

To schedule an airplane:

1. Go to site. - Click **Online Scheduling** link - (bookmark it when you get there!)
2. **Login**
3. In **My Timetable** tab click on date you want to schedule.
4. In the appropriate column, click on **+** in the Start time. Then click below on the **↓** in the last half hour segment you want to reserve (eg. You plan to be back at 11:00 so click on 10:30). The full time for the reservation should be shown when it refreshes.

You can modify the reservation (**pencil icon**) or cancel it (-) if you wish.

Be sure to **Logout** when you're finished.

NOTE:

The scheduling program (<http://app.sharetimetable.com/user/login>) works great in Mobile mode in a web browser on your smartphone.