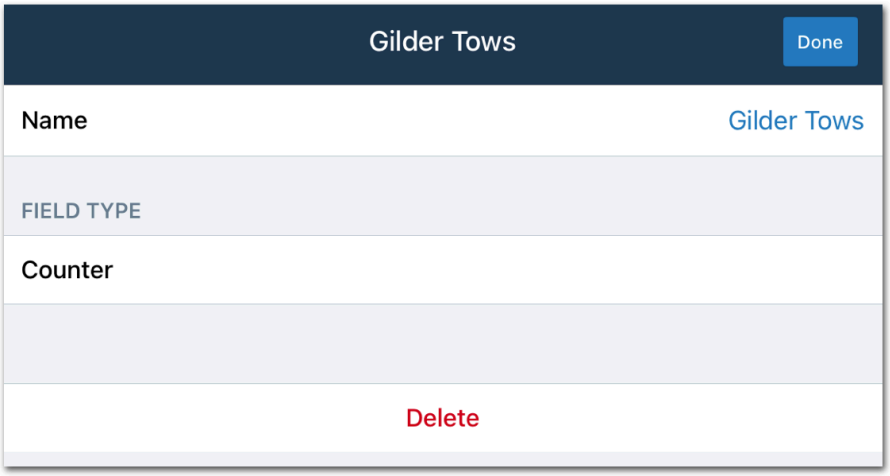


Figure 11-7. Delete Button in Custom Field View

WARNING: Deleting a custom field permanently removes all associated data from every logbook entry. This action cannot be undone.

11.6 Instructor Tools

The Enable Instructor Tools setting within the Instructor Tools section controls whether the Instructor Tools option appears in the Logbook menu.

For additional information, see the Instructor Tools chapter.

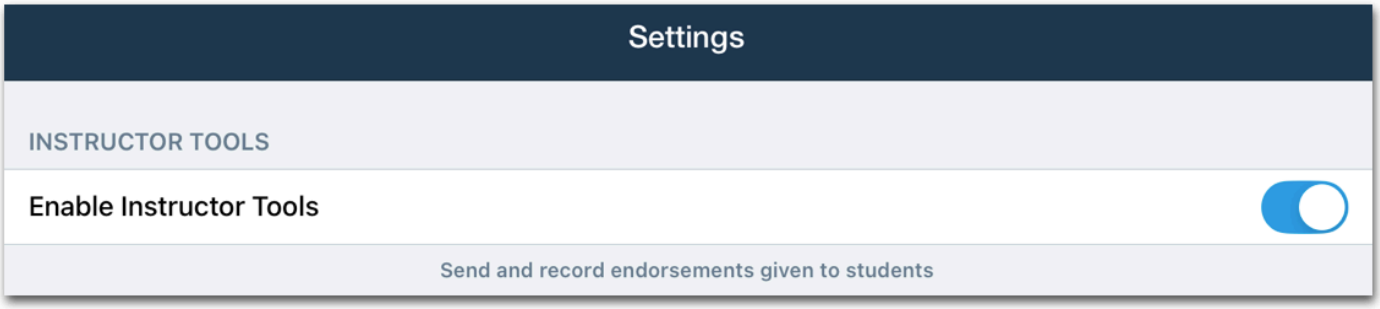


Figure 11-8. Instructor Tools Setting

11.7 Report Settings

The Include Simulators in Total Time setting within the Reports section adds time logged in simulators to the total time shown on the Experience Report.

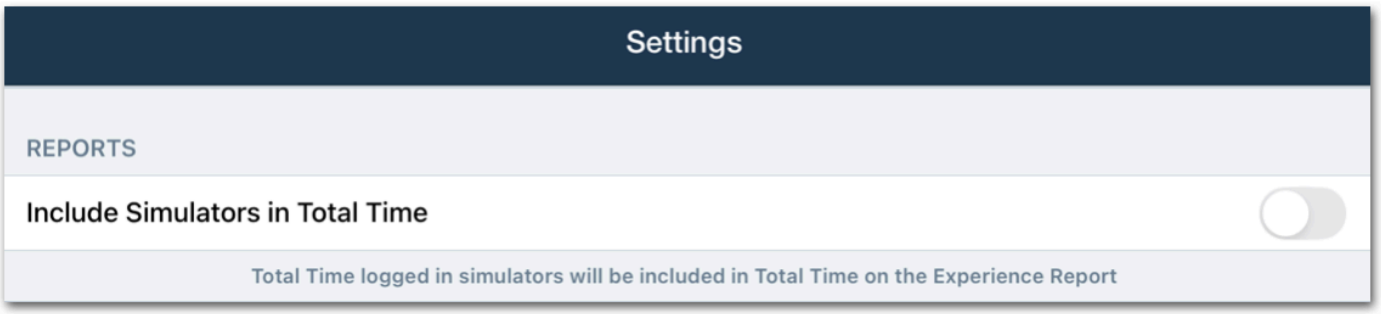


Figure 11-9. Reports Settings

11.8 Auto-Export

The Auto-Export section in Logbook settings provides options to enable automatic exports or to export logbook data immediately.

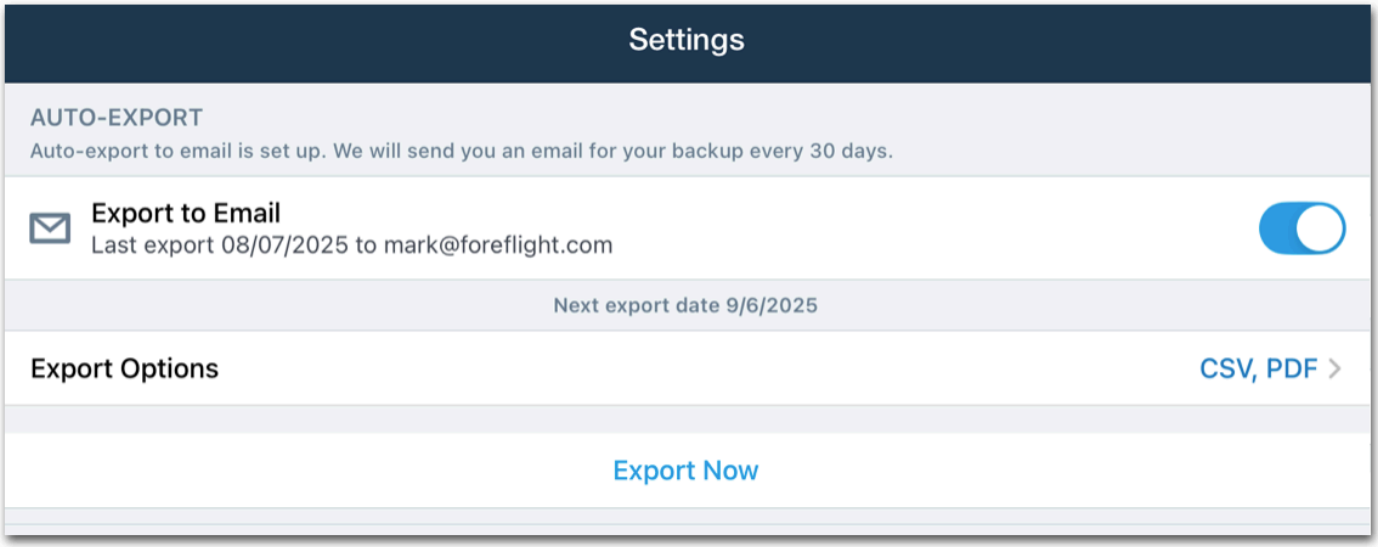


Figure 11-10. Auto-Export Settings

Available settings include:

> **Export to Email**
>
> This setting enables ForeFlight Logbook data to be sent to the account's email address in CSV and/or PDF format (Based on the Export Setting). Enabling Export to Email will automatically email the selected format(s) once every 30 days.

> **Export Options**
>
> This setting determines whether the ForeFlight Logbook data export will be sent in either or both of the following formats:
>
> - **CSV**: A spreadsheet-friendly text file of all the entries. This export excludes endorsements, signatures, photos, and track logs.
> - **PDF**: A complete logbook PDF file with all entries, certificates, licenses, endorsements, and category and class information.

11.8.1 Exporting Logbook Data

Logbook data can be exported at any time using the Export Now option. To export Logbook data:

1. Select **More → Logbook → Settings**.
2. Select **Export Now** in the Auto-Export section. An email will be sent to the email address on the account. The file type sent is based on the selections made in the Export Options view.

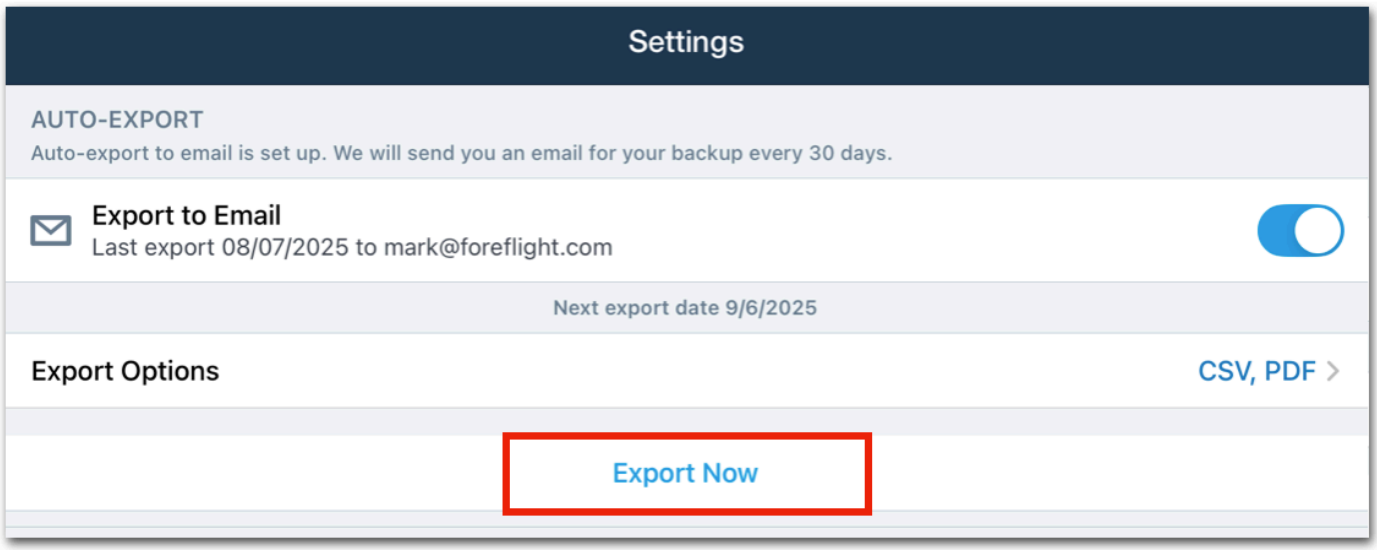


Figure 11-11. Export Now Button

> **NOTE:** Using Export Now resets the 30-day export cycle.

SHARING LOGBOOK ENTRIES

ForeFlight Mobile Logbook supports two methods of sharing flight data:

- **Contacts**: Sends complete logbook entries to other pilots
- **Share**: Generates public flight summaries for friends and family.

These features reduce redundant data entry and enhance post-flight engagement.

12.1 Sharing with Contacts

Sharing a logbook entry with a contact that also uses ForeFlight Mobile creates a draft entry in the recipient's Logbook. Sharing streamlines data transfer and prevents errors. Shared entries include all fields except Track Logs and Flight Photos.

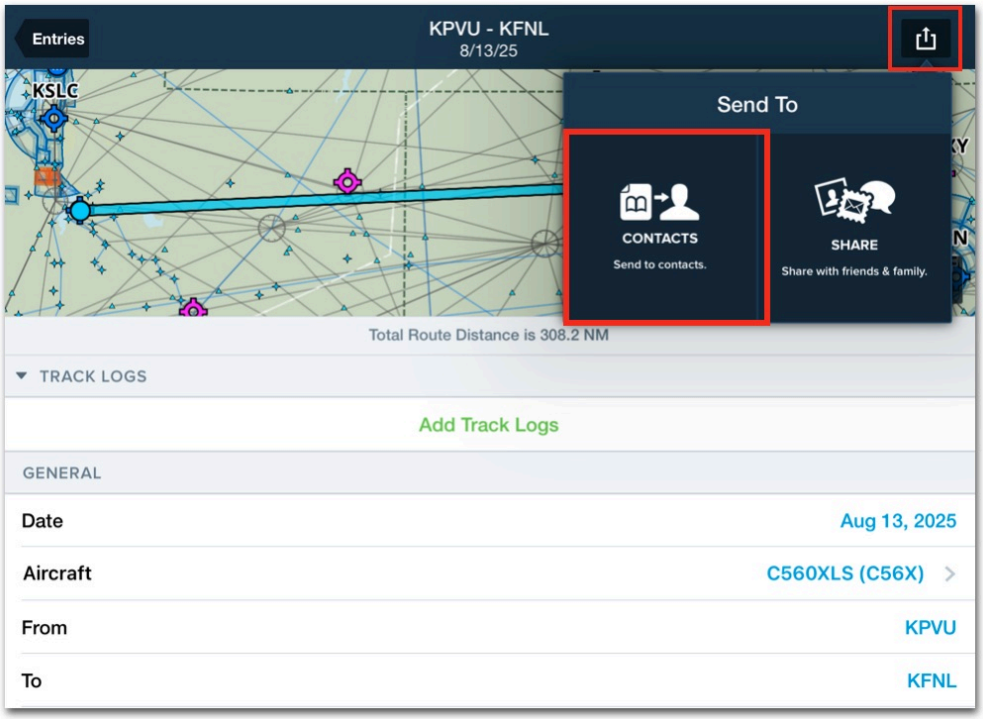


Figure 12-1. Share with Contacts

To share a logbook entry:

1. Tap the **Send To** button at the top of the logbook entry.
2. Select **Contacts**.
3. Tap the name of a saved contact or manually enter an email address in the **Send To** field.

Shared entries appear in the Drafts & Requests section at the top of the recipient's Logbook.

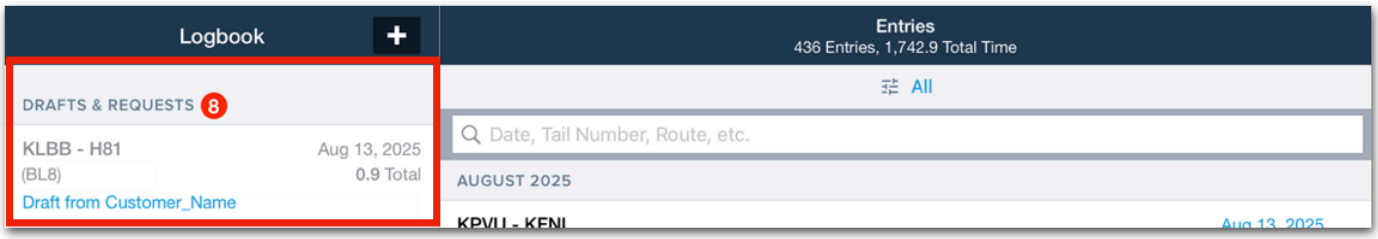


Figure 12-2. Shared Entry in Drafts & Requests

Tap the draft to review and edit if needed. To delete or accept a shared entry:

- Tap **Delete** to discard it.
- Tap **Approve** to save it to Logbook.

A push notification is sent when an entry is received. If push notifications are disabled, an email notification is sent instead.

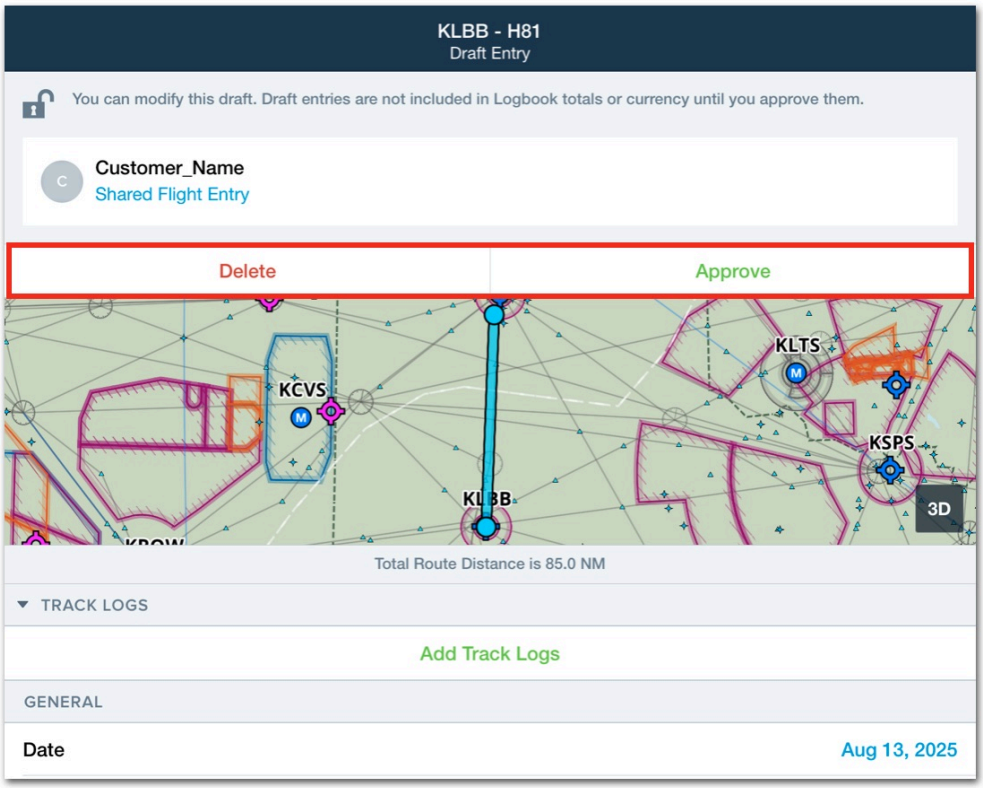


Figure 12-3. Delete and Approve Buttons in Draft Entry

12.2 Share with Friends and Family

Flight summaries can be shared with non-pilots via a public link. Summaries include flight details, photos, and an interactive map. A ForeFlight Mobile account is required to view shared summaries.

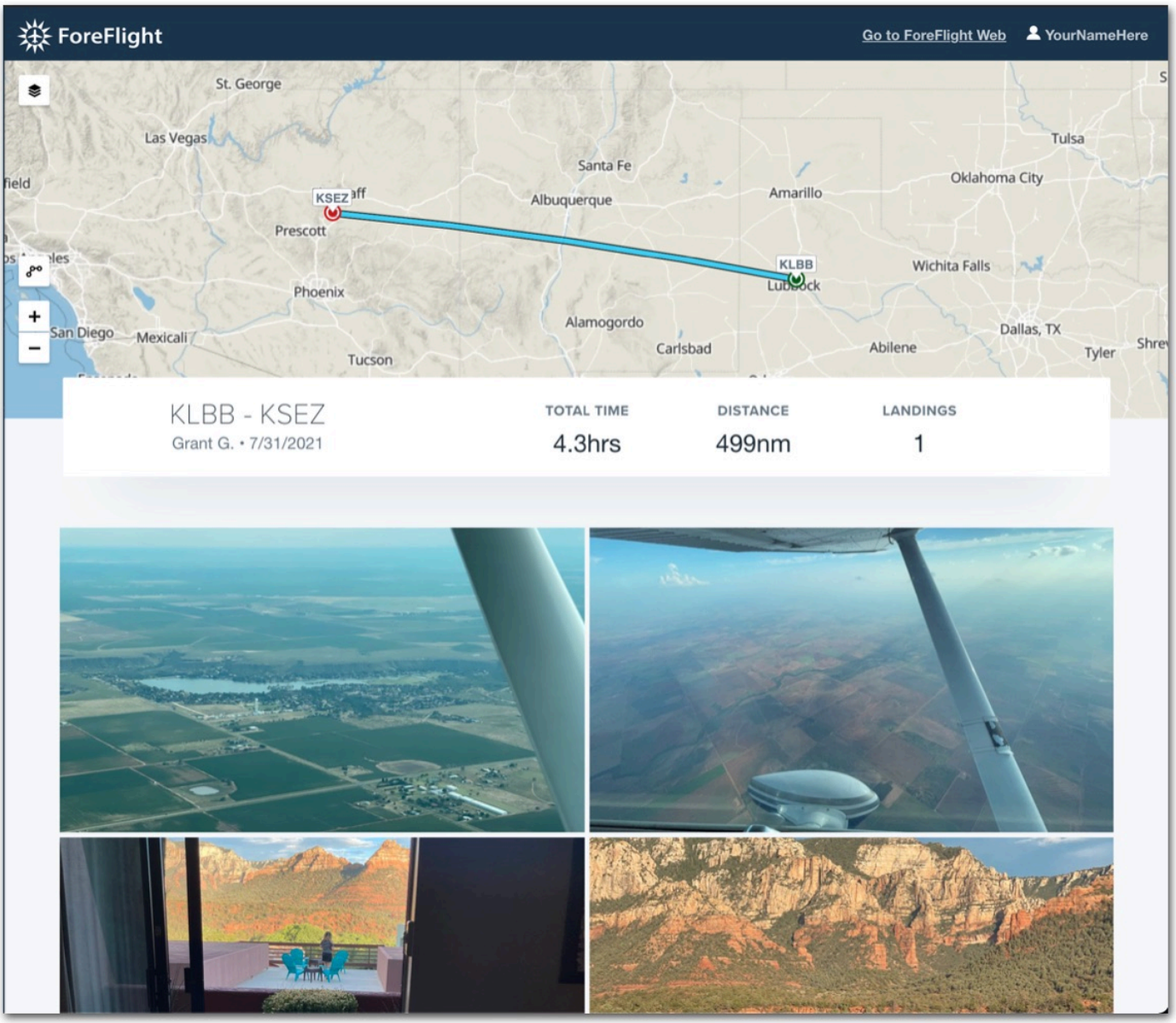


Figure 12-4. Logbook Flight Summary

12.2.1 Sharing a Flight Summary

To share a flight summary:

1. Tap the **Send To** button.

2. Tap **Share**. A menu will be displayed.
3. Select a sharing method (e.g., email, AirDrop, text message, or social media).

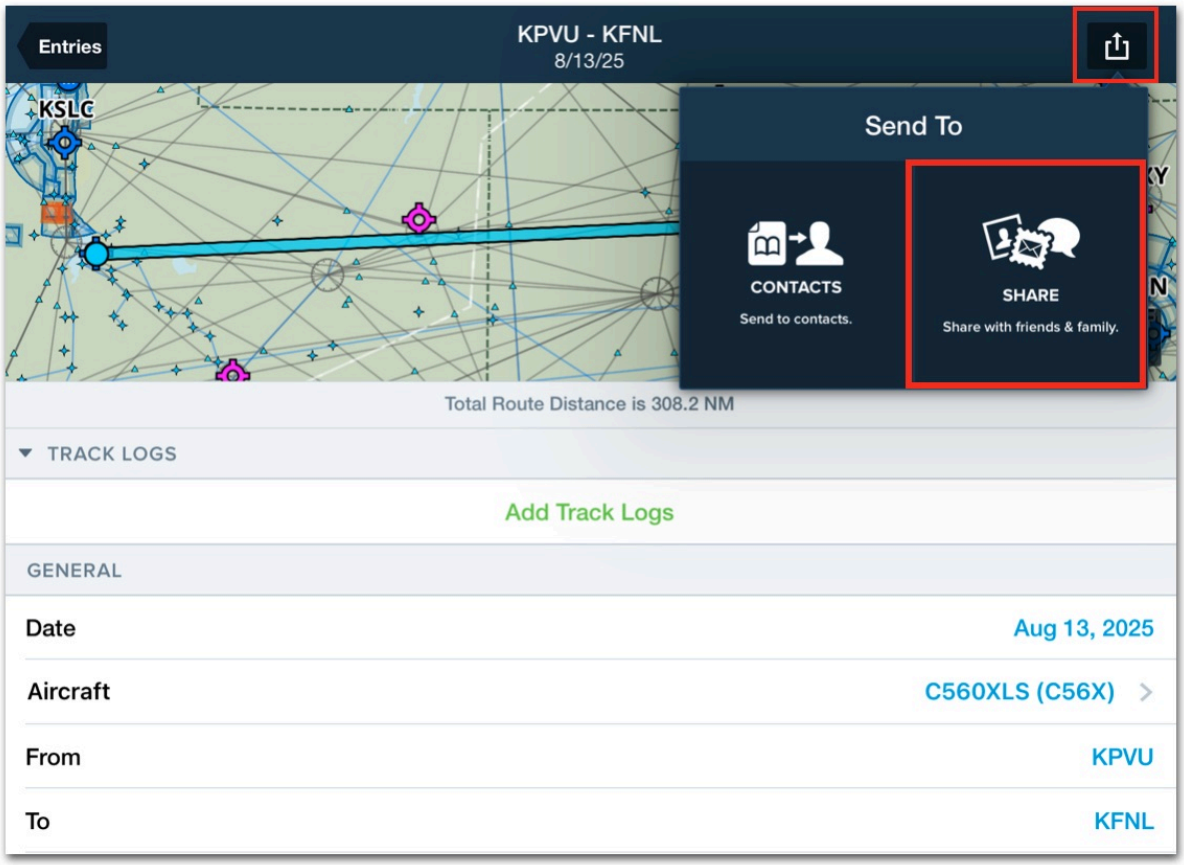


Figure 12-5. Share with Friends & Family

Shared summaries remain linked to their logbook entries. Any updates to the entry will reflect in the summary.

> **IMPORTANT:** Summaries cannot be unlinked and can only be removed by deleting the original logbook entry.

LOGBOOK ON THE WEB

ForeFlight Web enables digital access to the Logbook, allowing pilots to create, manage, and edit flight records from a web browser. In addition to viewing and editing entries, users can generate reports, manage aircraft profiles, and import or export logbook data.

This chapter discusses the basics of Logbook on the Web.

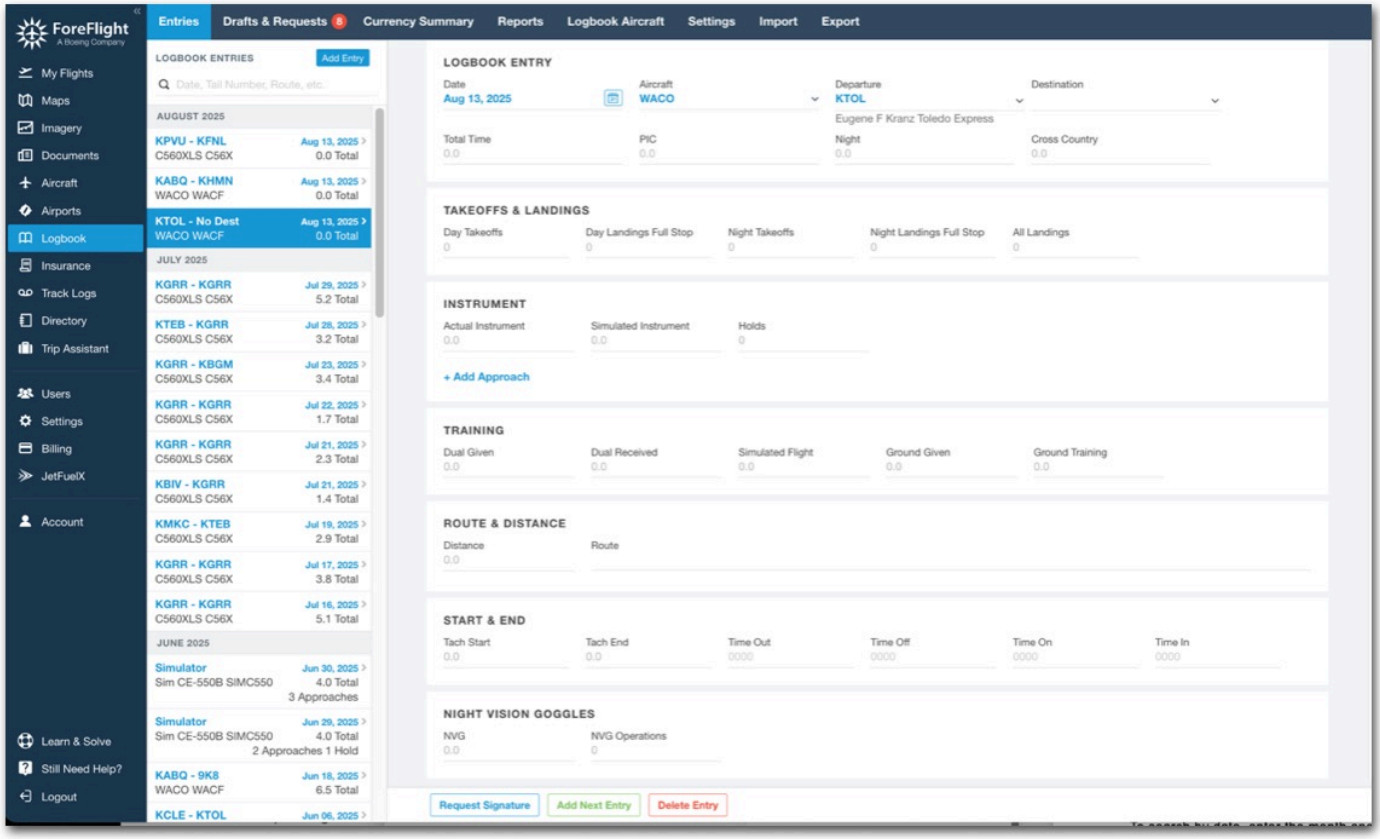


Figure 13-1. Logbook on the Web

13.1 Entries Section

Entries are grouped by month with the most recent displayed first. Use the search bar to filter by date, aircraft tail number, departure, or destination. To search by date, enter the date in MM/DD format.

Selecting an entry highlights it in blue and displays its full details in the Logbook Entry Editor panel.

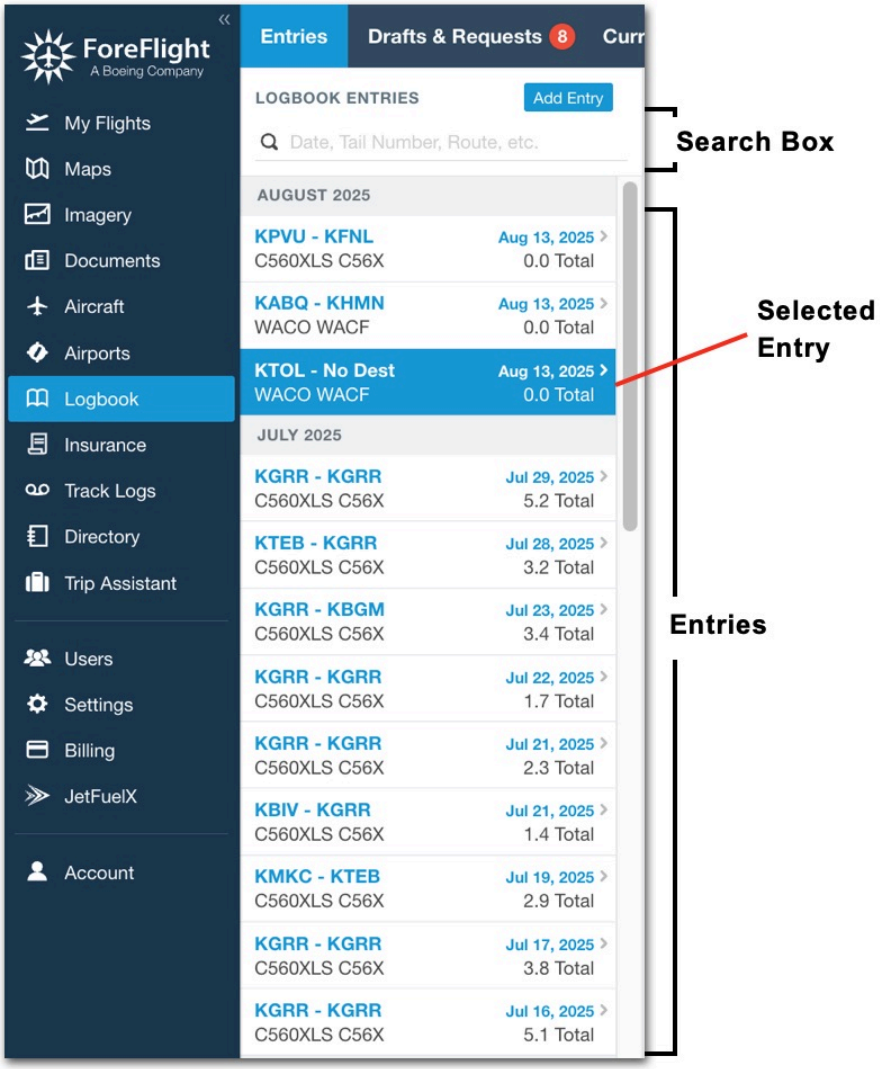


Figure 13-2. Logbook Entries View

13.1.1 Logbook Entry Editor

The Logbook Entry Editor allows creation and modification of flight entries. The fields shown are configured in **Logbook → Settings → Configure Fields**.

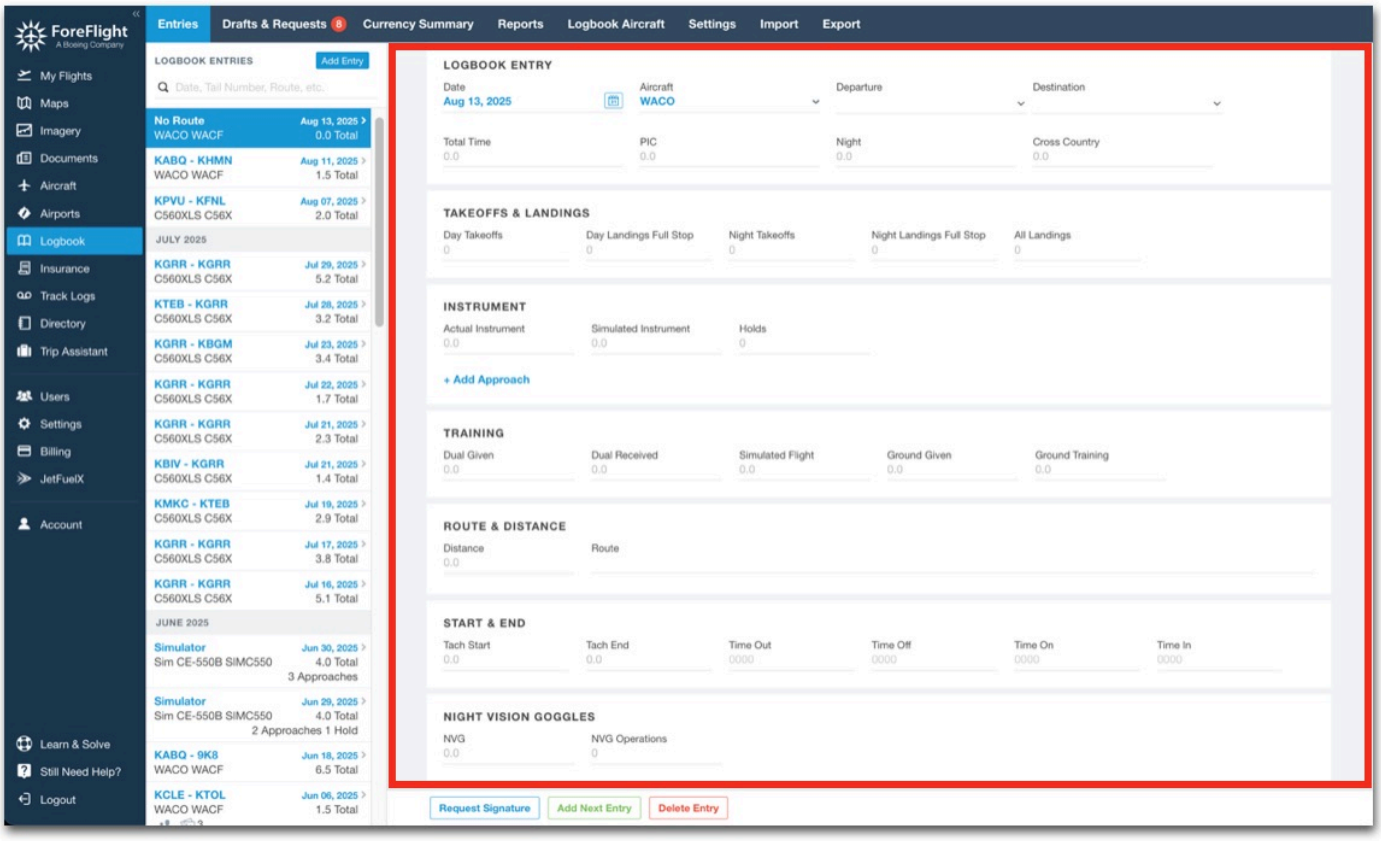


Figure 13-3. ForeFlight Web - Logbook Editor

13.1.1.1 Logbook Entry Fields

Each logbook entry includes the following fields:

- **Date** (auto-filled with today's date, editable).
- **Aircraft** (select from a drop-down or use **Add Aircraft** to add a new one).
- **Departure** and **Destination** (supports any identifier; ICAO preferred).
- **Total Time, PIC, SIC, Night, Solo,** and **Cross Country times**.

When Total Time is entered, the **USE** button appears, allowing quick entry of other time fields.

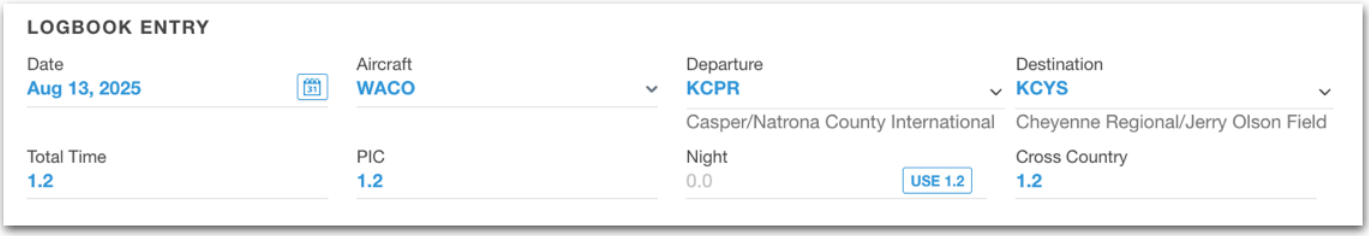


Figure 13-4. Logbook Entry Fields

13.1.1.2 Takeoffs & Landings Fields

The Takeoff and Landing fields require manual entry for:

- Day Takeoffs
- Day Landings (Full Stop)
- Night Takeoffs
- Night Landings (Full Stop)
- All Landings (includes touch-and-go).

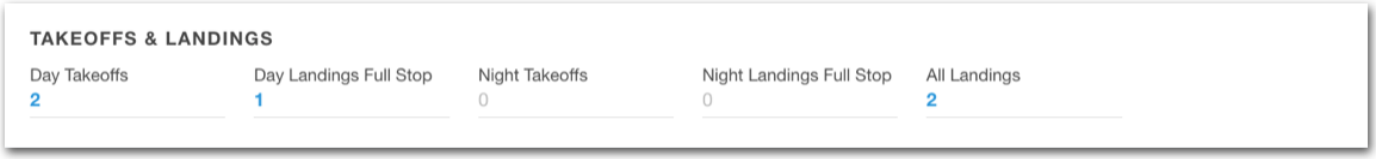


Figure 13-5. Takeoffs & Landings Fields

13.1.1.3 Instrument Fields

The Instrument section supports logging of:

- Actual Instrument and Simulated Instrument time.
- Holds and Approaches.
- Approach details: airport, approach type, runway, circle to land, and comments.



Figure 13-6. Instrument Fields

13.1.1.4 Training Fields

The following fields in the Training section are used for logging training activity:

- Dual Given
- Dual Received
- Simulated Flight
- Ground Given
- Ground Training.

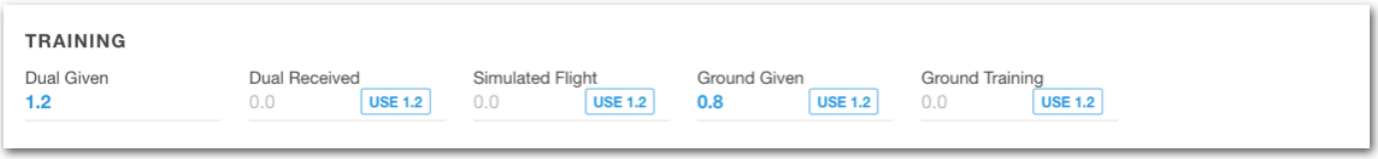


Figure 13-7. Training Fields

13.1.1.5 Route & Distance Fields

The Route and Distance fields are manually entered fields. ForeFlight calculates straight-line distance with a **USE** button to populate the Distance field. Enter route segments separated by spaces.

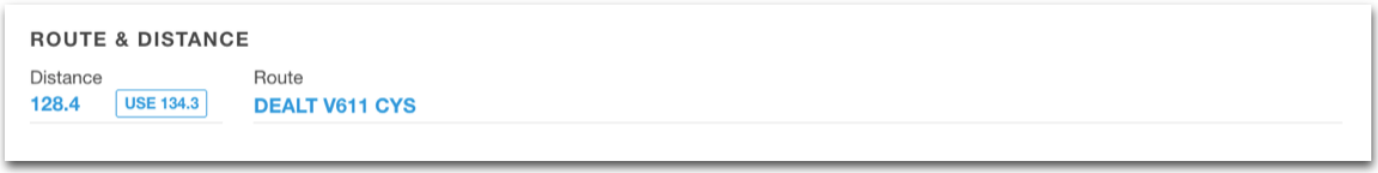


Figure 13-8. Route and Distance Fields

13.1.1.6 Start & End FIelds

The Start & End section provides manual entry fields for:

- Hobbs Start/End
- Tach Start/End
- Out/Off/On/In times (Use of the 24-hour time format is recommended)
- Duty On/Off times (Use of the 24-hour time format is recommended.)

Total Time is not auto-calculated from these fields.

Start & End fields can be excluded or included by selecting **Logbook → Settings → Configure Fields**.

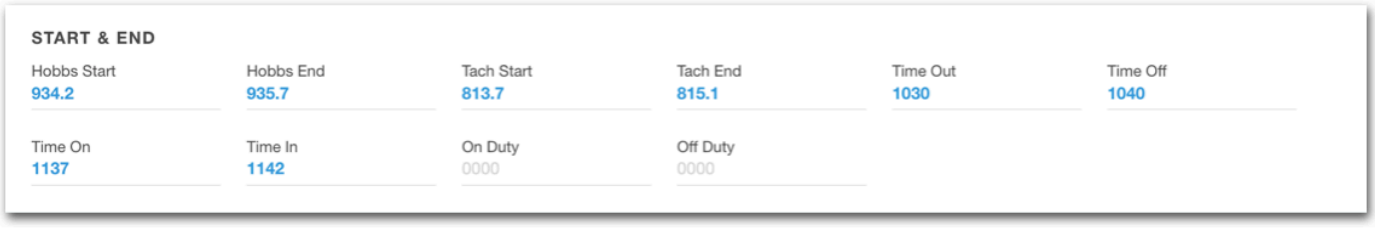


Figure 13-9. Start & End Fields

13.1.1.7 Night Vision Goggles Fields

NVG Time is manually entered or filled using the **USE** button. NVG time is used to support currency under CFR 14 §61.57(f).



Figure 13-10. Night Vision Goggles Fields

13.1.1.8 Flight Tags Fields

The Flight Tags fields are used to identify specific types of flights, including:

- Flight Review
- IPC
- Checkride
- FAA 61.58
- NVG Proficiency.

These tags are used in currency evaluation and must be correctly applied for accurate tracking.

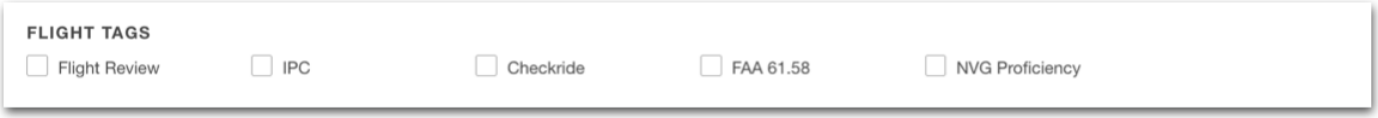


Figure 13-11. Flight Tag Fields

13.1.1.9 Crew & Passengers Fields

Add people to a flight by selecting from a drop-down. Use **+ Add New Crew/Passenger** to assign a person and a role. Use the **Delete** button to remove a person from the flight.

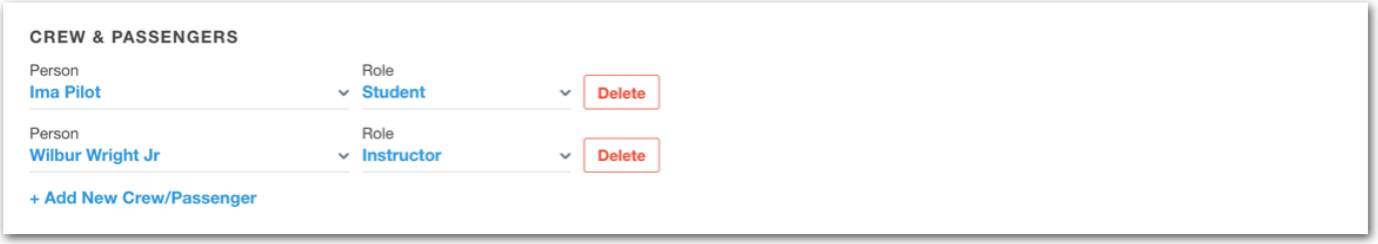


Figure 13-12. Crew & Passengers Fields

> **NOTE:** New people must be created in ForeFlight Mobile.

13.1.1.10 Custom Fields

Custom Fields allow tracking of information not included in Logbook by default.

To add a custom field, select **Logbook → Settings** and select **Add New Field**. Once created, the custom field will appear in the logbook entry form.



Figure 13-13. Custom Fields

13.1.1.11 Flight Photos Section

Attach images by dragging and dropping files or selecting from the file browser. Photos sync across all devices.

13.1.1.12 Comments

Use the Comments field for additional notes. Content appears in the Additional Comments and Remarks section of PDF Logbook Reports.

The comments field supports numbers, letters, special characters, and emojis.

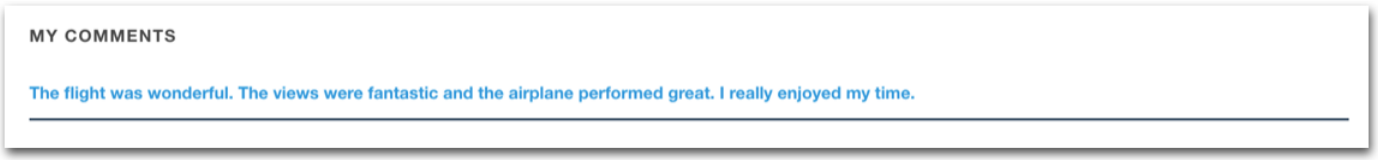


Figure 13-14. Comments Section

13.2 Drafts & Requests Section

Drafts are entries created automatically by ForeFlight when specific actions occur, such as recording a Track Log or filing a flight plan. Requests are entries shared by other users. Both appear under Drafts & Requests on the top toolbar of ForeFlight Web.

A red badge indicates the number of unreviewed drafts and requests. Until approved, these entries do not affect currency calculations or appear in reports.

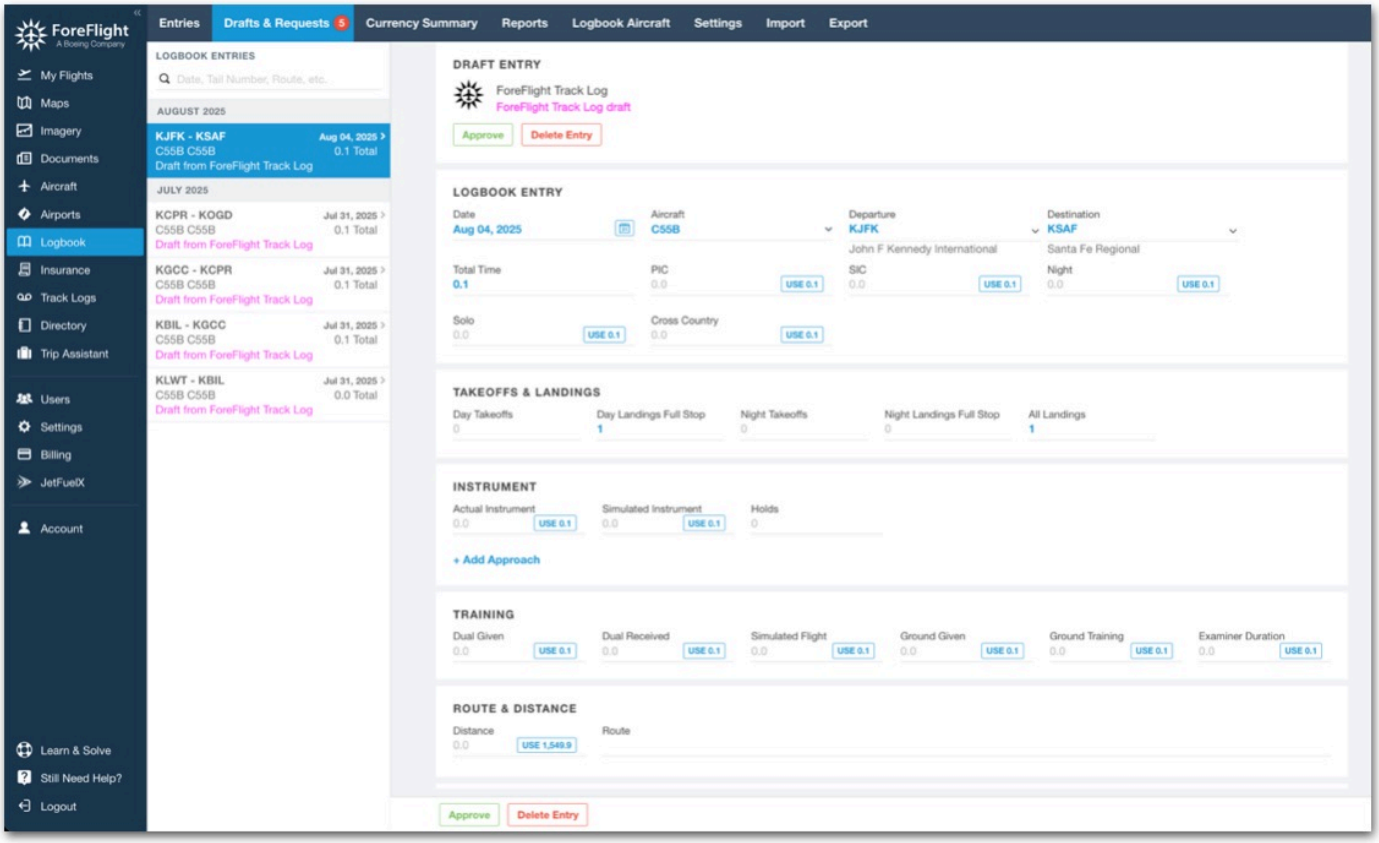


Figure 13-15. Drafts & Requests - Logbook on the Web

13.2.1 Enabling Draft Entries

Logbook on the Web draft entries on are enabled using ForeFlight Mobile. To enable draft entries:

1. Open ForeFlight Mobile.
2. Tap **More → Logbook → Settings**.
3. Tap **Draft Entry Creation**.

4. Enable Draft Entry Creation for Track Logs, Filed Flight Plans, or both.

Once a qualifying event occurs, the draft entry syncs to ForeFlight Web via ForeFlight Sync.

13.2.2 Approving Draft Entries

To approve a draft entry:

1. Select the draft from Drafts & Requests.
2. Review and edit the entry if needed.
3. Tap **Approve** to add it to Logbook or **Delete** to discard it.

Approved entries become editable flight records in the main logbook.

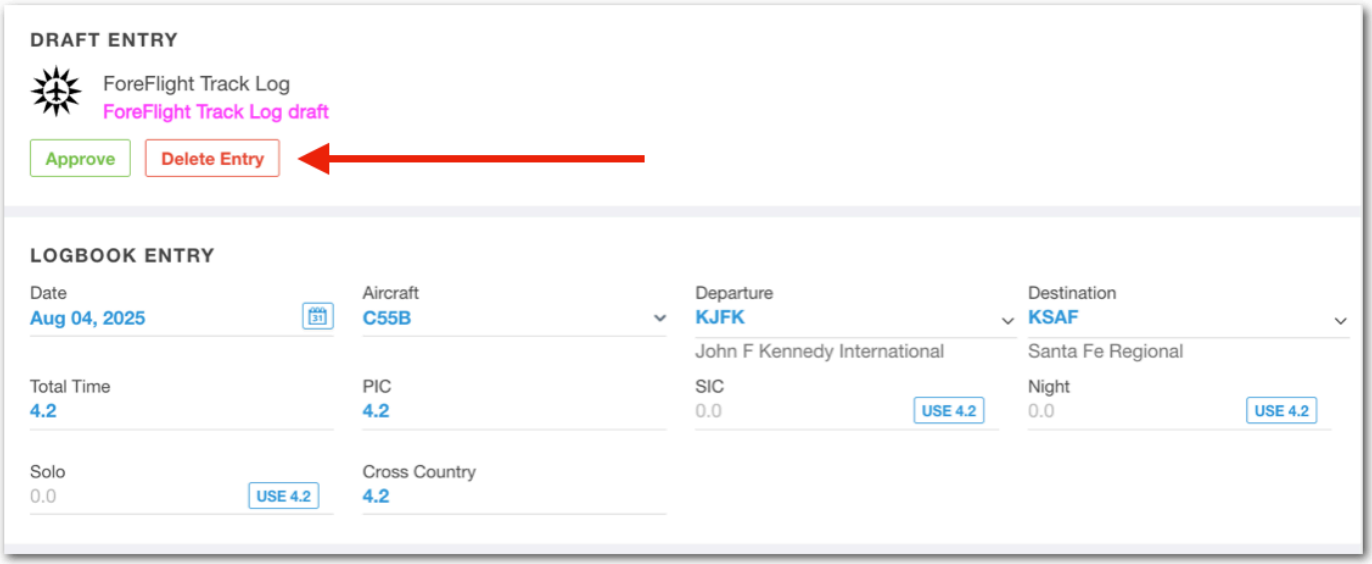


Figure 13-16. Draft Entry Approve and Delete Buttons

13.3 Currency Summary Section

Currency tracking is displayed in the Currency Summary section. This section monitors compliance with applicable regulatory and operational currency requirements, based on logbook and certificate entries.

Each currency type displays:

- Color-coded days remaining until expiration:
  - **Green**: More than 7 days until expiration
  - **Yellow**: Within 7 days of expiration
  - **Red**: Expired
- Specific expiration date.

These values update automatically as qualifying flights are logged or certificates are modified and are synced with the ForeFlight Mobile account.

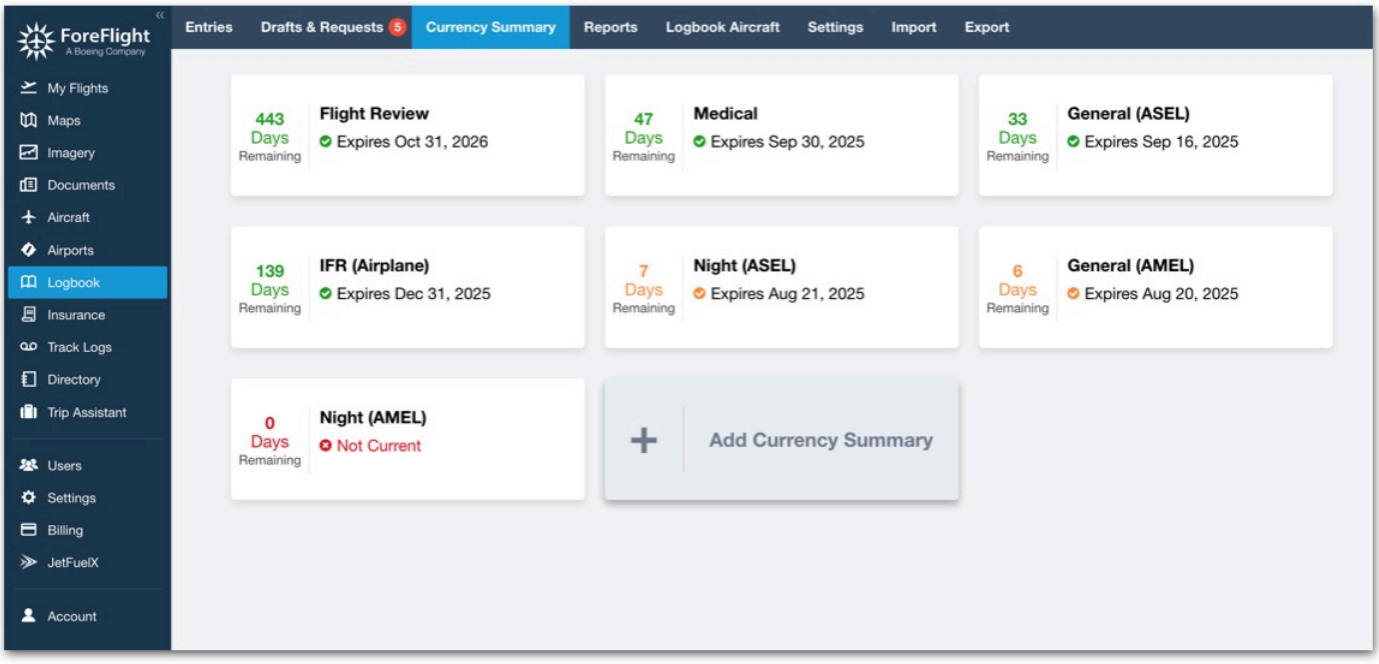


Figure 13-17. Currency Summary Section

> **NOTE:** Accurate currency tracking depends on complete and accurate flight and aircraft data. Ensure all relevant logbook and aircraft information is entered correctly.

13.3.1 Adding Currency Items

To add a new currency summary item:

1. Click **Logbook** in the sidebar.
2. Click the **Add Currency Summary** tile.
3. Click a currency type to open a drop-down menu.
4. Select one or more of the sub categories and then click **Save**.

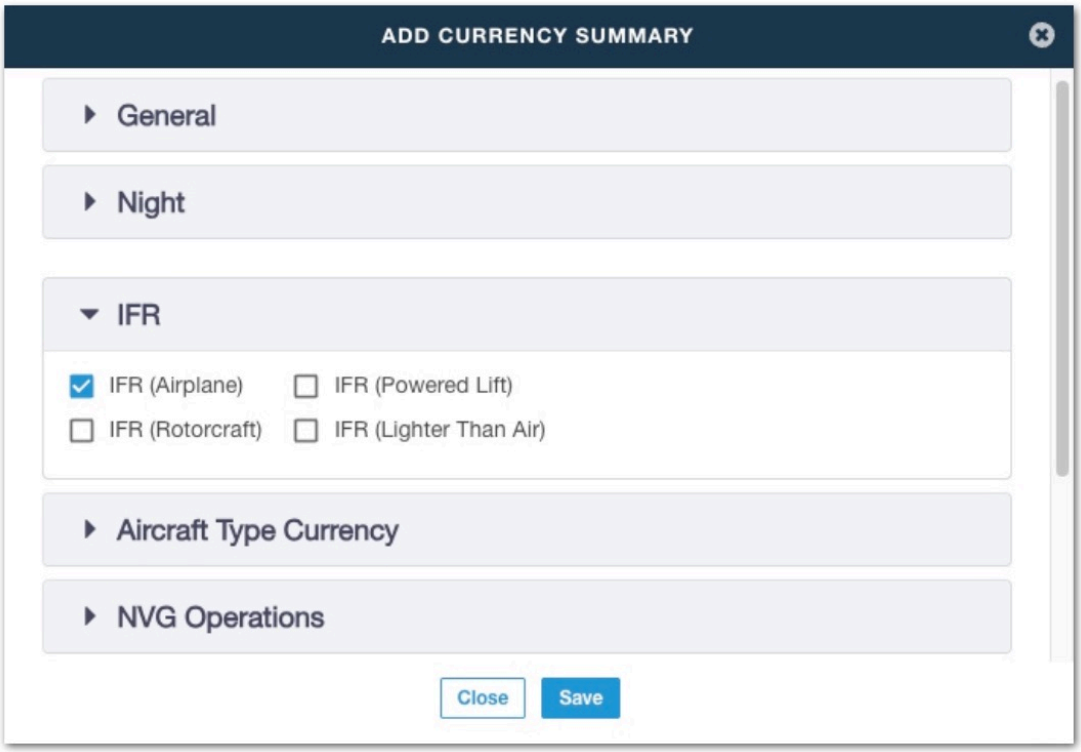


Figure 13-18. Currency Type Options

13.3.2 Currency Types

See Currency Types for descriptions. Logbook on the Web does not support Custom Currency.

13.3.3 Currency Details

Click any currency tile in the Currency Summary to view detailed information.

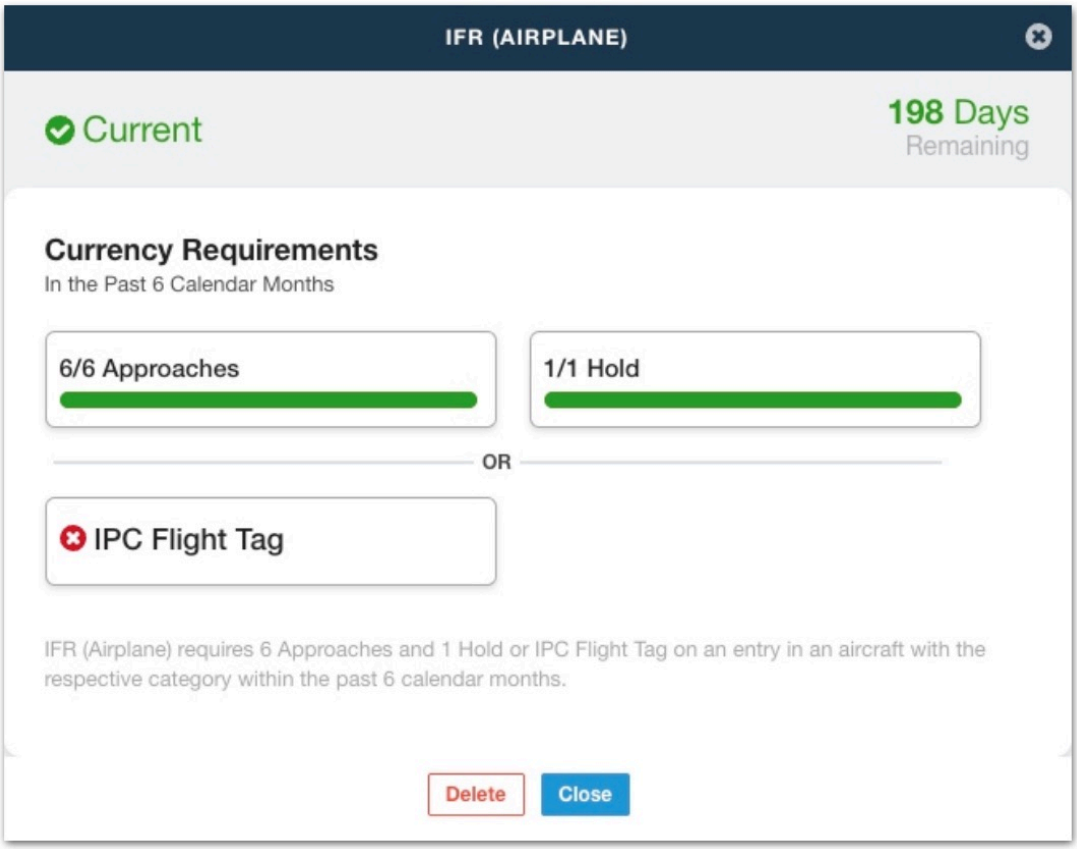


Figure 13-19. Currency Details

13.3.4 Deleting a Currency Summary

To delete Currency summaries:

1. Click a currency tile.
2. Click **Delete**.

13.4 Reports Section

Logbook on the Web supports viewing and exporting select logbook reports.

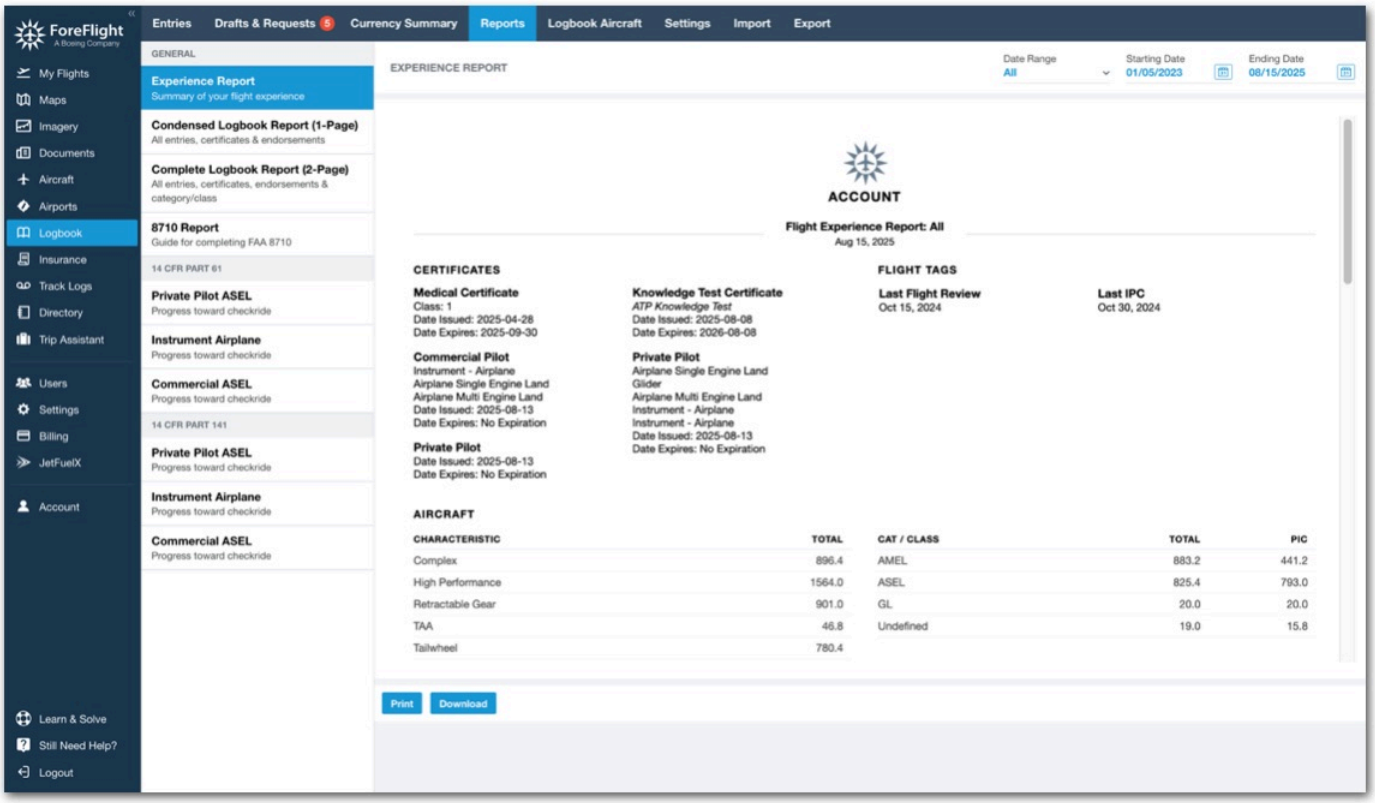


Figure 13-20. Reports - Logbook on the Web

13.4.1 Generating Reports in ForeFlight Web

To generate a report using Logbook on the Web:

1. Click **Logbook** in the left sidebar.
2. Click the **Reports** tab.
3. The Experience Report loads by default. Use the Report list to select other reports.

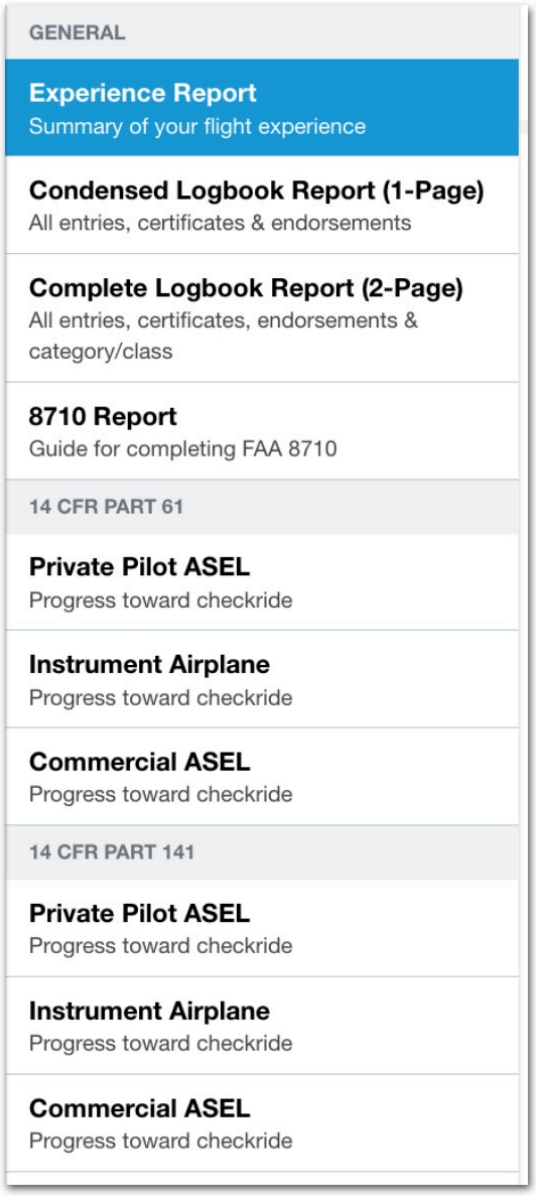


Figure 13-21. Reports List

13.4.2 Types of Reports in Logbook on the Web

Report types available on Logbook on the Web are the same as those in ForeFlight Mobile. Refer to the Reports chapter for a complete list and descriptions.

13.4.3 Progress Reports

Progress Reports provide inline guidance and detailed validation for certificate and rating requirements. This enables logbook entries to be verified and corrected directly within the report.

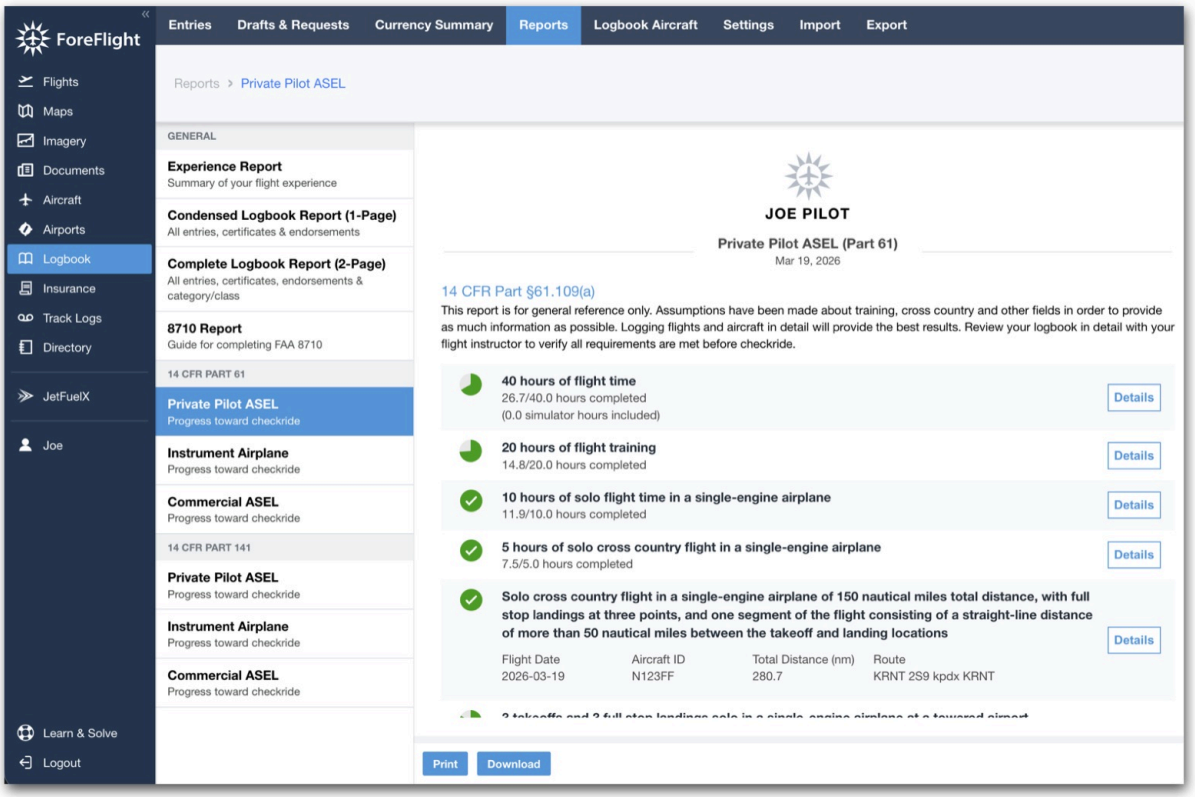


Figure 13-22. Progress Reports

13.4.3.1 View Progress Report

To access progress reports:

1. Navigate to **Logbook → Reports**.
2. Select a report from the **14 CFR PART 61**, **14 CFR PART 141**, or **Generic Progress Reports** sections, as required.
3. Click the **Details** button on a progress element to see a requirement breakdown of the element.

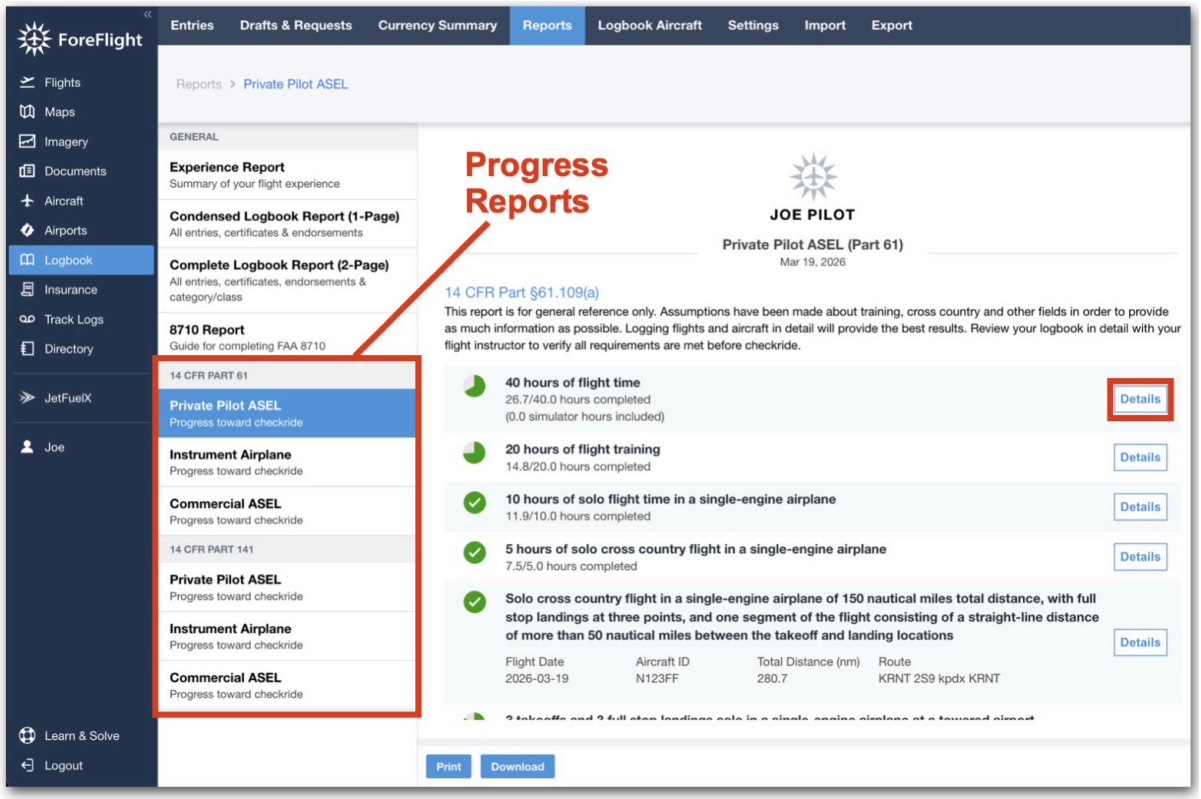


Figure 13-23. View Progress Reports

13.4.3.2 Requirement Breakdown

The Requirements View provides a comprehensive analysis of progress. It includes the following components:

- Completion sidebar - Displays **INCOMPLETE (#)** and **COMPLETE (#)** requirements, along with current progress. Click a requirement in the completion sidebar to show a detailed Requirement Breakdown.
- Requirement breakdown banner - Displays a breakdown of requirement qualifications, including applicable regulatory links. Expand or collapse the banner by clicking the ^ button.
- Entry list - Displays all flight entries currently counted toward the requirement, along with a list of non-qualifying entries. To modify an individual entry, click the **Edit Entry** button. See Edit Entry for more detail.

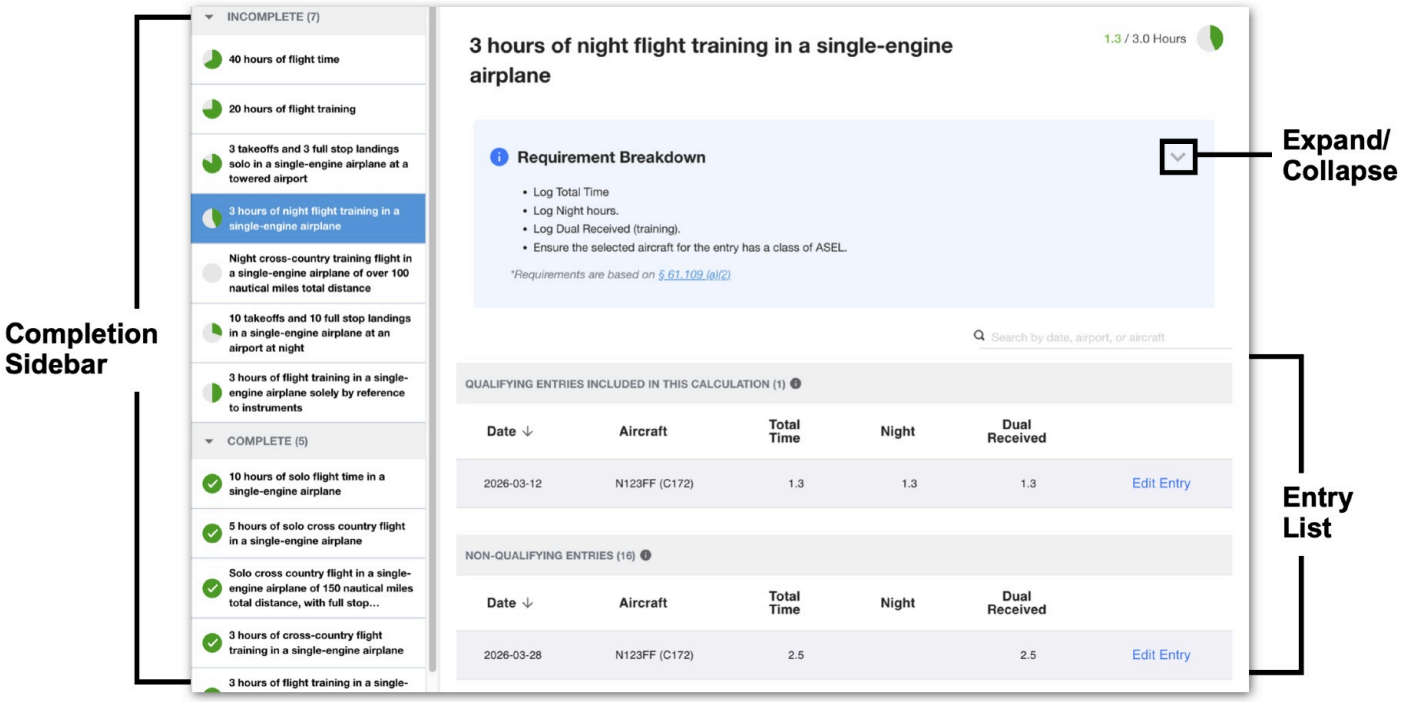


Figure 13-24. Requirement Breakdown

13.4.3.3 Edit Entry

If a requirement is not being met due to a logging error, it can be resolved without leaving the Progress Report. Click the **Edit Entry** button in the entry list to open the entry editor. The requirement breakdown highlights missing or incorrect data required to satisfy that specific progress goal, and may be altered in the logbook entry. Once an entry is corrected and saved, the Progress Report automatically updates to reflect the modified time.

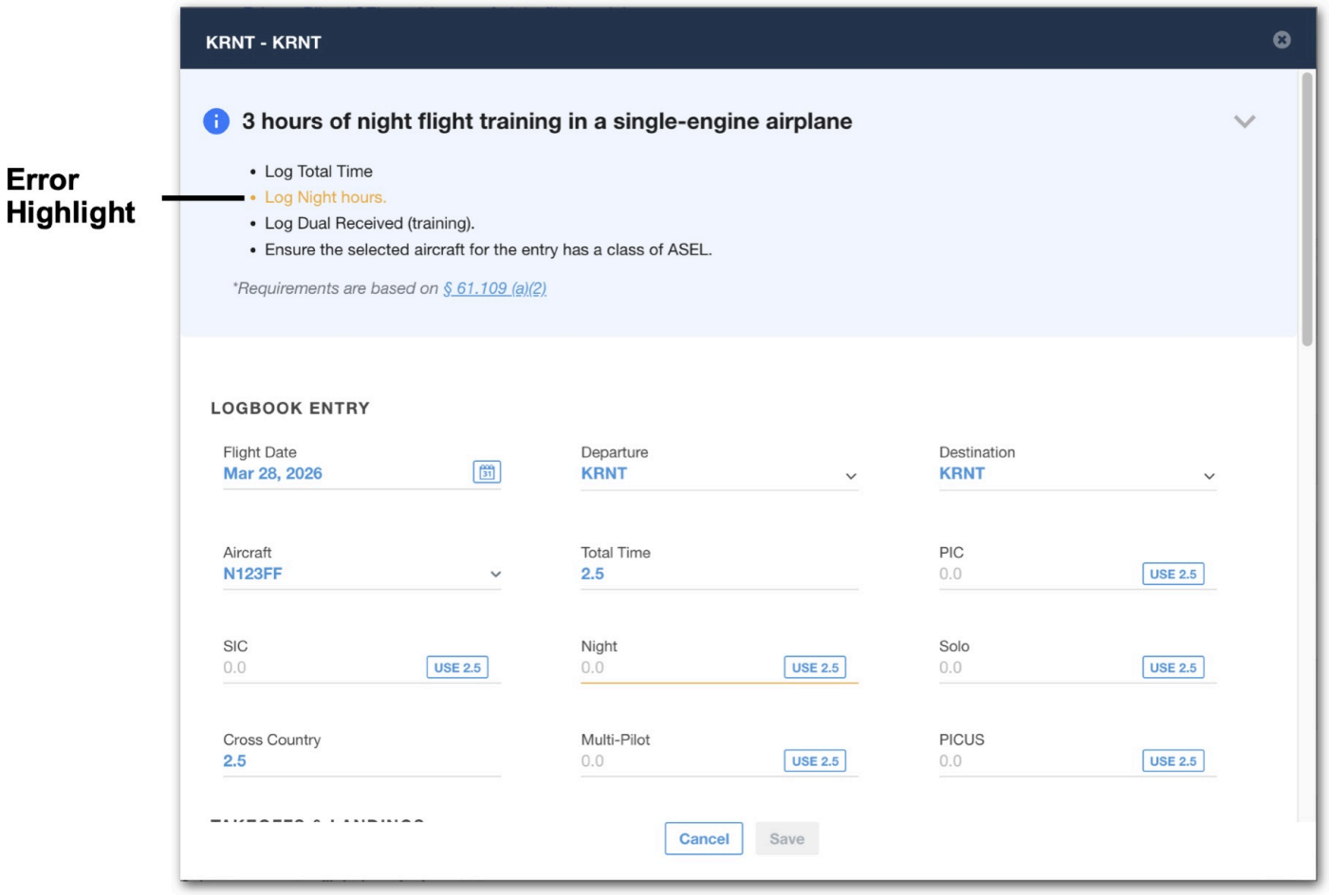


Figure 13-25. Edit Entry

13.4.4 Filtering Reports in Logbook on the Web

The following reports support date filtering:

- Complete Logbook Report (2-Page)
- Condensed Logbook Report (1-Page)
- Experience Report.

13.4.4.1 Filtering Reports

To filter a report, use the Date Range, Start Date, or End Date fields at the top of the report.

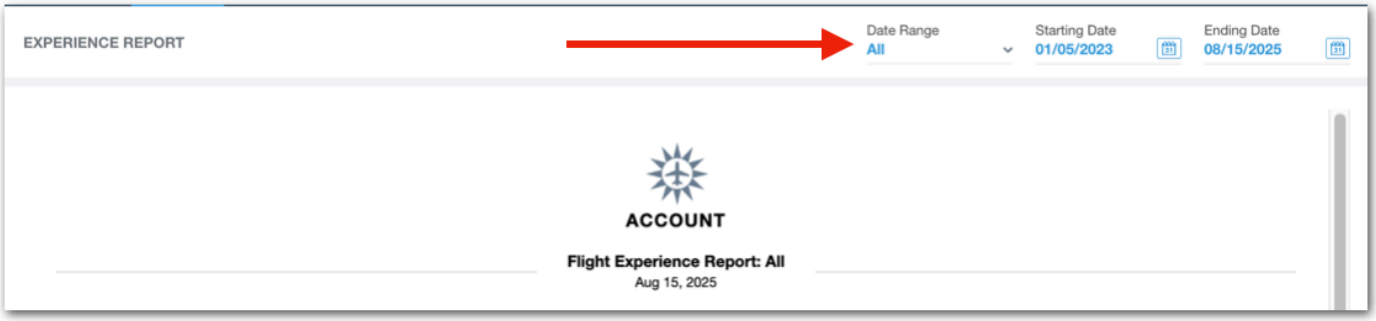


Figure 13-26. Filtering Options

13.5 Logbook Aircraft Section

Aircraft profiles support accurate logging and currency tracking. Aircraft with at least one logbook entry are shown in the left-hand list.

Click any aircraft to open its detail editor. Use the search bar to locate a specific aircraft.

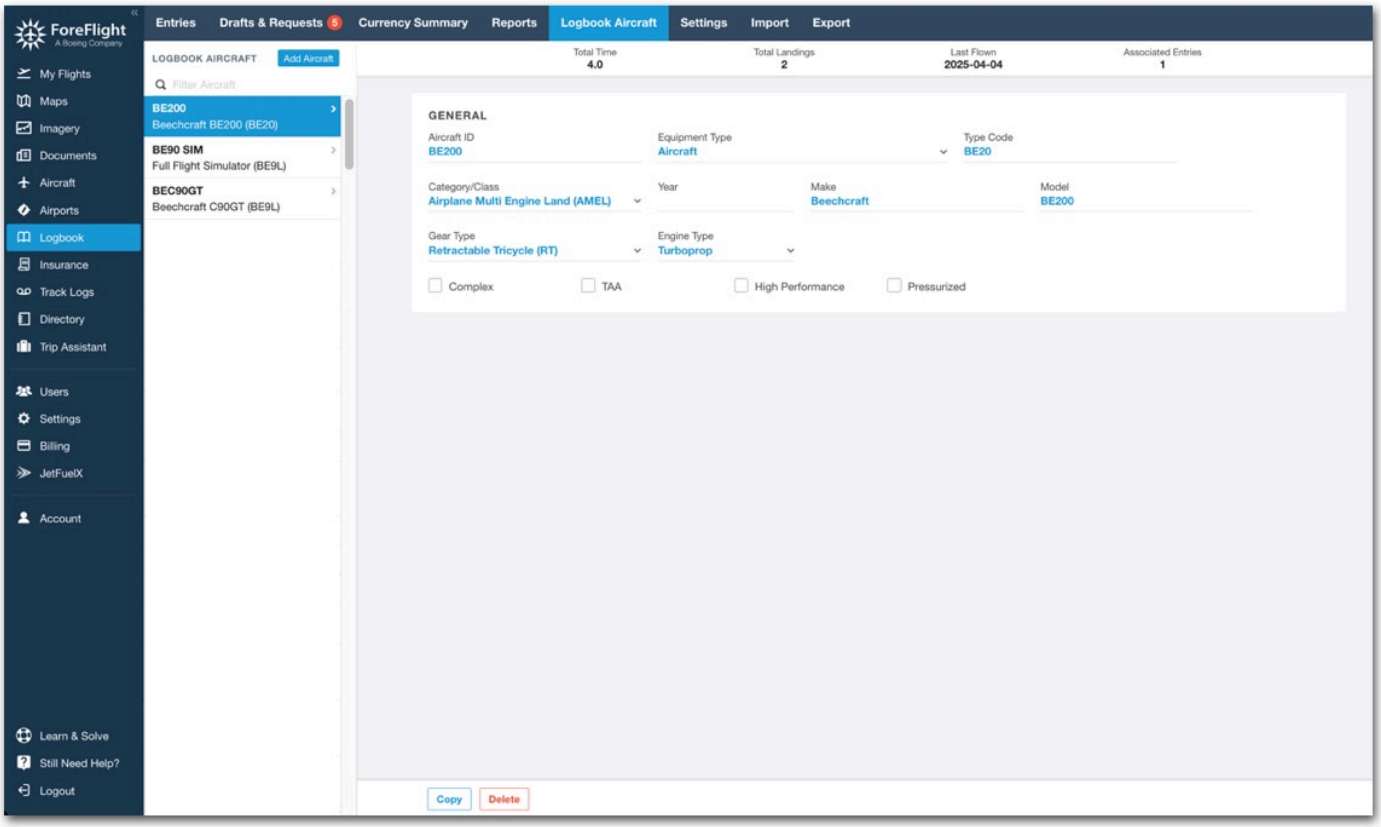


Figure 13-27. Logbook Aircraft - Logbook on the Web

13.5.1 Adding Aircraft

To add a new aircraft, click **Add Aircraft** and complete the fields.

Alternatively, click **Aircraft** within an entry and select **Add Aircraft**.

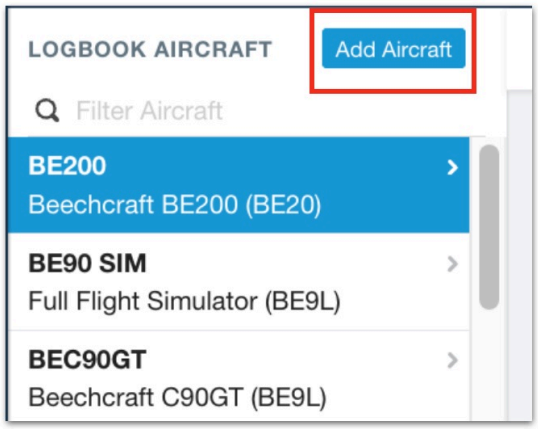


Figure 13-28. Add Aircraft Button

Aircraft used for flight planning are available in the entry Aircraft field, but do not appear in the Logbook Aircraft list until flown.

13.5.2 Aircraft Field Definitions

Aircraft field definitions on Logbook on the Web are the same as those in ForeFlight Mobile. Refer to the Aircraft Field Definitions chapter for a full list and descriptions.

13.5.3 Copying Aircraft

Use the **Copy** option at the bottom of the aircraft page to duplicate a profile. The new aircraft will have the same details with "Copy" added to its ID. This capability is useful for tracking different configurations.

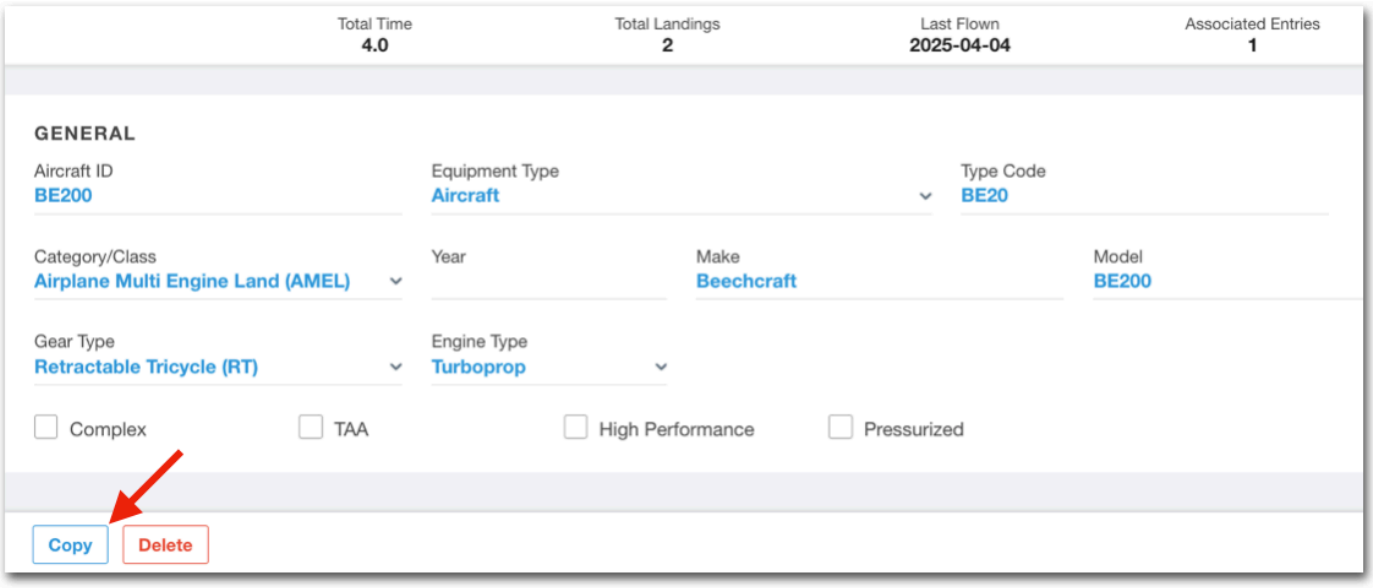


Figure 13-29. Copy Button in Aircraft Profile

13.5.4 Deleting Aircraft

To delete an aircraft, open the aircraft profile and click **Delete**. Deleting a profile does not remove associated logbook entries.

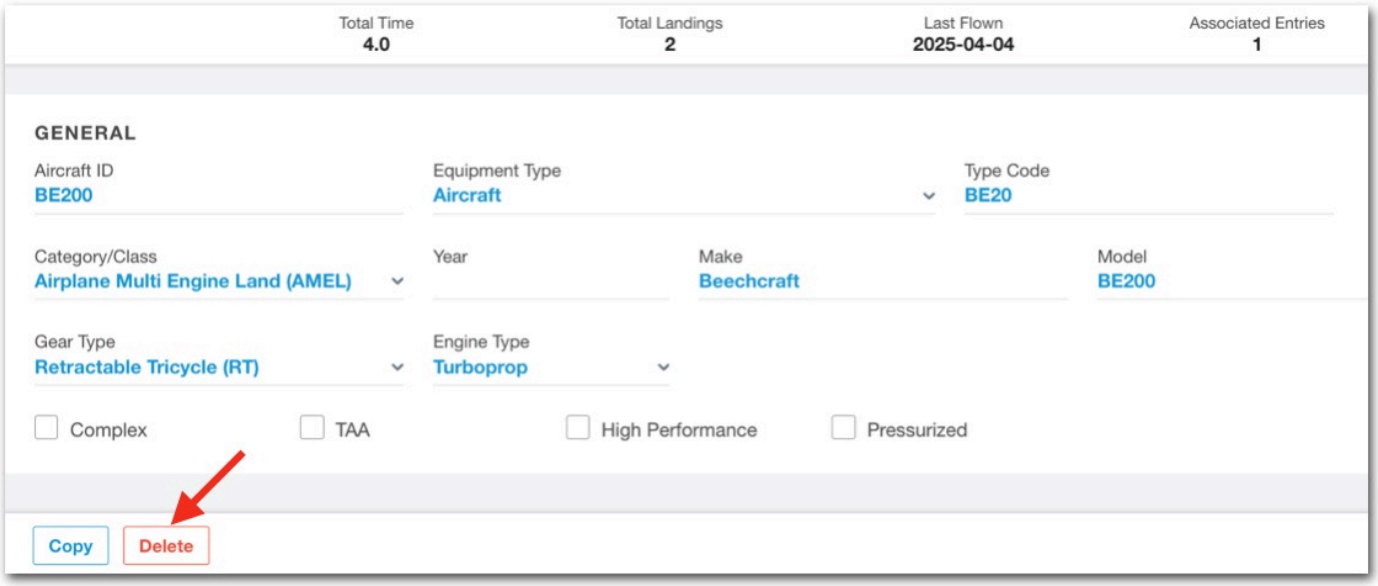


Figure 13-30. Delete Button in Aircraft Profile

13.6 Settings Section

Settings on Logbook on the Web allow customization of time formats and field visibility.

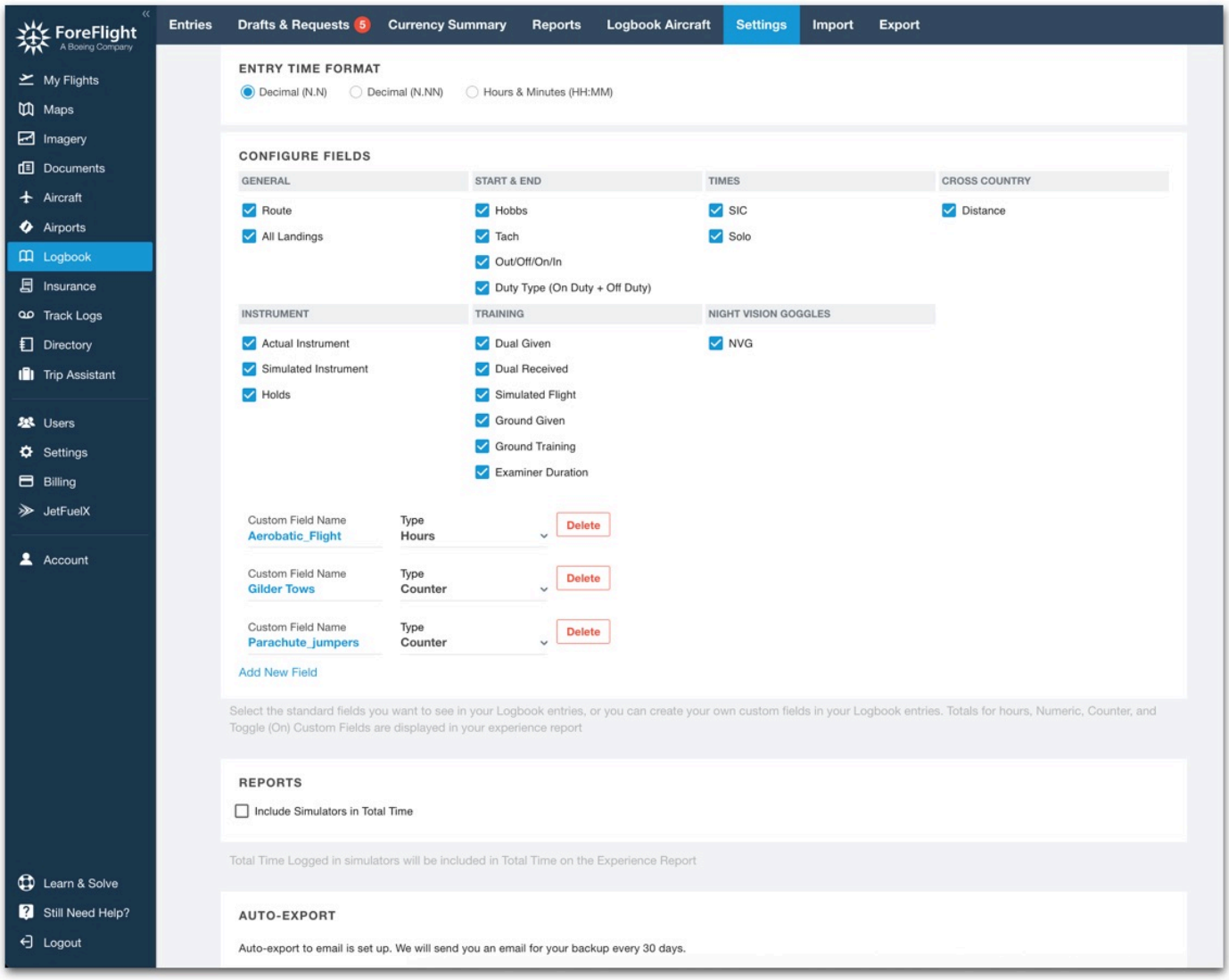


Figure 13-31. Settings Section - Logbook on the Web

13.6.1 Entry Time Format

The settings in this section are:

- **Entry Time Format**. Logbook supports three time display formats:
  - **Decimal (N.N)**: Displays time in hours and tenths (e.g., 1.5).
  - **Decimal (N.NN)**: Displays time in hours, tenths, and hundredths (e.g., 1.55).
  - **Hours & Minutes (HH:MM)**: Displays time in hours and minutes (e.g., 1:30).



Figure 13-32. Entry Time Format Section - Logbook on the Web

Changing formats automatically converts existing entries. New entries must use the selected format.

13.6.2 Configure Fields

Toggle visibility of logbook fields. Fields with a blue checkmark appear in every entry. Disabled fields are hidden but not deleted.

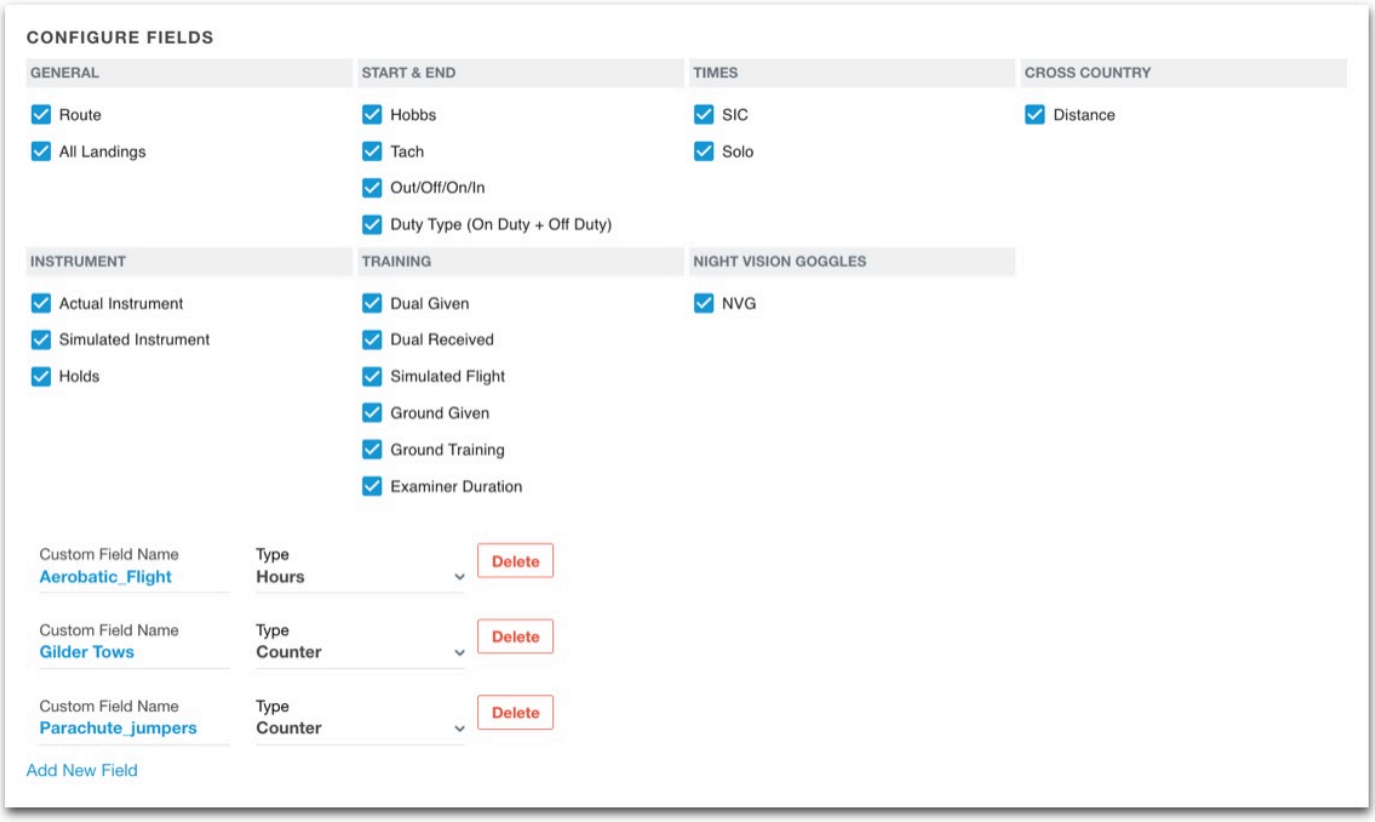


Figure 13-33. Configure Fields Section - Logbook on the Web

> **Example**: If **Tach** is deselected, previously entered Tach times remain stored but are no longer shown.

13.6.2.1 Custom Fields

To track data not included by default:

1. Select **Add New Field**.
2. Name the field and select its data type (e.g., text, numeric, toggle).

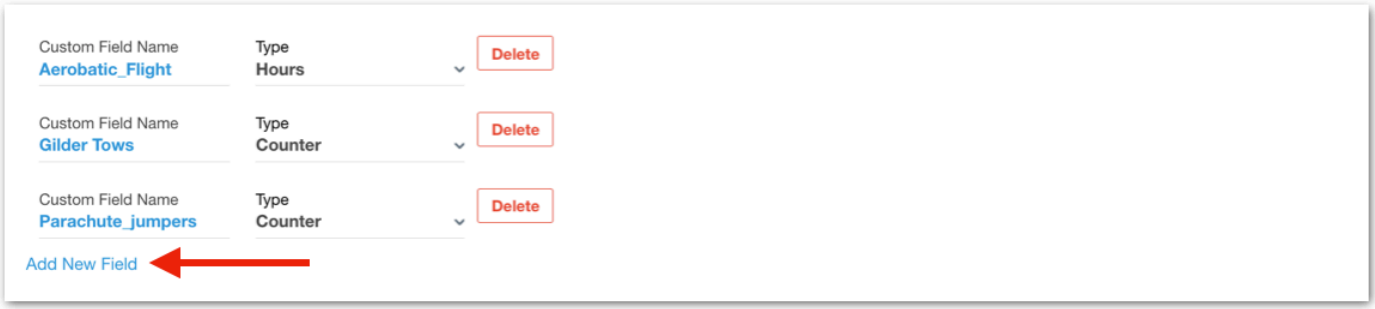


Figure 13-34. Configure Custom Fields Within Configure Fields Section

13.6.2.2 Deleting Custom Fields

To delete a custom field, tap **Delete** next to the custom field.



Figure 13-35. Delete Custom Fields Within Configure Fields Section

> **WARNING:** Deleting a custom field permanently removes all associated data. This action cannot be undone.

13.6.3 Reports

The Include Simulators in Total Time setting within the Reports section adds time logged in simulators to the total time shown on the Experience Report.



Figure 13-36. Reports Setting - Logbook on the Web

13.6.4 Auto-Export

The Auto-Export section in Logbook on the Web settings provides options to enable automatic exports or to export logbook data immediately.

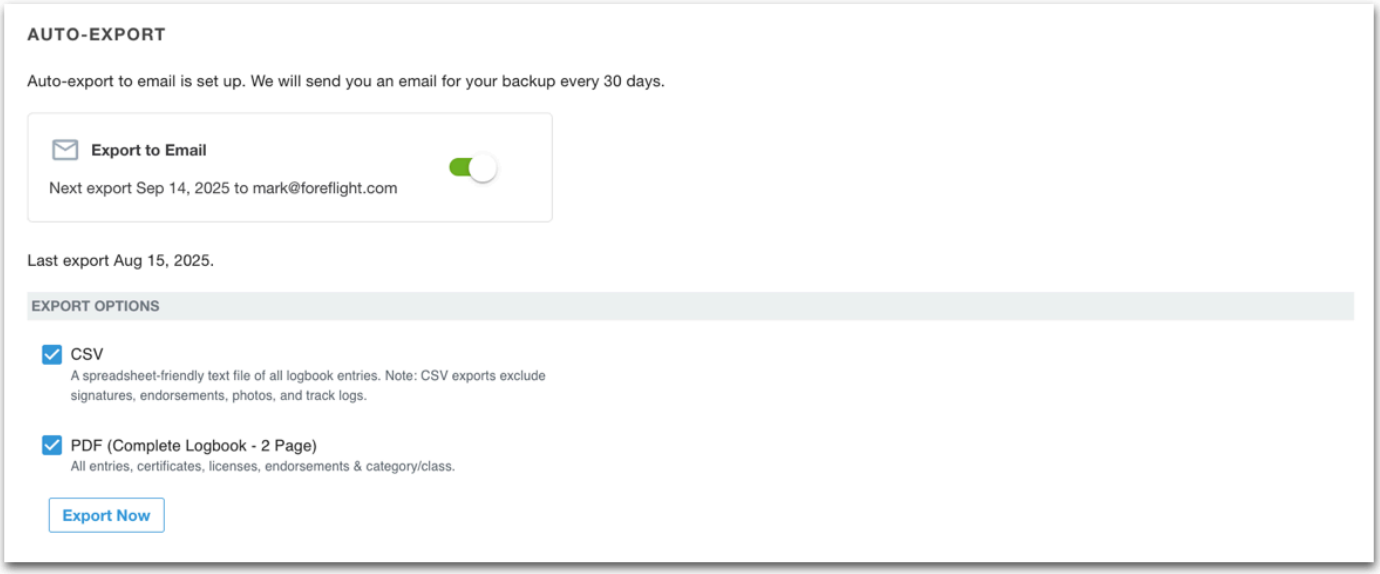


Figure 13-37. Auto Export Settings - Logbook on the Web

Available settings include:

- **Export to Email**: This setting enables ForeFlight Logbook data to be sent to the account's email address in CSV and/or PDF format (Based on the Export Setting). Enabling Export to Email will automatically email the selected format(s) once every 30 days.
- **Export Options**: This setting determines whether the ForeFlight Logbook data export will be sent in either or both of the following formats:
  - **CSV**: A spreadsheet-friendly text file of all the entries. This export excludes endorsements, signatures, photos, and track logs.
  - **PDF**: A complete logbook PDF file with all entries, certificates, licenses, endorsements, and category and class information.

13.6.4.1 Exporting Logbook

Logbook data can be exported at any time using the **Export Now** option. To export Logbook data:

1. Select **Logbook → Settings**.
2. Select **Export Now** in the Auto-Export section. An email will be sent to the email address on the account. The file type sent is based on the selections made in the Export Options view.

> **NOTE:** Using Export Now resets the 30-day export cycle.

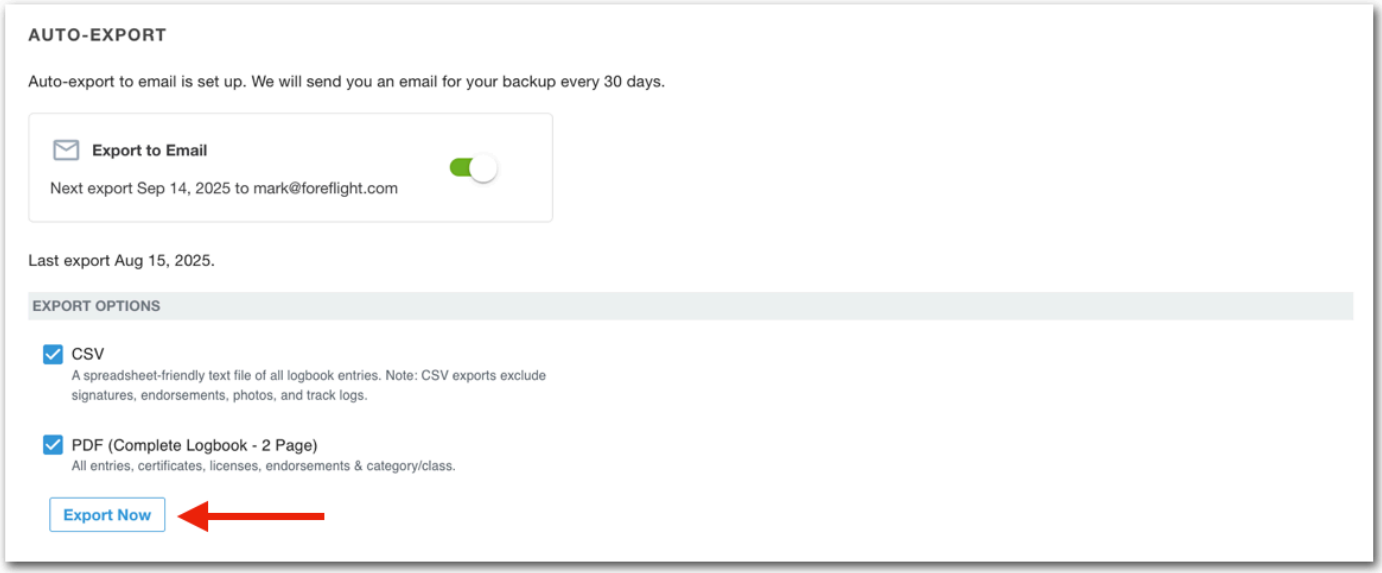


Figure 13-38. Export Now

13.7 Import Section

ForeFlight Web supports importing digital logbooks. For instructions, refer to the Getting Started chapter of this guide.

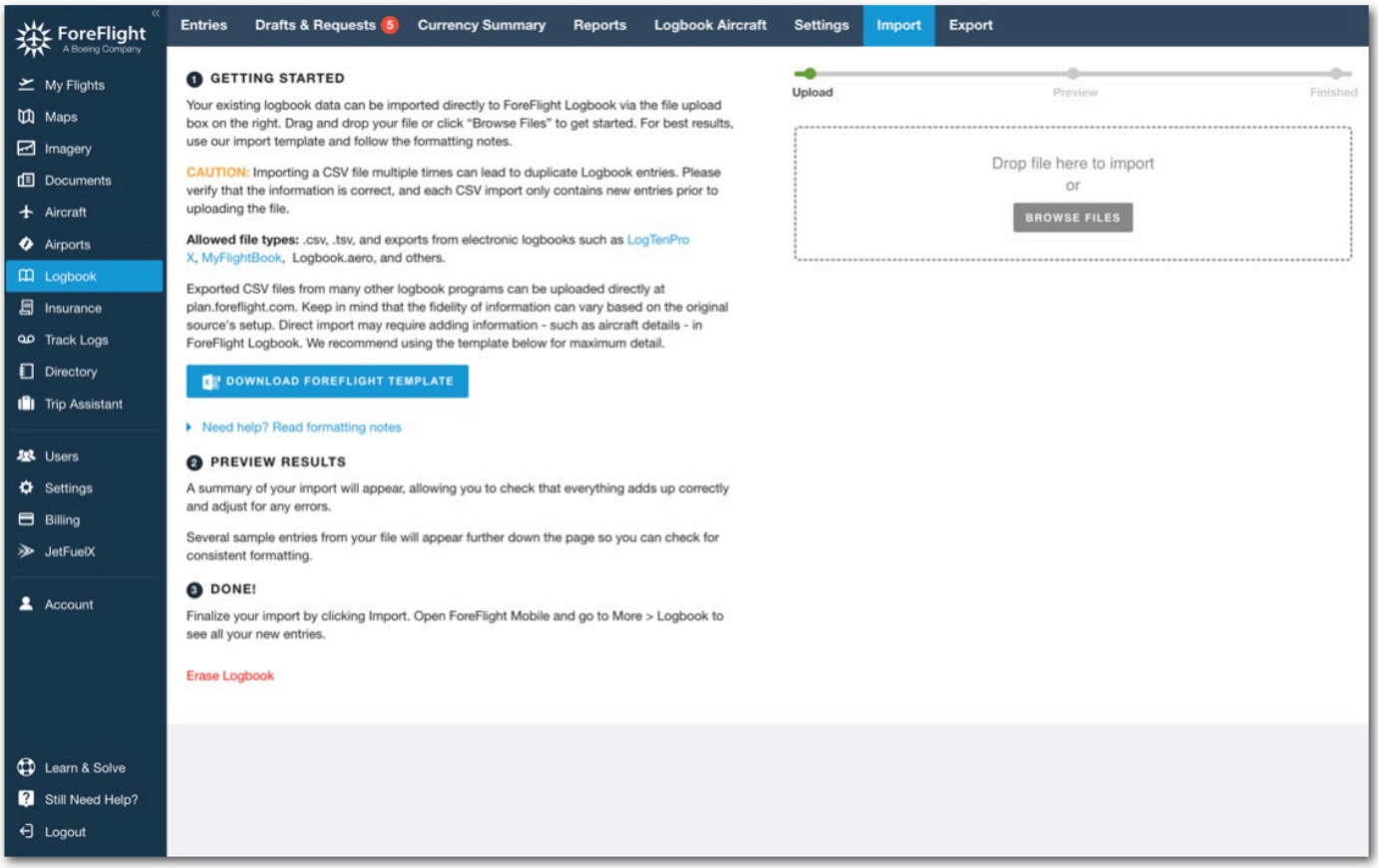


Figure 13-39. Import Section - Logbook on the Web

13.7.1 Erasing Logbook

Use **Erase Logbook** to permanently delete all logbook content, including entries, aircraft, people, certificates, signatures, images, and endorsements. Always back up data before confirming erasure.

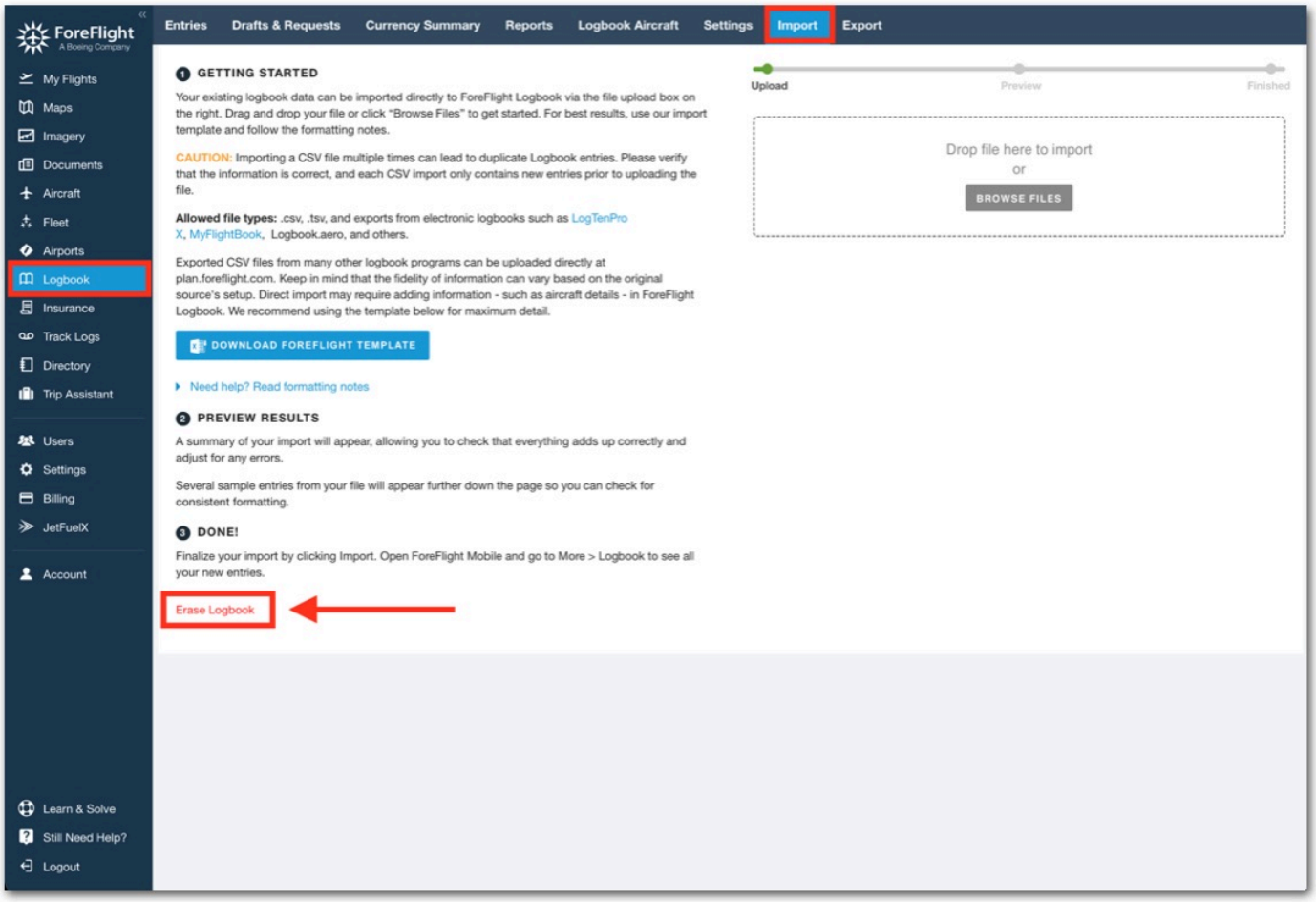


Figure 13-40. Erase Logbook Button

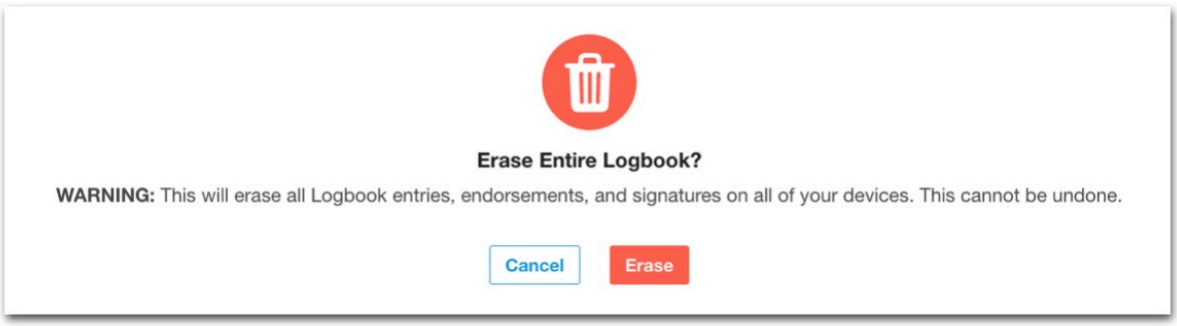


Figure 13-41. Logbook Erase Confirmation Removes all Logbook Information

13.8 Export Section

The Export section allows logbook data to be exported as a CSV file.

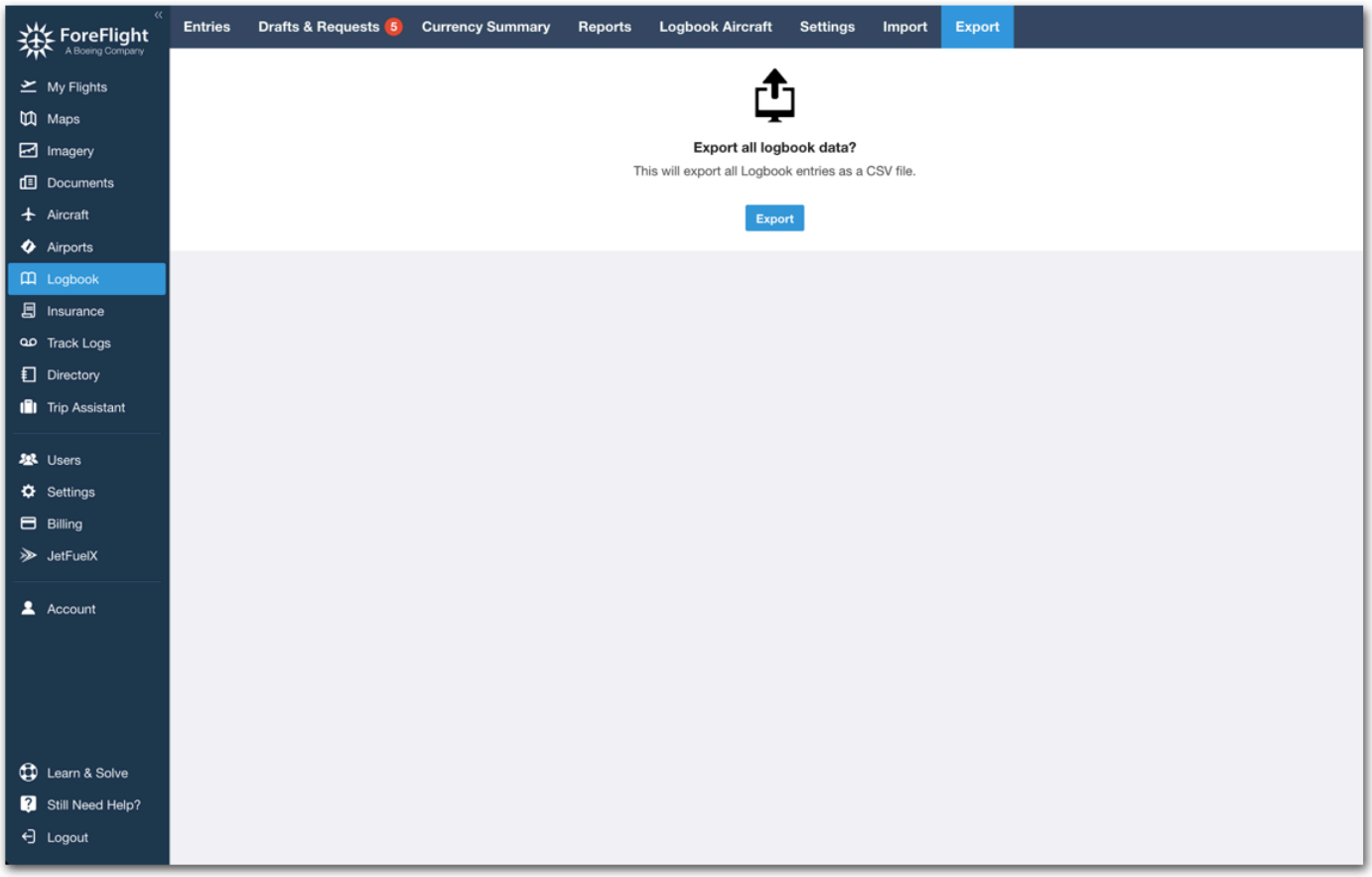


Figure 13-42. Export Section - Logbook on the Web

13.8.1 Exporting Logbook Data

To export data:

1. Navigate to **Logbook → Export**.

2. Select the **Export** button.



Figure 13-43. Export Button

When exporting data:

- Logbook data will be compiled into a CSV file compatible with spreadsheet editors such as Excel, Numbers, or Google Sheets.
- The file is named logbook.csv, and the export date appended.

13.8.2 Logbook Export Exclusion List

The following are not included in CSV exports:

- Flight Photos
- Aircraft Photos
- Track Logs
- Endorsements
- Signatures
- Ratings
- Certificates.

13.8.3 Editing the Logbook CSV File

While CSV files can be edited and re-imported, note the following:

- Importing appends entries to the current logbook and may cause duplicates.
- Use **Erase Logbook** prior to import to prevent duplicates.
- Erase Logbook removes all logbook content, including entries, aircraft, people, and endorsements.
- Some data is not included in exports, which may lead to a loss of data when re-importing. Use the Experience Report to save endorsements, ratings, and certificates.

CHANGE HISTORY

Version	Date	Change Summary
18.6.1	July 2026	• Updated logbook progress reports: ◦ Added a "Details" button to reports, allowing users to view specific entry requirements. ◦ Added FAR regulation footers with links to relevant legal interpretations where applicable.
18.2	March 2026	• Added progress reports.
18.1	February 2026	• Updated style.
17.11	December 2025	• Added EASA logbook support.
17.9	October 2025	• Added Total Takeoffs Section 4.7. • Added Total Landings Section 4.8. • Revised Takeoffs &Landings Section 4.9.
17.7	August 2025	• Updated 13.7.1 Erasing Logbook. • Added Currency Widget section 5.5. • Added Currency Summary on Web section 13.3. • Added Custom Currency section 5.2.10. • Removed section 4.2.5. • General update to the content of the guide.
17.6	June 2025	• Added 11.6 Auto Export. • Added 13.3.3 Bulk Draft Approval/Deletion

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