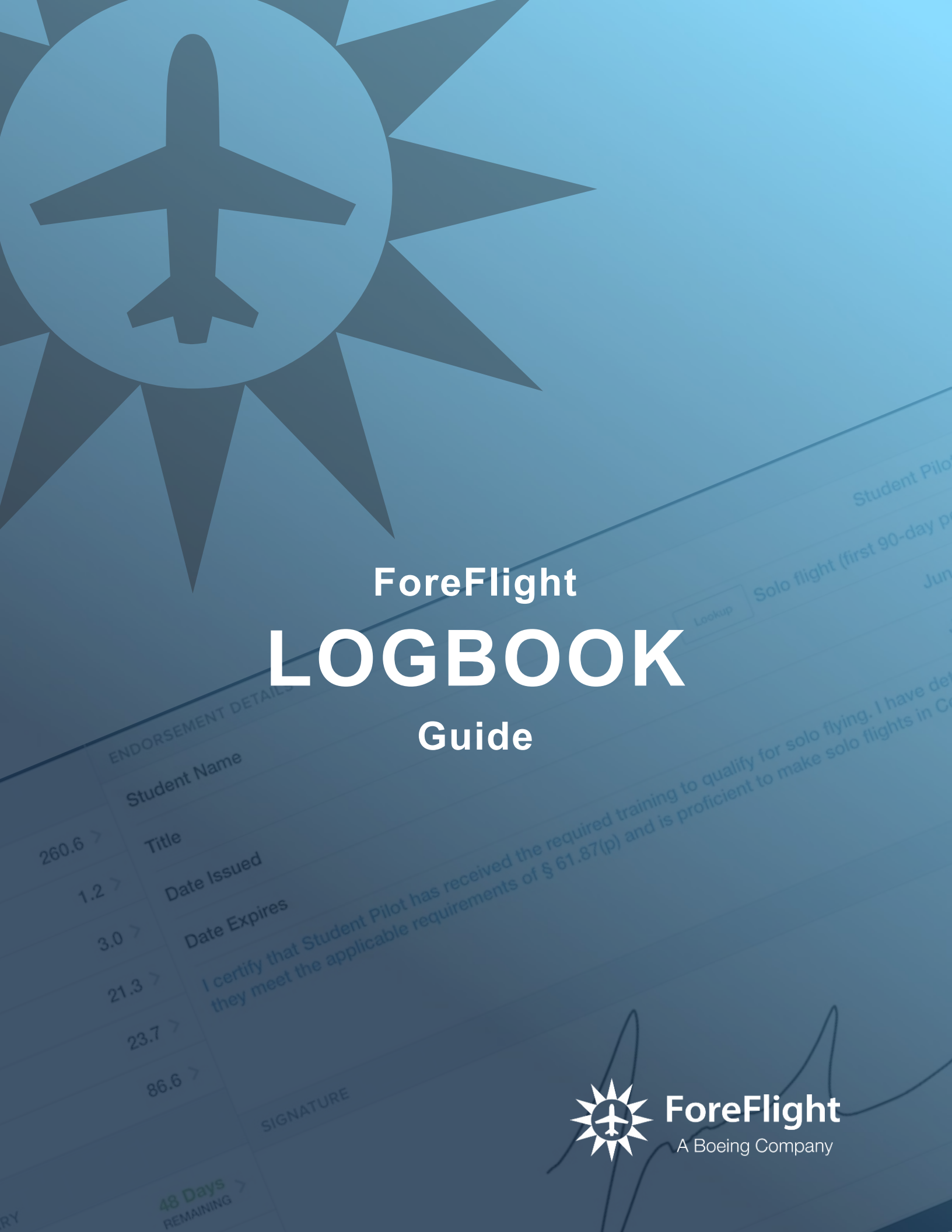
ForeFlight

LOGBOOK

Guide



ForeFlight
A Boeing Company

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DEFINITIONS

Abbreviation	Definition
AM	Amphibian
AMEL	Airplane Multi-Engine Land
AMES	Airplane Multi-Engine Sea
ASEL	Airplane Single-Engine Land
ASES	Airplane Single-Engine Sea
ATD	Aviation Training Device
CFI	Certified Flight Instructor
CFR	Code of Federal Regulations
CSV	Comma Separated Value (Digital Logbook File Format)
FAA	Federal Aviation Administration
FC	Fixed Tailwheel
FFS	Full Flight Simulator
FT	Fixed Tricycle
FTD	Flight Training Device
ILS	Instrument Landing System
IPC	Instrument Proficiency Check
LA	Lighter Than Air Airship
LB	Light Than Air Balloon
NVG	Night Vision Goggles
NVGOps	Night Vision Goggle Operations
PIC	Pilot in Command
PL	Powered Parachute Land
PS	Powered Parachute Sea
RC	Retractable Tailwheel
RG	Rotorcraft Gyroplane
RH	Rotorcraft Helicopter

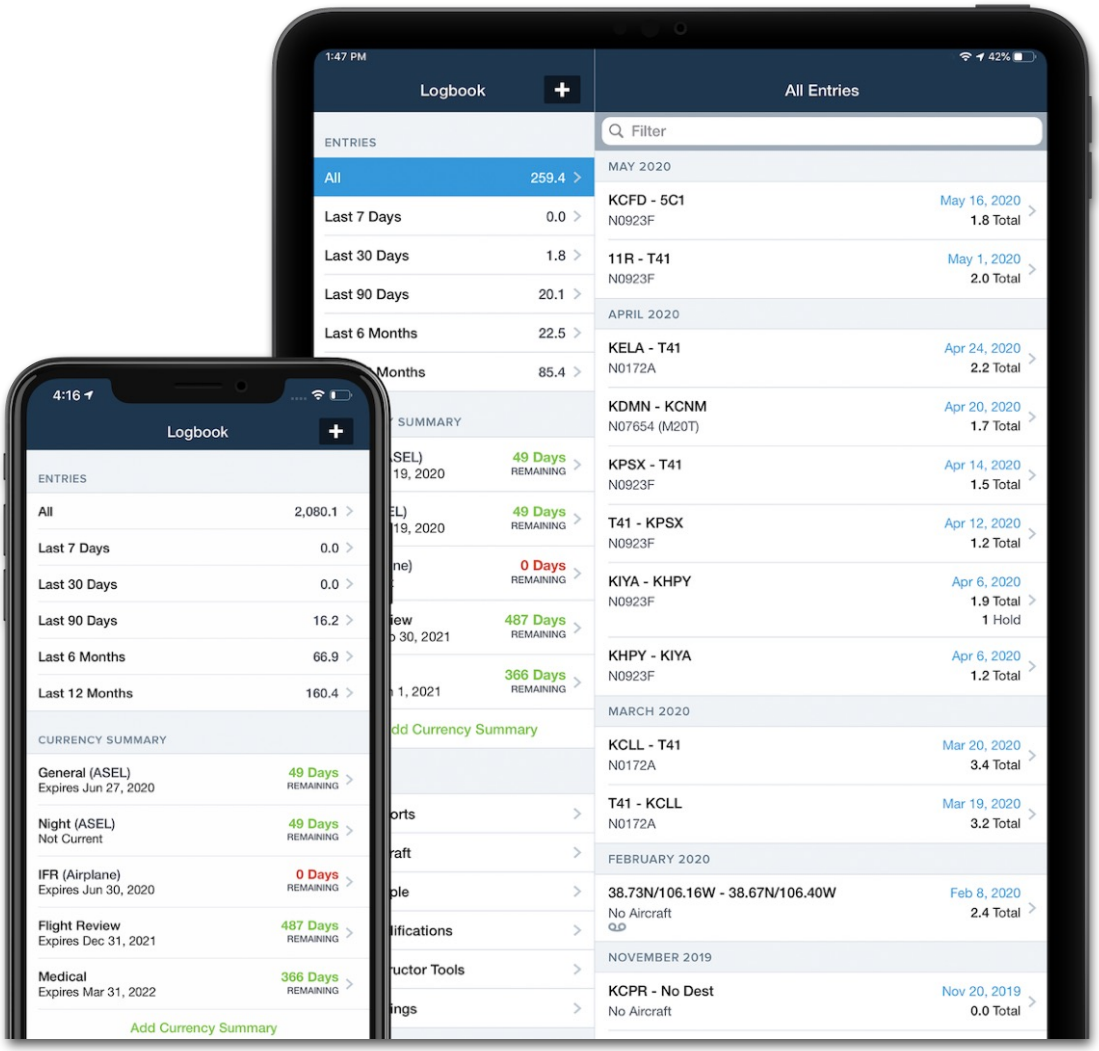
Abbreviation	Definition
RT	Retractable Tricycle
SIC	Second in Command
TAA	Technically Advanced Airplane
TSV	Tab Separated Value (Digital Logbook File Format)
WL	Weight Shift Control Land
WS	Weight Shift Control Sea

INTRODUCTION

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

Logbook is included with all subscriptions on the iPad, iPhone, and ForeFlight on the web. With the exception of the **Logbook on the Web** chapter, this guide primarily provides information on using Logbook with an iPad.

Logbook syncs across all of your devices and ForeFlight Web making it a valuable tool for pilots of all types.



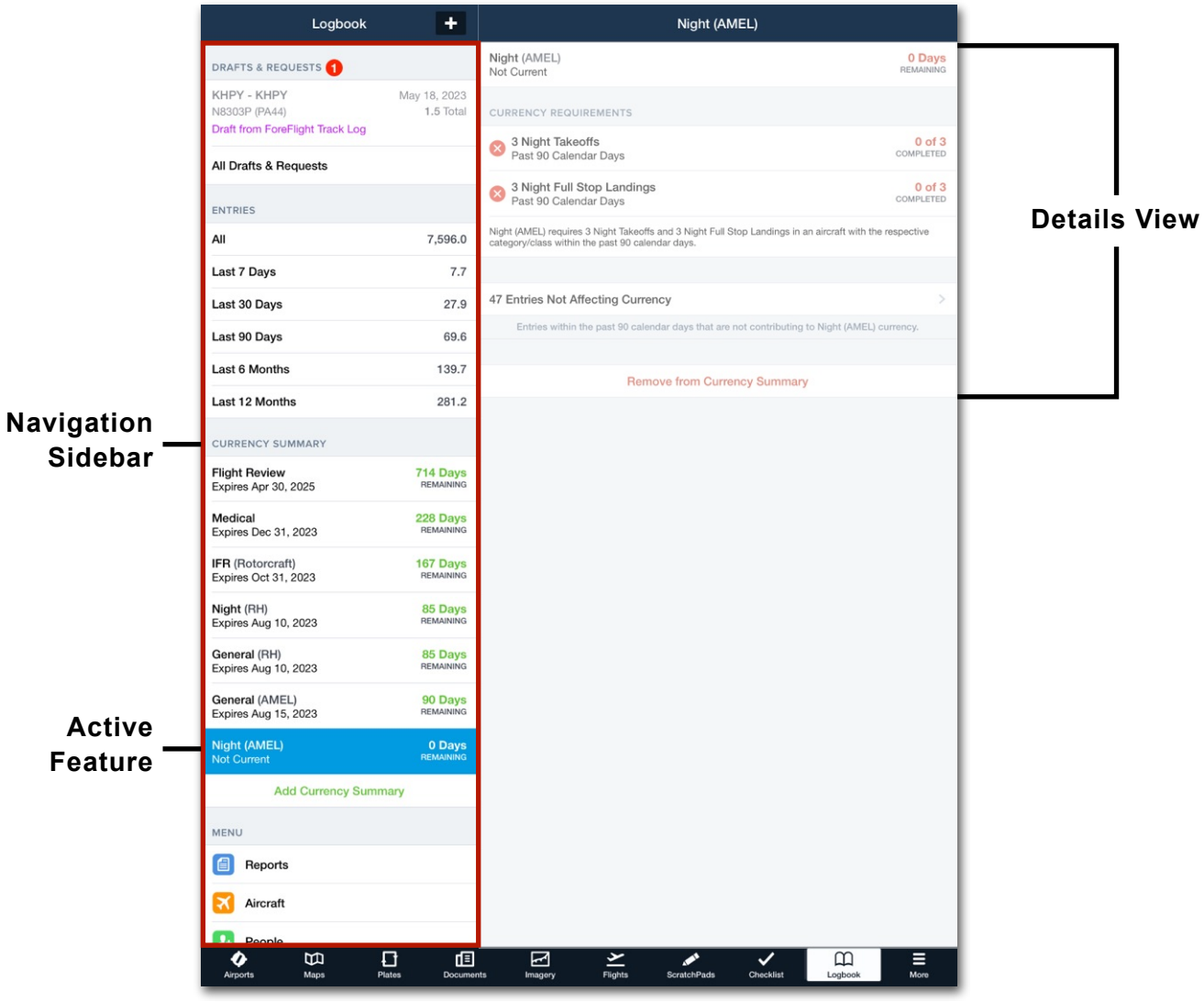
ForeFlight Logbook

1.1 Logbook Design

On the iPad, Logbook contains a navigation sidebar for navigating the different logbook features. Tap an item in the sidebar to display its information in the Details View.

On an iPhone, the navigation options are displayed fullscreen. Tap an item to display its details fullscreen. Tap the **Logbook** back button in the upper toolbar to return iPhone to the navigation options.

On the web, the navigation toolbar is displayed across the top of the screen.

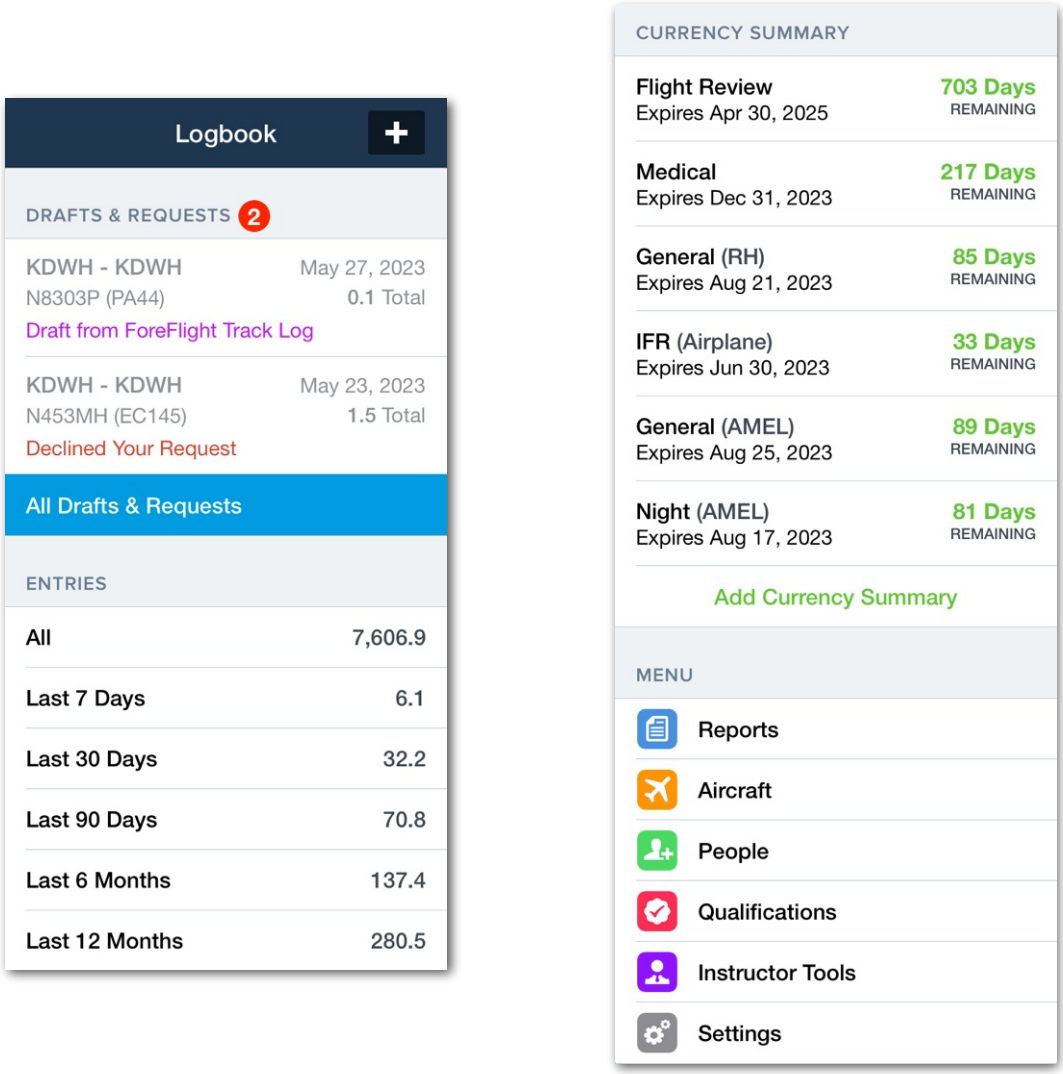


Logbook on iPad

1.1.1 Navigating Logbook

From top to bottom, the navigation sidebar is divided into the following sections:

- **Drafts & Request** contain **draft logbook entries** and **logbook signature requests**. If there are no drafts or requests, this section is hidden.
- The **Entries** section contains logbook entries that have been recorded to your logbook.
- **Currency Summary** is a customizable section for **tracking currency**.
- The **Menu** section contains **Reports**, **Logbook Aircraft**, **People**, **Qualifications**, **Instructor Tools**, and **Settings**.



Logbook Navigation Toolbar

GETTING STARTED

Entries can be added to your logbook using any of the following methods:

- Manually add a logbook entry (see section 2.1 below).
- Add a new logbook entry by **sending a route to your logbook**.
- Approve a **draft entry** when a track log is recorded or a flight plan is filed.
- **Import an existing digital logbook** using Logbook on the web.
- Convert a paper logbook by adding digital "**catch up**" entries.

2.1 Adding a Logbook Entry

To manually add a logbook entry, go to **More** > **Logbook** and tap the **[+]** button in the upper toolbar. Select if the entry is a **New Entry** or **Return Entry**.

- **NEW ENTRY** auto-fills the aircraft and departure airport fields with the aircraft and destination airport from your last entry.
- **RETURN ENTRY** auto-fills the aircraft, departure airport, and the destination airport using the destination and departure airports from the previous entry.

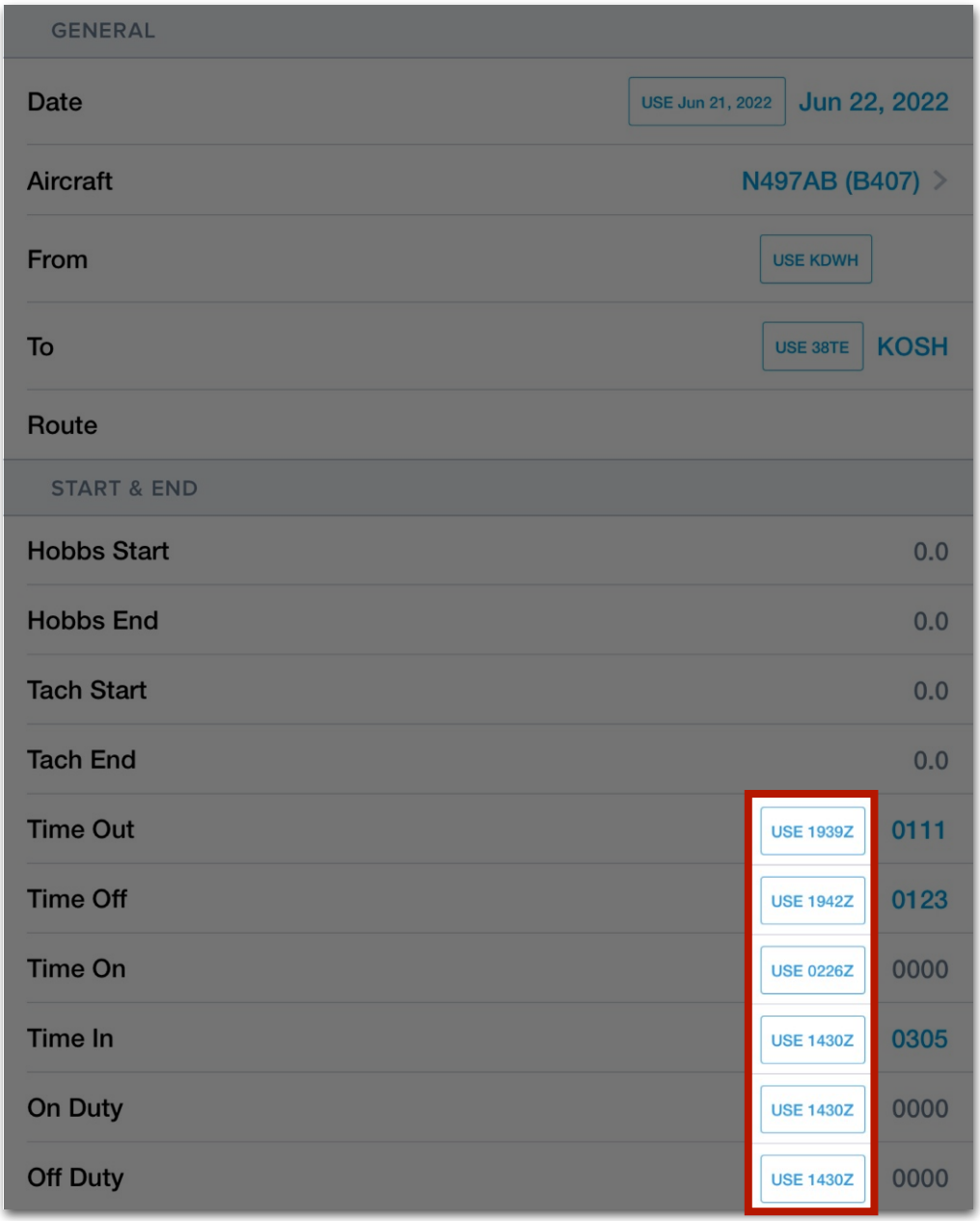
New Entry Types

After selecting the entry type, manually enter details about the flight or tap the **Use Button** when applicable. Logbook details are automatically saved as you make edits. Tap the back button in the upper toolbar when the entry is complete.

2.1.1 USE Buttons

Various fields may offer a **USE** button that can be tapped to autofill suggested data. If the data entered in the logbook entry matches what the USE button would suggest, the button is hidden.

As described in the table on the next page, USE values are derived from associated track logs and the values already entered in the logbook entry.



Example USE Buttons

USE Button Definitions

The USE button contains prefilled information as described in the table below.

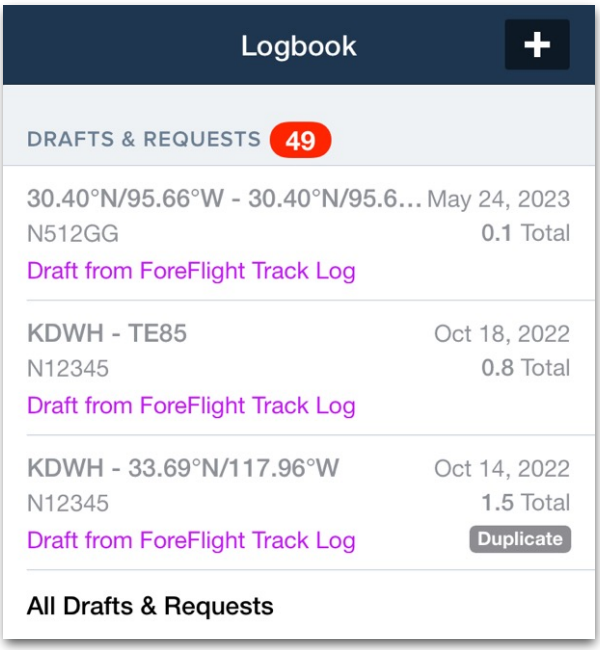
Field	Definition
Date	The date from the earliest associated track log.
From	The departure airport from the associated track log.
To	The destination airport from the associated track log.
Time Out/In	The appropriate Out/In time from the associated track log or the device's current Zulu time.
Time Off/On	The appropriate Off/On time from the associated track log or the device's current Zulu time.
On/Off Duty	The device's current Zulu time.
Toal Time	The total time of the associated track log.
PIC	The logbook entry's current Total Time.
SIC	The logbook entry's current Total Time.
Night	The logbook entry's current Total Time.
Solo	The logbook entry's current Total Time.
Cross Country	The logbook entry's current Total Time.
Distance	The route's straight line distance as entered in the From, To, and Route fields. Not the actual distance from the track log.
Actual Instrument	The logbook entry's current Total Time.
Simulated Instrument	The logbook entry's current Total Time.
NVG	The logbook entry's current Total Time.
Dual Given	The logbook entry's current Total Time.
Dual Received	The logbook entry's current Total Time.
Simulated Flight	The logbook entry's current Total Time.
Ground Training	The logbook entry's current Total Time.

2.2 Draft Entries

Drafts entries are logbook entries that are automatically created when a track log is recorded or a flight plan is filed. Draft entries are also created when another pilot **shares a logbook** entry with you.

Draft entries are found at the top of the navigation sidebar with a red notification bubble indicating how many draft entries are awaiting review.

Draft entries and their times are *not* included in your logbook and do *not* count toward your currency until you **Approve** them. Once approved, draft logbook entries are added to your logbook.



Drafts & Requests Section

2.2.1 Enabling Draft Entries

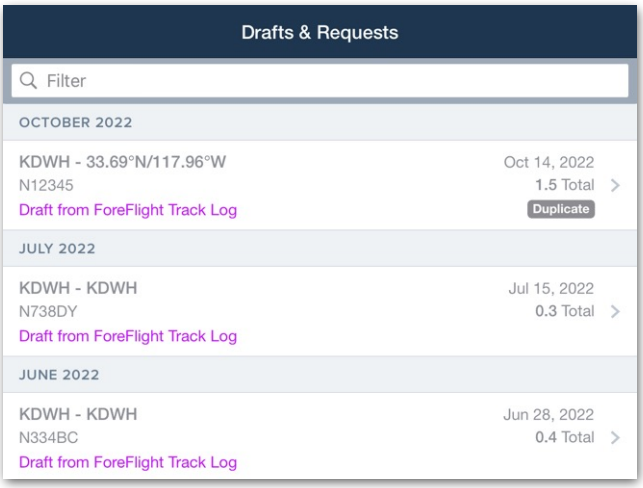
To enable draft logbook entries:

1. Tap **More** > **Logbook** > **Settings** > **Draft Entry Creation**.
2. Enable draft entries for **Track Log**, **Filed Flight Plan**, or both.

NOTE: Draft entries are not enabled by default. If both settings are enabled; a flight plan is filed and subsequently a track log is recorded, two draft entries for the same flight will exist. There is no setting to enable logbook sharing.

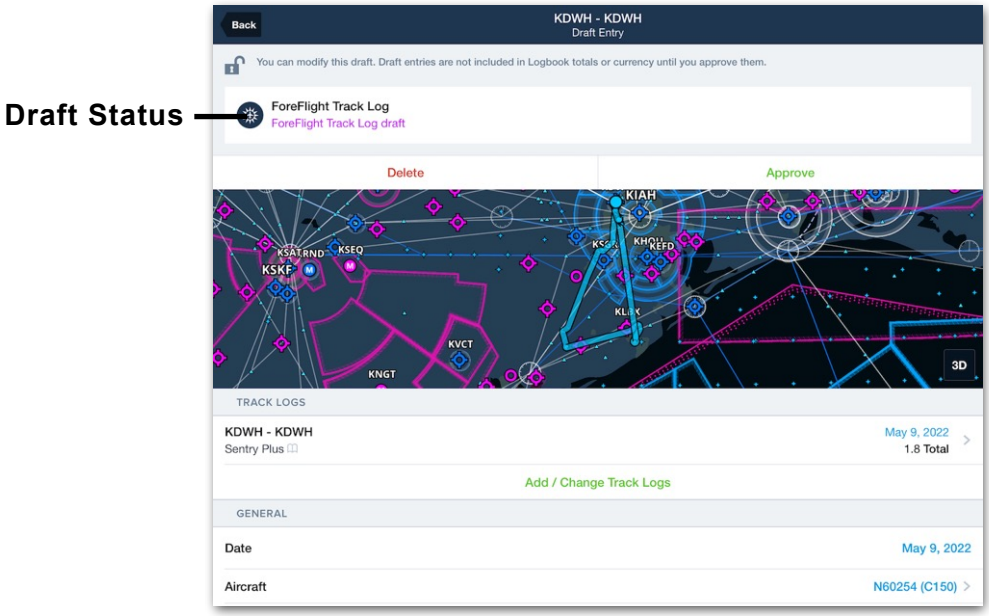
2.2.2 Viewing Draft Entries

The three most recent draft entries are displayed in the Drafts & Requests section of the navigation sidebar. Tap **All Drafts & Requests** to display a list of all draft entries in the main view. Draft entries are sorted by date with the most recent entries near the top of the list. A search bar above the list allows users to search by tail number or destination/departure airport.



Draft Entry List

Tapping a draft entry (either in the Drafts & Requests section or from the list of all draft entries) displays its details in the main view. A banner at the top of the entry indicates its status.



Draft Entry Details

2.2.3 Approving Draft Entries

To approve a draft logbook entry, select the draft from the list. Review each field and edit as necessary. Once all edits are complete, tap **Approve** at the top of the entry to add the flight to your logbook.

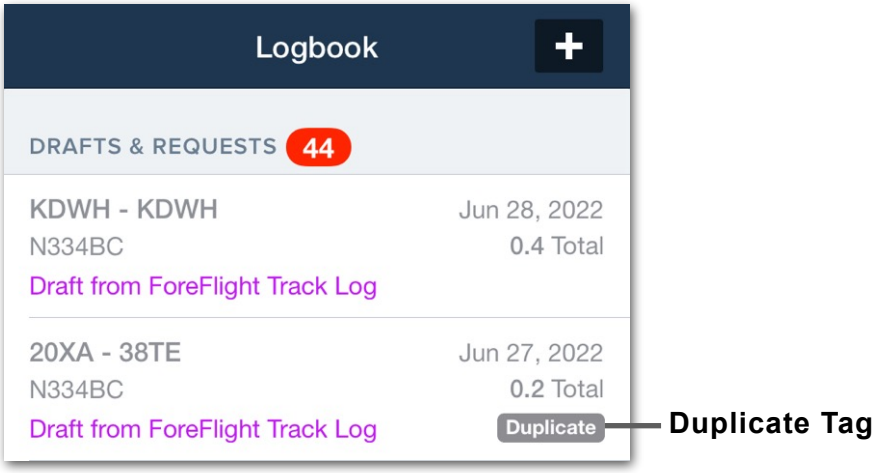
To remove the flight from *Drafts & Requests* without adding it to your logbook, tap on the draft entry and select **Delete**.

NOTE: After approving a draft logbook entry, it can be viewed, edited, or deleted by selecting it from your list of logbook entries.

2.2.4 Duplicate Draft Entries

When a draft entry is created as a result of a track log recording and that **track log** is added to a logbook entry, the draft becomes a duplicate.

Duplicate draft entries display a Duplicate tag. See the next page for additional information.



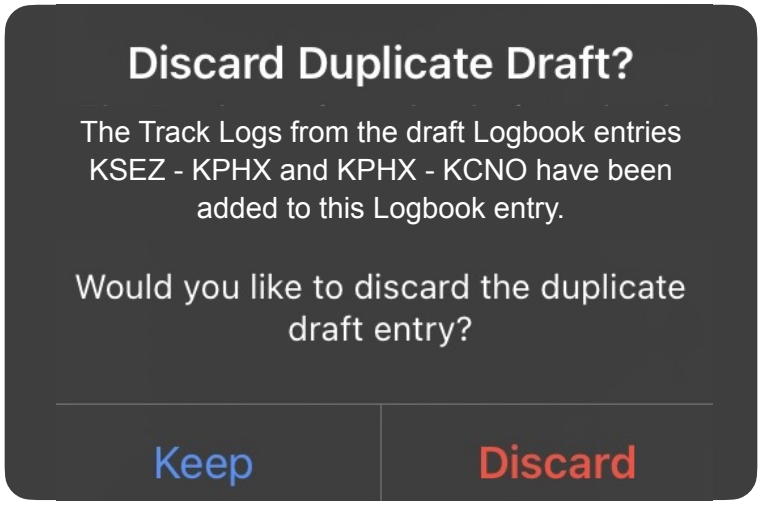
Discarding Duplicate Drafts

When adding multiple track logs to a draft entry, a pop-up may be displayed when the draft entry is approved. The pop-up offers to discard duplicate draft entries. As discussed on the previous page, a duplicate draft entry has a track log that is already associated with another logbook entry.

For example, if you fly three legs and record three separate track logs. Logbook generates three draft entries when the **Draft Entry Creation** setting for Track Logs is enabled.

If you add all three track logs to the first draft entry, a pop-up will appear when the draft entry is approved. The pop-up offers to discard the other two draft entries that were created when you flew three legs.

Once a draft entry has been discarded, it cannot be restored.



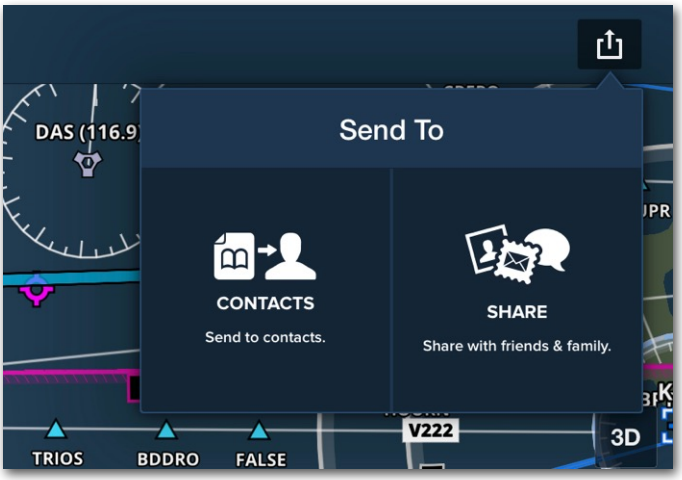
Duplicate Discard Pop-up

2.2.5 Shared Flight Draft Entries

Logbook entries shared with **Contacts** automatically appear in the Drafts & Requests section of the recipient's logbook. Tap **Approve** to add the flight to the logbook.

To share logbook entries:

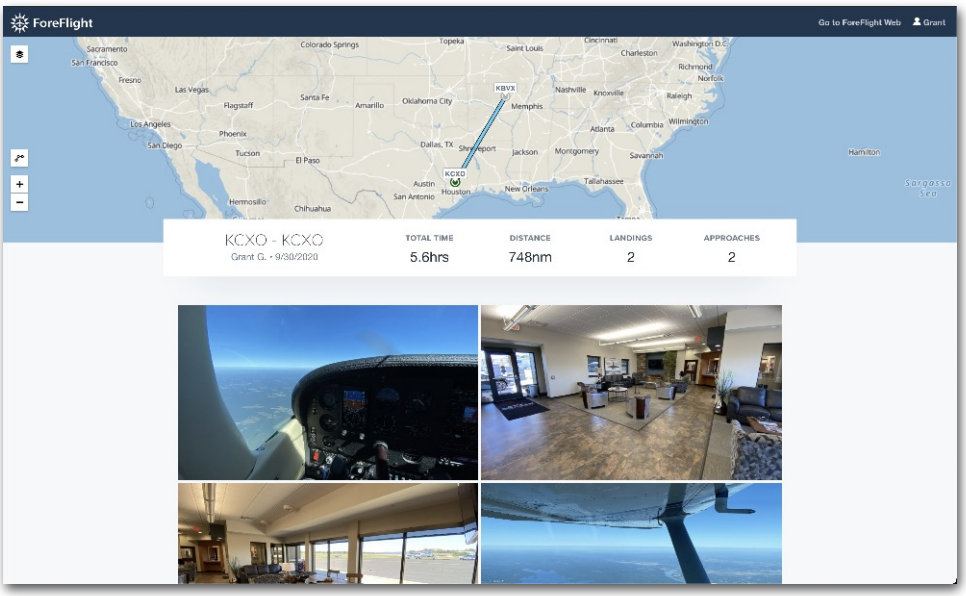
1. Select a logbook entry from your logbook.
2. Tap the **Send To** button in the upper toolbar.
3. Select **Contacts** or **Share.**
4. Enter the recipient's ForeFlight email address.
5. Tap **Share**.



Sharing Logbook Entries

Sharing with Friends and Family

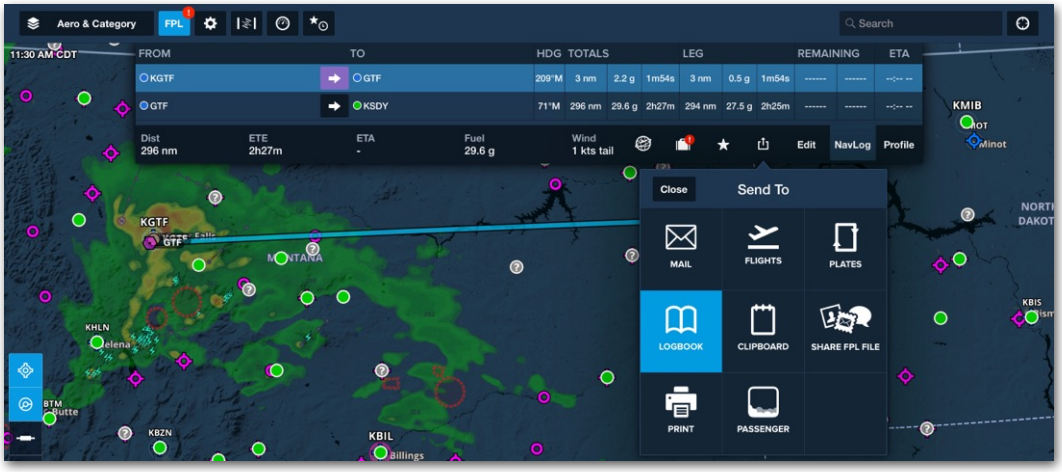
Selecting **Share with friends & family** sends a summary of your flight along with any flight photos. Flights shared with friends and family do not get added to the recipient's logbook.



Flight shared with Friends and Family

2.3 Sending Flights to Logbook

Logbook entries can be created using the **Send To** button from the Maps, Flights, and Track Logs views. Sending a flight to Logbook from one of these pages auto-fills fields such as destination and departure airports, route, aircraft, and total time.



Maps - Send to Logbook

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

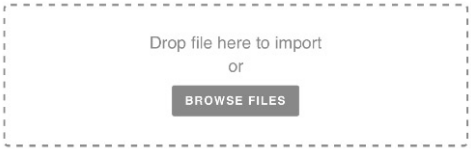
2.4 Importing a Digital Logbook

Pilots with an existing digital logbook can import that logbook into ForeFlight by following the guidance in this section. Digital logbook are imported using **Logbook on the Web**.

IMPORTANT: Imported logbooks are appended to existing logbook entries. Importing a digital logbook multiple times will result in duplicate entries.

To import a digital logbook:

1. Sign into **plan.foreflight.com/logbook#/import**
2. Drag your digital logbook file to the import section or select the file from your computer using the **Browse Files** option. Your logbook must be in CSV or TSV file format to import.

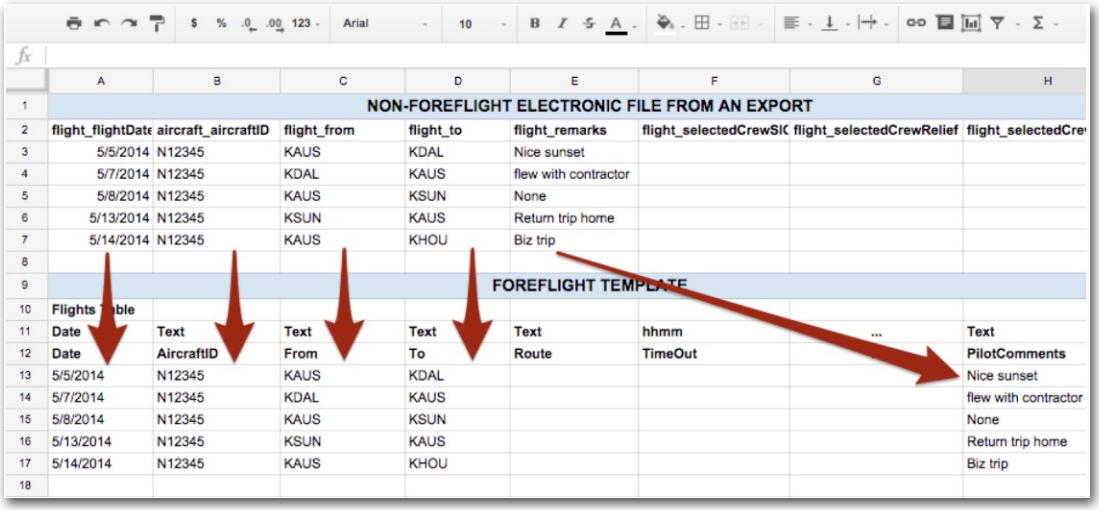


3. Preview the results of your logbook.
4. If your import contains errors, select **Cancel**.
5. Edit the digital logbook file to correct the errors.
6. Repeat steps 3 through 5 as necessary.
7. If the logbook preview is correct, select **Import to Logbook**.

2.4.1 Digital Logbook Formatting Requirements

Due to the various types of digital logbooks, logbooks other than those that use the ForeFlight template may experience data loss during the import process. As a result, it is highly recommended to use the ForeFlight template to import your logbook. To import your digital logbook with the ForeFlight template:

1. Sign into **plan.foreflight.com/logbook#/import**.
2. Click **Download ForeFlight Template** to download a blank copy of the template to your computer.
3. Locate and open the ForeFlight template on your computer with a program capable of editing spreadsheets, i.e., Microsoft Excel, Apple Numbers, Google Sheets.
4. Copy the data from your existing logbook to the ForeFlight template. *Do not edit the names or rearrange the columns of the ForeFlight template.*



	A	B	C	D	E	F	G	H
1	NON-FOREFLIGHT ELECTRONIC FILE FROM AN EXPORT							
2	flight_flightDate	aircraft_aircraftID	flight_from	flight_to	flight_remarks	flight_selectedCrewSIC	flight_selectedCrewRelief	flight_selectedCre
3	5/5/2014	N12345	KAUS	KDAL	Nice sunset			
4	5/7/2014	N12345	KDAL	KAUS	flew with contractor			
5	5/8/2014	N12345	KAUS	KSUN	None			
6	5/13/2014	N12345	KSUN	KAUS	Return trip home			
7	5/14/2014	N12345	KAUS	KHOU	Biz trip			
8								
9	FOREFLIGHT TEMPLATE							
10	Flights Table							
11	Date	Text	Text	Text	Text	hhmm	...	Text
12	Date	AircraftID	From	To	Route	TimeOut		PilotComments
13	5/5/2014	N12345	KAUS	KDAL				Nice sunset
14	5/7/2014	N12345	KDAL	KAUS				flew with contractor
15	5/8/2014	N12345	KAUS	KSUN				None
16	5/13/2014	N12345	KSUN	KAUS				Return trip home
17	5/14/2014	N12345	KAUS	KHOU				Biz trip
18								

5. Once all data has been transferred from your existing logbook to the template, import the completed file by dragging it to the import section or by selecting it from your computer using the **Browse Files** option.
6. Preview the results.
7. Make corrections if applicable.
8. Select **Import to Logbook** when the preview is correct.

ForeFlight Template

The ForeFlight template is organized into two sections. The top section contains an *Aircraft Table* with your aircraft details. The bottom section contains a *Flights Table* with your flights. When using the ForeFlight Template, it's important not to edit the contents that are included with the blank copy.

Logbook matches the aircraft ID from your flights with the aircraft ID in the Aircraft Table to determine your currency and experience. Each column in the tables represent a different field.

Formatting requirements for each field are depicted in the top row. For example, the *TotalTime* field in the Flights Table is of the *Decimal* type. This implies that your total time can only be a number with a decimal. Entering anything in this field other than a number or decimal will result in an error.

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
Flights Table													
Date	Text	Text	Text	Text	hhmm	hhmm	hhmm	hhmm	hhmm	hhmm	Decimal	Decimal	Decimal
Date	AircraftID	From	To	Route	TimeOut	TimeOff	TimeOn	TimeIn	OnDuty	OffDuty	TotalTime	PIC	SIC

ForeFlight Logbook Import Template

NOTE: It's important to be consistent with how you list your aircraft. Entering one flight with the aircraft ID *N1975X* and another as *1975X* will result in your logbook having two unique aircraft.

Aircraft Table Formatting

Formatting requirements for the aircraft table are found below.

Field	Format	Notes
AircraftID	Text	The aircraft's registration, or "tail number." Example: N201TH
TypeCode	Text	The aircraft's type code. Example: PA28 or C172.
Year	YYYY	YYYY format. Example: 2019
Make	Text	The manufacturer of the aircraft. Example: Cessna
Model	Text	The aircraft's model name. Example: 172
Category	Text	Use one of the following: Airplane, Rotorcraft, Glider, Lighter Than Air, Powered Lift, Powered Parachute, Weight-Shift-Control, Simulator.
Class	Text	Use one of the following codes: ASEL, AMEL, ASES, AMES, RH, RG, Glider, LA, LB, Powered Lift, PL, PS, WL, WS, FFS, FTD, ATD. For definitions, **click here**.
GearType	Text	Use one of the following codes: AM (Amphibian), FC (Fixed Tailwheel), FT (Fixed Tricycle), RC (Retractable Tailwheel), RT (Retractable Tricycle), Floats, Skids
Engine Type	Text	Choose from: Diesel, Electric, Non-Powered, Piston, Radial, Turbofan, Turbojet, Turboprop, Turboshaft
Complex	Boolean	This is a true or false field. We suggest a simple 'x' if the airplane is complex.
High Performance	Boolean	This is a true or false field. We suggest a simple 'x' if the airplane is high performance.
Pressurized	Boolean	This is a true or false field. We suggest a simple 'x' if the airplane is pressurized.
TAA	Boolean	This is a true or false field. We suggest a simple 'x' if the airplane is technically advanced.

Flights Table Formatting

Formatting requirements for the flights table are found below.

Field	Format	Notes
Date	YYYY-MM-DD	The date of flight in YYYY-MM-DD format. Example: 2002-01-02
Aircraft ID	Text	The aircraft's registration, or "tail number." Example: N201TH
From	Text	The code for the departure airport. Example: KBVU
To	Text	The code for the destination airport. Example: KVGT
Route	Text	The points between departure and destination, separated by a space. Example: KCDC 67L
TimeOut	HH:MM	Hours and minutes in 24-hour format. Example: 18:23
TimeOff	HH:MM	Hours and minutes in 24-hour format. Example: 18:23
TimeOn	HH:MM	Hours and minutes in 24-hour format. Example: 21:37
TimeIn	HH:MM	Hours and minutes in 24-hour format. Example: 21:37
OnDuty	HH:MM	Hours and minutes in 24-hour format. Example: 17:00
OffDuty	HH:MM	Hours and minutes in 24-hour format. Example: 22:00
Total Time	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
PIC	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
SIC	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).

Field	Format	Notes
Night	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Solo	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Cross Country	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
NVG	Decimal or HH:MM	Duration in decimal format or in hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
NVGOps	Number	A whole number. Example: 2
Distance	Decimal	Nautical miles in decimal format: Example: 135.0. You have the option to use this field to track a total route distance or the distance to the furthest landing for training purposes. Whichever you choose, be consistent on all entries.
Day Takeoffs	Number	A whole number. Example: 2
Day Landings FullStop	Number	A whole number. Example: 2
Night Takeoffs	Number	A whole number. Example: 1
Night Landings FullStop	Number	A whole number. Example: 1
All Landings	Number	The total number of landings. Example: 3

Field	Format	Notes
Actual Instrument	Decimal or HH:MM	Duration in actual IMC conditions. Use decimal or hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Simulated Instrument	Decimal or HH:MM	Duration with a view limiting device. Use decimal or hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Hobbs Start	Decimal	Aircraft Hobbs reading at beginning of flight: Example: 250.4
Hobbs End	Decimal	Aircraft Hobbs reading at end of flight: Example: 255.2
Tach Start	Decimal	Aircraft tachometer reading at beginning of flight: Example: 200.15
TachEnd	Decimal	Aircraft tachometer reading at end of flight: Example: 204.42
Holds	Number	A whole number. Example: 1
Approach 1,2..	Packed Detail	The approach(es) you flew, with details separated by semicolons. The format expected is #;type;runway;airport;comments;circle Choose from the following approach types: ASR/SRA, GCA, GLS, ILS, ILS CAT II, ILS CAT III, LDA, LOC, LOC BC, MLS, NDB, PAR, RNAV (GPS), RNAV (RNP), SDF, TACAN, VOR. Example: 1;ILS;12L;KVGT;Broke out at 350 AGL. Example 2 with Circle To Land selected: 2;RNAV (GPS);36;KTME;comments;circle.
Dual Given	Decimal or HH:MM	Duration of flight instruction provided. Use decimal or hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Dual Received	Decimal or HH:MM	Duration of flight instruction received. Use decimal or hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).

Field	Format	Notes
Simulated Flight	Decimal or HH:MM	Duration of simulator time. Use decimal or hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Ground Training	Decimal or HH:MM	Duration of ground training received. Use decimal or hours and minutes (HH:MM) format. Example: 3.6 (Decimal format) or 03:36 (HH:MM format).
Instructor Name	Text	First and last name. Example: Mark Wallace
Instructor Comments	Text	Your instructor's notes on the event: Example: "BAI, Unusual Attitudes, IFR lost comm procedures." These may also be placed in the "PilotComments" field if you choose.
Person 1,2..	Text	Other people on board the aircraft with their role for that flight. Expected format is Name;Role;Email. Choose from the following roles: Instructor, Student, Passenger, PIC, SIC, Safety Pilot, Flight Attendant, Flight Engineer, First Officer, Second Officer, Examiner. Example: Robert Hale;Student;Bob@example.com
Flight Review	Boolean	This is a true or false field. We suggest a simple 'x' if a flight review was conducted.
Check Ride	Boolean	This is a true or false field. We suggest a simple 'x' if a successful checkride occured.
IPC	Boolean	This is a true or false field. We suggest a simple 'x' if an instrument proficiency check was conducted.
NVG Proficiency	Boolean	This is a true or false field. We suggest a simple 'x' if a NVG proficiency check was conducted.
FAA6158	Boolean	This is a true or false field. We suggest a simple 'x' if a CFR14 61.58 proficiency check was conducted.

Field	Format	Notes
Custom Fields	Text	Custom Fields: If you need to carry over any custom fields, change the name and type of that field as appropriate. Choose from the following field types: Text, Numeric, Hours, Counter, Date, DateTime, or Toggle. Format: [FieldType]CustomFieldName. Example: [Hours]JumpPilot.
Pilot Comments	Text	This is a standard text field where you can place the contents of “Comments,” “Remarks,” or other similar fields from your logbook. Example “Instrument checkride - PASSED!”

Import Warnings and Errors

During the import process, your digital logbook will be verified for compatibility. Warnings are indicated in yellow and are often due to minor formatting issues or missing data and will not prevent you from importing a file. To ensure logbook accuracy, it's important to review and correct warnings prior to importing your logbook.

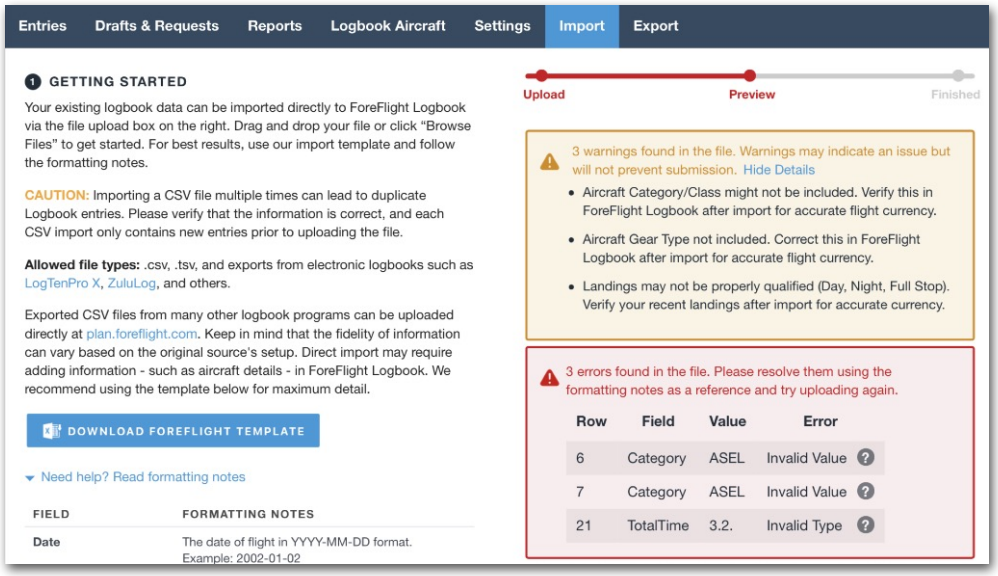
Errors are caused by more serious issues and must be fixed before the file can be imported. In the example below, there are three errors preventing the digital logbook from being imported.

On rows 6 and 7 of the CSV file, the value entered for the Category of aircraft is invalid. Referencing the formatting table on the previous page of the guide, we see that the Category field should use one of the following:

ForeFlight Logbook Import							
Aircraft Table							
Text	Text	Text	YYYY	Text	Text	Text	Text
AircraftID	EquipmentType	TypeCode	Year	Make	Model	Category	Class
N1489P	Cessna	C172	1975			ASEL	
N172C	Piper	PA28	1982			ASEL	

Airplane, Rotorcraft, Glider, Lighter Than Air, Powered Lift, Powered Parachute, Weight-Shift-Control, Simulator. Since we entered an invalid type, an error was generated.

The last error in the example is a result of the typo in row 21. The *TotalTime* field supports one decimal point. Correcting our total time entry from "3.2." hours to "3.2" would correct the error and allow the logbook to be imported.



Import Errors and Warnings

2.5 Importing a Paper Logbook

Importing a paper logbook begins with assessing your flight experience and determining how precise your digital logbook needs to be. The process for importing a paper logbook requires flight entries be manually entered into a spreadsheet. The number of unique entries is at the discretion of the pilot.

Alternatively, a pilot with little experience may need to document the specifics of every flight. For these pilots, we recommend manually entering every flight into the ForeFlight Template and **importing the file** using Logbook on the Web.

For example, a pilot with decades of experience and thousands of hours may not be concerned with the specifics of each flight from years ago. As a result, entering every flight would be a time-consuming process with minimal benefit.

For pilots with a lot of experience, we recommend creating a catch-up entry. The catch-up entry summarizes your flight experience, and it only needs to be as detailed as you deem necessary. Below is an example of a catch-up entry.

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	

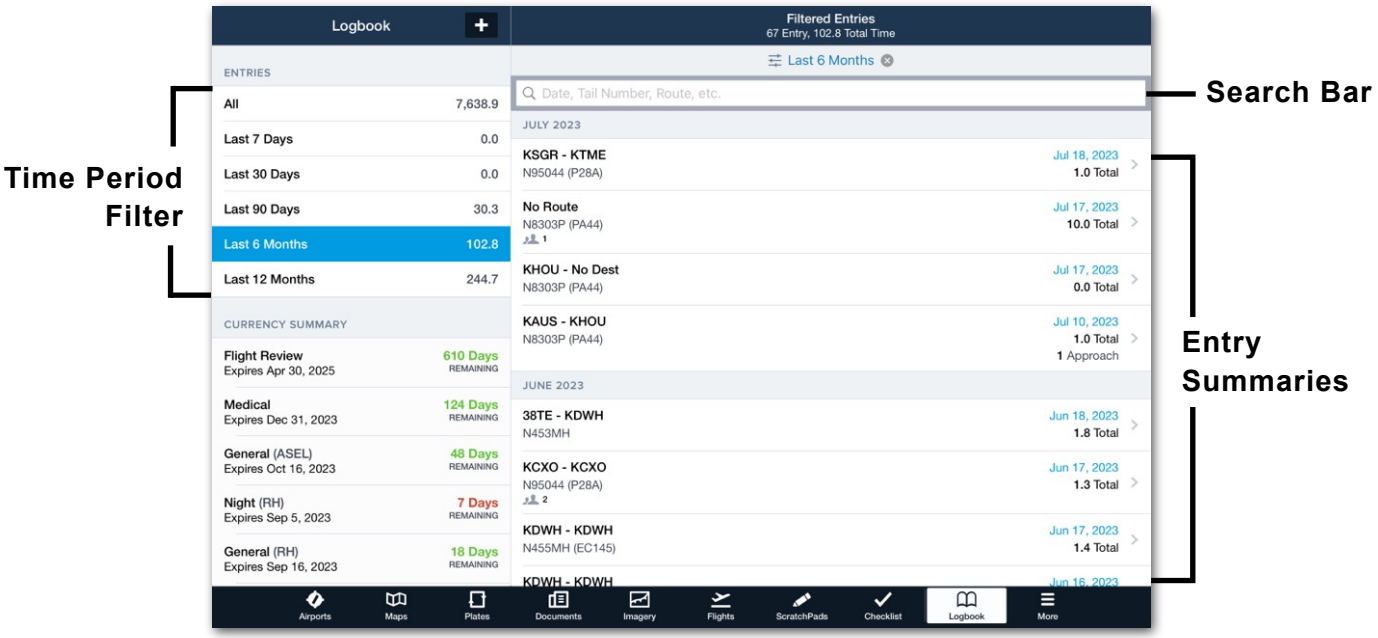
Logbook Catch-Up Entry

One entry is made for each aircraft type. An approximate date of when the flights took place is entered, and a representative aircraft ID is used. Since entering individual flights from years ago provides little benefit, the individual flights are instead grouped into one entry. We recommend grouping entries by type, aircraft ID, engine type, or any other field that applies to your experience. Once all your time has been entered, import the file using Logbook on the Web.

LOGBOOK ENTRY SUMMARIES

Tap **More** > **Logbook** and select one of the available time filters from the Entries section to view the list of summaries for the selected time period.

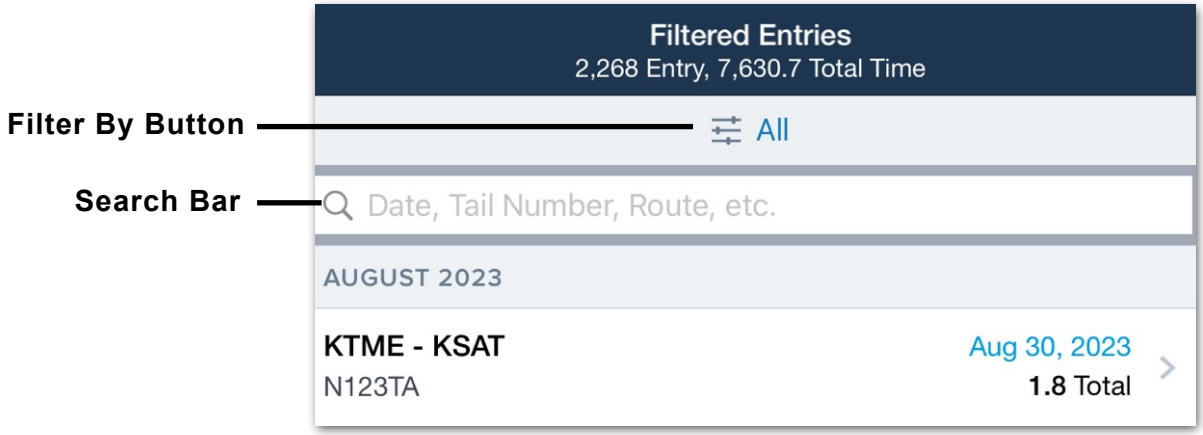
The total hours for each time period are automatically calculated and displayed next to the time period description. Tap an entry summary to view or edit its details in the **Logbook Entry View**.



6 Month Time Filtered Entries

3.1 Filtering Entry Summaries

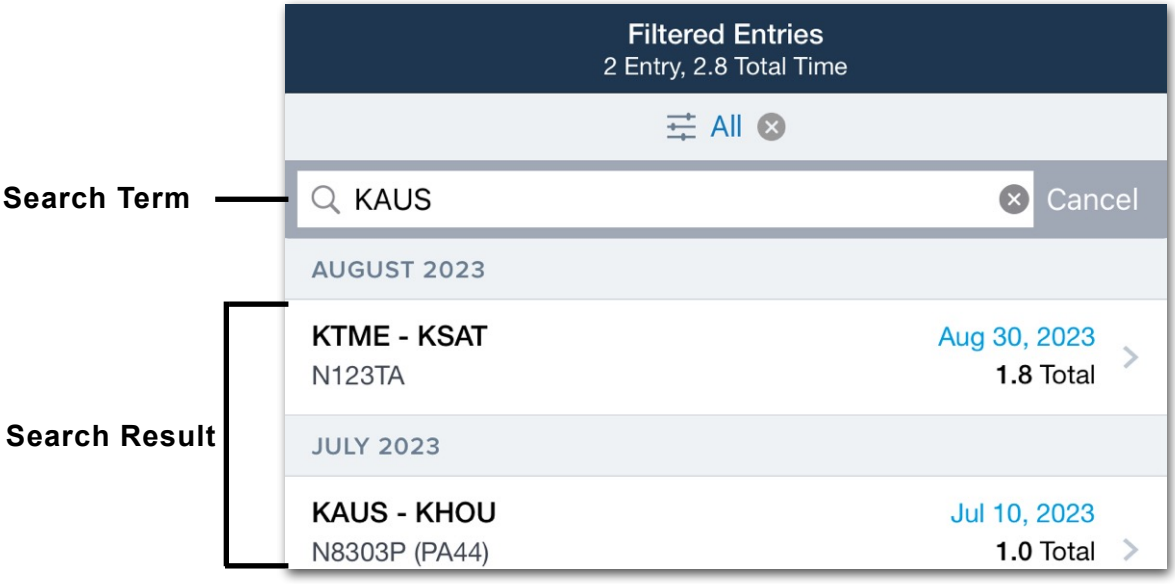
Logbook entries can be filtered using the search bar or by applying filters. All logbook entries for the specified time period will be searched. Entries that have matches will be displayed chronologically in the Entry Summary column. If there are no matches for a search, “No Entries” will be displayed.



3.1.1 Filtering Using the Search Bar

The Search Bar is used to search logbook entries based on the search terms and returns all flights that match any terms entered. Typical search terms include aircraft tail number, departure or arrival airport, and date.

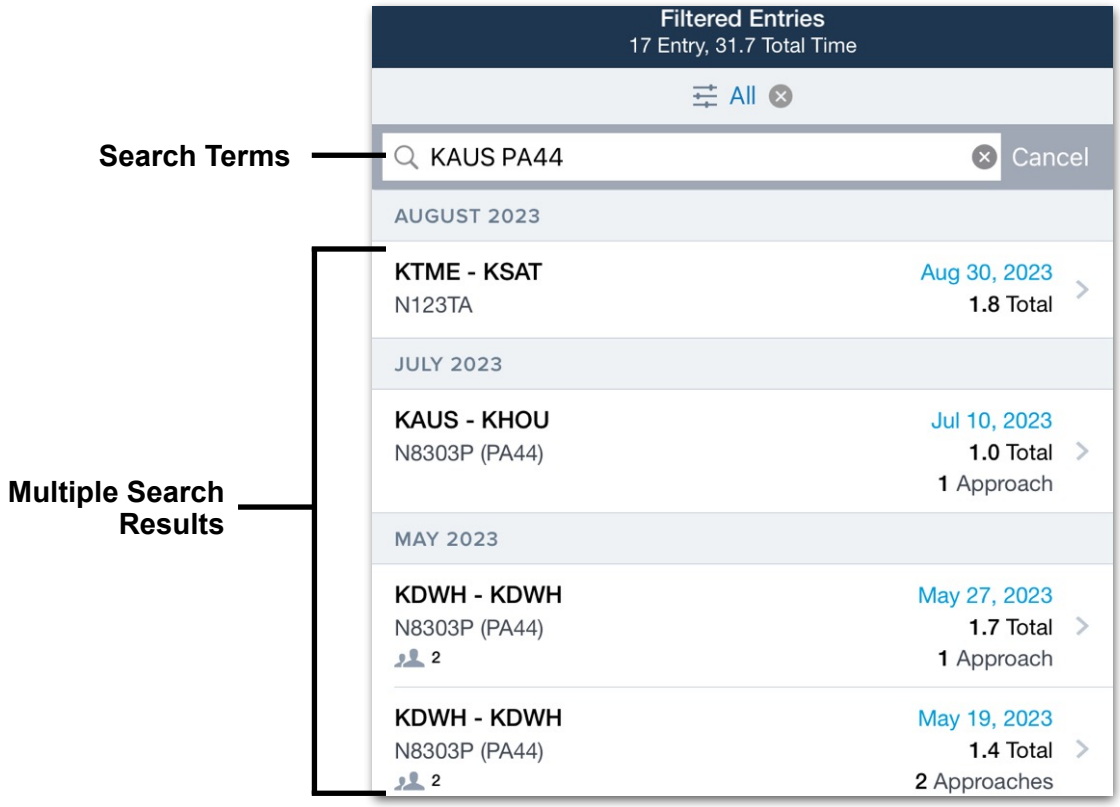
Entering a single term in the Search Field will return all logbook entries with that term, regardless of which field the entry is in. In the example below, KAUS is entered, and every logbook entry with this term, whether in a departure airport, arrival airport, route, tags, or in the comments, will be listed.



Searching Multiple Terms

Entering additional terms, separated by a space, does not narrow the scope of the search but instead will expand the search and return results for all flights that include any of the entered terms.

IMPORTANT: Avoid using commas to separate search terms. The comma will be included in the search and might lead to zero results for that term.



Multiple Logbook Entries

Search Date Formats

To search by date, enter one of the supported formats in the search bar:

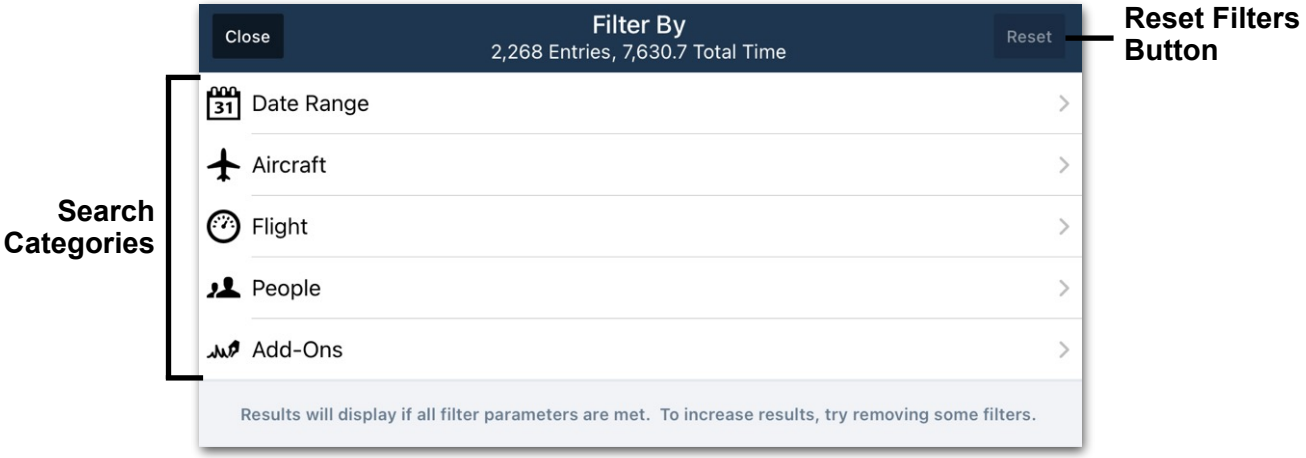
- YYYY-MM-DD
- YYYY.MM.DD
- YYYY/MM/DD
- YYYYMMDD

3.1.2 Filtering using the Filter By Button

The **Filter By** button allows the filtering of logbook entries using any of the following five categories:

- Date Range
- Aircraft
- Flight
- People
- Add-Ons

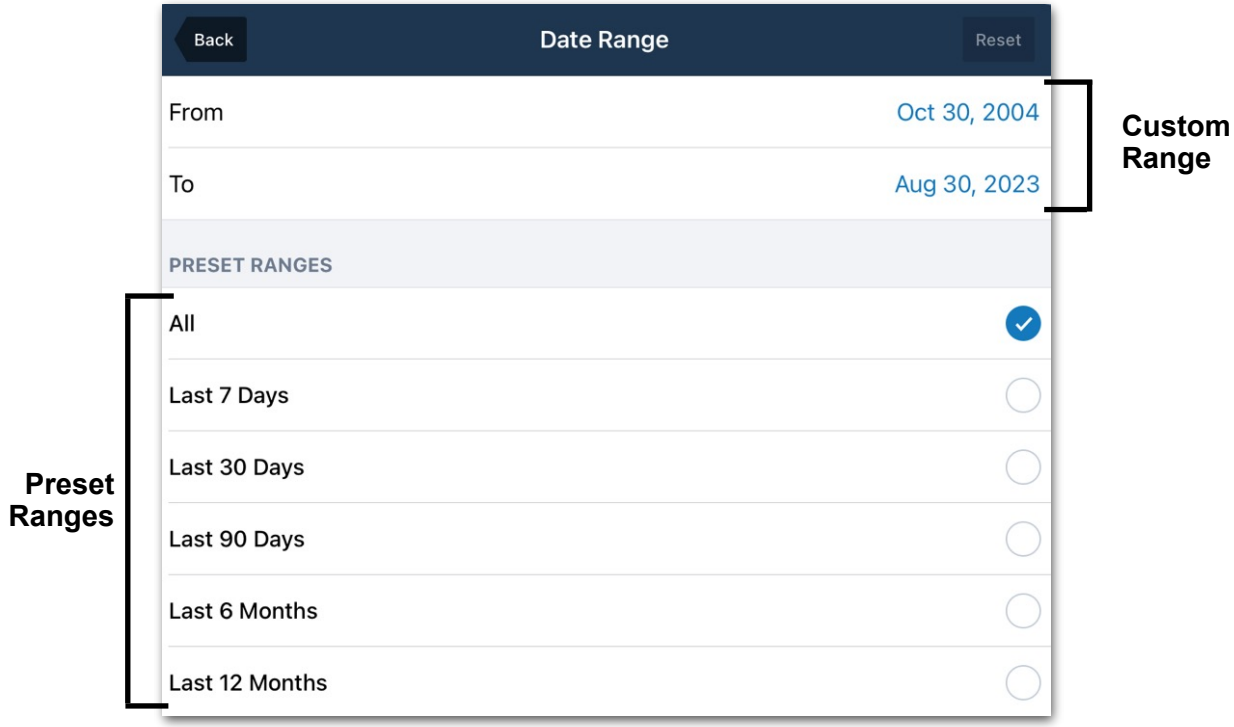
Multiple filters can be applied. To perform a detailed search of logbook entries, tap the **Filter By** button to set filters, then use search terms in the search bar to filter further.



Advanced Filter By Search

Filter by Date

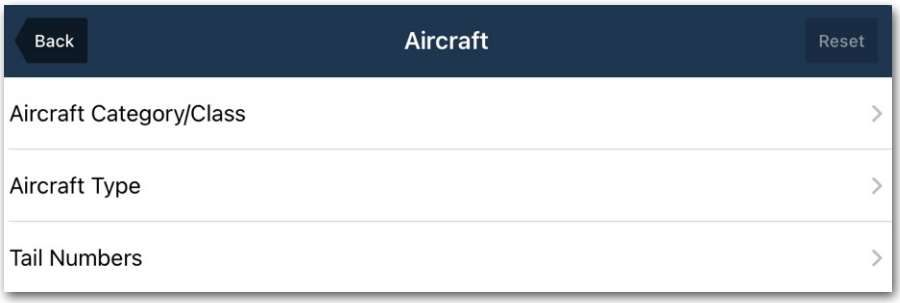
The **Date Range** filter provides the option to define the date range manually or to use the preset ranges. To define the date range manually, tap the From and To fields and set the desired date range. To define a date range using the preset ranges, select any of the predefined date ranges, ranging from 7 days to 12 months.



Date Range Category

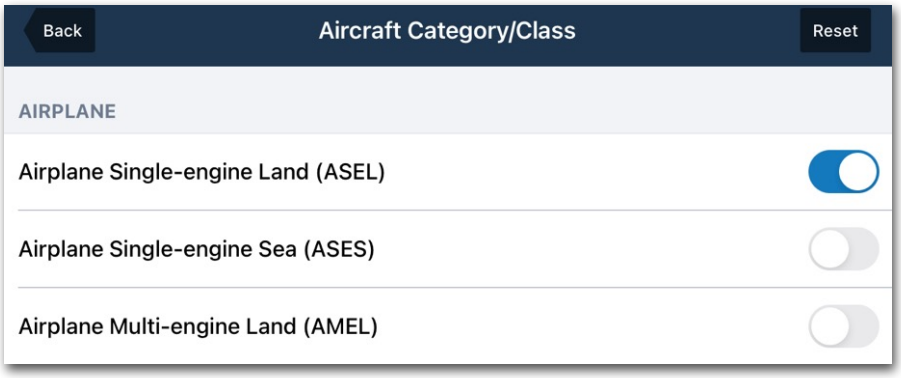
Filter by Aircraft Information

The Aircraft filter provides options to filter by aircraft category/class, type, or tail number. Any combination of these filters can be selected.



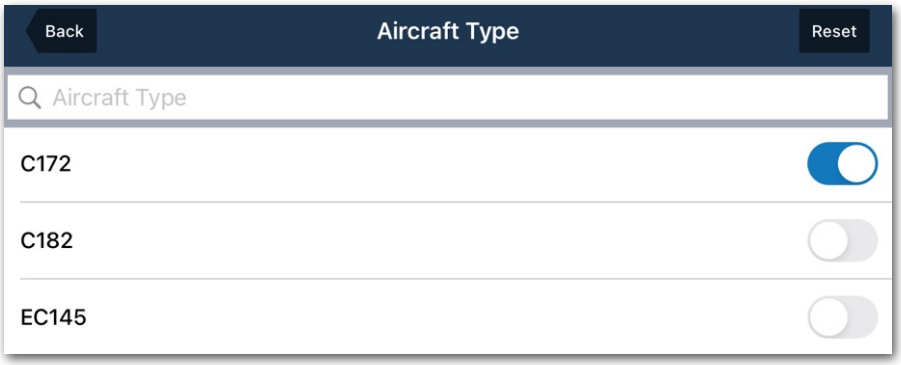
Aircraft Search Categories

Aircraft Category/Class allows filtering aircraft categories and classes entered in logbook entries. Tap **Aircraft Category/Class** to display all the aircraft categories and classes. Scroll the page up to see all available aircraft categories and classes. To select a category/class, slide the toggle switch on.



Aircraft Category/Class Category Filter

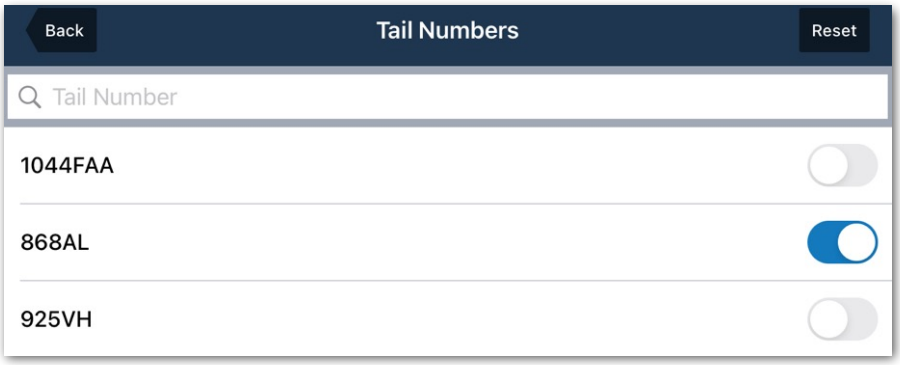
Aircraft Type allows filtering based on aircraft types entered in the logbook entries. Tap **Aircraft Type** to display all the aircraft types available to search in the logbook. Select a specific aircraft type by sliding the toggle switch on. To narrow down the list of aircraft types presented, utilize the search bar at the top to filter and locate a particular aircraft type.



Aircraft Type Category Filter

3. LOGBOOK ENTRY SUMMARIES

Tap **Tail Numbers** to display all the tail numbers available to search in the logbook. Select a specific tail number by sliding the toggle switch on. To narrow down the list of tail numbers presented, utilize the search bar at the top to filter and locate a particular tail number.

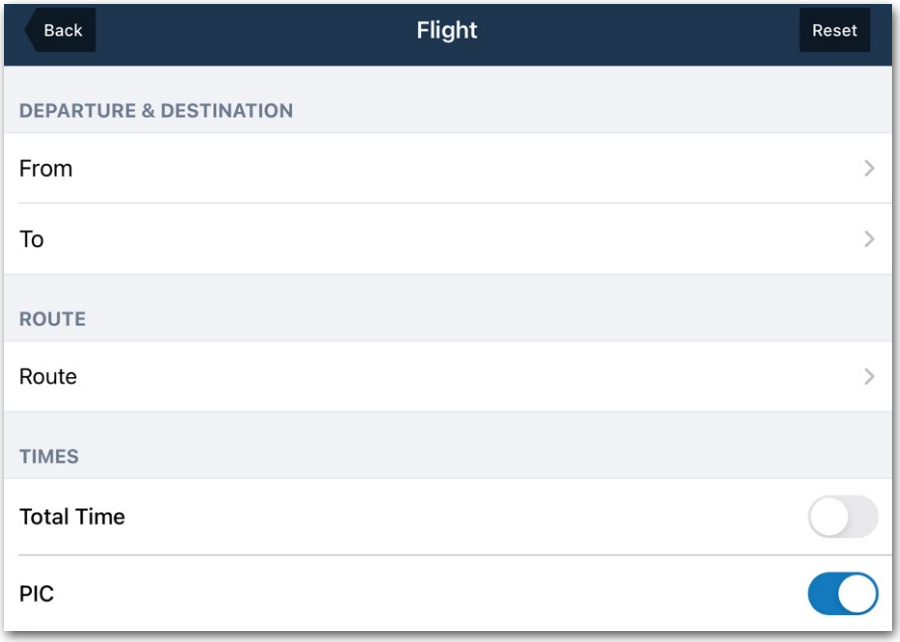


Tail Numbers Category Filter

Filter by Flight Information

The **Flight** category allows filtering using the following flight parameters:

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



Flight Category Filter

Tapping the **From** or **To** filter buttons provides a list of airports entered into logbook entries. Select a specific airport by sliding the toggle switch on. To narrow the list of airports presented, utilize the search bar at the top to filter and locate a particular airport.

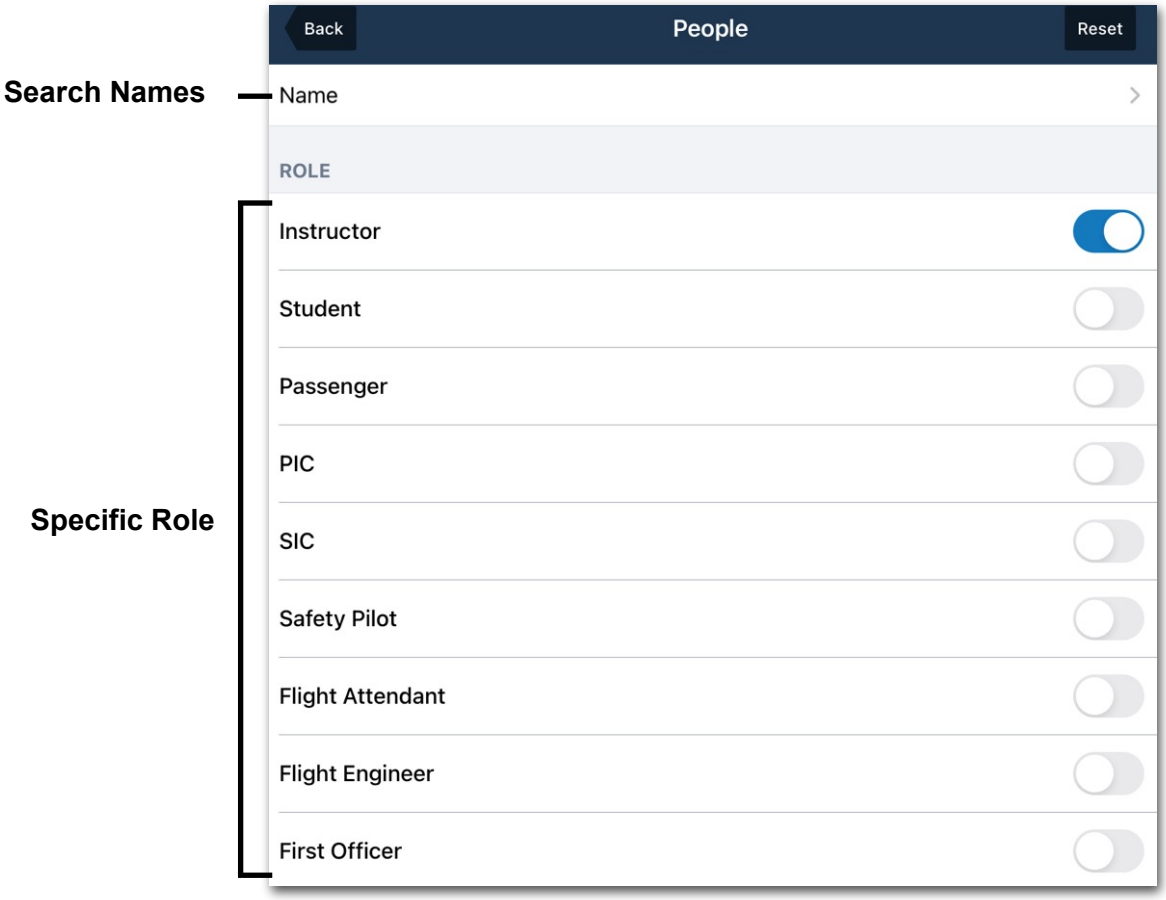
The **Route** filter provides a search bar where specific route waypoints can be added to the filter.

Any remaining flight filters can be selected to be included in the search parameters. Switch the desired filter to the "on" position to include it.

Filter by People

The People category will filter logbook entries with names entered into a logbook entry or by specific roles. Tap the **People** button to view the name and role filter. Tap **Name** to display a list of all of the names that have been entered into the logbook. To add a name to the filter, tap the toggle switch next to any name. Use the search bar at the top to look for specific names.

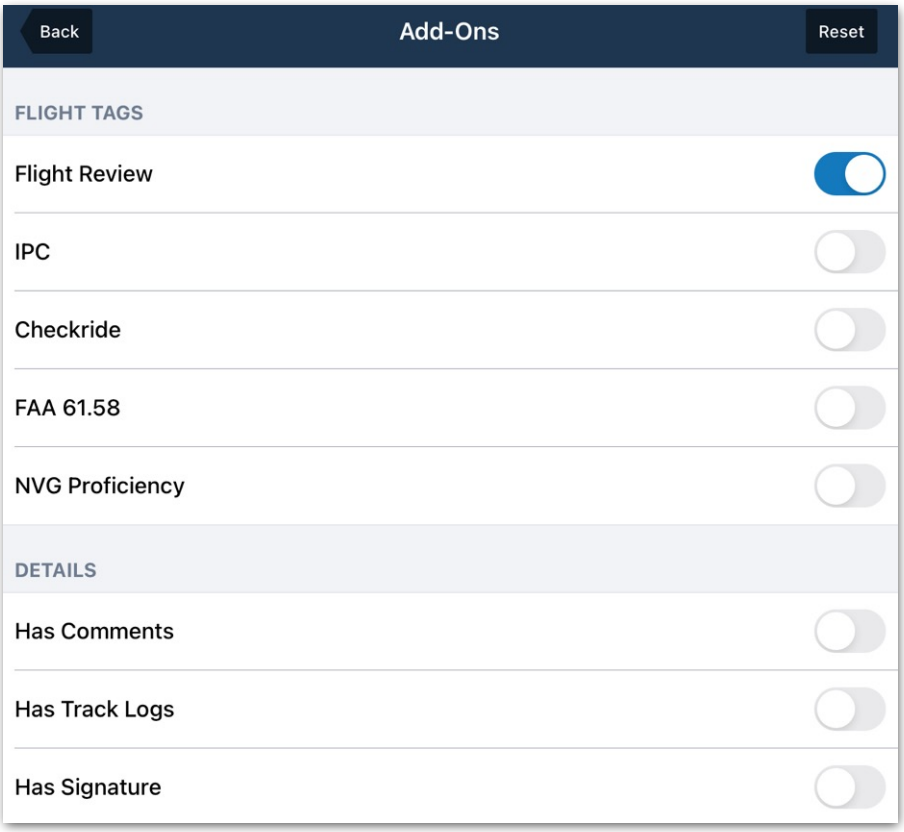
Selecting any toggle switch next to a role will include it in the filtered search. Scroll down to reveal the entire list.



People Category Filter

Filter by Add-Ons

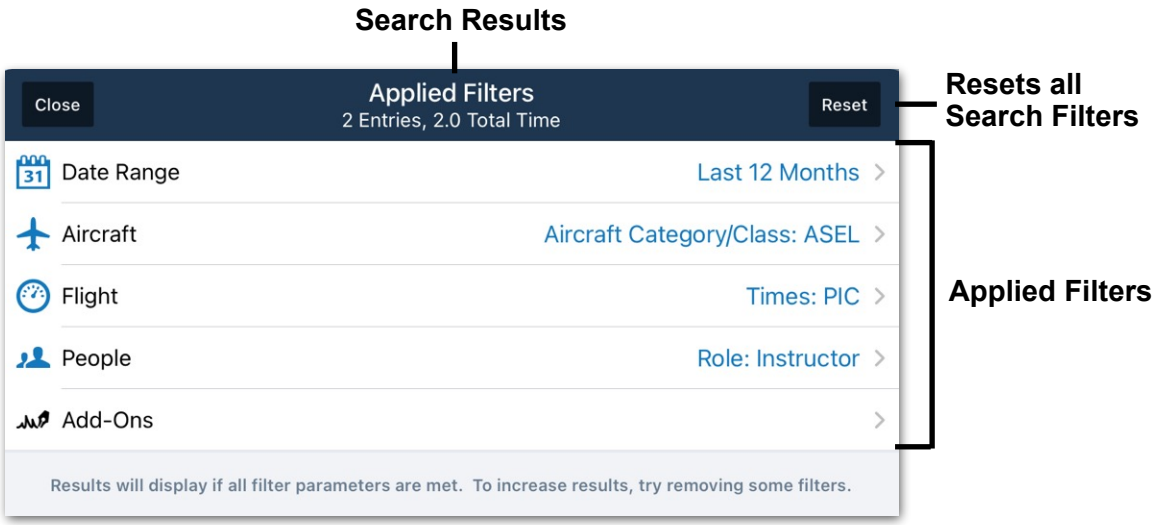
The Add-Ons category will filter logbook entries based on Flight Tags or Details. The Flight Tags are logbook elements used for specifying proficiency and currency. Details are items unique to logbook entries that aren't listed in other categories. To add an add-on to the filter, tap the toggle switch next to any add-on.



Add-Ons Category Filter

Search Results

Once the filter selections are complete, the Applied Filters header will show how many logbook entries match the selected search criteria. Tap **Close** to view the results in the Entries summary column. All search fields can be reset by pressing the **Reset** button.

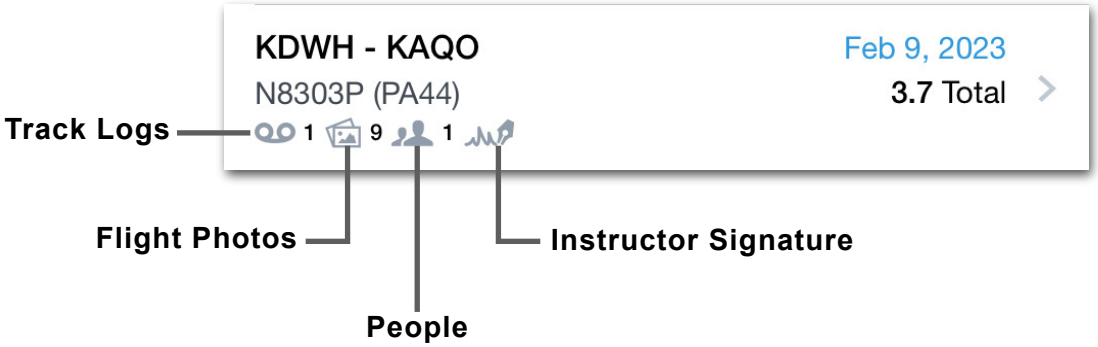


Applied Filters Selected

3.2 Entry Summary Design

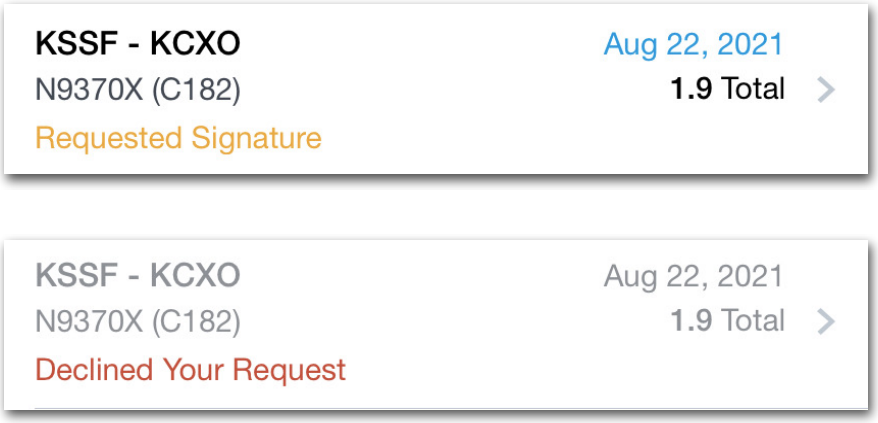
Each entry summary includes the flight's date, total time, destination and departure location, tail number, and aircraft type.

When a Track Log, Flight Photo, Person, or Logbook Signature is associated with the entry, an icon is displayed near the bottom of the summary. The number of associated track logs, photos, or people is displayed next to the icon.



3.2.1 Logbook Summaries with Signatures

When a **logbook signature** is requested, the status of the signature is displayed in the summary. Once signed and accepted, the signature status is replaced with the Instructor Signature icon.



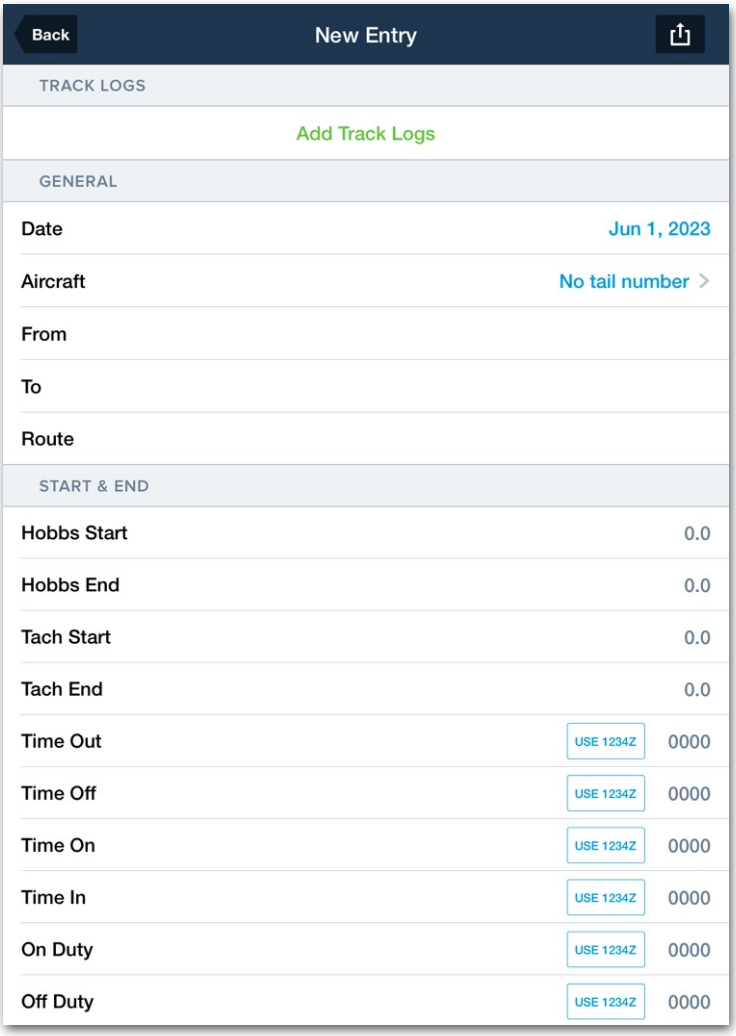
Logbook Signature Status

LOGBOOK ENTRY VIEW

Tap a **logbook entry summary** or **add a new logbook entry** to open the Logbook Entry View. This view is divided into multiple sections and described in detail in this chapter.

If a section is not applicable to the type of flying you do (e.g., Night Vision Goggles), it can be hidden from the Entry View. See **Configuring the Logbook Entry View** for more information.

Logbook entries are completed by entering details into each appropriate field. Edits are saved immediately. Tap the **Back** button in the upper toolbar when an entry is complete. With the exception of logbook entries with an **instructor signature**, logbook entries can be edited anytime.



Logbook Entry View

4.1 Configuring the Logbook Entry View

To remove or add logbook fields from the Entry View:

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.

Fields that are disabled do not appear in the Logbook Entry View. Toggling a field off does not delete your logbook data. It only hides the fields from view.

For example, if Tach time is entered for multiple entries and then Tach is deselected, the tach data is not deleted. Enabling Tach at a later time would display the information again.

4.1.1 Adding Custom Fields

You can create your own fields in the Custom Fields section at the bottom of the view. To add custom fields:

1. Tap **Add Custom Field.**
2. Enter the name of the field and the type of data you want it to record.
3. Tap **Done** to save the field and add it to every entry in your Logbook. Custom fields are found near the bottom of entries.

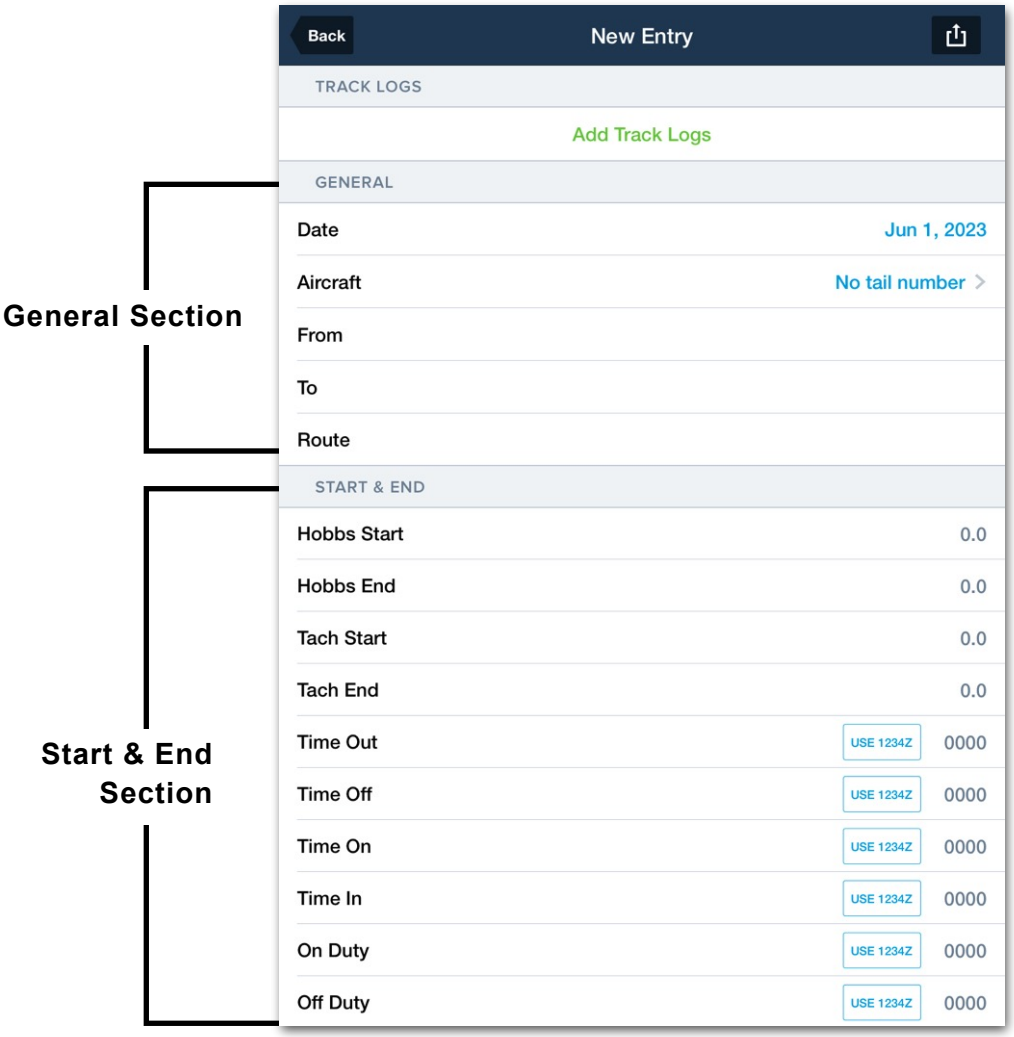
Delete custom fields by tapping the **Delete** button at the bottom of the Custom Field window or by swiping left across the custom field and tapping **Delete**.

WARNING: Deleting a custom field will permanently remove all data associated with that field. It is not possible to restore custom field data once deleted.

4.2 Logbook Entry View Sections

Fields in the Logbook Entry View are grouped into the following sections. Tap the links for more information.

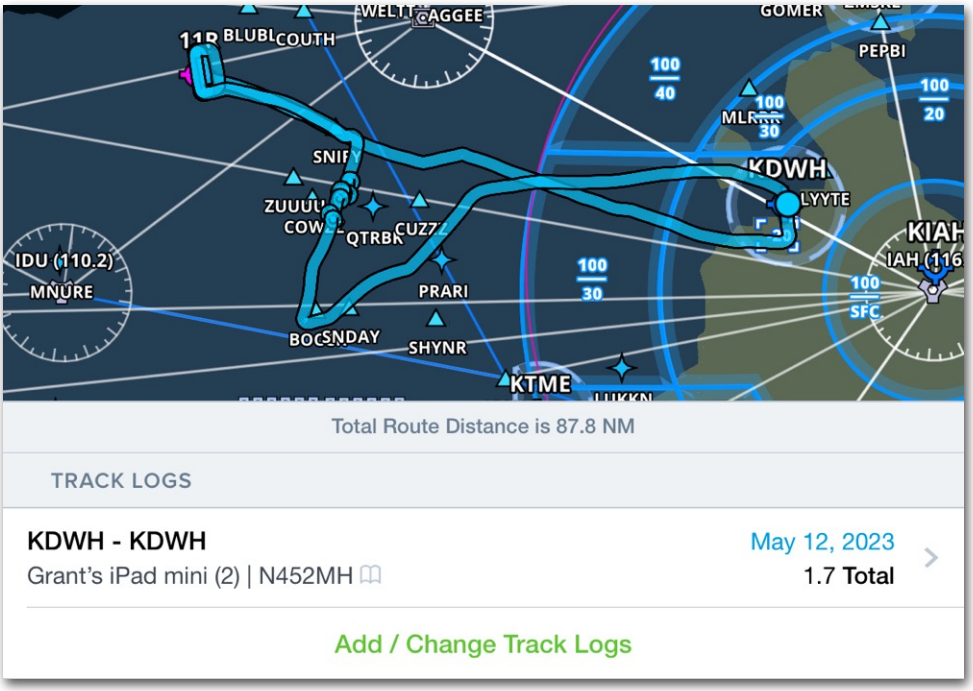
- **Interactive Map**
- **Track Logs**
- **General**
- **Start & End**
- **Times**
- **Cross Country**
- **Takeoffs & Landings**
- **Instrument**
- **Night Vision Goggles**
- **Training**
- **Flight Tags**
- **Crew & Passengers**
- **Flight Photos**



Logbook Entry View

4.3 Interactive Map

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

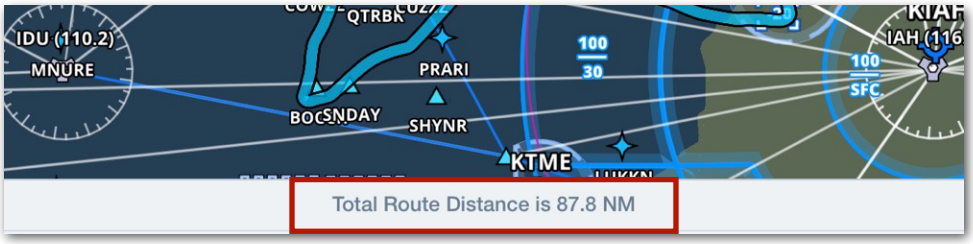


Logbook Interactive Map with Track Log

NOTE: If the entry does not have a track log and both the "From" and "To" fields are identical, and no route is specified, the map will not be shown.

4.3.1 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 reflects the straight-line distance between route waypoints and not the distance of the recorded track log.



Total Route Distance

4.3.2 Entries with Multiple Track Logs

Logbook entries with multiple track logs contain toggle buttons on the map for selecting a track log. When tapped, the selected track log’s route is highlighted and the others are greyed out.

Entry with multiple track logs

4.3.3 Interactive Map Fullscreen Viewer

Tap the interactive map to display it fullscreen. Tap the **Back** button in the upper toolbar to return to the entry.

The interactive map is similar to the one found on the Maps view, but it cannot be used to interact with or filter the map elements.

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

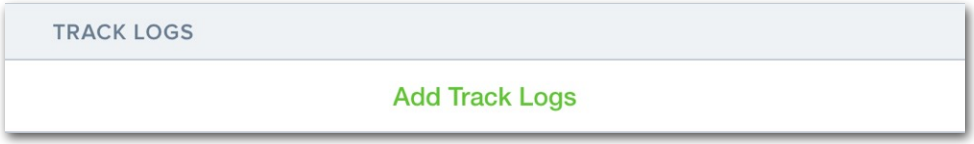
When the logbook entry has an associated **track log**, the Track Log Graph is overlayed on the map. To hide the Graph and display a larger map, tap the **Graph** button in the lower right corner of the screen.

4.4 Track Logs

The Track Log section lists track logs that are associated with the logbook entry. Track logs can be added manually or automatically with the **Draft Entry Creation** setting.

4.4.1 Manually Adding Track Logs

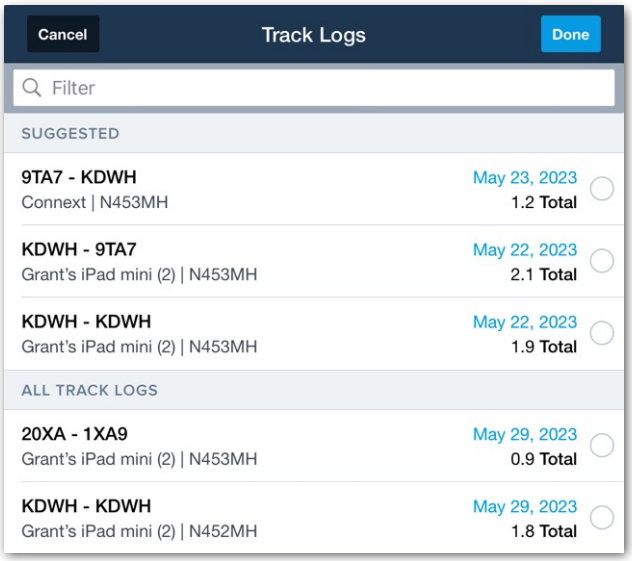
If a logbook entry does not have an associated track log, the **Add Track Logs** button is displayed. Tap the button to reveal the Track Logs pop-up.



Add Track Logs Button

Use the pop-up to select track logs to associate with the logbook entry. Multiple track logs can be added to a single logbook entry. After selecting the appropriate track logs, tap **Done** in the upper toolbar to associate them with the entry.

The pop-up can be filtered using the search bar above the list of track logs. Track logs that are thought to be associated with the logbook entry are listed in the Suggested section near the top. All others are displayed below in the All Track Logs section, sorted by date.



Track Logs Pop-up

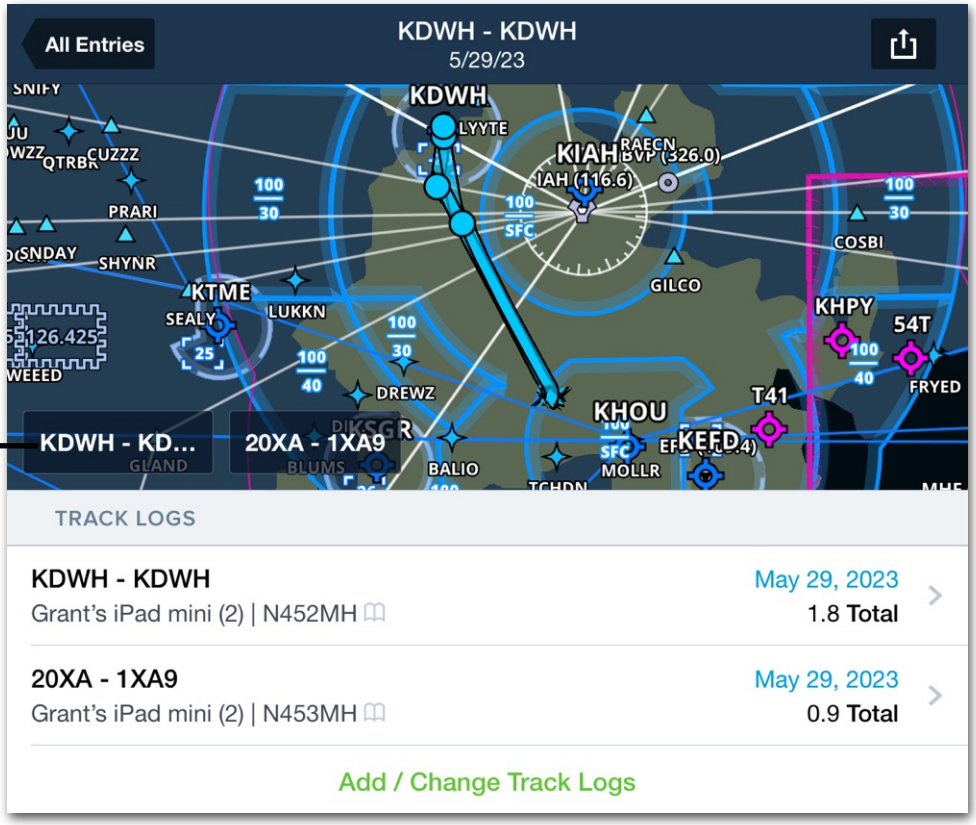
4.4.2 Track Log Summaries

After a track log has been added to the entry, its summary is displayed in the Track Logs section. Tap the summary to open the track log in the **fullscreen viewer**.

Multiple Track Log Entries

If more than one track logs was added to the entry, **toggle buttons** are overlaid on the map. Tap the toggle buttons to highlight the applicable track log.

To add or remove track logs from the logbook entry, tap **Add / Change Track Logs**. Tapping this button reveals the Track Logs pop-up again where track logs can be selected or deselected.

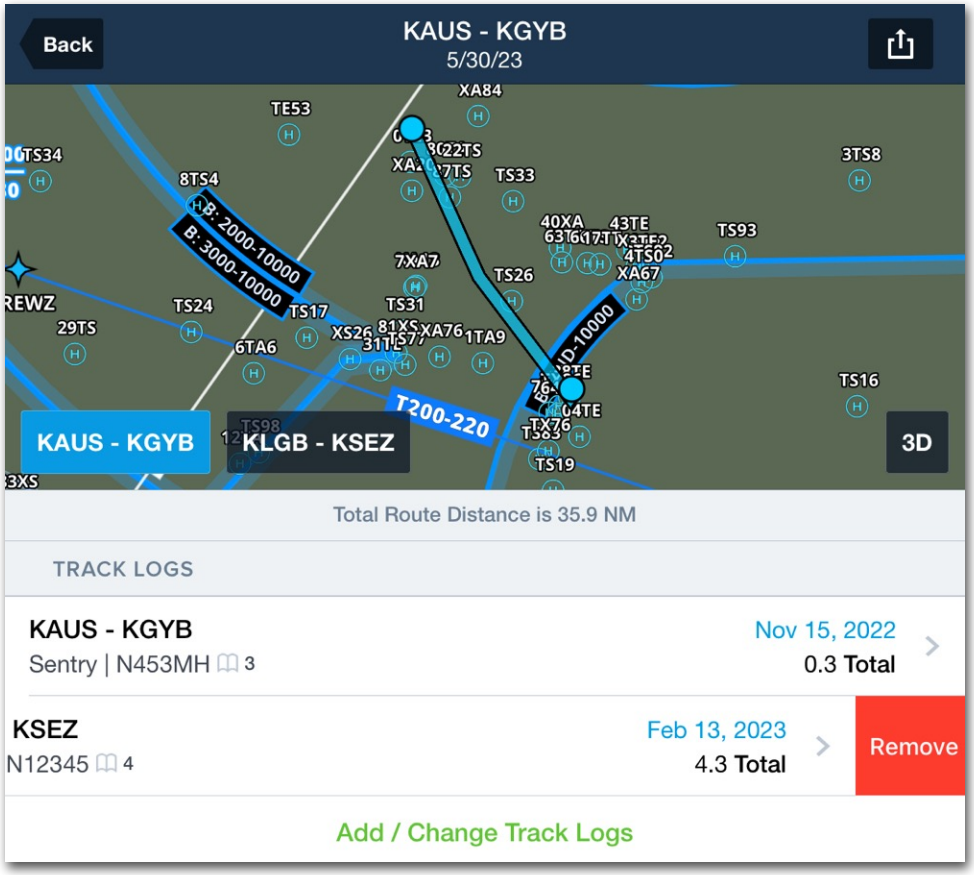


Multi-Track Log Logbook Entry

4.4.3 Removing and Changing Track Logs

To remove a track log from a logbook entry, swipe right to left across the entry in the Track Logs section. Alternatively, tap **Add / Change Track Logs** and deselect the track log from the pop-up. When complete, tap **Done**.

To change a track log, tap **Add / Change Track Logs**. Select the appropriate track log and deselect the track log that you want to remove. When complete, tap **Done**.



Swipe to Remove

4.4.4 Track Log Graph

The Track Log Graph displays two data types along a linear timescale. Altitude and Speed are shown by default, but any two of the following options may be selected depending on how the track log was recorded. Tap the **Data Menu** to select options other than the default.

- **Altitude:** GPS altitude data as provided by the GPS data source.
- **Speed:** Groundspeed as determined by ForeFlight.
- **Pitch:** Pitch attitude as provided by an external AHRS source. If no AHRS external device was connected during the flight or if saving a breadcrumb as a track log, this option is not selectable.
- **Bank:** Bank attitude as provided by an external AHRS source. If no AHRS external device was connected during the flight or if saving a breadcrumb as a track log, this option is not selectable.
- **g Load:** Acceleration data as provided by a Sentry+. If the flight was conducted without Sentry+, this option is not selectable.

Track Log Graph Design

The top data selection (i.e., **Speed** in the screenshot below) is displayed on the left y-axis of the graph. The bottom selection is displayed on the right. The minimum and maximum y-axis values dynamically adjust to reflect the minimum and maximum values recorded during the flight. The track log's local time is displayed across the top of the Graph and a time slider is displayed along the bottom.

Trimming Track Logs

Track logs that are automatically started and stopped add time at both ends of the recording to serve as an estimate of taxi time. Because the estimate may not accurately reflect the actual taxi time, the beginning and end of the track log can be trimmed. For a video demonstration, see **Trimming Track Logs**.

Trimming a track log is non-destructive. In other words, if you trim a track log, the data is not deleted. If necessary, trimming can be undone by editing the track log and restoring the trimmed portions.

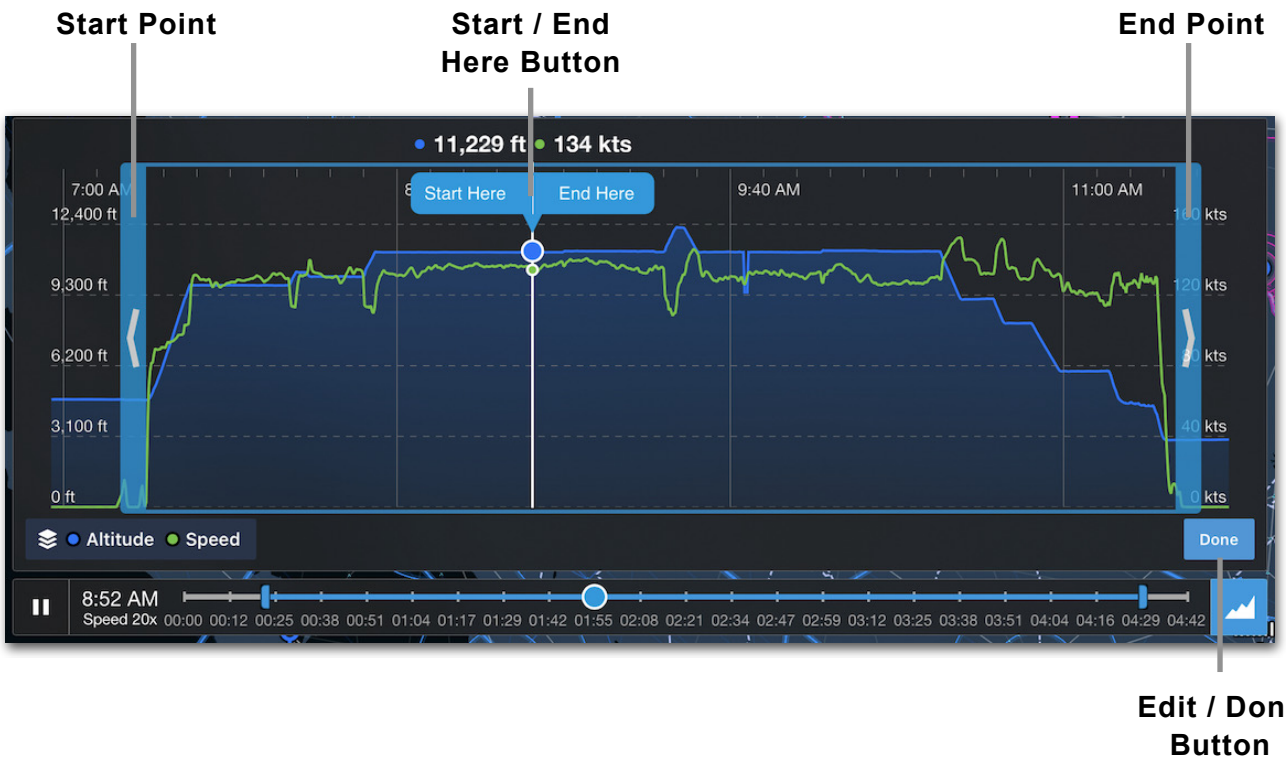
Track log edits made with Logbook are also reflected in the Track Logs view and all other devices signed into the same account.

Track Log Trimming

4. LOGBOOK ENTRY VIEW

To trim a track log, follow the steps below:

1. Select the track log to be edited and ensure the graph is displayed.
2. Tap the **Edit** button. When in Edit Mode, the graph responds to standard touch gestures.
3. In Edit Mode, perform one or more of the following:
   - Tap and drag the blue bars to set new start and end points.
   - Animate the track log. Tap the **Start Here** or **End Here** button as appropriate.
   - Using the time slider, locate a start or end point. Tap the **Start Here** or **End Here** button as appropriate.
   - Tap and Hold the graph. Drag your finger to locate a start or end point. Tap the **Start Here** or **End Here** button as appropriate.
4. When the correct start and end points have been set, tap the **Done** button.



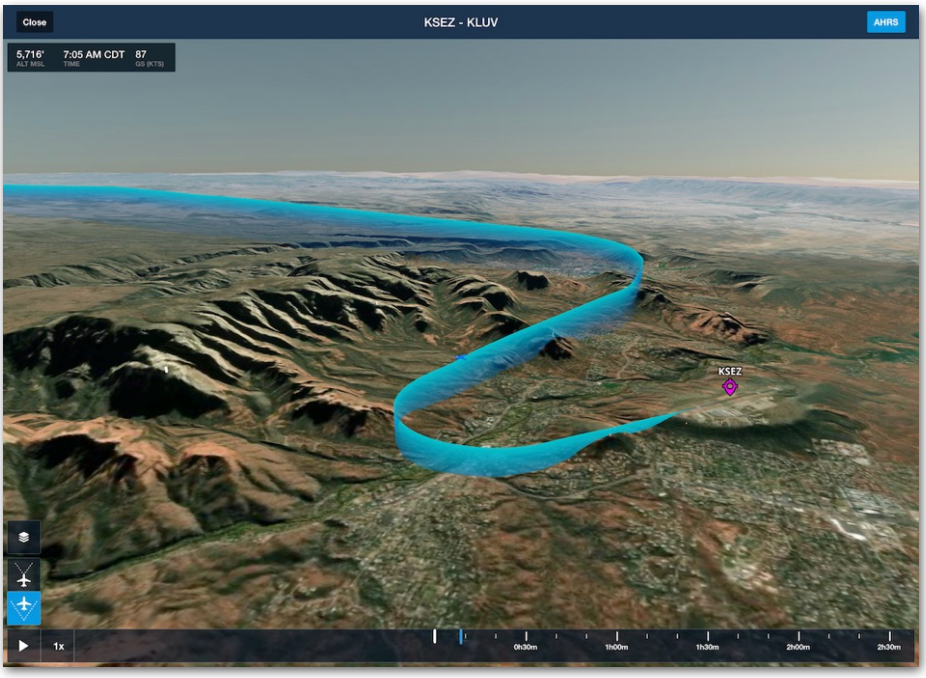
In Edit mode, the trimmed portion of the map's flight path is colored grey, and a blue bar denotes the new start or end point. After tapping **Done**, the trimmed portion is removed from the map and graph.

Edited Track Logs

After a track log has been trimmed, the fields within Track Log Info are automatically updated. If a track log is associated with a Logbook Draft Entry, trimming the track log automatically updates the auto-filled fields in the Logbook entry. Sending a trimmed track log to Logbook will adjust the auto-filled fields to match the new start and end times.

4.4.5 Track Log 3D Review

Track Log 3D Review combines high-resolution terrain, aerial imagery, and track log data to help pilots debrief their flights. 3D Review is included with all Performance plans. To review a flight in 3D, tap the **3D** button on the interactive map. For a video demonstration, see **Track Log 3D Review**.



Track Log 3D Review

3D Review Design

The view consists of an interactive map, a flight path curtain, buttons for controlling the view, and an interactive time slider. The view supports standard touch gestures, two **viewing modes**, and is always centered on the airplane.

AHRS Button

The **AHRS** button in the upper toolbar is enabled by default and causes the airplane's pitch and bank to reflect what was recorded in flight. When disabled, the 3D airplane remains straight and level when the track log is animated.

If a track log is recorded without an external AHRS device or a breadcrumb is converted to a track log, the track log will not contain pitch and bank data, and the 3D airplane will only show straight and level.

Flight Details

The window in the upper-left corner displays the GPS altitude, groundspeed, and local time of the 3D airplane. As the track log is animated, these values are dynamically updated.

Flight Details

Layer Selector

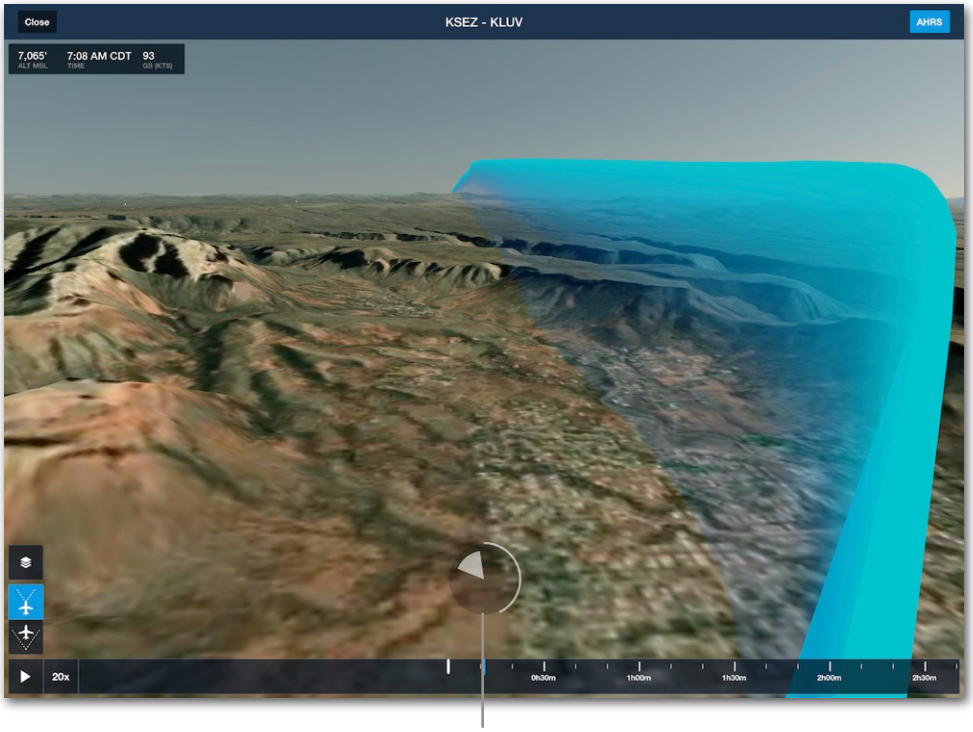
The Track Log 3D View can display airport and obstacle icons. Tap the **Layer Selector** to toggle these layers on or off. Airport icons can be tapped to reveal the Airport Sidebar. The Airport Sidebar in the Track Log 3D View is similar to the Sidebar available on the Maps view.

3D Review Camera Modes

Track Log 3D Review supports first- and third-person perspectives. Use the buttons in the lower left corner to change perspectives. When in third-person, touch gestures cause the view to rotate about the airplane.

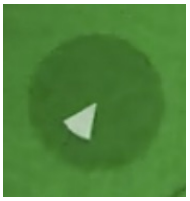
Glance Mode

In first-person perspective, touch gestures enable Glance Mode, a zoomable, 360-degree view from the perspective of the cockpit. Once Glance Mode is enabled, a circular field of **view indicator** appears to show the camera orientation relative to the aircraft's ground track and horizon.

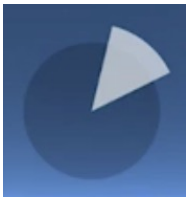


Glance Mode View Indicator

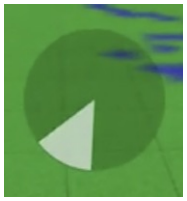
The view indicator “slice” shortens as the view tilts down, lengthens as the view tilts up, narrows as the view zooms in on a point in the distance, and widens as the view zooms back out to normal.



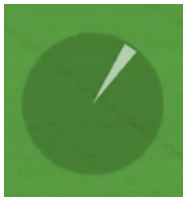
Tilted Down



Tilted Up



Zoomed Out



Zoomed In

Exiting Glance Mode

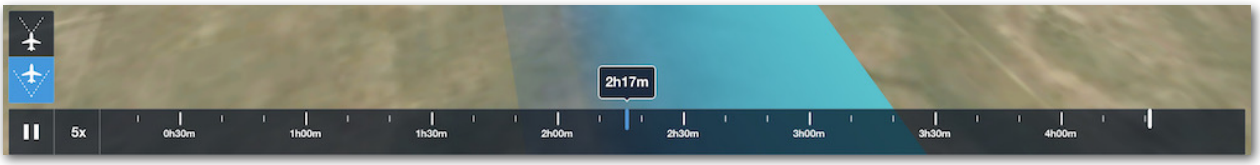
To exit Glance Mode, tap the view indicator. Glance Mode automatically exits if no touch gestures are made for six seconds, as indicated by a radial timer.

Radial Timer

Time Slider

An interactive time slider at the bottom of the view can be used to locate a specific moment during the flight. Drag the time slider left or right or tap the **Play** / **Pause** button to animate 3D Review.

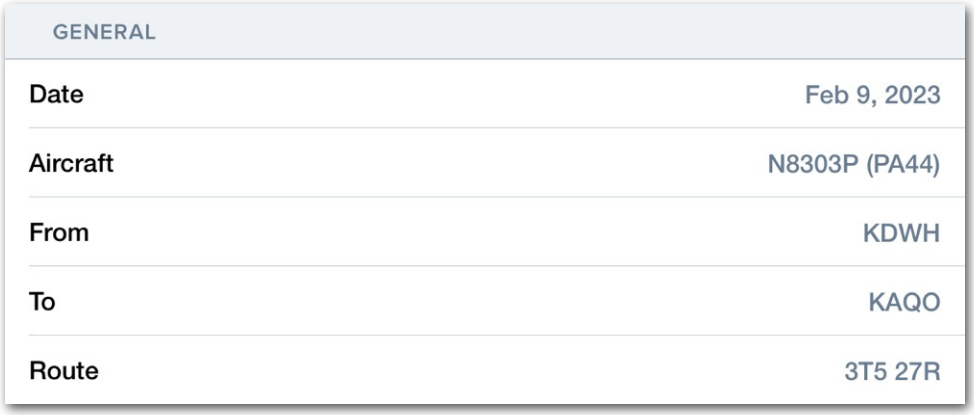
3D Review can be animated at 1, 3, 5, 10, or 20 times the actual speed by tapping the current speed selection next to the Play / Pause button.



Time Slider

4.5 General

The General section lists the entry's date, aircraft, and route.



General Section

4.5.1 Date

When creating a new entry, the date is automatically filled with the current date. Logbook entries created from shared flights, filed flights, or track logs will automatically use the appropriate date. To select a different date, tap **Date** and use the scroll wheels to specify the correct date. Once complete, tap **Close**.

4.5.2 Aircraft

Tap **Aircraft** to select an aircraft for the logbook entry. When creating a new logbook entry, this field is automatically populated with the aircraft from the previous flight. Logbook entries created from shared flights, filed flights, or track logs will automatically use the correct aircraft.

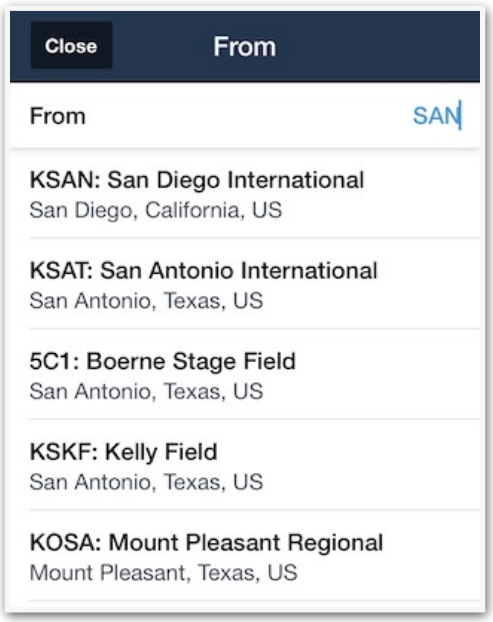
To select a different aircraft, tap **Aircraft** and select the appropriate aircraft from the list. For more information about aircraft in Logbook, see the **Logbook Aircraft** chapter.

4.5.3 From/To

The Departure and Destination fields are automatically populated when a logbook entry is created from a Track Log, filed, or shared flight.

When manually creating an entry, airport suggestions are made using your previously planned flights. If your departure and destination airports are not suggested, the airport field allows you to search for airports by name, city, or airport identifier.

To ensure your flight experience and currency are calculated correctly, verify that the appropriate departure and destination airports are entered and formatted using the appropriate country prefix.

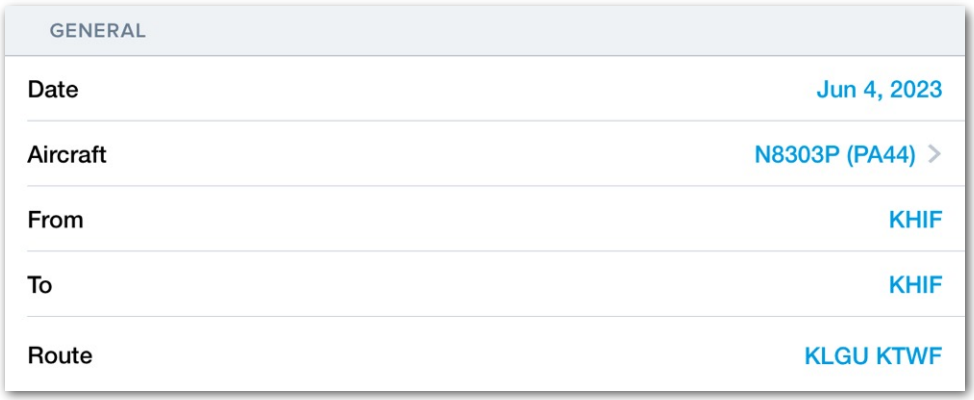


From Field Search

4.5.4 Route

The route field is primarily used to specify en route airports visited during a flight to meet a requirement. For example, to obtain a US private pilot's license, one must conduct a cross-country flight with three full-stop landings at three points.

To meet a requirement, such as the private pilot's cross-country requirement, the en route airports must be entered in the route section as depicted in the example below. If, instead of creating one logbook entry, a separate flight entry is made for each leg of your cross-country, the ForeFlight **Progress Towards Checkride Report** will not reflect correctly.



Example Cross-Country Flight Entry

4.6 Start & End

The Start & End section logs aircraft, flight, duty start, and duty end times. Start & End fields can be revealed by selecting **More > Logbook > Settings > Configure Fields**.

The fields in the Start & End section can be used to auto calculate total time. Select the field to auto-calculate total time by selecting **More > Logbook > Settings > Total Time Calculation**. Choose between Hobbs, Tach, Block Time (Out - In), Flight Time (Off - On), or Duty Time.

4.6.1 Hobbs

The Hobbs Start and End times are manually entered values. When creating a new logbook entry, ForeFlight will populate the Hobbs Start time with the Hobbs End time from the previous flight. Hobbs times are not included in the PDF Logbook Report.

4.6.2 Tach

The Tach Start and End fields are manually entered values. When creating a new flight, ForeFlight will populate the Tach Start time with the Tach End time from the previous flight. Tach Start and End times are not included in the PDF Logbook Report.

4.6.3 Out/Off/On/In

Out/Off/On/In fields are automatically populated when generating a logbook entry from a Track Log. The fields can be overridden if pre-populated or manually entered if no Track Log exists. Out/Off/On/In fields are not included in the PDF Logbook Report.

4.7 Times

The Times section logs PIC, SIC, Night, and Solo time. ForeFlight supports the hour/minute and decimal format. When the decimal format is selected, times are rounded to the nearest tenth. Time formatting can be changed by selecting **More > Logbook > Settings > Entry Time Format.**

4.7.1 Total Time

Total Time can be automatically calculated using the **More** > **Logbook** > **Settings** > **Total Time Calculation** setting.

ForeFlight will calculate Total Time using Track Log Block Time by default. Total Time can be edited at any time and is included in the PDF Logbook Report.

4.7.2 PIC

Pilot in Command (PIC) time is enabled by default and can be set so that it automatically matches Total Time. To autofill PIC time with the logbook entry's total time, select **More** > **Logbook** > **Settings** > **Auto-Fill** Settings and enable **PIC**. Enabling PIC auto-fill will only affect new logbook entries.

4.7.3 SIC

Second in Command (SIC) time can be set so that it automatically matches Total Time. To autofill SIC time with the logbook entry's total time, select **More** > **Logbook** > **Settings** > **Auto-Fill** Settings and enable **SIC**. Enabling SIC auto-fill will only affect new logbook entries.

4.7.4 Night

Night time is automatically calculated using sunset/sunrise and position data from corresponding track logs. Night time can be edited as necessary and is included in the PDF Logbook Report.

4.7.5 Solo

Solo time can be set so that it automatically matches Total Time. To autofill Solo time with the logbook entry's total time, select **More** > **Logbook** > **Settings** > **Auto-Fill Settings** and enable **Solo**. Enabling Solo auto-fill will only affect new logbook entries.

4.8 Cross Country

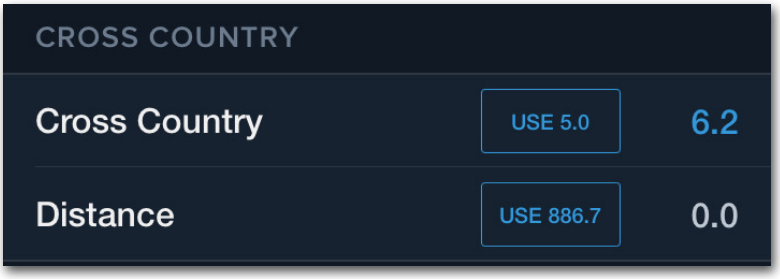
The Cross Country section contains two fields. The top field is used for logging Cross Country flight time. The bottom field is used for logging flight distance.

Cross Country

Cross Country flight time can be set so that it automatically matches Total Time. To autofill cross country time with the logbook entry's total time, select **More > Logbook > Settings > Auto-Fill Settings** and enable **Cross Country**. Enabling Cross Country auto-fill will only affect new logbook entries.

Distance

The Distance field is calculated by measuring the straight-line distance between your Departure and Destination airport. The Distance field does not reflect the actual distance flown from a corresponding Track Log.

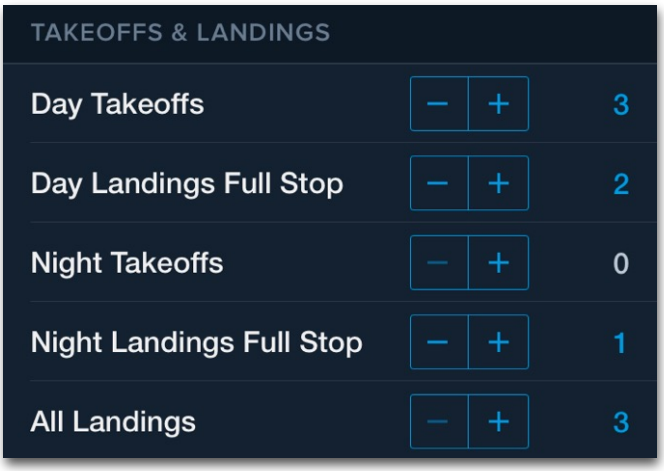


Cross Country Section

4.9 Takeoffs & Landings

The takeoff and landing section is used for logging takeoffs and landings for currency tracking purposes. If ForeFlight detects takeoffs and landings in the corresponding Track Log, takeoffs and landings will be auto-populated.

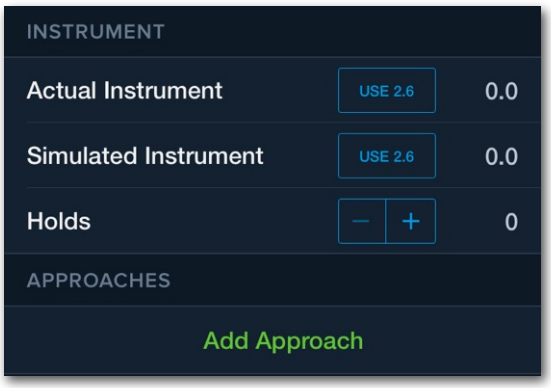
When adding takeoffs and landings, the **All Landings** field responds dynamically to the total number of landings entered in the full stop landings fields. While touch-and-go landings do not count as full stop landings, they can be manually added to the total number of landings.



Takeoffs and Landings Section

4.10 Instrument

The Instrument section is used for logging actual and simulated instrument flight time, holds, and approaches. The information entered in the Instrument section determines your instrument currency. The Instrument section can be hidden or revealed by selecting **More > Logbook > Settings > Configure Fields > Instrument.**



Instrument Section

4.10.1 Actual Instrument

The Actual Instrument field is used to record the time the aircraft is flown solely by reference to instruments under actual instrument flight conditions.

4.10.2 Simulated Instrument

The Simulated Instrument field is used to record the time the aircraft is flown solely by reference to instruments under simulated instrument flight conditions.

4.10.3 Holds

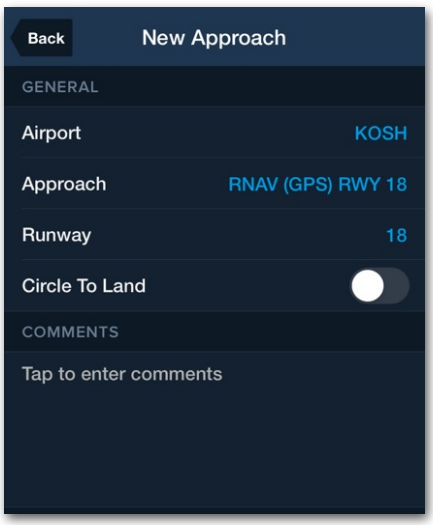
Manually enter the number of holds completed during the flight.

4.10.4 Approaches

When adding an instrument approach, Logbook auto-fills the airport field with the destination airport.

Tap the Airport field to select a different airport. Use the search bar at the top of the pop-up to search by airport name or identifier. Alternatively, select an airport from the list of suggested airports.

Once an airport is selected, Logbook will populate the Approach field with the applicable approaches at that airport. Select the approach that was flown and add comments as desired. Approaches are added to the Comments section of the PDF Logbook Report. Approach comments, however, are excluded.



Adding an Approach

4.11 Night Vision Goggles

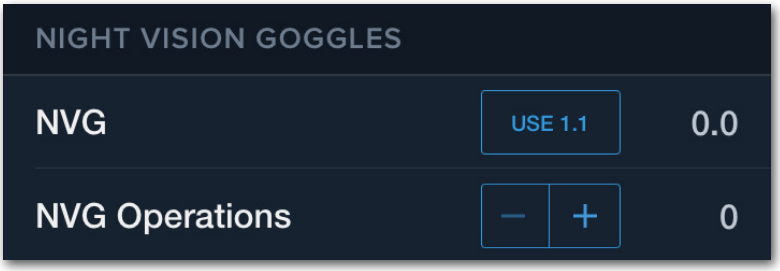
The Night Vision Goggles section allows pilots to log Night Vision Goggle (NVG) time and operations for currency tracking purposes.

4.11.1 NVG

The NVG field tracks the amount of time flown under NVG. Manually enter time in the NVG field or tap the **USE** button to auto-fill the Total Time. NVG time appears on the PDF Logbook and Experience Report.

4.11.2 NVG Operations

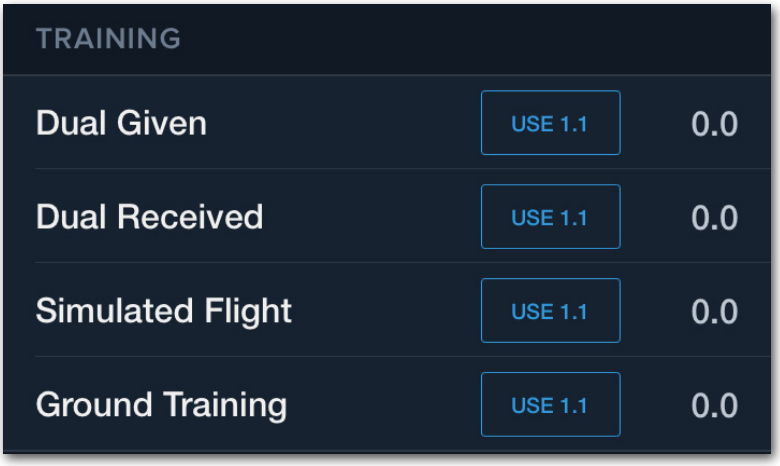
The NVG Operations field is used to determine NVG currency as defined in **CFR14 §61.57(f)**. NVG operations are included in the PDF Logbook and Experience Report.



Logging NVG Time

4.12 Training

The Training section is used for logging flight training received and given as well as simulator and ground training. Fields in the Training section can be revealed or hidden by selecting **More > Logbook > Settings > Configure Fields**.



Training Section

4.12.1 Dual Given

Flight time performed as a certified flight instructor should be logged under the Dual Given field. Dual Given time is included in the PDF Logbook and Experience Report.

4.12.2 Dual Received

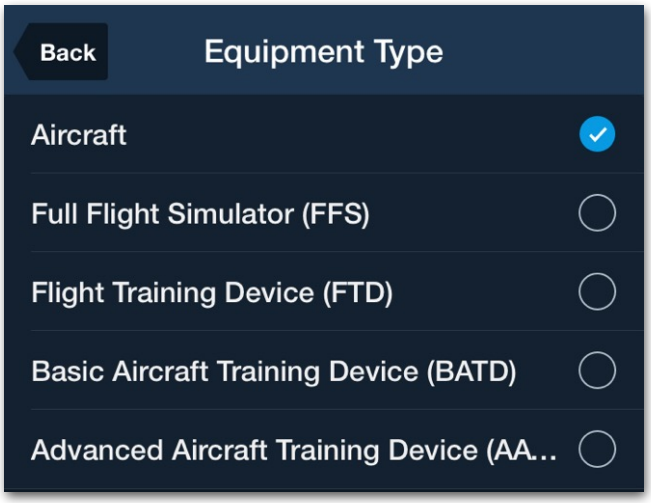
Flight instruction received from a certified flight instructor should be logged under Dual Received. Dual Received time is included in all of the logbook reports.

4.12.3 Simulated Flight

Time in a certified simulator should be entered in the **Simulated Flight** field. Before logging Simulator time, create a Logbook Aircraft for the simulator. To add a simulator to your logbook, select **More > Logbook > Aircraft** and tap **+**.

Fill out the details for your new simulator and select the appropriate option in the **Equipment Type** field.

Although fewer details are needed for a simulator than an aircraft, Represented Aircraft Type and Represented Aircraft Category/Class must be selected to ensure currencies are properly updated.



Equipment Type Options

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

4.12.4 Ground Training

Manually enter ground training either in conjunction with a flight's logbook entry or as a stand-alone entry. Ground training time is not included in the PDF Logbook Reports.

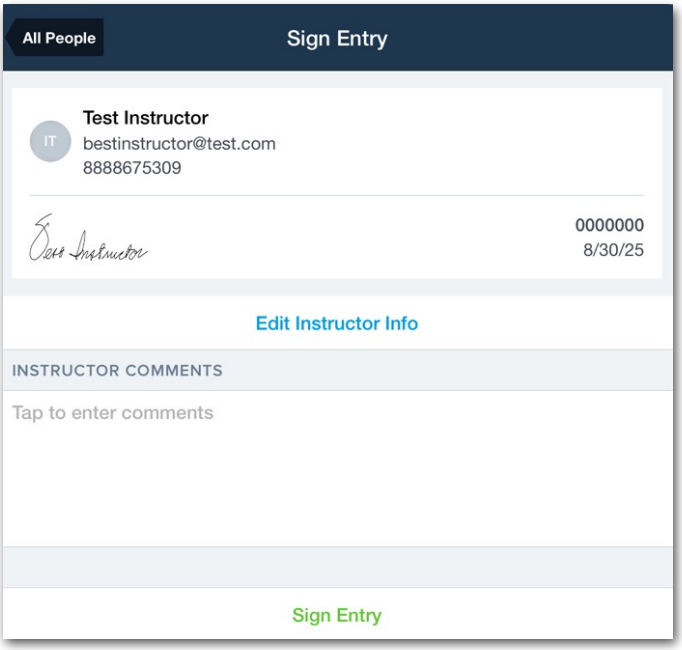
4.13 Instructor Signatures

Logbook allows instructors to sign their student's logbook entries both remotely and directly on the student's iPad or iPhone. To sign a logbook entry in person, follow these steps:

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

NOTE: Instructor comments are added to the PDF Logbook Report.

After a logbook entry has been signed, all entries except personal comments are locked. Instructor comments are read-only on the student's entry, and the student comments are read-only on the instructor's entry. To make changes, remove the instructor's signature by swiping from right to left across it and tapping the **Delete** button. When edits are complete, have the instructor re-sign the entry.



Caption

4.13.1 Remote Signing

Remote signing in Logbook allows pilots to request and receive signatures from instructors remotely. Instructors who do not have a ForeFlight subscription can still receive and sign entries.

To request a remote signature:

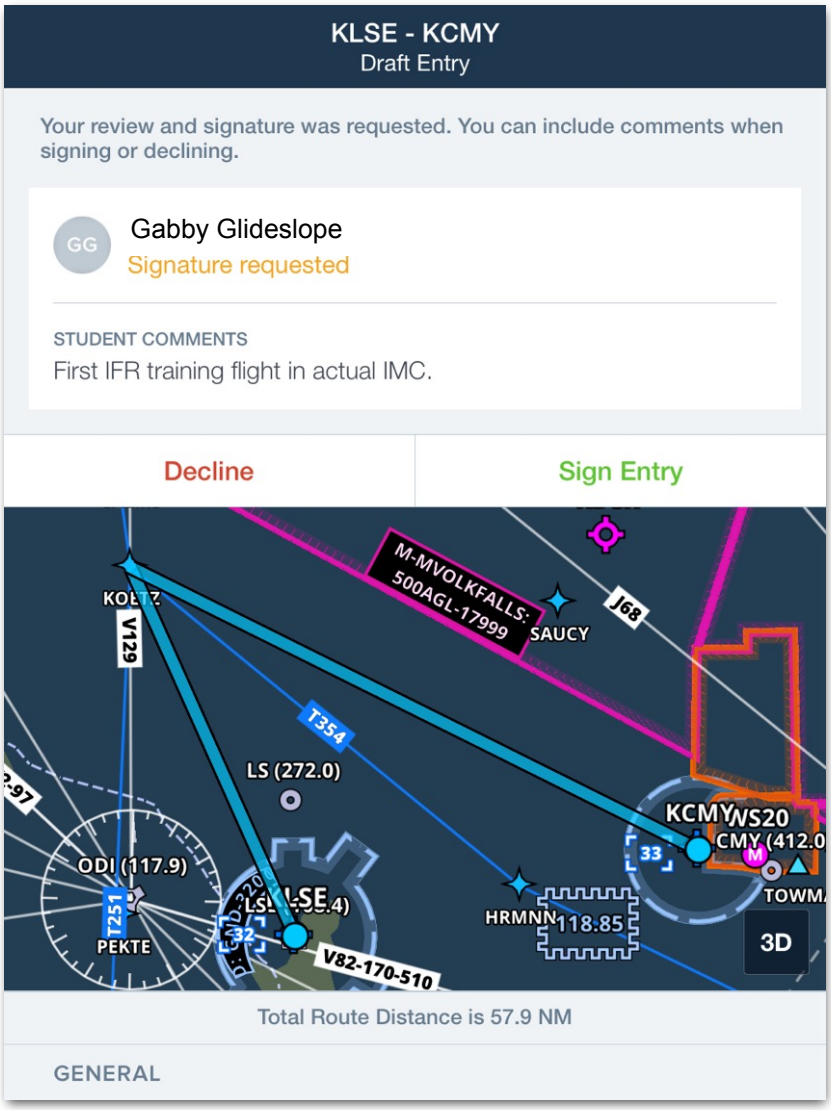
1. Select **Add Instructor Signature.**
2. Select **Request Signature.**
3. Select the instructor from the drop-down contacts list, or enter the instructor's email address directly in the *Send to* field at the top. If you select a contact with no email address, you will have to enter one before the request can be sent.
4. Tap **Request** to send the entry to the instructor for approval.

Sample Signature Request Email

The instructor will receive an email letting them know they have a signature request. They can then follow the link in the email to review the flight entry, decline it with comments, or enter their CFI information, add comments, and approve the entry with a digital signature.

Instructors with ForeFlight Logbook

If an instructor has ForeFlight Logbook, the signature request will appear at the top of their logbook view under ***Drafts & Requests***. The instructor can review the entry, decline it with comments, or approve it after entering their CFI information, adding comments, and signing the entry.

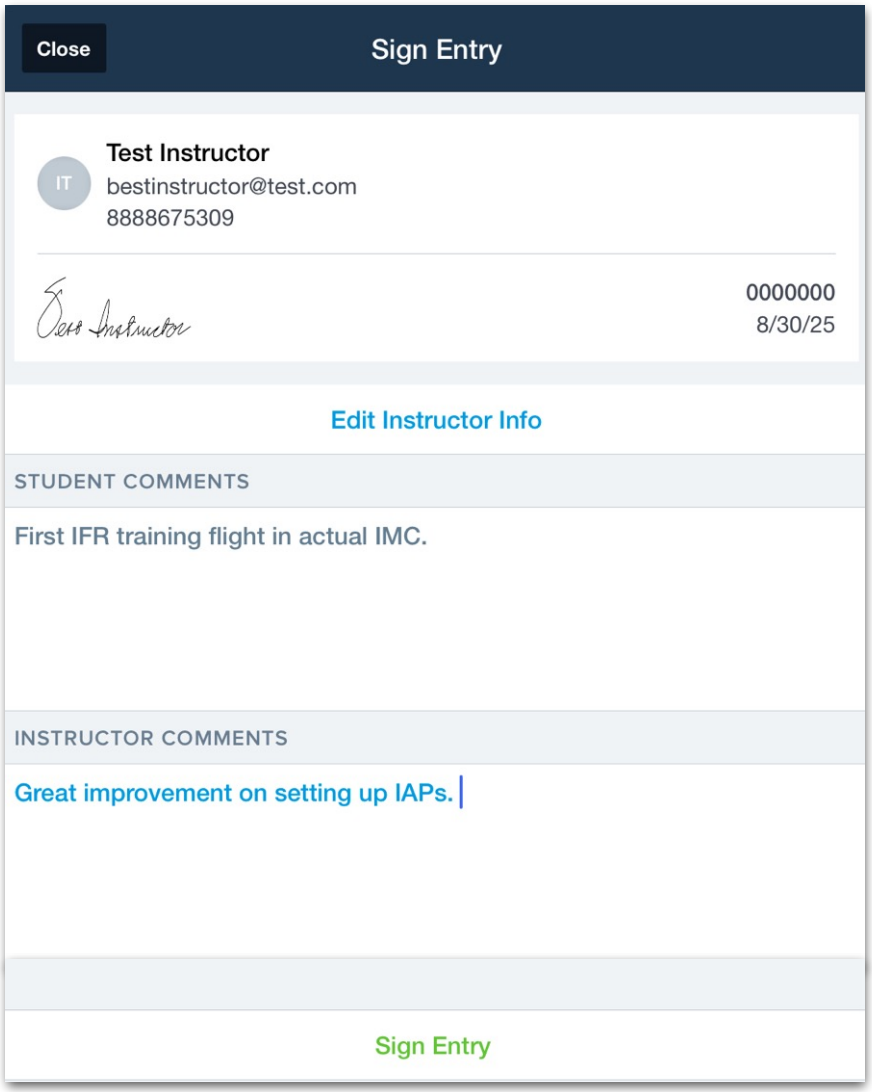


Instructor's Logbook Signature Request

Signing the Entry

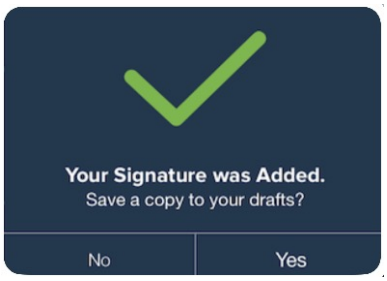
Tapping the **Sign Entry** button on the Draft Entry view opens the Sign Entry pop-over. The instructor can edit their personal information, review the student's comments, and add comments before signing.

After a logbook entry has been signed, all entries except personal comments are locked. Instructor comments are read-only on the student's entry, and the student comments are read-only on the instructor's entry. To make changes, remove the instructor's signature by swiping from right to left across it and tapping the **Delete** button. When edits are complete, have the instructor re-sign the entry.



Instructor Sign Entry Pop-Over

Saving a Copy to the Instructor's Logbook



After signing an entry with ForeFlight Logbook, the instructor will be prompted to save a copy of the flight to their drafts to be logged as *Dual Given* time. Saved copies appear under the Drafts & Requests section.

Declined Entries

If the instructor declines the student's signature request, the entry will appear under Drafts & Requests in the student's logbook with the instructor's comments. The student can then edit the entry and resend or cancel the request.

Signed Entries

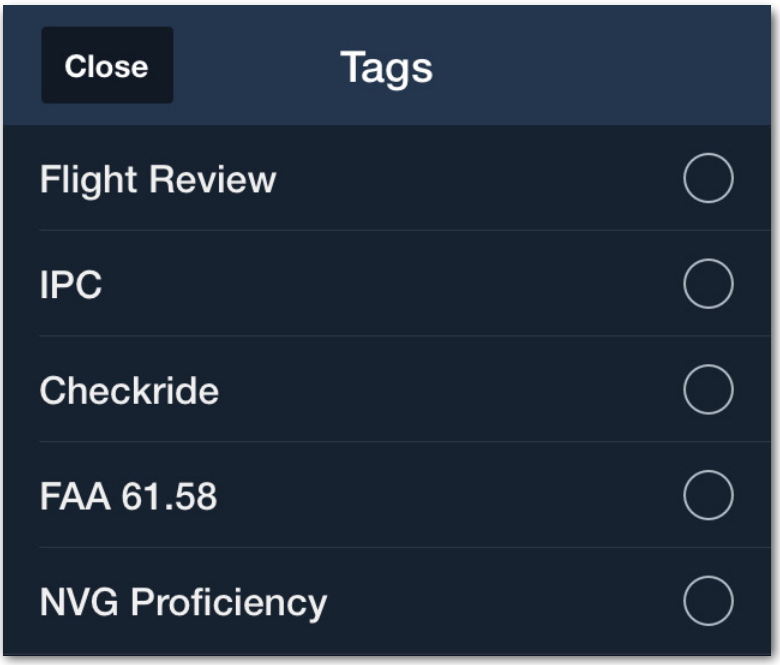
If the instructor signs the entry, it appears under Drafts & Requests in the student's logbook. The student can reject the signature or accept it.

NOTE: Once a logbook entry has been signed, the entry is locked. To make edits to a signed logbook entry, the signature will need to be removed. To remove a signature, swipe from right to left on the signature and select **Delete**.

4.14 Flight Tags

Flight Tags are used to specify if a flight included a flight review, proficiency check, or practical exam (check ride). Flight Tags are used when evaluating currency.

If your **Currency Summary** is not what you expect, double-check that you have correctly tagged any relevant flights with the appropriate tag.



Flight Tags

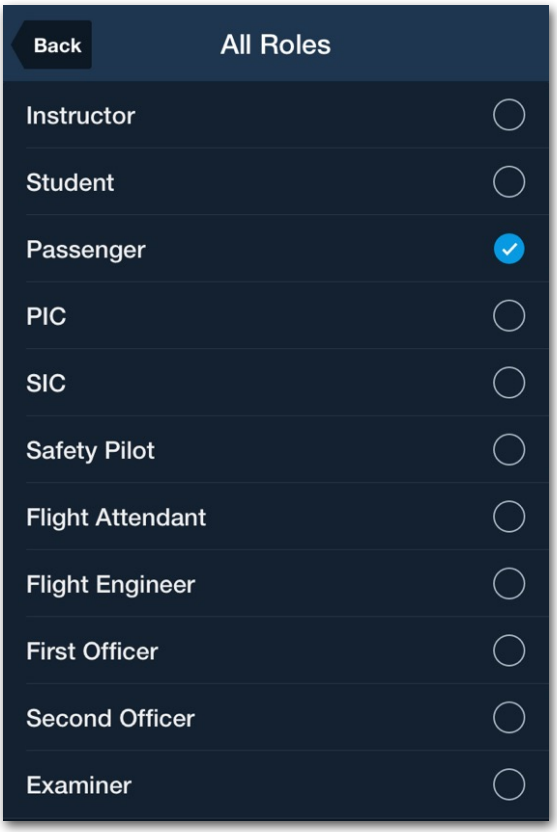
4.15 Crew & Passengers

The Crew & Passengers field allows you to specify the personnel that were on board your flight. To add someone to your flight, tap **Add Person** and select them from the list of **People**.

Each person in your logbook has a default role. You can edit the person's role for the flight after they've been added to an entry. You can also change their default role in **More > Logbook > People**.

To edit someone's role for a specific flight:

1. Tap on their name after they've been added to the flight.
2. Tap **Role.**
3. Select the correct role from the list.



Crew & Passenger Roles

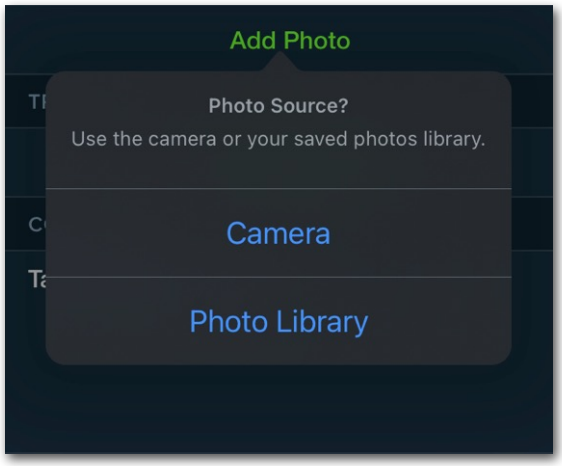
NOTE: Passengers and Crew are not included in the PDF Logbook Report.

4.16 Flight Photos

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

4.16.1 Adding Photos

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



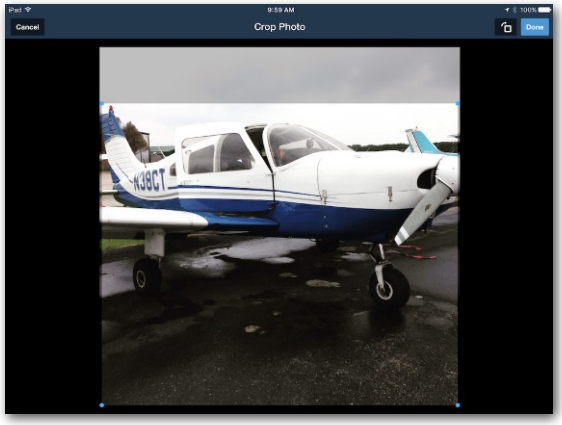
Selecting Photo Source

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

4.16.2 Editing Photos

After selecting a saved photo or taking a new one, you can edit the photo before adding it to Logbook.

Use the rotate button in the top-right to rotate the photo 90 degrees and drag the blue dots at the corners of the photo to crop it. Tap **Done** to save the edits you made and add the photo to Logbook.

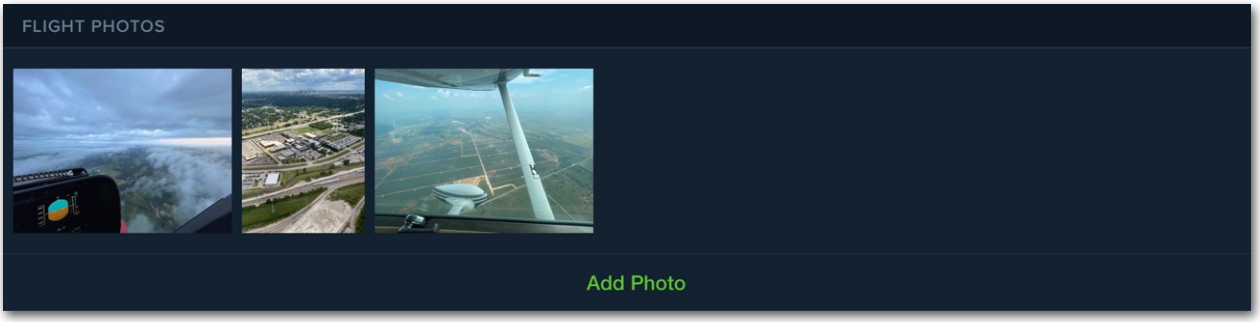


Editing a Photo

Photo Thumbnails

After adding photos to Logbook, thumbnails of your photos will appear above the **Add Photo** button.

Tap on a thumbnail to view the entire photo. In fullscreen view, tap **Edit** to enter edit and crop mode, or tap **Delete** to remove the photo from your Logbook. Deleting a Logbook photo on one device will also remove it from Logbook on your other devices.



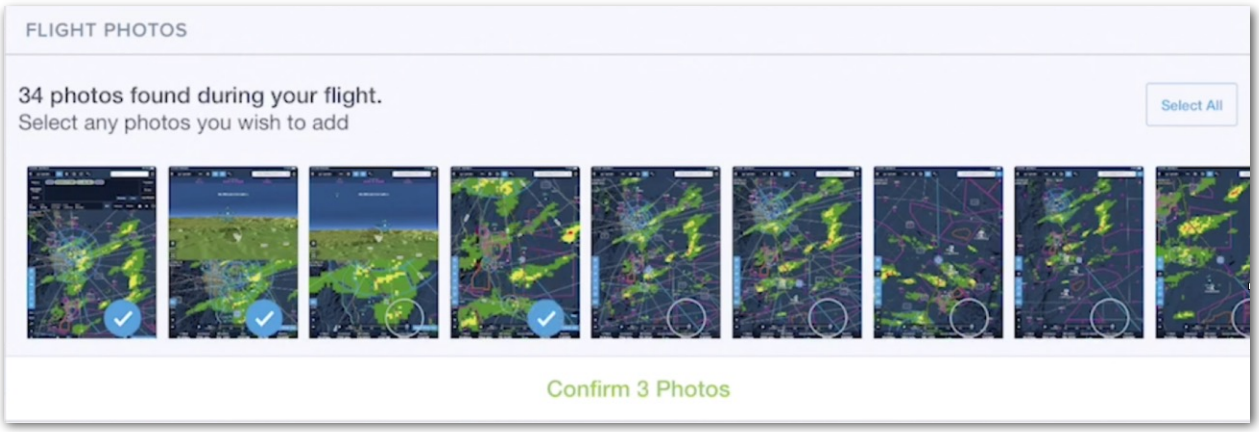
Flight Photo Thumbnails

Adding more than a few photos will cause some photo's thumbnails to move offscreen. Swipe left and right to view all the thumbnails. You can also swipe between full photos after tapping on one. Adding and editing photos is the same for flight entries, aircraft profiles, certificates, and endorsements.

4.16.3 Smart Logbook Photos

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

Tap the individual photos you'd like to add, or tap **Select All** to add all of the photos found during your flight to the Logbook entry. Once the selected photos are added, they are synchronized to ForeFlight Mobile on all of your devices via ForeFlight Sync.



Smart Logbook Photos

4.16.4 Disabling Smart Logbook Photos

To disable Smart Logbook Photos, restrict ForeFlight's access to your Photos using the iPad or iPhone Settings app. From the Settings app, select ForeFlight from the list of installed apps and select **Photos > None**. When ForeFlight does not have access to your Photos, Smart Logbook Photos will be disabled, but you'll still be able to manually add Photos when desired.

4.17 Add Next Entry

The **Add Next Entry** button at the bottom of logbook entries allows you to easily add consecutive flights when logging a multi-leg trip.

Adding the next entry will create a flight with the same date and aircraft used in the previous flight. Logbook sets the arrival airport of the previous flight as the departure airport of the new flight.

If the previous flight has Hobbs or Tach time, the new flight will copy the Hobbs and Tach End times and set them as the Start times in the new entry.

4.18 Deleting Logbook Entries

Logbook entries can be deleted using the **Delete** button at the bottom of every entry. Logbook entries can also be deleted from the list of entries by swiping from right to left across the entry and tapping the **Delete** button that appears.

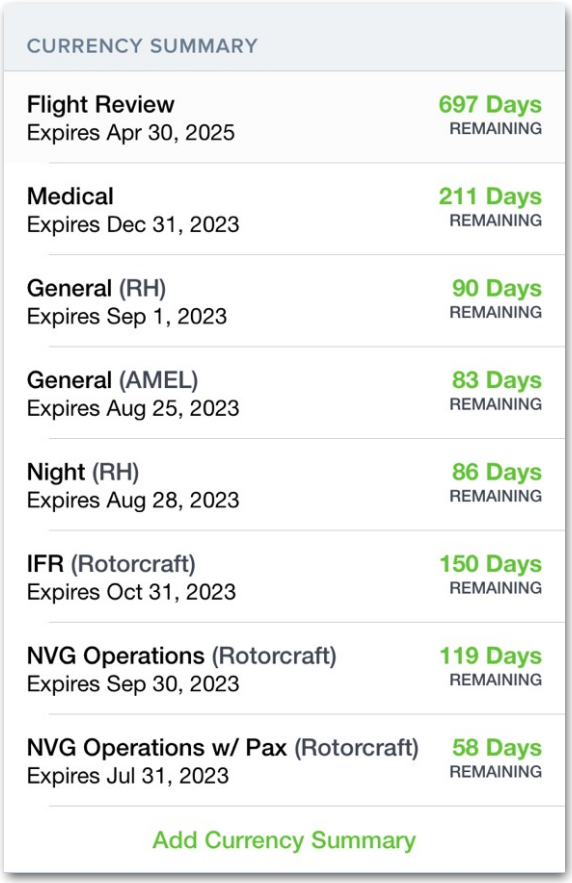
CURRENCY

Currency Summary allows you to track currency based on flight and certificate entries.

Each currency type lists the number of days until your currency expires. The days remaining and date of expiration are automatically updated when you add flights that meet the requirements.

For example, IFR currency in an airplane requires at least six logged approaches and one hold in the past six months. When you log flights that meet the requirements, your currency will be updated to reflect the new expiration date.

Because each type of currency is updated based on specific flight information and aircraft characteristics, it is important that you enter all relevant information for it to count towards your currency. This includes ensuring your logbook aircraft are as complete and accurate as possible.



Currency Summary

5.1 Adding Currency

New currency summaries are added by tapping **Add Currency Summary** and selecting **Flight Review, General, Night, IFR, Medical, Aircraft Type Currency,** or **NVG Operations** from the pop-up menu.

5.1.1 Flight Review

Flight Review currency is based on your most recent logbook entry with a **Flight Review tag**. Flight Review currency is not dependent upon an aircraft type or flight time and is valid for 24 calendar months.

5.1.2 General

General currency requires a category and class of aircraft to be specified, for example, Airplane Multi-Engine Land. General currency evaluates the number of takeoffs and full stop landings in the class of aircraft. General currency expires 90 days after logging three takeoffs and full stop landings in an aircraft of the same category and class.

5.1.3 Night

Night currency requires a category and class of aircraft to be specified, for example, Airplane Multi-Engine Land. Night currency evaluates the number of night takeoffs and night full stop landings in the class of aircraft. Night currency expires 90 days after logging three night takeoffs and full stop landings in an aircraft of the same category and class.

5.1.4 IFR

Instrument, or IFR, currency requires that you select a category of aircraft. IFR currency evaluates the number of recent instrument approaches and holds in your logbook. IFR currency expires six calendar months after logging six instrument approaches and one hold.

5.1.5 Medical

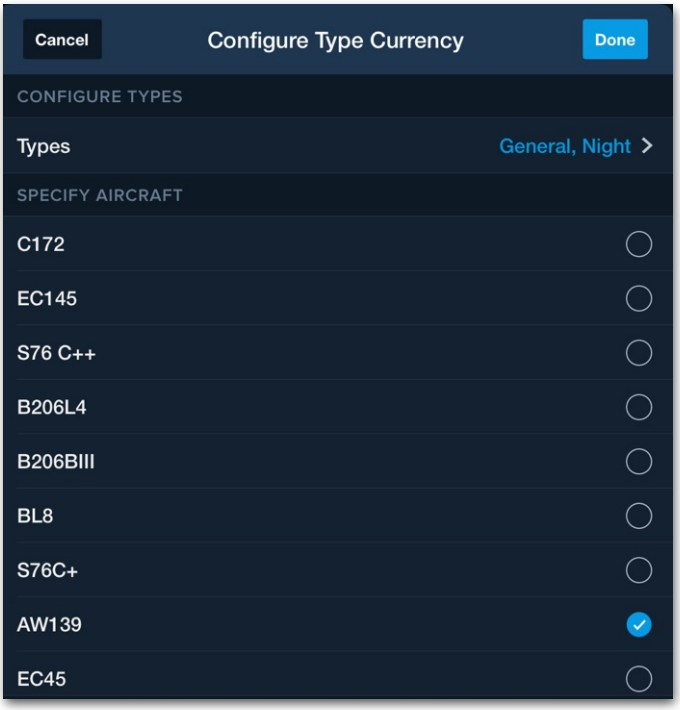
Medical currency is based on the latest expiration date of a **Medical Certificate** in your Qualifications.

5.1.6 Aircraft Type

Aircraft Type currency requires a category, class, and *type* of aircraft to be specified, for example, Cessna Citation. Aircraft Type currency evaluates the number of takeoffs and full stop landings in the type of aircraft. Aircraft Type currency expires 90 days after logging three takeoffs and full stop landings in an aircraft of the same category, class, and type.

To add Aircraft Type currency:

1. Tap **Add Currency Summary.**
2. Tap **Types** and specify if you want to track **General**, **Night**, or **§61.58 currency.**
3. Select the aircraft type(s) from your list of aircraft.
4. Tap **Done.** After tapping **Done**, the applicable currency for each aircraft and currency type will be added to your Currency Summary.



Aircraft Type Currency Configuration

5.1.7 NVG Operations

ForeFlight Mobile version 11.4 and later includes the option to track Night Vision Goggle (NVG) currency. To track NVG currency, enable Night Vision Goggles in **More** > **Logbook** > **Configure Fields** > **Night Vision Goggles**.

NVG currency requires that you select airplane, rotorcraft, or both. When adding NVG currency, currency for operations with and without passengers will be added based on NVG currency requirements as defined in CFR14 §61.57(f).

5.1.8 Knowledge Test

Knowledge Test currency is based on the latest expiration date of a **Knowledge Test Certificate** with an expiration date in your Qualifications. If you have not entered a Knowledge Test Certificate in your Qualifications, or if your Knowledge Test does not have an expiration date, it will not be possible to add Knowledge Test currency.

5.1.9 Flight Instructor

Flight Instructor currency is based on the latest expiration date of an **Instructor Certificate** in your Qualifications. If you have not entered an Instructor certificate in your Qualifications, it will not be possible to add Flight Instructor currency.

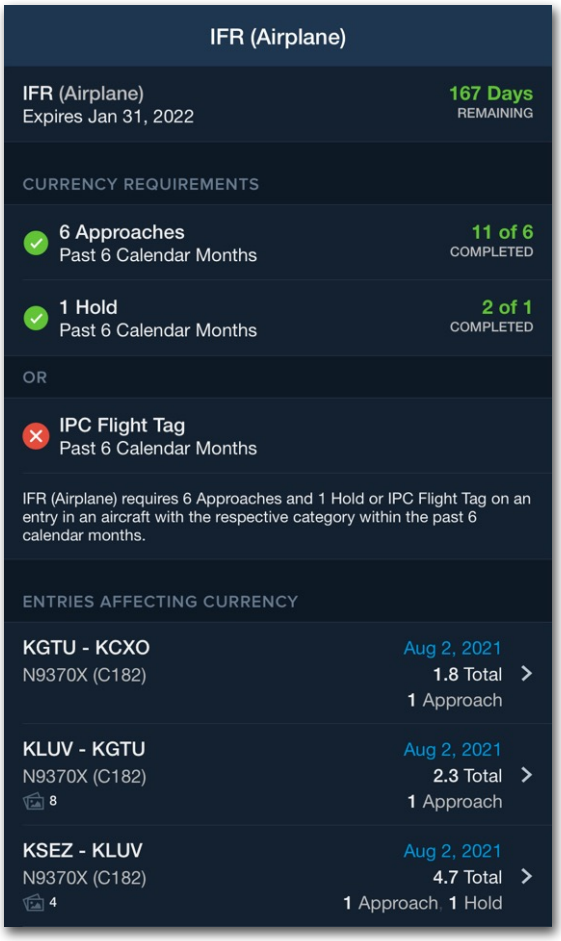
5.2 Currency Details

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

5.2.1 Currency Requirements

The Currency Requirements section lists the requirements needed to satisfy the currency. Some currency types can be satisfied in multiple ways (for IFR currency, completing six approaches and one hold in the past six months, or completing an IPC in the past six months). In situations where multiple events fulfill currency requirements, only one of the requirements must be met to satisfy currency.

A short description of the requirements needed to satisfy that type of currency is shown at the bottom of the Currency Requirements section.



Currency Requirements

5.2.2 Entries Affecting Currency

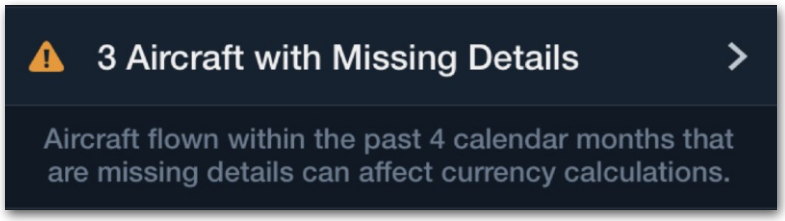
Beneath the Currency Requirements section are the Entries Affecting Currency. Tap entries to view or edit.

Entries Not Affecting Currency

Entries Not Affecting Currency are entries that do not contribute to the currency, but fall within the currency's timeframe. These entries can also be tapped on to view and edit their information.

Missing Information

If an aircraft profile has been added to a logbook entry and is missing important details that could affect currency reporting, such as Category/Class, a *Missing Details* section appears. Tap to view and edit the profiles that are missing details.



Missing Information Caution

5.3 Deleting Currency Summaries

You can delete a currency summary by swiping left across the listing and tapping **Remove** or by tapping **Remove from Currency Summary** at the bottom of the currency's detail page.

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

REPORTS

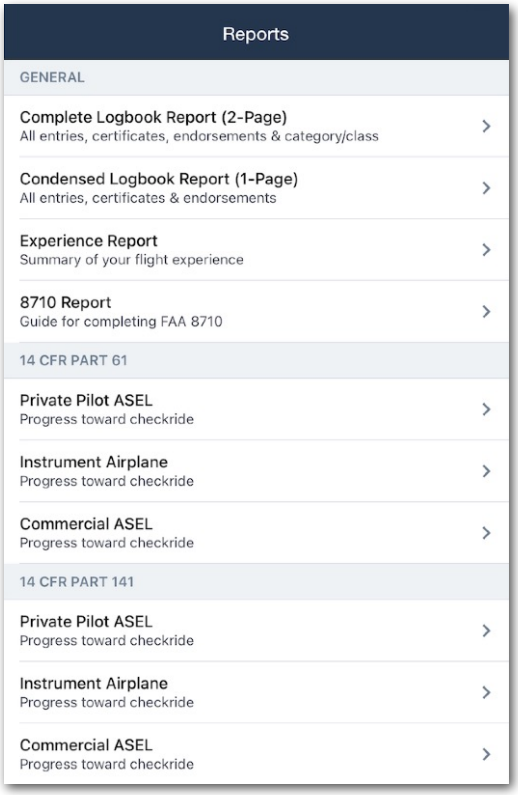
Logbook allows you to generate, view, and export logbook reports. There are three categories of available reports described below: **General**, **14 CFR Part 61**, and **14 CFR Part 141**.

For instructions on generating and filtering reports in ForeFlight Web, see **Reports in ForeFlight Web**.

6.1 Generating Reports in ForeFlight Mobile

To generate a report in ForeFlight Mobile, follow these steps:

1. In the navigation toolbar, tap **More > Logbook**.
2. In the Logbook view, scroll the sidebar down to the Menu section and tap **Reports**.
3. Tap one of the available report types to request the generation of a report in a new window.



Reports in ForeFlight Mobile

When a report is requested, ForeFlight attempts to fetch the necessary data from the web server. This results in one of three scenarios:

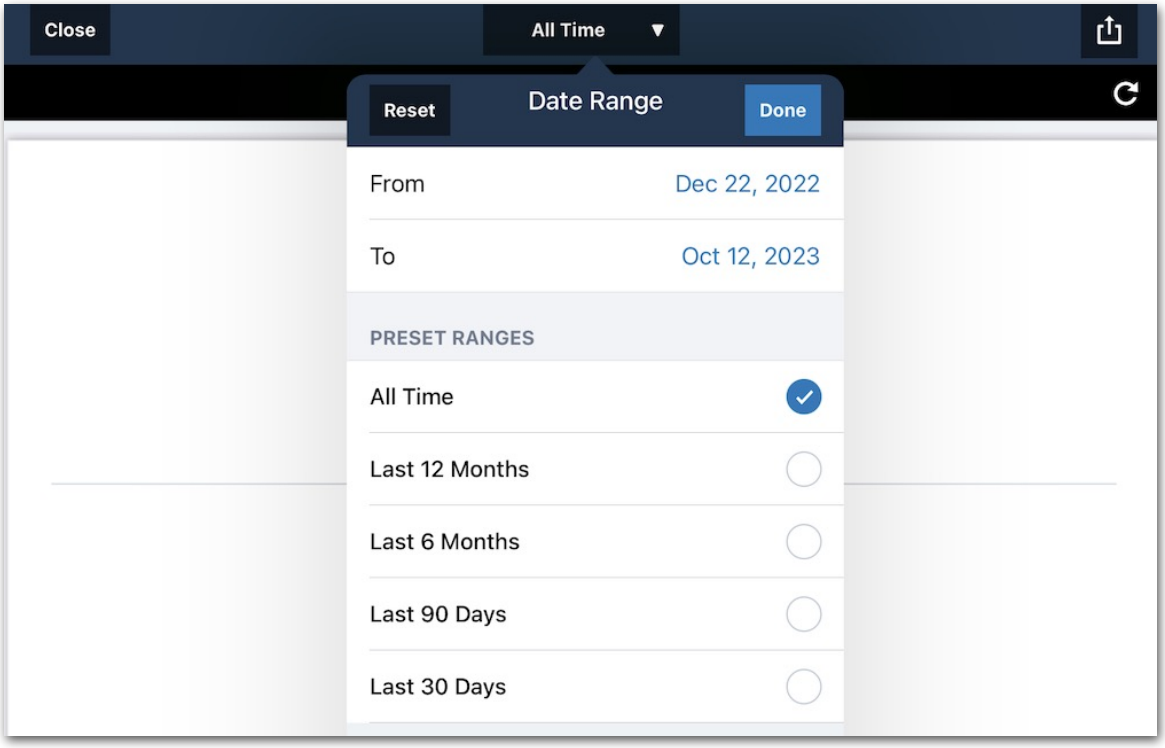
- If web data is retrieved successfully, the report is generated and stored in the device cache for offline viewing.
- If the web data cannot be retrieved (such as when ForeFlight Mobile is offline), ForeFlight uses the version of that report currently stored in the device cache.
- If no cached report exists, ForeFlight displays a “Not Found” message and cannot generate the report.

6.2 Filtering Reports in ForeFlight Mobile

The Complete Logbook Report (2-Page), Condensed Logbook Report (1-Page), and Experience Report can be filtered to display logbook entries of a certain date range. To do so, follow these steps:

1. Generate a report.
2. At the top of the screen, tap the date range filter dropdown menu (currently labeled “All Time”).
3. Enter a specific date range in the **From** and **To** fields, or select one of the available **Preset Ranges**.

NOTE: Only the Complete Logbook Report (2-Page), Condensed Logbook Report (1-Page), and Experience Report can be filtered for specific date ranges. Other reports are displayed for “All Time.”



Filtering Reports in ForeFlight Mobile

6.3 General Reports

The General category includes the following types of reports.

6.3.1 Complete Logbook Report (2-Page)

The Complete Logbook Report (2-Page) formats each flight entry across two pages, making it ideal for binding or other situations where you need to present all of your logged information at once. The two-page report includes endorsements and certificates on separate pages at the end of the logbook. You can generate the complete report for All Time or **filter the report** for a specified period.

6.3.2 Condensed Logbook Report (1-Page)

The Condensed Logbook Report (1-Page) is a compact, cleanly formatted single-page PDF logbook.

The condensed layout fits all information on a single page by omitting:

- Category/Class
- Time
- Day & Night landings
- En route details

The one-page report includes endorsements and certificates on separate pages at the end of the logbook. You can generate the complete report for All Time or **filter the report** for a specified period. Tap the share button in the top-right to email a PDF copy or print (via AirPrint) your logbook.

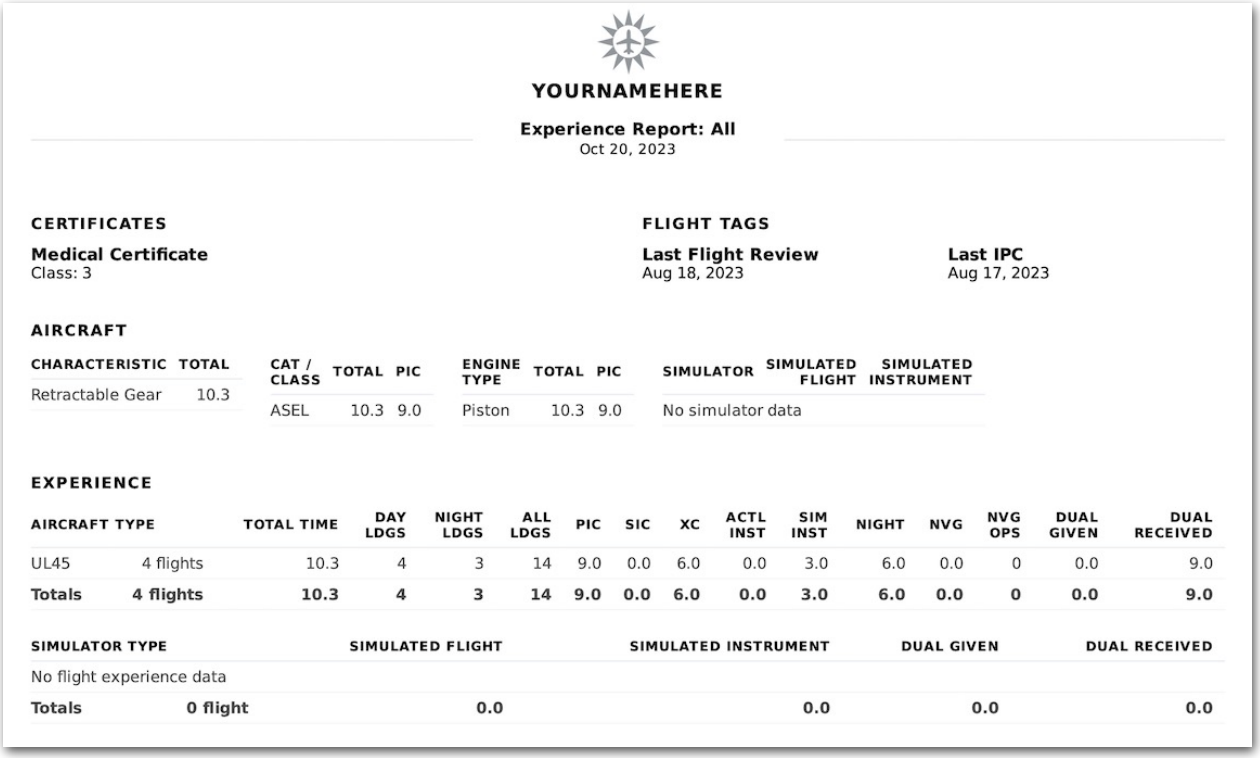
NOTE: You may encounter formatting issues when printing double-sided pages via an AirPrint printer. We recommend instead emailing the PDF to yourself so you can print from a computer.

6.3.3 Experience Report

The Experience Report includes information about your certificates, ratings, and flight times in different aircraft, including flight specifics such as PIC, night, instrument, etc.

Totals from custom logbook fields with the types Hours, Numeric, Counter, and Toggle (on) are shown at the bottom of the report. You can generate a complete report for All Time or **filter the report** for a specified period.

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



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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**

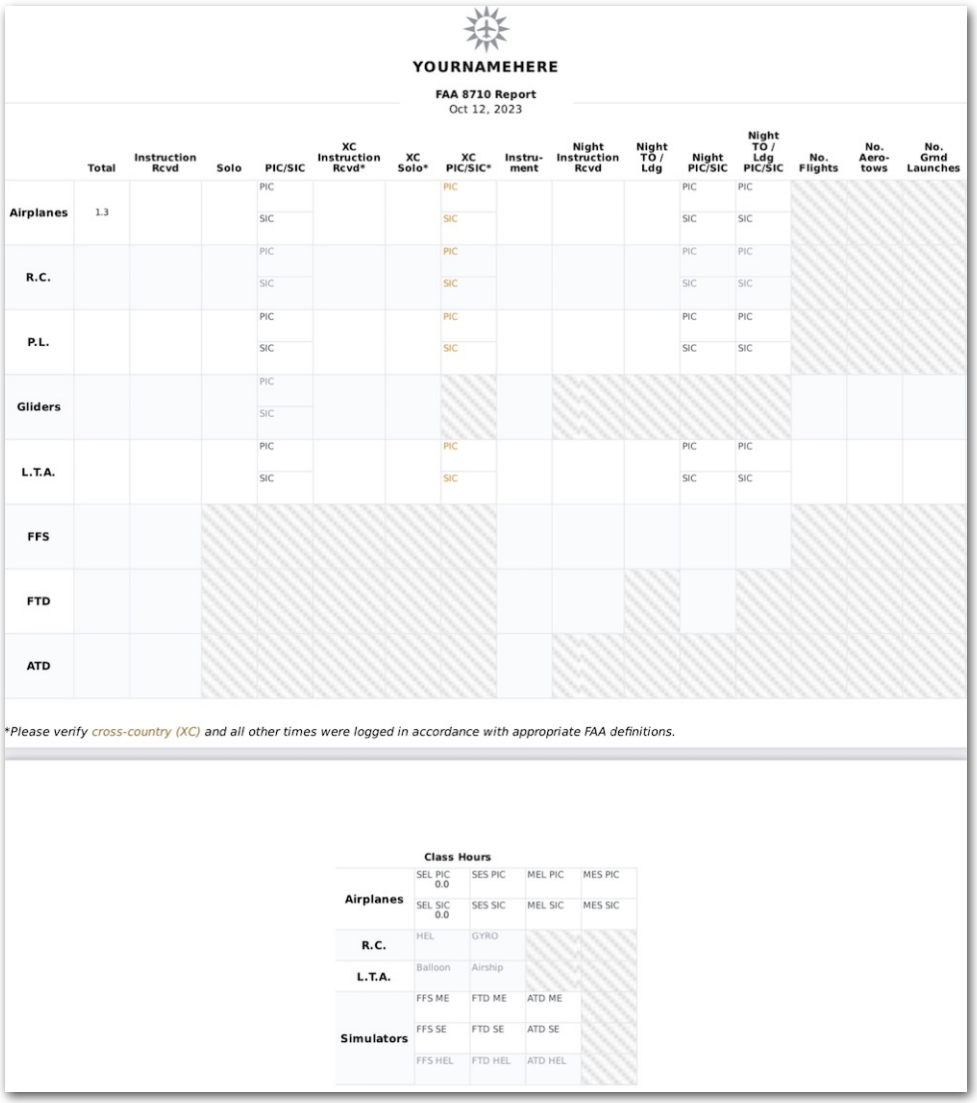
Experience Report

6.3.4 8710 Report

The 8710 Report includes all the flight and aircraft information needed to fill out the FAA's 8710 Airman Certification/Rating application.

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

NOTE: Ensure cross-country (XC) and other times recorded in your Logbook were logged in accordance with 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. Gmd Launches
Airplanes	1.3			PIC / SIC			PIC / SIC				PIC / SIC	PIC / SIC			
R.C.				PIC / SIC			PIC / SIC				PIC / SIC	PIC / SIC			
P.L.				PIC / SIC			PIC / SIC				PIC / SIC	PIC / SIC			
Gliders				PIC / SIC											
L.T.A.				PIC / SIC			PIC / SIC				PIC / SIC	PIC / 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	

FAA 8710 Report

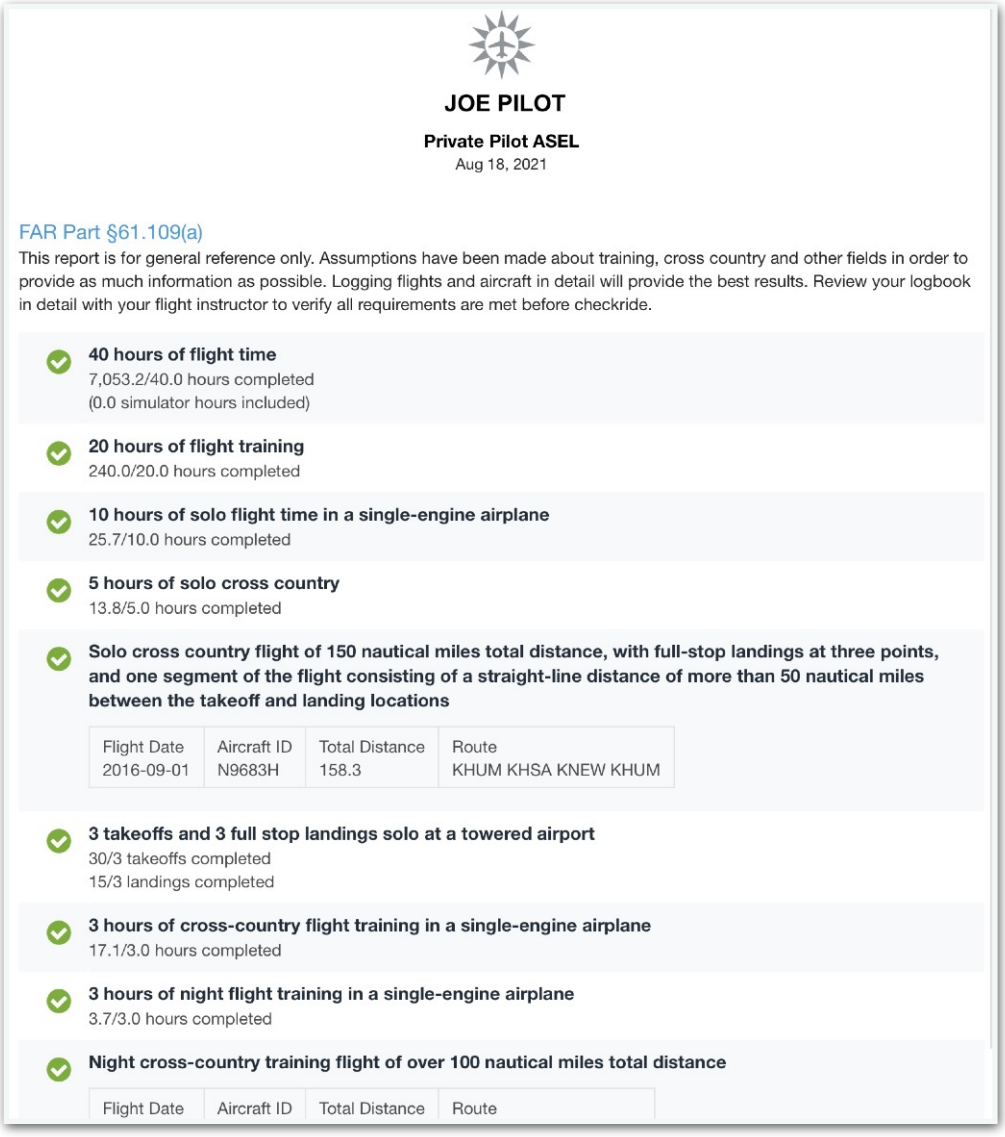
6.4 14 CFR Part 61

The following reports are available to pilots training under 14 CFR Part 61.

6.4.1 Private Pilot ASEL

The Private Pilot ASEL report depicts your progress toward the FAA Private Pilot ASEL practical exam, including Total Time, Total Flight Training, Solo, Solo Cross-country, etc.

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



JOE PILOT

Private Pilot ASEL
Aug 18, 2021

FAR Part §61.109(a)
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.

40 hours of flight time
7,053.2/40.0 hours completed
(0.0 simulator hours included)

20 hours of flight training
240.0/20.0 hours completed

10 hours of solo flight time in a single-engine airplane
25.7/10.0 hours completed

5 hours of solo cross country
13.8/5.0 hours completed

Solo cross country flight of 150 nautical miles total distance, with full-stop 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

Flight Date	Aircraft ID	Total Distance	Route
2016-09-01	N9683H	158.3	KHUM KHSA KNEW KHUM

3 takeoffs and 3 full stop landings solo at a towered airport
30/3 takeoffs completed
15/3 landings completed

3 hours of cross-country flight training in a single-engine airplane
17.1/3.0 hours completed

3 hours of night flight training in a single-engine airplane
3.7/3.0 hours completed

Night cross-country training flight of over 100 nautical miles total distance

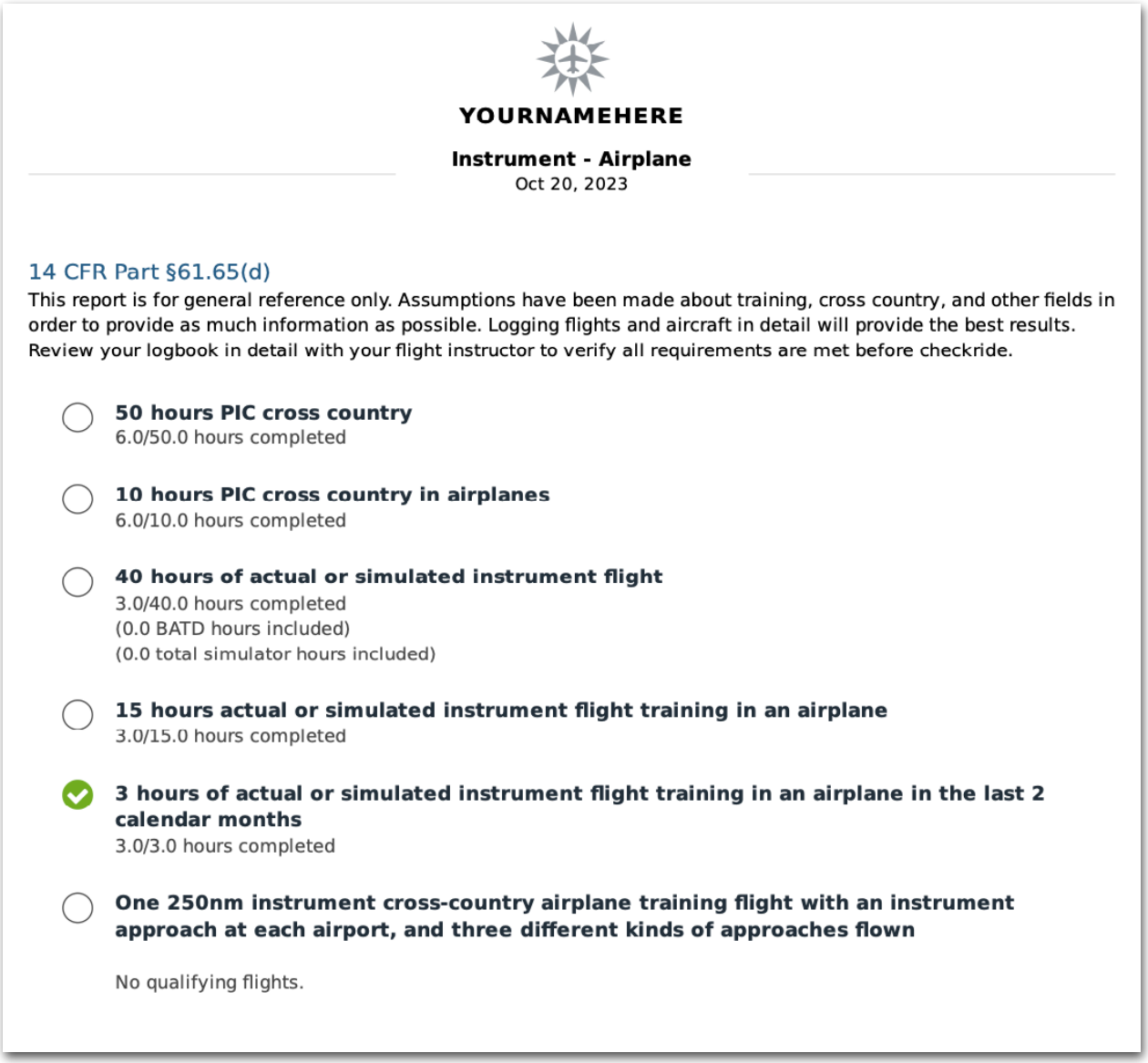
Flight Date	Aircraft ID	Total Distance	Route

Private Pilot ASEL (Part 61) Report

6.4.2 Instrument Airplane

The Instrument Airplane report depicts your progress toward an Instrument Airplane Rating, including Total PIC Cross-Country, Actual or Simulated Instrument Time, Actual or Simulated Flight Training, and the Instrument Cross-Country flight.

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



YOURNAMEHERE

Instrument - Airplane
Oct 20, 2023

14 CFR Part §61.65(d)
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.

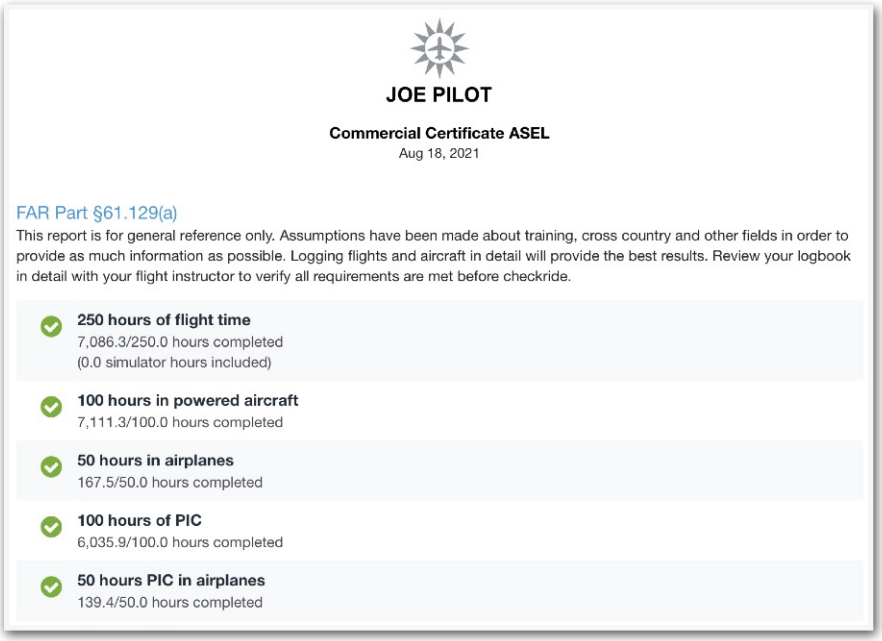
- ○ **50 hours PIC cross country**
  6.0/50.0 hours completed
- ○ **10 hours PIC cross country in airplanes**
  6.0/10.0 hours completed
- ○ **40 hours of actual or simulated instrument flight**
  3.0/40.0 hours completed
  (0.0 BATD hours included)
  (0.0 total simulator hours included)
- ○ **15 hours actual or simulated instrument flight training in an airplane**
  3.0/15.0 hours completed
- ✓ **3 hours of actual or simulated instrument flight training in an airplane in the last 2 calendar months**
  3.0/3.0 hours completed
- ○ **One 250nm instrument cross-country airplane training flight with an instrument approach at each airport, and three different kinds of approaches flown**

  No qualifying flights.

Instrument Airplane Report

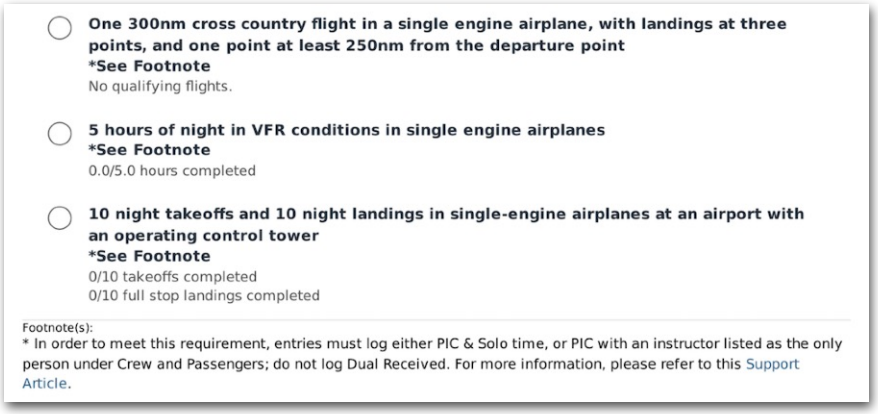
6.4.3 Commercial ASEL

The Commercial ASEL report depicts your progress toward the FAA Commercial Pilot ASEL practical exam, including Total Time, Total Flight Training, Solo, Solo Cross-country, etc. The report updates automatically as you complete and log flights that count towards the Commercial Pilot ASEL practical exam requirements.



Commercial ASEL (Part 61) Report

A **ForeFlight Support article** at the bottom of the report provides guidance on correctly filling out the time for certain report items marked with an asterisk (*).



Linked Support Article

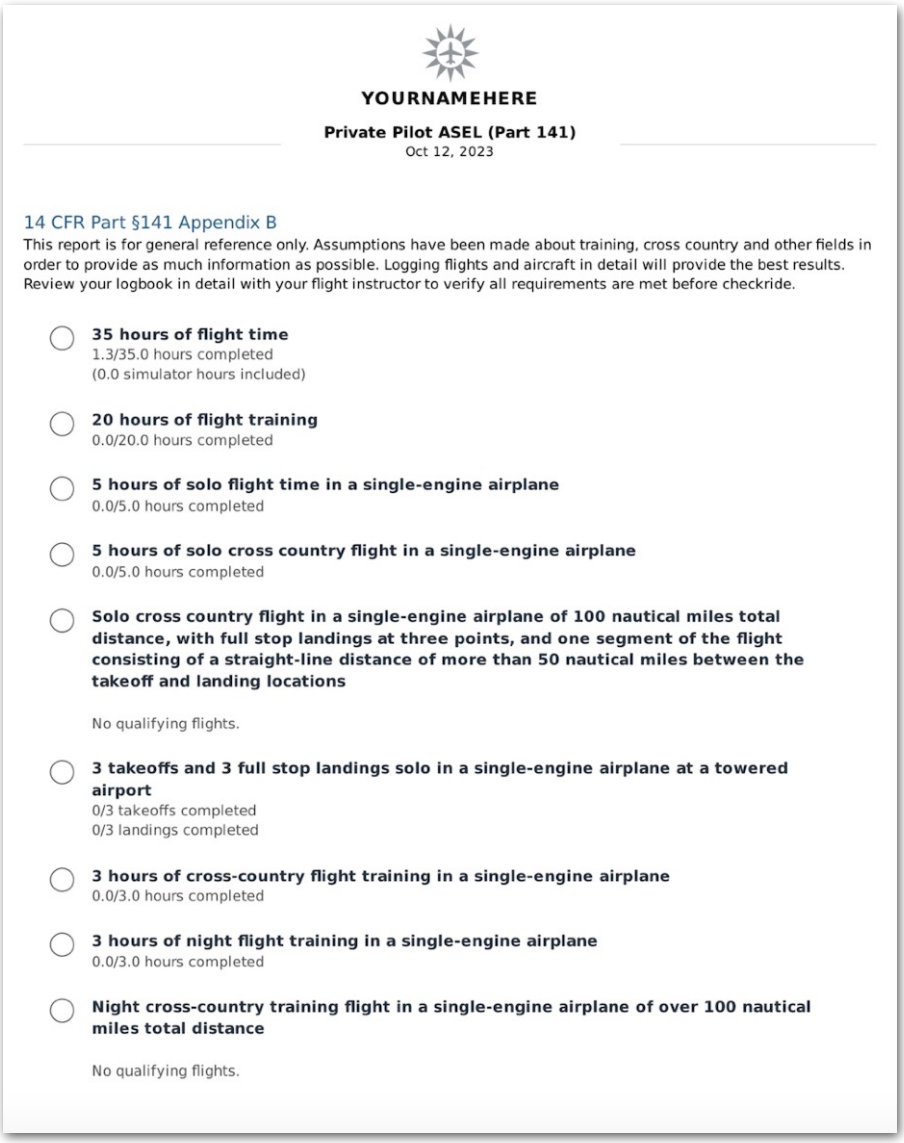
6.5 14 CFR Part 141

The following reports are available to pilots training under 14 CFR Part 141.

6.5.1 Private Pilot ASEL

The Private Pilot ASEL report depicts your progress toward the FAA Private Pilot ASEL practical exam, including Total Time, Total Flight Training, Solo, Solo Cross-country, etc.

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



YOURNAMEHERE

Private Pilot ASEL (Part 141)
Oct 12, 2023

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.

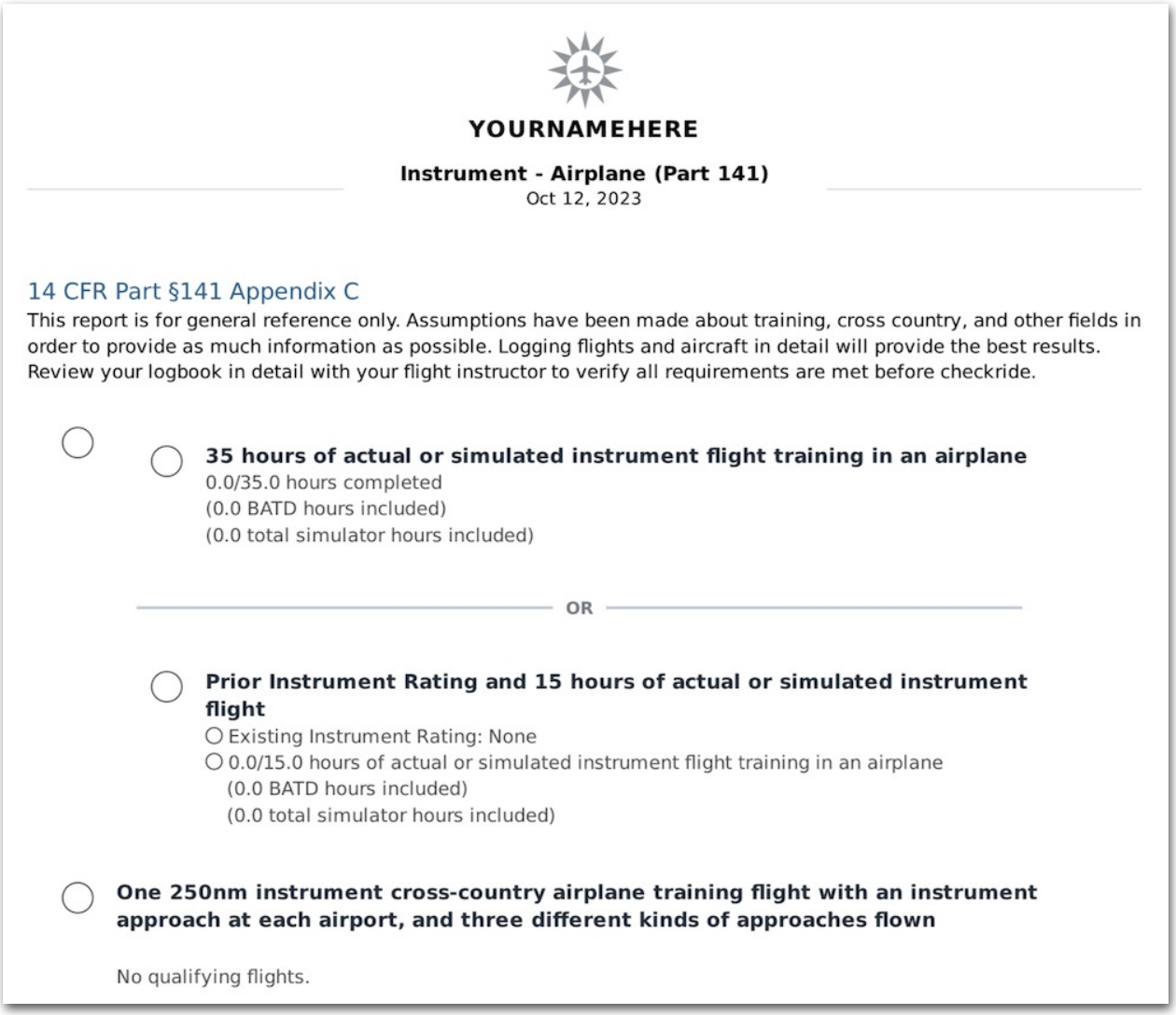
- ◯ **35 hours of flight time**
  1.3/35.0 hours completed
  (0.0 simulator hours included)
- ◯ **20 hours of flight training**
  0.0/20.0 hours completed
- ◯ **5 hours of solo flight time in a single-engine airplane**
  0.0/5.0 hours completed
- ◯ **5 hours of solo cross country flight in a single-engine airplane**
  0.0/5.0 hours completed
- ◯ **Solo cross country flight in a single-engine airplane of 100 nautical miles total distance, with full stop 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.
- ◯ **3 takeoffs and 3 full stop landings solo in a single-engine airplane at a towered airport**
  0/3 takeoffs completed
  0/3 landings completed
- ◯ **3 hours of cross-country flight training in a single-engine airplane**
  0.0/3.0 hours completed
- ◯ **3 hours of night flight training in a single-engine airplane**
  0.0/3.0 hours completed
- ◯ **Night cross-country training flight in a single-engine airplane of over 100 nautical miles total distance**
  No qualifying flights.

Private Pilot ASEL (Part 141) Report

6.5.2 Instrument Airplane

The Instrument Airplane report depicts your progress towards an Instrument Airplane Rating, including Total PIC Cross-Country, Actual or Simulated Instrument Time, Actual or Simulated Flight Training, and the Instrument Cross-Country flight.

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



YOURNAMEHERE

Instrument - Airplane (Part 141)
Oct 12, 2023

14 CFR Part §141 Appendix C
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 actual or simulated instrument flight training in an airplane**
0.0/35.0 hours completed
(0.0 BATD hours included)
(0.0 total simulator hours included)

OR

○ **Prior Instrument Rating and 15 hours of actual or simulated instrument flight**
○ Existing Instrument Rating: None
○ 0.0/15.0 hours of actual or simulated instrument flight training in an airplane
(0.0 BATD hours included)
(0.0 total simulator hours included)

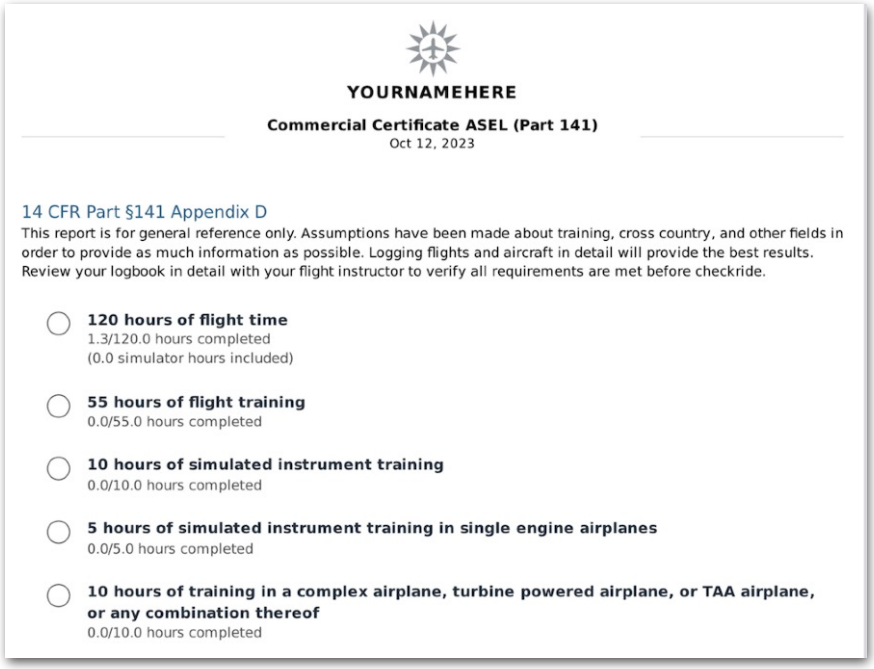
○ **One 250nm instrument cross-country airplane training flight with an instrument approach at each airport, and three different kinds of approaches flown**

No qualifying flights.

Instrument Airplane (Part 141) Report

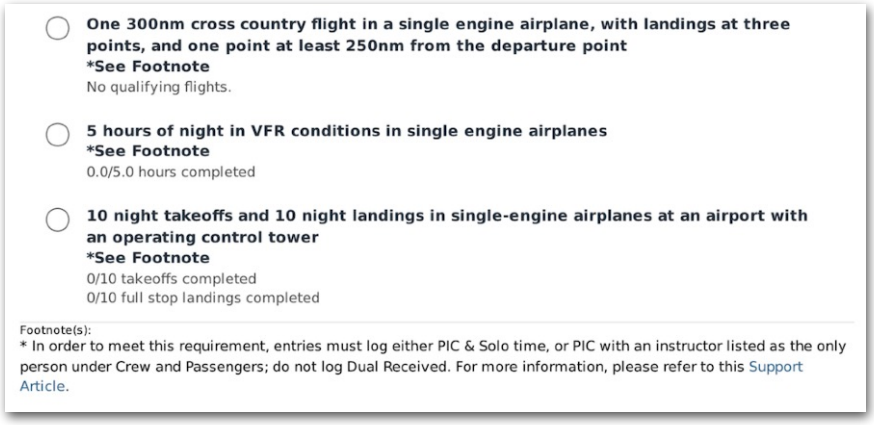
6.5.3 Commercial ASEL

The Commercial ASEL report depicts your progress toward the FAA Commercial Pilot ASEL practical exam, including Total Time, Total Flight Training, Solo, Solo Cross-country, etc. The report updates automatically as you complete and log flights that count towards the Commercial Pilot ASEL practical exam requirements.



Commercial ASEL (Part 141) Report

A **ForeFlight Support article** at the bottom of the report provides guidance on correctly filling out the time for certain report items marked with an asterisk (*).



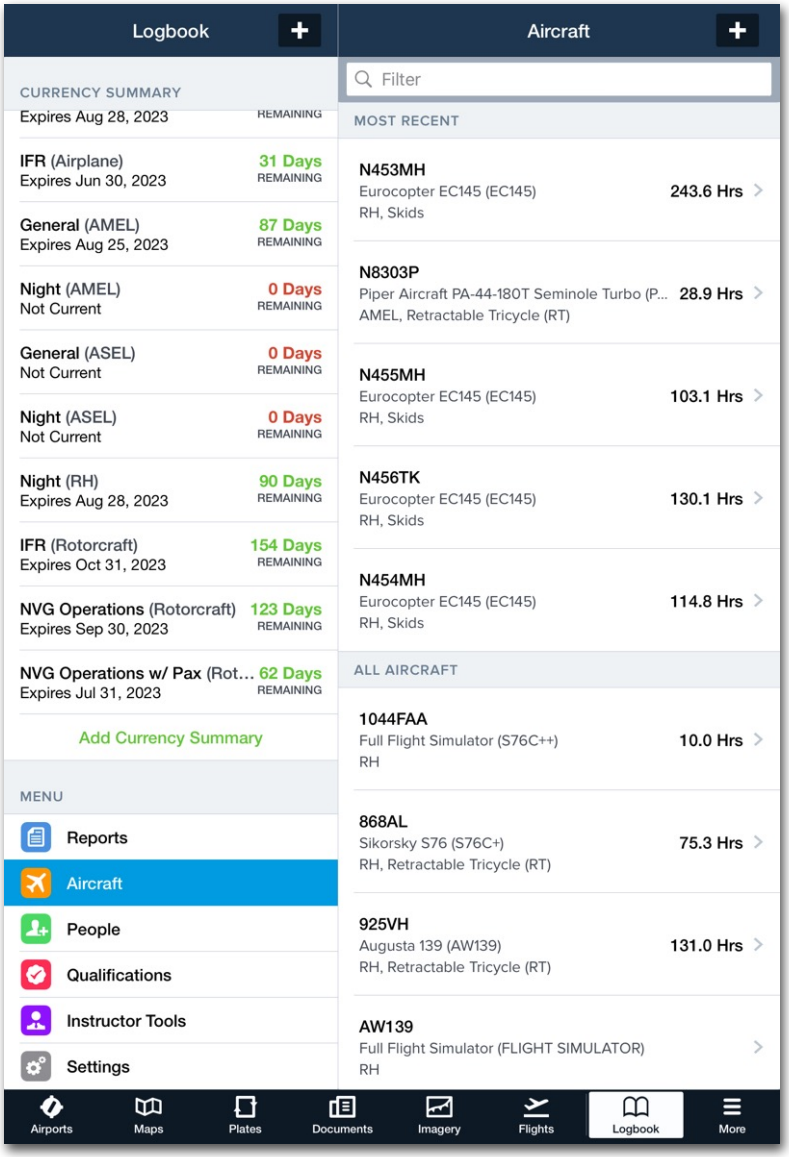
Linked Support Article

LOGBOOK AIRCRAFT

There are two unique types of aircraft profiles. Those that are used for flight planning and those that are entered into your logbook.

Aircraft from logbook entries and aircraft used for flight planning are copied to your logbook. View these aircraft profiles by tapping **Logbook** > **Aircraft.** Logbook aircraft are *not* copied to **More** > **Aircraft** for flight planning purposes.

When a new aircraft profile is added for flight planning purposes, it is copied to Logbook, but subsequent changes to the profile are not synced.

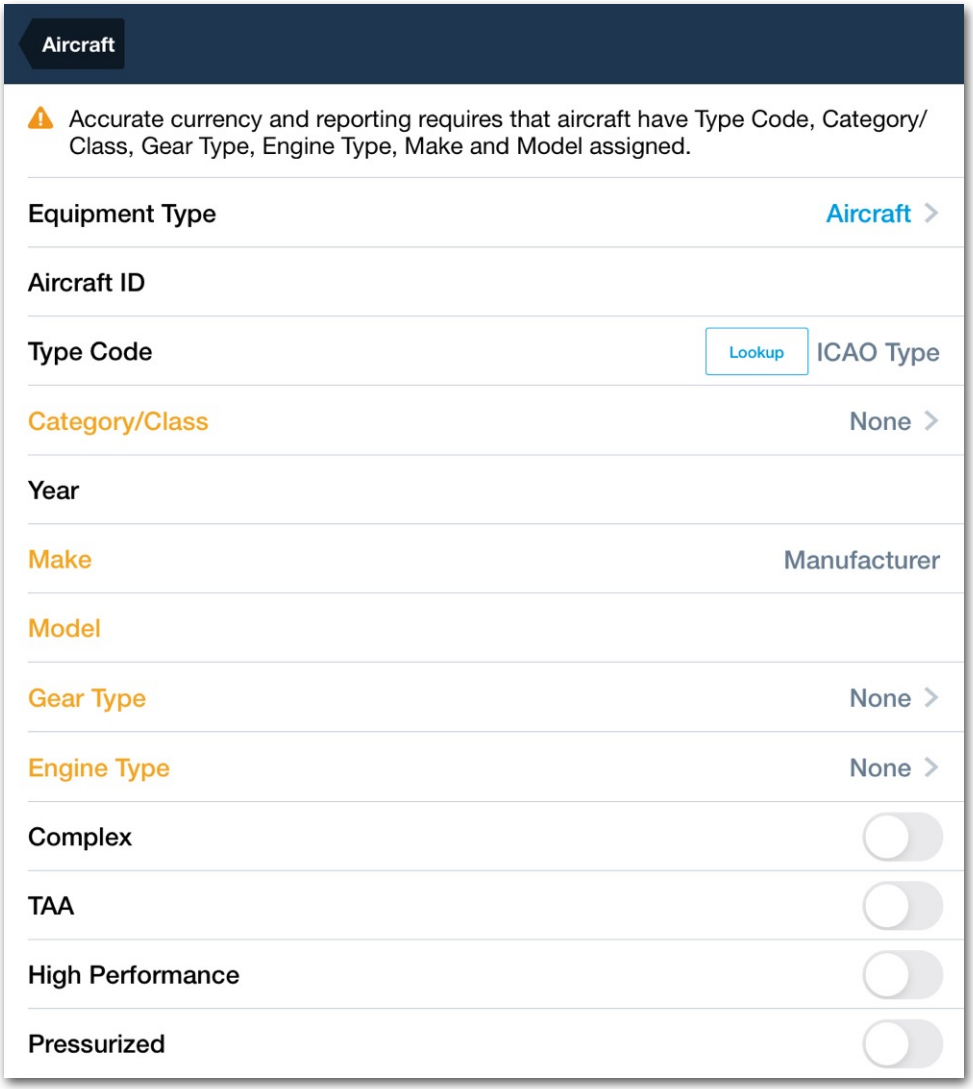


Logbook Aircraft

7.1 Adding Logbook Aircraft

To add aircraft to your logbook, tap **More** > **Logbook** > **Aircraft** and tap the **[+]** button in the upper toolbar. Aircraft can also be added while editing a logbook entry. To add an aircraft while editing an entry, select the Aircraft field and tap the **[+]** button in the upper toolbar.

Fill out the profile using the **Aircraft Profile Editor**. Required fields are highlighted yellow. When done adding aircraft details, tap the **Aircraft** back button in the upper toolbar.



Aircraft Profile Editor

7.2 Aircraft Profile Editor

The aircraft in your logbook have multiple fields that are used to determine your flight experience and currency. To edit your logbook aircraft, select **More > Logbook > Aircraft** and select the desired aircraft from the list.

7.2.1 Aircraft Field Definitions

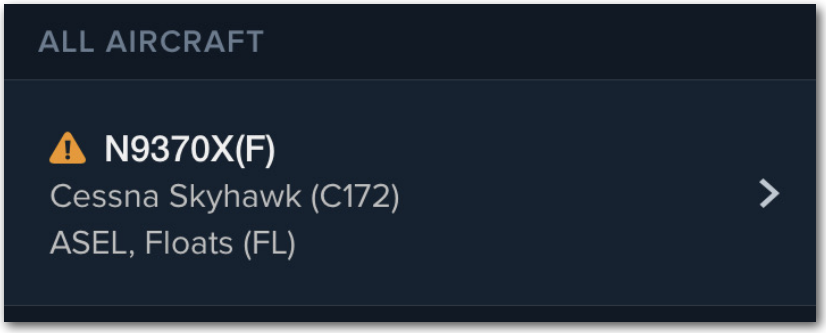
The following fields define the aircraft or simulator in Logbook.

- **Aircraft ID** is any combination of letters and numbers that identifies the aircraft. The Aircraft ID is generally the aircraft's tail number.
- **Equipment Type** distinguishes between an aircraft, simulator, or training device.
- **Type Code** is the four-character ICAO identifier for the aircraft type. For example, C172, PA28.
- **Category/Class** is a manually selected value. Choose the correct type code for the aircraft from a list of all Category/Class options.
- **Year** is a manually entered four-digit value.
- **Make** specifies the manufacturer of the aircraft. For example, Cessna Aircraft.
- **Model** specifies the model, for example, 172B Skyhawk.
- **Gear Type** is a manually selected value. Choose the correct gear type for the aircraft from a list of gear type options. If you fly an aircraft that can switch gear-type, i.e., between floats and fixed tailwheel, we recommend creating two unique logbook aircraft with a gear type designator in the Aircraft ID - for example, N737BG and N737BG Floats. The designator can be a combination of numbers or letters.
- **Engine Type** is a manually selected value. Choose the correct engine type for the aircraft from a list of engine type options.
- **Complex** specifies the aircraft is Complex when the box is checked.
- **TAA** specifies the aircraft is a TAA when the box is checked.
- **High Performance** specifies the aircraft is High Performance when the box is checked.
- **Pressurized** specifies the aircraft is Pressurized when the box is checked.

7.2.2 Missing Fields

Any aircraft that have been selected in a logbook entry but are missing important details such as Category/Class or Gear Type are flagged with a warning symbol. The symbol indicates the aircraft ⚠ is missing details that could affect currency reporting. The relevant missing fields are highlighted when you view the aircraft's details.

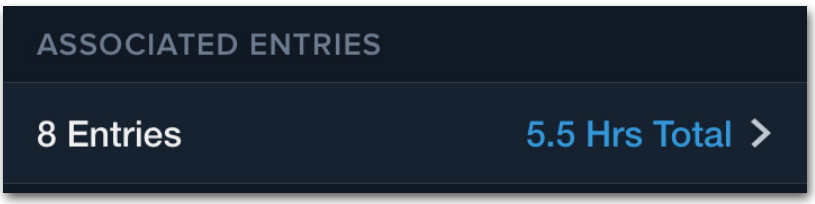
Aircraft with missing details that have not been added to a logbook entry will not be flagged with a warning symbol. For best results, fill out your logbook aircraft as accurately and completely as possible.



Aircraft with Missing Fields

7.2.3 Associated Entries

Scroll to the bottom of an aircraft's detail view to associated entries and total time. Tap the associated entries row to see the full list of entries. Tap on any individual entry to edit.



Associated Entries

7.2.4 Copying Aircraft

You can copy an aircraft in Logbook by selecting **Copy** near the bottom of the aircraft configuration page.

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

Copying aircraft can be useful if you make changes to an aircraft, such as switching between wheels and floats, and want to track your hours in both gear types.

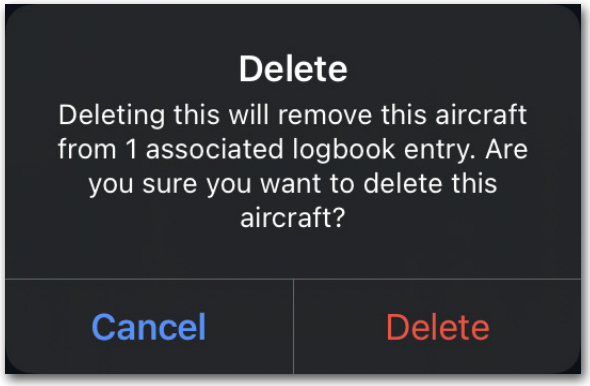
7.2.5 Deleting Aircraft

Aircraft in Logbook can be deleted by tapping on the aircraft to open the configuration page and tapping **Delete** at the bottom of the screen.

You can also delete aircraft by swiping left on the aircraft in the list view.

Deleting an aircraft which has logbook entries associated with it will *not* remove the entry from Logbook. Only the aircraft will be removed.

NOTE: If an aircraft was copied to Logbook from the Aircraft view in ForeFlight, it can only be deleted from Logbook by deleting the profile in the Aircraft view.



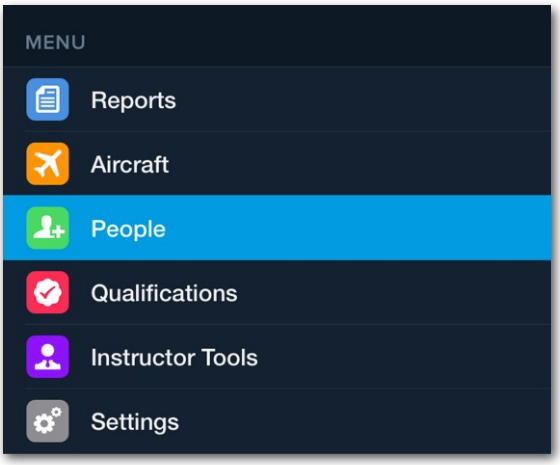
Delete Warning

PEOPLE

Logbook allows passengers, crew, and examiners to be added to flight entries. Each person added to a flight entry appears in People.

People in Logbook do not get included in the PDF Logbook Report.

Tapping **People** in the Menu section near the bottom left corner of the screen will list all the people that have been added to your logbook.



Logbook - People

8.1 Adding People

To add people to your logbook so that they can be selected on future flights, tap **+** near the upper right corner of the view and select how you want to add the person.

- **New Person** creates a new profile from scratch.
- **From Contacts** imports a person from your device's contacts and auto-fills their name, email, and phone number if available.

NOTE: Adding People can only be done using ForeFlight Mobile.

8.1.1 Roles

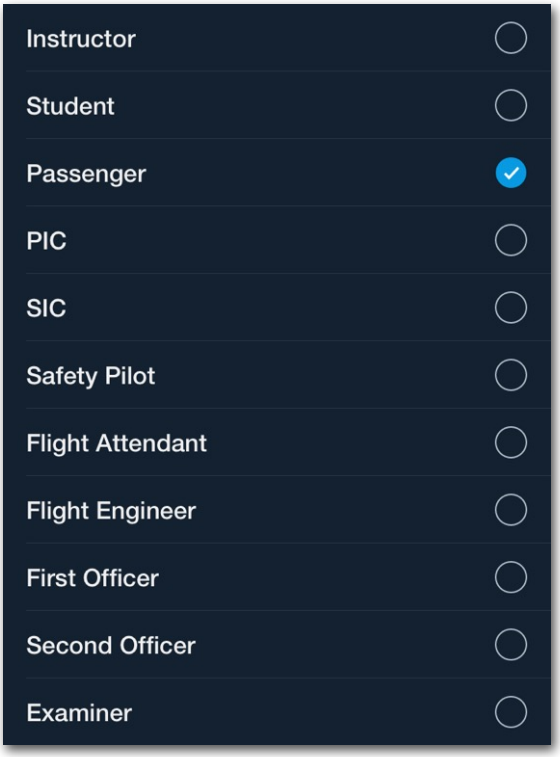
In addition to basic name and contact information, each person can be assigned a default role.

A person's role appears next to their name when you add them to the Crew and Passengers section of a flight entry.

Passenger is the default role when creating a new person.

Edit a person's role by selecting them from your list of people, tapping on their default role, and selecting the appropriate default role from the list.

A person can have multiple roles in your logbook. For example, if you fly with someone as PIC and SIC, you can edit their roles on a per-flight basis. Editing someone's default role does not affect previously logged flights.



Logbook - People Roles

8.2 Deleting People

People can be deleted from Logbook by tapping **Delete** at the bottom of the Person's view. Additionally, you can swipe left across a person's name in the All People view to delete them.

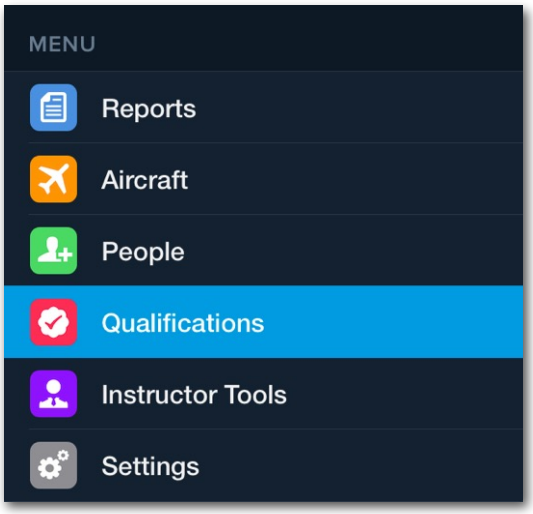
Deleting a person who has a logbook entry associated with them will *not* remove the entry from Logbook. Only the person will be removed.

QUALIFICATIONS

Qualifications, accessible from the Menu near the bottom left corner of the view, allows you to add certificates, ratings, and endorsements to your logbook.

Qualifications are added to PDF Logbook Reports for exporting and sharing purposes.

To add a qualification, tap **+** near the upper-right corner and select the qualification you want to add.



NOTE: It will not be possible to add a rating until you've added one or more certificates. Adding Qualifications can only be done using ForeFlight Mobile.

9.1 Certificates

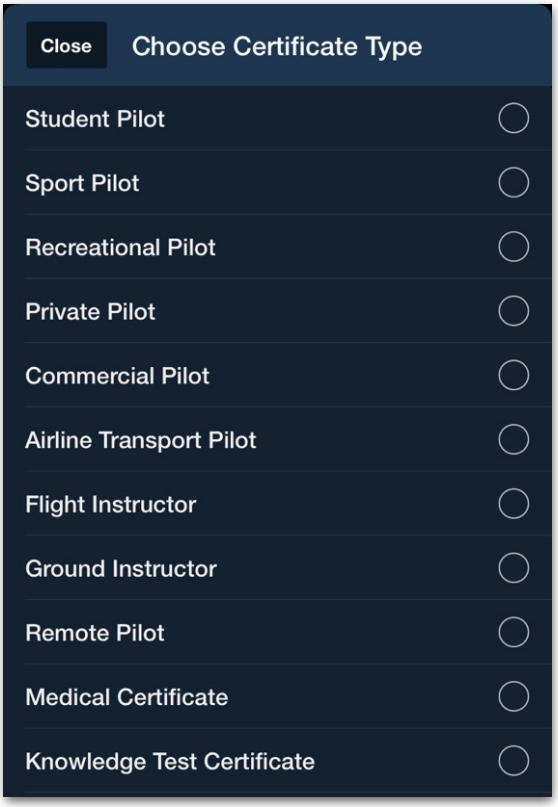
Add certificates to Logbook to keep track of your certificate numbers, issue dates, expiration dates, and limitations.

To add a certificate, tap **More > Logbook > Qualifications > + > Certificate** and select a certificate type from the list.

Enter the details for your certificate, include a photo if desired, tap **Done** when complete.

If your certificate allows for a rating, an option to **Add Rating** will be added to the certificate's view.

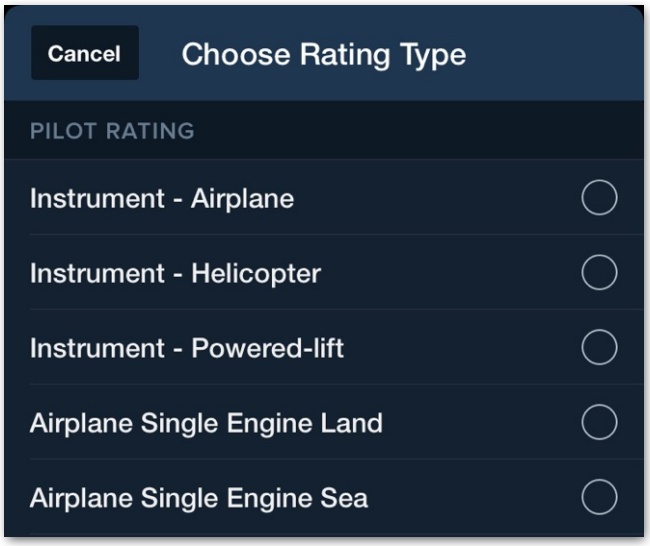
Certificate photos are excluded from the PDF Logbook Reports.



9.2 Ratings

Ratings are attached to certificates and can be added by tapping **More > Logbook > Qualifications > + > Rating** when one or more certificates have been logged.

You can also add a rating when adding an applicable certificate to your logbook. Type ratings allow you to specify the aircraft designation that the rating applies to.



Rating Types

9.2.1 Deleting Certificates and Ratings

You can delete a certificate or rating by tapping **Remove Certificate/Rating** at the bottom of the Certificate or Rating windows or by swiping left across the item you wish to delete.

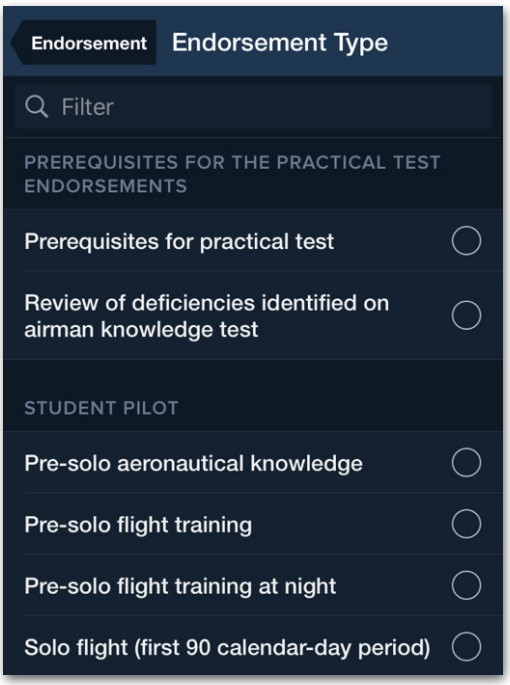
9.3 Endorsements

The Endorsement feature allows flight instructors to endorse a student's logbook with a digital signature. To add an endorsement, add a new Qualification and select **Endorsement** from the pop-up**.**

9.3.1 Endorsement Lookup

Manually enter the endorsement title or use the **Lookup** button and select from over 60 common endorsement types derived from AC 61-65E.

Each endorsement type auto-fills the description box with a generic description that can be modified to include relevant information, such as specific details about the student.



Endorsement Lookup

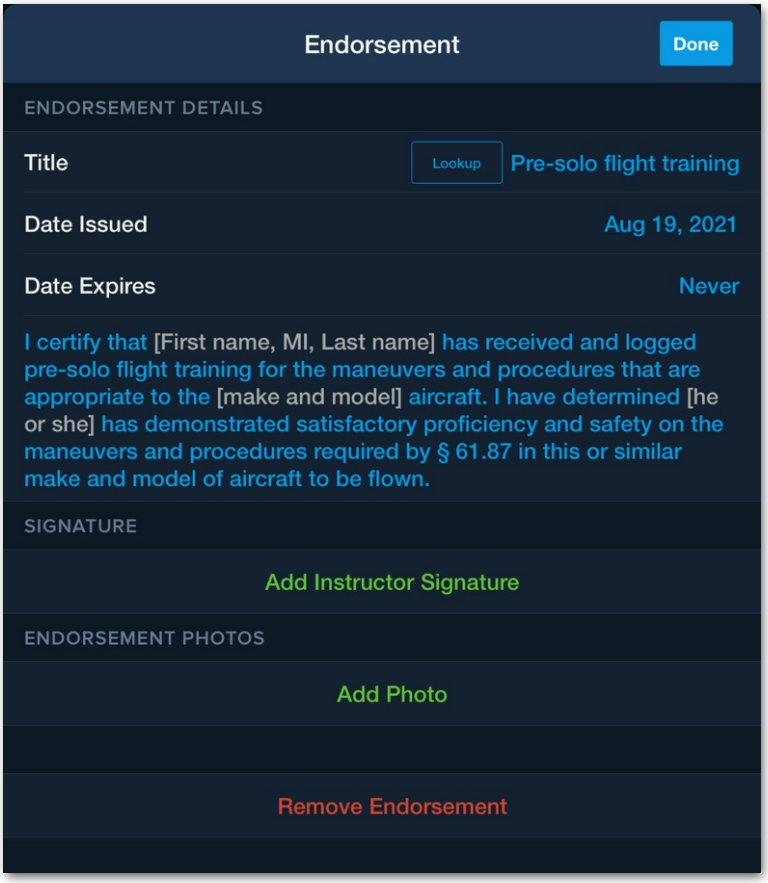
9.3.2 Endorsement Photos

Photos must be added *before* an Instructor signature is added. Once an endorsement is signed, it is locked and cannot be edited. If you forget to add a needed photo or photos before your Instructor signs the endorsement, you will need to delete the Instructor's signature to *unlock* the endorsement, then have them re-sign.

9.3.3 Endorsement Signatures

Tap **Add Instructor Signature** to select an instructor from the list of people in Logbook. After verifying the instructor's certificate number and expiration date, the instructor can tap **Sign** to add a digital signature using a finger or stylus. Signatures can be deleted by swiping left across the signature and tapping **Delete**.

To delete an endorsement, tap **Remove Endorsement** at the bottom of the Endorsement window or swipe left across the endorsement in the Qualifications view and tap **Delete**.



Pre-Solo Flight Training Endorsement

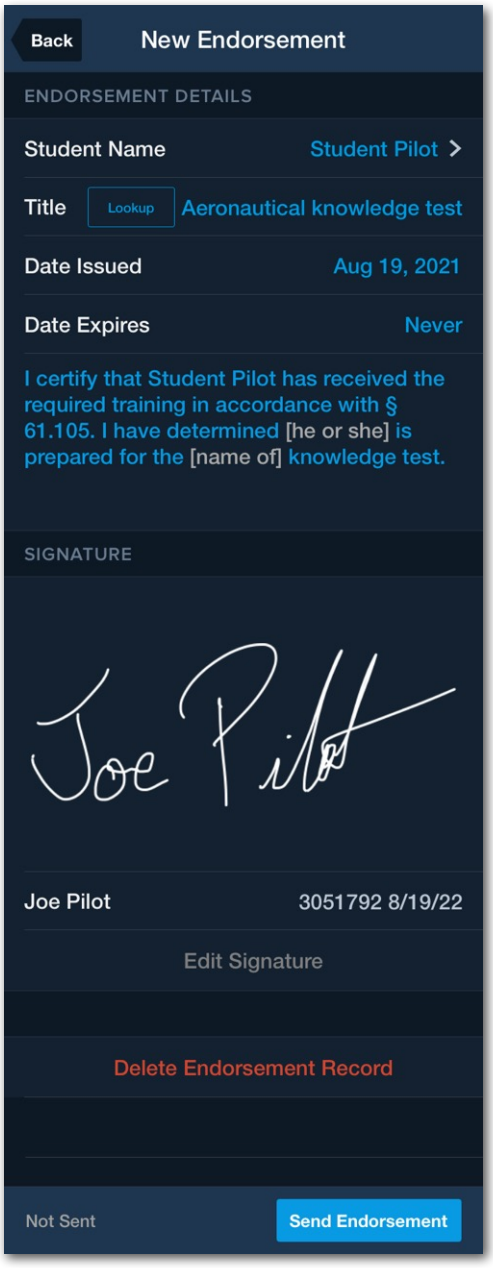
INSTRUCTOR TOOLS

Instructor Tools allow flight instructors to remotely send endorsements, record endorsements, and manage their digital signature. To enable Instructor Tools select **More > Logbook > Settings > Enable Instructor Tools.**

10.1 Endorsements

Logbook Instructor Tools keep a record of past endorsements and allow you to remotely issue new ones. To send a remote logbook endorsement:

1. Select **Instructor Tools.**
2. Select **Endorsement Records.**
3. Tap **+** near the upper right corner.
4. Select a student from your list of people or tap **+** to add a new student.
5. Manually enter an endorsement title or use the **Lookup** button to search from over 60 common endorsement types derived from AC 61-65H.
6. Specify the endorsement Issuance and expiration date.
7. Tap any grey-formatted placeholder text in the endorsement description to fill in the relevant details.
8. Tap **Send Endorsement**.



Remote Endorsement

NOTE: CFI endorsements for Flight Review, solo flight, and additional solo flight will be automatically filled with the appropriate expiration date according to the date of entry.

10.1.1 Remote Endorsement Notifications

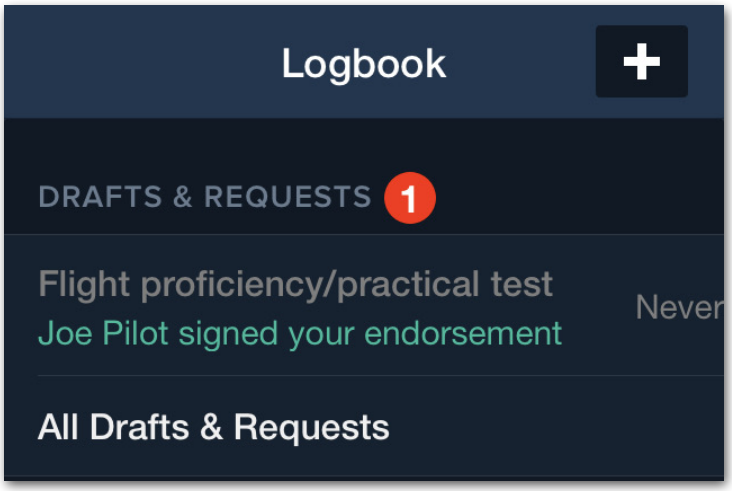
Students who are sent an endorsement receive an in-app notification and email.

To ensure your student receives the in-app notification and email, enter the email address associated with your student's ForeFlight account when sending the endorsement.

Remote endorsements appear at the top of the logbook in the Drafts & Requests section.

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

Students should tap the endorsement to review it, then **Accept** to add it to their Logbook, or **Decline** if something needs to be changed.



Remote Endorsement on Student's Device

10.1.2 Endorsement Records

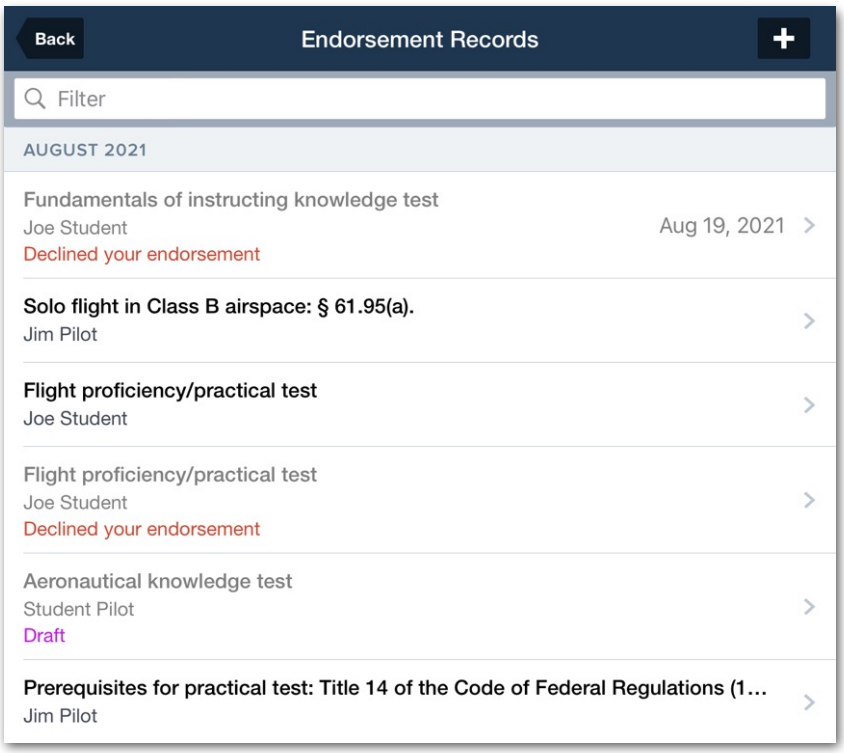
All draft, pending, declined, and accepted endorsements are listed in the **Instructor Tools** > **Endorsement Records** section.

Endorsements are grouped by expiration date with endorsements that don't expire at the top of the list.

Endorsement Status

Endorsements can have the following status. Accepted and Pending endorsements are bold.

- **Draft**
- **Pending Student Acceptance**
- **Declined your endorsement**
- **Accepted**



Instructor Endorsement Records

10.1.3 Searching Endorsements

The search bar at the top of Endorsement Records allows instructors to search by keyword, student and date. To search by date, use one of the supported formats:

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

Search is dynamic and will filter the summaries as you type. If no search results are found, the summaries are not filtered. Text that matches the search is highlighted in blue.

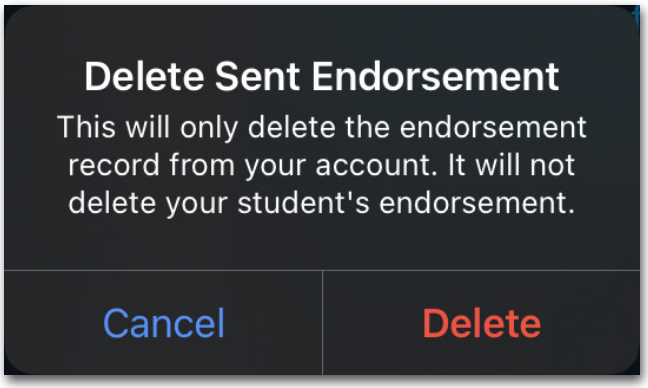
10.1.4 Declined Endorsements

When a student declines a remote endorsement, they are given the opportunity to leave comments. The student's comments are viewable in the detailed view of the declined endorsement in the **Instructor Tools > Endorsement Records**.

Deleting Endorsements

Endorsements can be deleted in the Endorsement Records list view by swiping left or by selecting **Delete Endorsement Record** at the bottom of the endorsement detail view.

Deleting an endorsement *only* removes the endorsement from the instructor's account. It is *not* possible to remotely delete a student's endorsement.



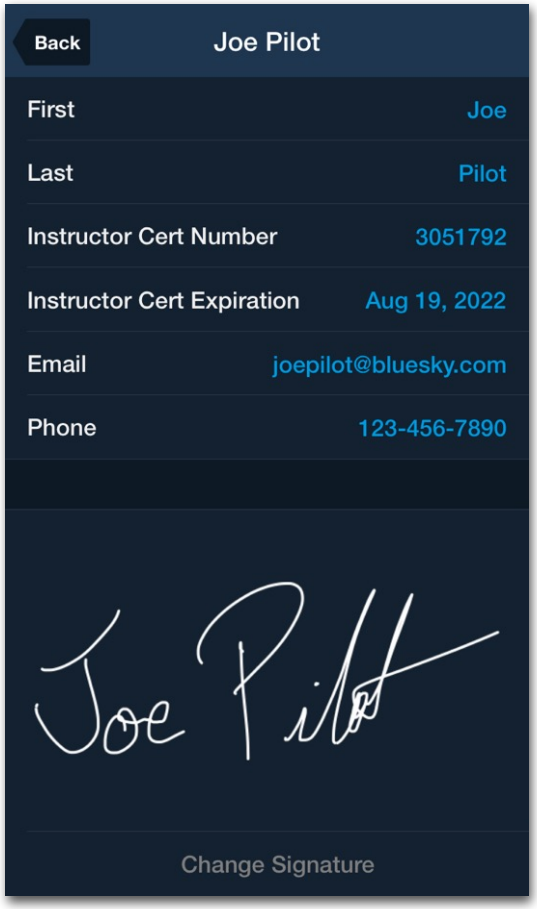
Delete Endorsement Notification

10.2 Digital Signature

The **Instructor Tools > Digital Signature** section allows instructors to enter their personal information, instructor certificate number, certificate expiration date, and signature. The information from the Digital Signature section is used to autofill logbook signatures and endorsements.

Tap **Digital Signature** to manage or update your instructor information.

To delete a signature, swipe left across the signature and tap **Delete**.



Instructor Tools - Digital Signature

SETTINGS

Settings allow you to customize Logbook. To access Settings:

1. Tap **More** > **Logbook** and scroll to the Menu section at the bottom of the navigation sidebar.
2. Tap **Settings**. The following settings are available to all users.

11.1 General Settings

There are three settings in the General section:

- **Entry Time Format** - Logbook supports three time formats. Decimal (N.N) displays times in hours and tenths of an hour. Decimal (N.NN) displays times in hours, tenths, and hundredths of an hour. Hours & Minutes (HH:MM) displays times in hours and minutes.
- **Draft Entry Creation** - Logbook can create *draft* logbook entries automatically when Track Logs are recorded or when flight plans are filed. Enable draft logbook entries by toggling the appropriate switch. To disable draft entries, toggle the switch off. New logbook entries can always be created from Track Logs using the Send To button when viewing a Track Log. If Track Logs are not recorded either manually or automatically, draft Logbook entries will not be automatically created even when this setting is *ON*.
- **Enable Collapsible Sections** allows the sections in the Flight Entry View to be collapsed. Collapsible section preferences are saved between logbook entries.

11.2 Time Settings

There are two time-based settings:

- **Total Time Calculation** - Logbook can automatically calculate total time using Hobbs, tach, block, flight, or duty time. Choose how ForeFlight automatically calculates total time using this setting.

NOTE: Logbook calculates total time using block time by default if no Hobbs or tach times are entered and flight time is not selected.

- **Autofill Settings** - Logbook can automatically fill in select fields with your flight's total time. Select the fields to autofill with this setting.

11.3 Field Settings

The Configure Fields setting allows hiding fields in the Entry View. Fields that are enabled appear in every entry.

Deselecting standard fields does not delete the data entered in those fields. It only hides the fields from view. For example, if you've filled out the Tach times for all of your entries and then deselect Tach, the data you entered is not deleted.

11.3.1 Custom Fields

Custom Fields allow you to track items that are not included in Logbook by default. To add a custom field, tap **Add Custom Field** and select the type of information you're logging.

For example, if you'd like to log the company you fly for, you could add a custom field and select the *Text* option. At the top of the pop-up, give the custom field an appropriate name and select **Done**.

Each logbook entry will now have an additional text field near the bottom of the entry where you can log the name of the company. You can delete custom fields by tapping the **Delete** button at the bottom of the custom field window or by swiping left across the custom field.

WARNING: Deleting a custom field will permanently remove all data associated with that field from every entry. There is no way to undo the deletion or restore the data that was removed.

11.4 Instructor Tools

The **Enable Instructor Tools** setting shows or hides the Instructors Tools option in the More menu. For more information, see the **Instructor Tools** chapter.

11.5 Report Settings

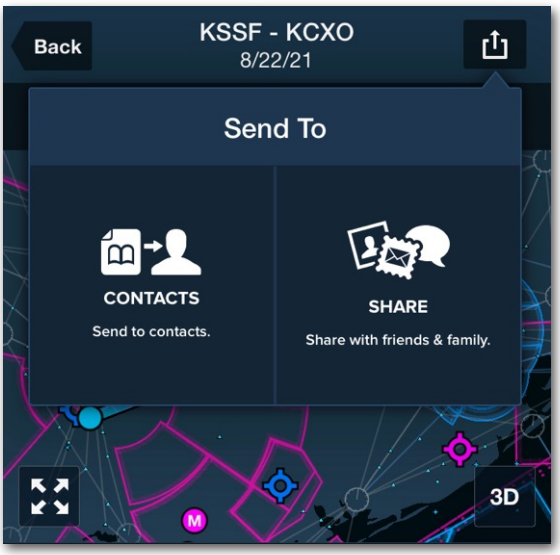
The **Include Simulators in Total Time** setting adds total time logged in simulators to the total time on the **Experience Report**.

SHARING LOGBOOK ENTRIES

Logbook allows pilots to share logbook entries with other pilots and their friends and family.

12.1 Sharing to Contacts

Sharing logbook entries with contacts creates a draft logbook entry in the recipient's logbook, reducing duplication of effort and the possibility of errors. Shared logbook entries copy all fields except for Track Logs and Flight Photos.



Sharing to Contacts

To share a logbook entry, tap the **Send To** button at the top of the logbook entry and select **Contacts**.

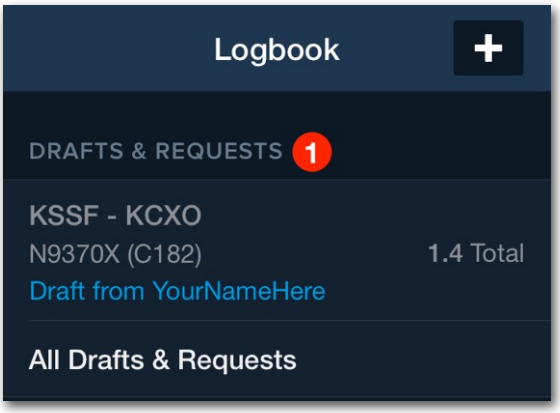
Select the contacts to share the entry with by tapping their name or by manually entering their email address in the Send To search bar.

If a contact without an email address is selected, an email address will need to be added before the entry can be shared.

Entries shared with you by others appear in the *Drafts and Requests* section above the main entries.

Tap on a draft entry to review and edit its information. Tap **Approve** to add it to your logbook or **Delete** to delete the entry.

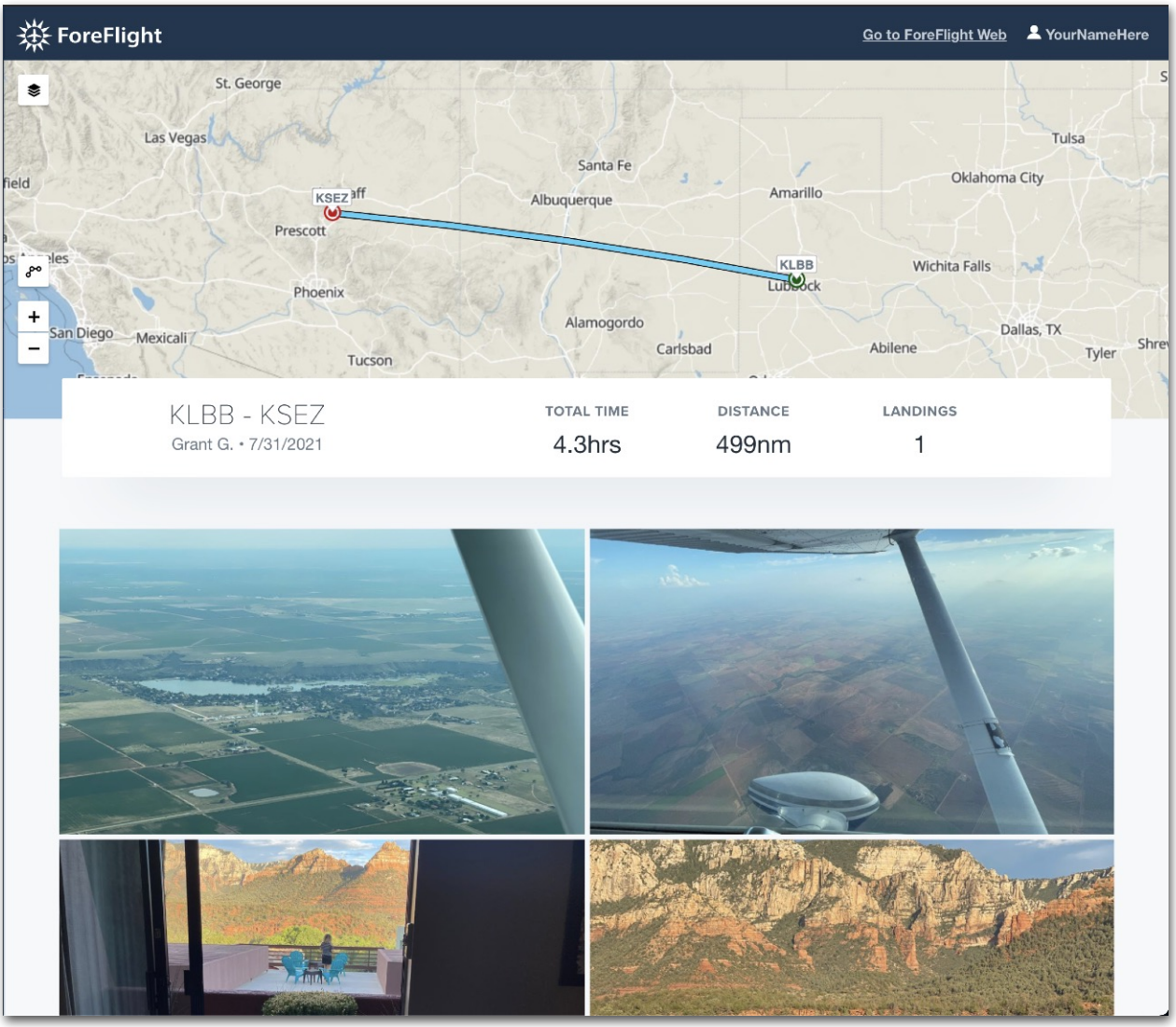
A push notification is sent to your device when the entry is shared. If push notifications are disabled on any of your devices, an email will be sent.



Draft Shared Entry

12.2 Share with Friends & Family

Logbook allows summaries of flights to be shared with friends and family. To view a shared flight summary, recipients must sign into a ForeFlight account. Shared flight summaries include an interactive map, flight details, and flight photos.



Logbook Flight Summary

12. SHARING LOGBOOK ENTRIES

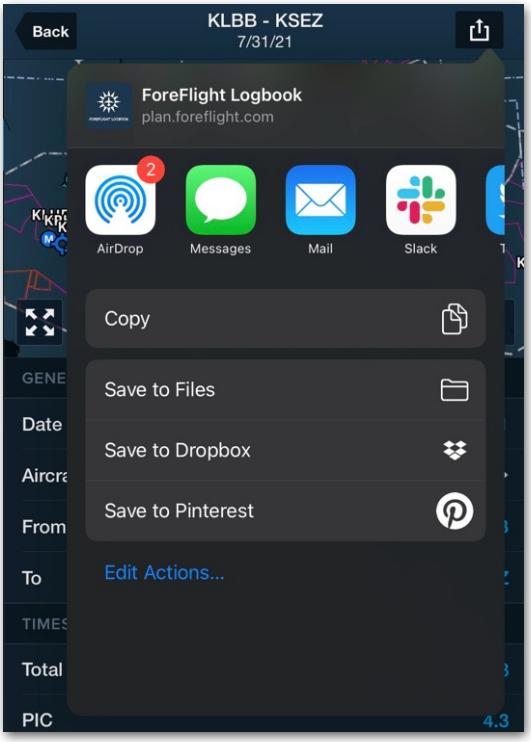
Sharing a flight summary creates a hyperlink that can be shared via email, text message, AirDrop, iOS app, or social media.

To share a flight summary, tap **Send to > Share**. Using the iOS share pop-up menu, select your preferred method for sharing.

If a method of sharing is not available, select **Edit Actions...** and enable the desired sharing option.

Sharing a flight summary creates a link between the entry and the summary. Any changes made to the entry are also reflected in the summary.

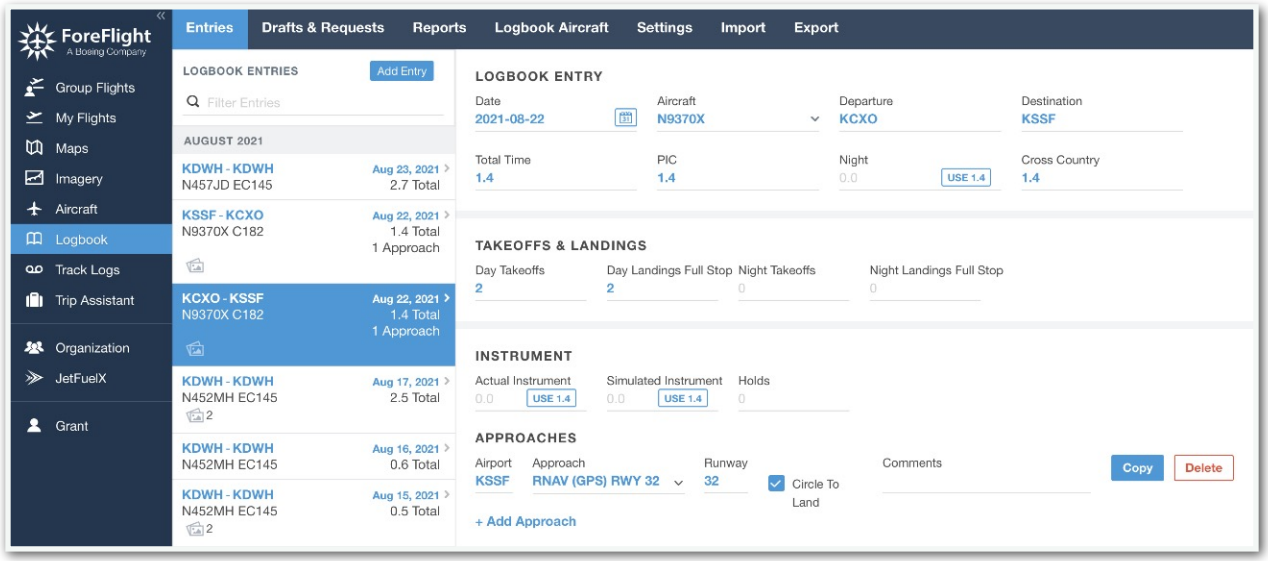
Summaries cannot be unlinked from their respective entries. Summaries can only be deleted by deleting the original entry.



Flight Summary Sharing Options

LOGBOOK ON THE WEB

ForeFlight Web allows pilots to add logbook entries, generate logbook reports, manage logbook aircraft, and import or export digital logbooks.



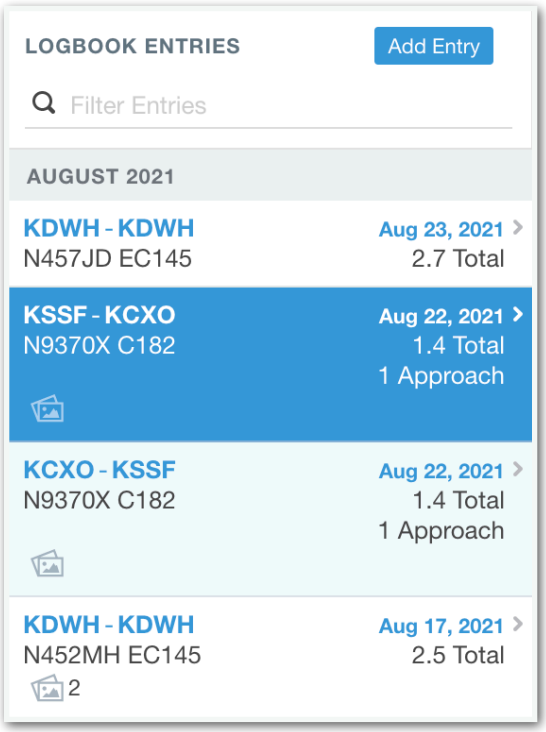
Logbook on the Web

13.1 Viewing Entries

Logbook entries are grouped by month, with the latest entries listed at the top. Entries can be filtered by date, tail number, destination, and departure using the search bar above the entries.

To search by date, enter the month and date using numerical values separated with a slash, for example, 9/16.

Selecting an entry highlights the entry in blue and displays the entry's details in the logbook entry editor.

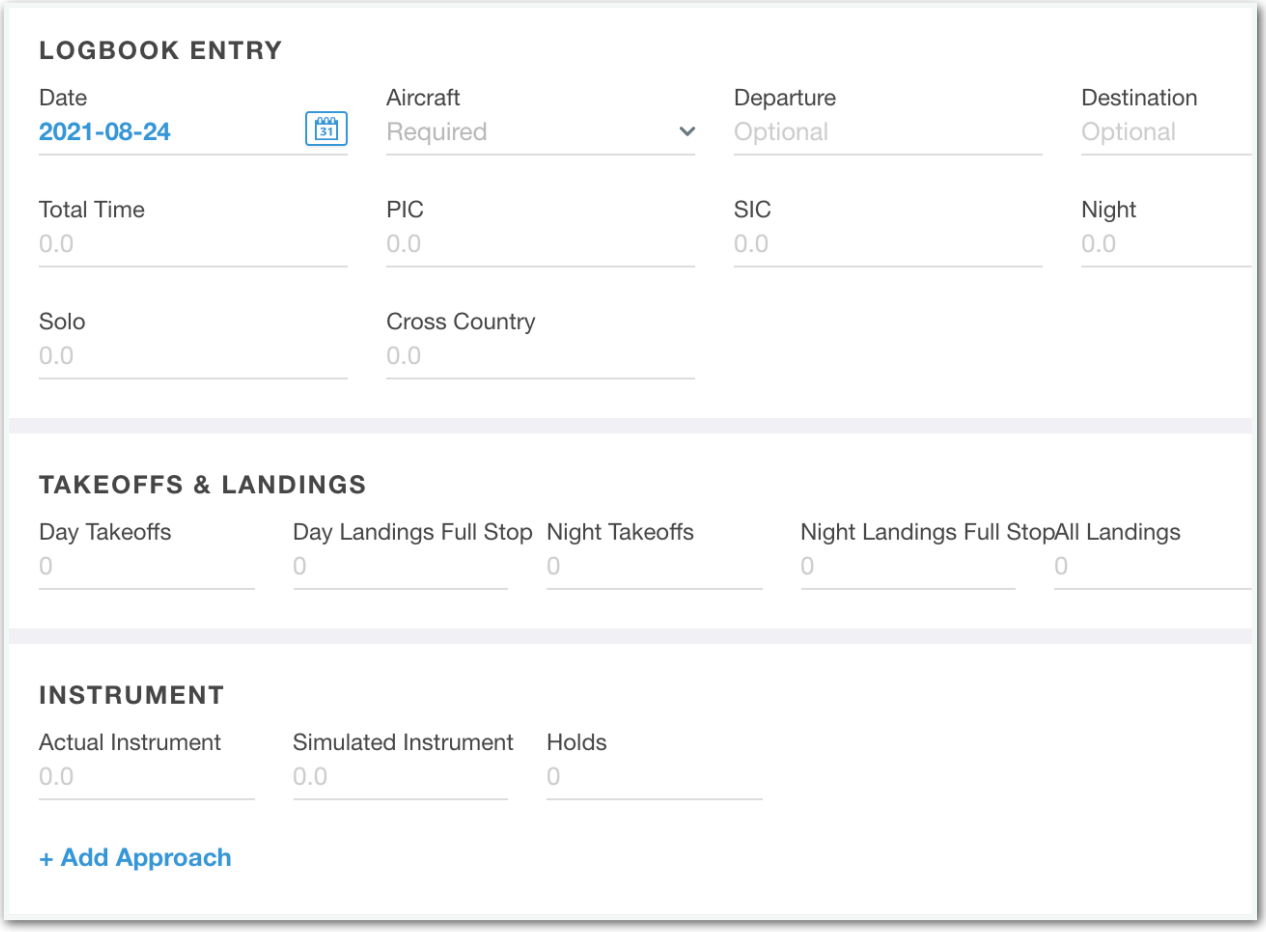


List of Logbook Entries

13.2 Logbook Entry Editor

Logbook entries are viewed and edited using the logbook editor. The editor is organized into eleven sections when all fields are enabled. Logbook fields can be edited on the **Settings** page.

When creating a new logbook entry, all fields are blank except for the date field, which is populated with the current date. Logbook entries created in both ForeFlight Web and ForeFlight Mobile are able to be viewed and edited with the Logbook on the Web editor.



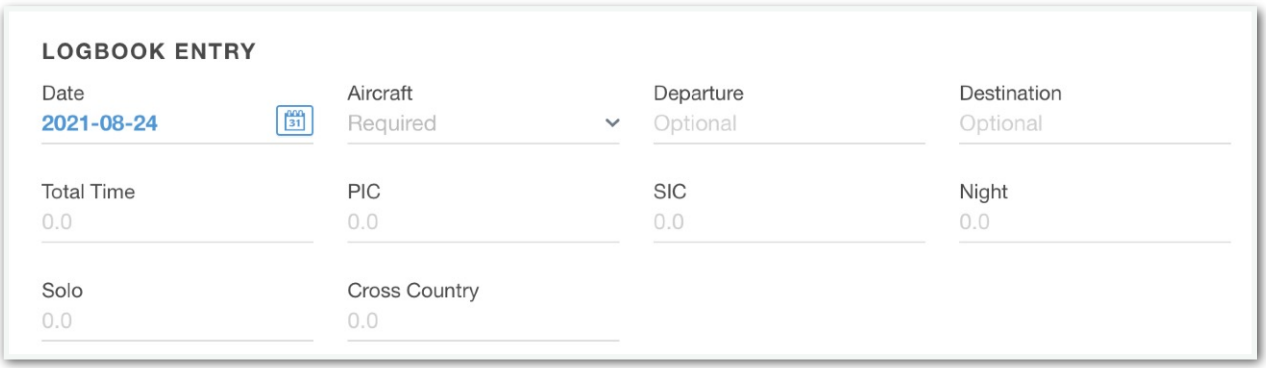
ForeFlight Web - Logbook Editor

13.2.1 Logbook Entry

The logbook entry section contains the following ten fields:

- **Date** is automatically populated when creating a new entry. The date can be manually edited using the YYYY-MM-DD format or by using the date selector.
- **Aircraft** contains a drop-down menu of your logbook aircraft. The search bar at the top of the menu can be used to quickly locate the correct aircraft. New aircraft can be added to your logbook using the **Add Aircraft** button at the bottom of the list.
- **Departure** supports any combination of numbers, letters, and special characters. Entering the departure airport's ICAO identifier is the recommended technique.
- **Destination** supports any combination of numbers, letters, and special characters. Entering the destination airport's ICAO identifier is the recommended technique.
- **Total Time** is a manually entered value.
- **PIC** is a manually entered value.
- **SIC** is a manually entered value.
- **Night** is a manually entered value.
- **Solo** is a manually entered value.
- **Cross Country** is a manually entered value.

When total time is entered, the **USE** button appears, allowing the time fields to be quickly populated with total time.



Logbook Entry Fields

13.2.2 Takeoffs & Landings

The Takeoffs & Landings section contains five manually entered fields:

- **Day Takeoffs** supports whole number entries.
- **Day Landings Full Stop** supports whole number entries.
- **Night Takeoffs** supports whole number entries.
- **Night Landings Full Stop** supports whole number entries.
- **All Landings** supports whole number entries. Touch and go landings can be logged under the All Landings field.

13.2.3 Instrument

The Instrument section supports the following formats:

Instrument

- **Actual Instrument** supports numbers to one degree of accuracy.
- **Simulated Instrument** supports numbers to one degree of accuracy.
- **Holds** supports any whole number.

Approaches

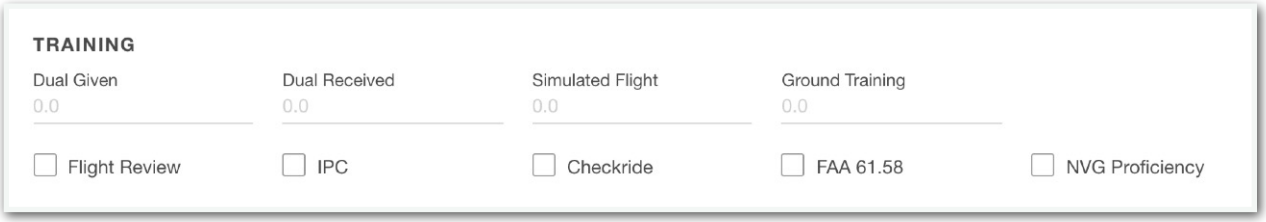
- **Airport** supports any combination of numbers and letters. If an ICAO airport identifier is entered, Logbook will display all available approaches for that airport at the top of the Approach Field list.
- **Approach** contains a drop-down list of instrument approach types.
- **Runway** supports any combination of numbers and letters. This field is automatically populated when an approach to a specific runway is selected.
- **Circle to Land** is a checkbox indicating if circling to land was performed.
- **Comments** supports any number of letters, numbers, and special characters.

Instrument Entry Fields

13.2.4 Training

The Training section is used for logging time and events related to flight and ground training.

- **Dual Given** supports numbers to one degree of accuracy.
- **Dual Received** supports numbers to one degree of accuracy.
- **Simulated Flight** supports numbers to one degree of accuracy.
- **Ground Training** supports numbers to one degree of accuracy.
- **Flight Review** indicates a flight review was conducted, and thus currency should be reset. The Flight Review currency checkbox is equivalent to the Flight Review tag in ForeFlight Mobile.
- **IPC indicates** an instrument proficiency check was conducted, and thus instrument currency should be reset. The IPC checkbox is equivalent to the IPC tag in ForeFlight Mobile.
- **Checkride** indicates a checkride was conducted, and thus currency should be reset.
- **FAA 61.58** indicates a pilot-in-command proficiency check was conducted in accordance with CFR 14 §61.58 and currency should be reset.
- **NVG Proficiency** indicates an NVG proficiency check was conducted and NVG currency should be reset.



Training Time Entry Fields

13.2.5 Route & Distance

The Route and Distance fields are manually entered fields. Enter airports, navaids, or waypoints in the route field separated by a space.

Logbook determines the *straight line* distance between waypoints and provides a **USE** button to quickly enter the route distance.

Route Field with Airport, NAVAID, and Waypoint Entered

13.2.6 Start & End

The Start & End section is used for logging aircraft, flight, duty start, and duty end times. Start & End fields can be revealed by selecting **Settings > Configure Fields**.

- **Hobbs** start and end fields are manually entered values. When creating a new logbook entry, Logbook on the Web does *not* automatically populate the Hobbs Start time with the Hobbs End time from the previous flight. Hobbs times are *not* included in the PDF Logbook Report.
- **Tach** start and end fields are manually entered values. When creating a new flight, Logbook on the Web does *not* automatically populate the Tach Start time with the Tach End time from the previous flight. Tach Start and End times are *not* included in the PDF Logbook Report.
- **Out/Off/On/In** fields are manually entered time values. Use of the 24-hour time format is recommended. Out/Off/On/In fields are *not* included in the PDF Logbook Report.
- **Duty** on and off fields are manually entered time values. Use of the 24-hour time format is recommended. Duty times are *not* included in the PDF Logbook Report.

NOTE: Logbook on the Web does *not* automatically calculate total time using start and end times.

13.2.7 Night Vision Goggles

The NVG field is used to track the amount of time flown under NVG. Manually enter time in the NVG field or tap the **USE** button to auto-fill the Total Time. NVG time and operations appear on the PDF Logbook and Experience Reports.

NVG Operations

The NVG Operations field is used to determine NVG currency as defined in **CFR14 §61.57(f)**. NVG operations are included in the PDF Logbook and Experience Reports.

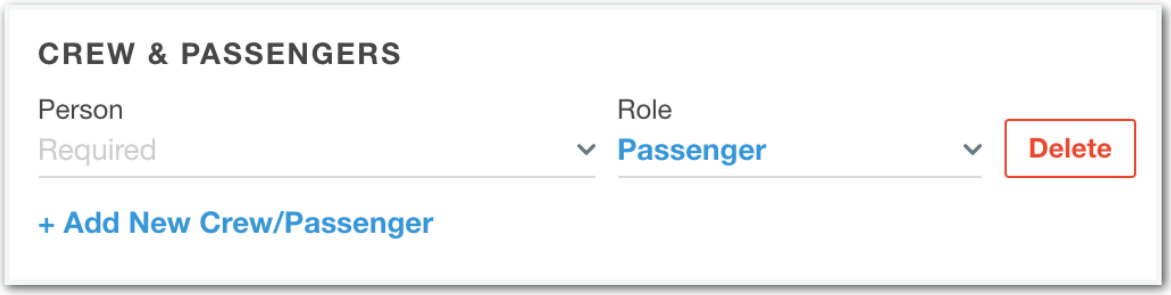
Night Vision Goggles - Logbook on the Web

13.2.8 Crew & Passengers

Crew & Passengers allows you to specify the personnel that were on board your flight. To add someone to your flight:

1. Select **+ Add New Crew/Passenger**.
2. Use the dropdown to select a person. To add new people to your logbook, you must use ForeFlight Mobile.
3. Use the dropdown to assign the person a role for the flight.

After a person has been added to your flight, use the **Delete** button to remove them from the flight if desired.

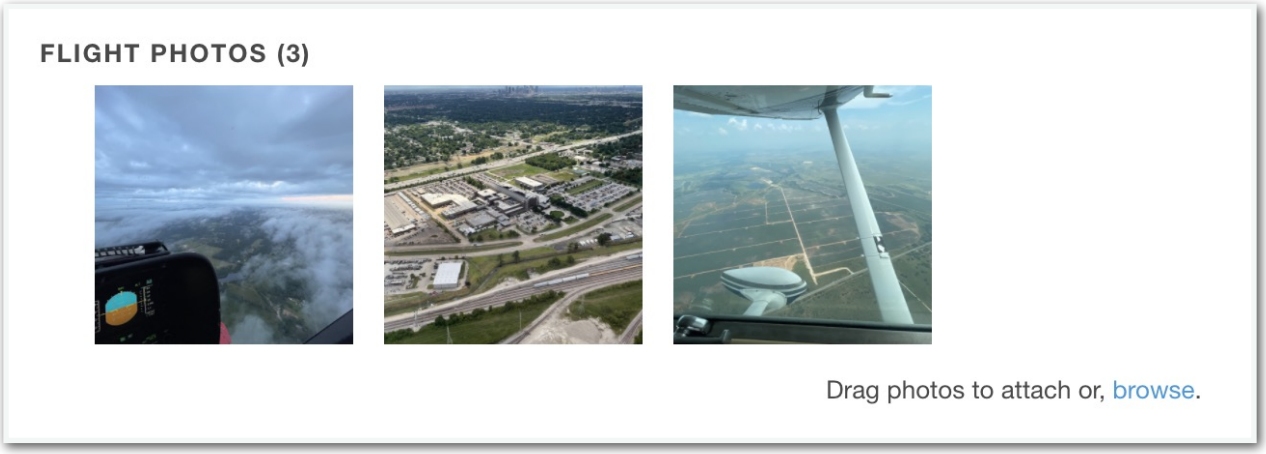


Crew & Passengers - Logbook on the Web

13.2.9 Flight Photos

Flight photos allows you to attach images to your logbook entries. Flight photos are synced between devices and Logbook on the Web.

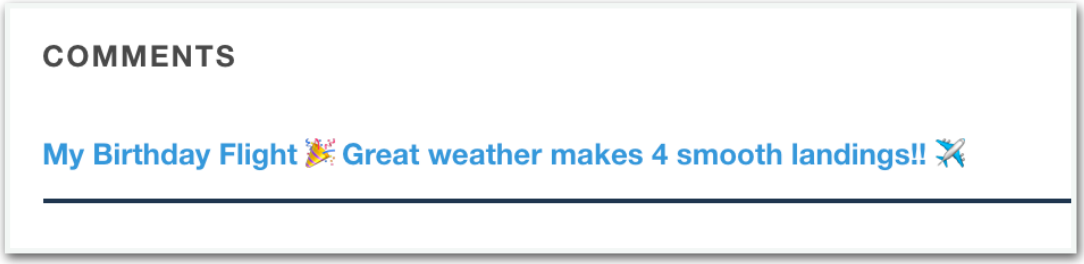
Drag and drop image files from your computer to attach photos or use the browse option to select images from your computer's file system.



Photos attached to a Logbook Entry

13.2.10 Comments

The comments field supports numbers, letters, special characters, and emojis. Comments entered in this field are copied to the Additional Comments and Remarks column of the PDF Logbook Report.



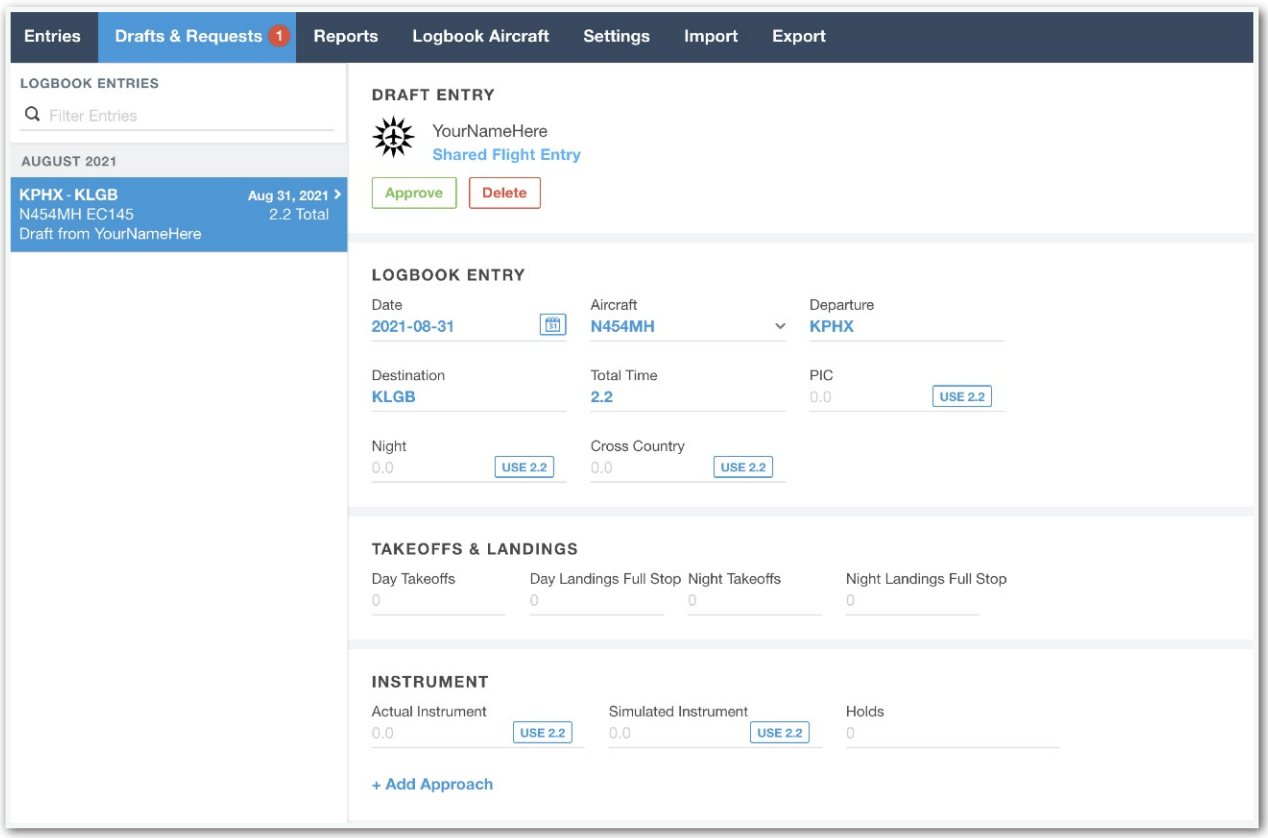
Comment with Letters, Numbers, Special Characters, and Emojis

13.3 Drafts & Requests

Draft entries are logbook entries that are automatically created when specific actions occur. You can enable draft logbook entries using the ForeFlight Mobile app for Track Log recordings and filed flight plans.

Requests occur when someone **shares a flight** with you. Draft Entries can be found on the web by clicking **Drafts & Requests** in the top toolbar. A red notification bubble indicates how many drafts and requests are awaiting review.

Drafts entries and their times are *not* included in the main entry section and do *not* count towards your currency until you **Approve** them. Once approved, draft logbook entries are added to your logbook.



Drafts & Requests - Logbook on the Web

13.3.1 Enabling Draft Entries

To enable draft logbook entries, open ForeFlight Mobile and select **More > Logbook > Settings > Draft Entry Creation** and enable **Track Log**, **Filed Flight Plan**, or both.

Once a draft entry is created, either by filing a flight plan with ForeFlight Mobile or by recording a Track Log, ForeFlight Sync will add the draft entry to Logbook on the Web.

13.3.2 Approving Draft Entries

To approve a draft logbook entry on the web, select the flight from the list of *Drafts & Requests*. Review each field in the draft entry and make the necessary edits. Once all edits are complete, tap **Approve** to add the flight to your logbook.

To remove the flight from *Drafts & Requests* without adding it to your logbook, tap on the draft entry and select **Delete.**

NOTE: After approving a Draft logbook entry, it's possible to select the entry from your list of flights to make edits or to delete the entry.

13.4 Reports on ForeFlight Web

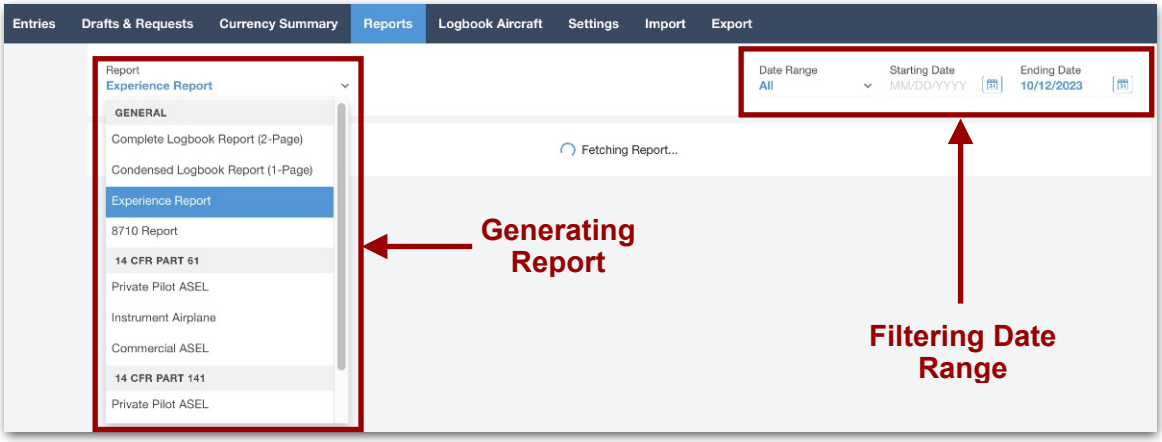
Logbook on the Web allows you to view, edit, and export select logbook reports.

13.4.1 Generating Reports in ForeFlight Web

To generate a report on ForeFlight Web, follow these steps:

1. In the ForeFlight Web sidebar, click **Logbook**.
2. On the Logbook window, click the **Reports** tab at the top of the screen. This generates the Experience Report by default.
3. To generate a different report, click to expand the **Report** drop-down menu and select one of the other options. All available report types in ForeFlight Web are described in the next section.

Click here for information on **Generating Reports in ForeFlight Mobile**.



Generating and Filtering Reports

13.4.2 Filtering Reports in ForeFlight Web

The Complete Logbook Report (2-Page), Condensed Logbook Report (1-Page), and Experience Report can be filtered to display logbook entries of a certain date range. To do so, generate a report and edit the **Date Range**, **Starting Date**, and/or **Ending Date** fields at the top of the page.

13.4.3 Types of Reports in ForeFlight Web

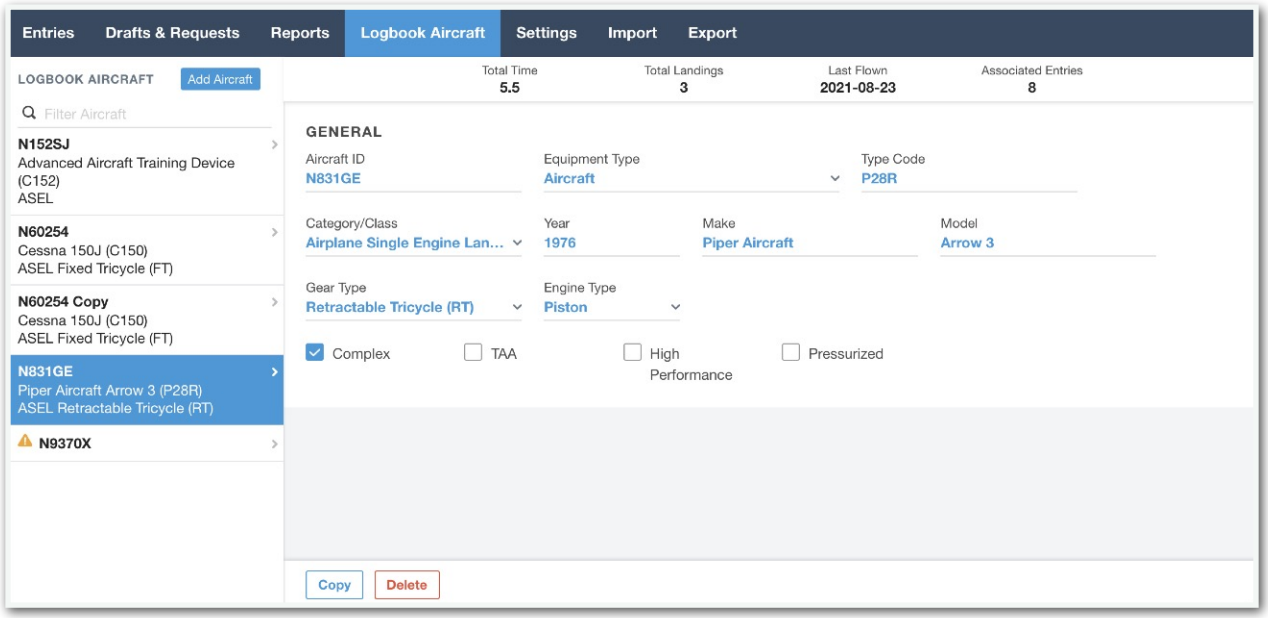
Click here to see the list of available **Reports**, which is the same for both ForeFlight Mobile and ForeFlight Web.

13.5 Logbook Aircraft

The aircraft in your logbook are used to log flight experience and keep track of currency. All of the aircraft in your logbook with one entry or more are listed on the left side of the screen. Click any aircraft to view the aircraft's details in the editor. Search for aircraft using the search bar at the top of the list.

To add additional aircraft to your logbook, select **Add Aircraft** and complete the aircraft details as thoroughly as possible. Aircraft can also be added to your logbook by selecting the aircraft field within a logbook entry and selecting **Add Aircraft**.

Aircraft added to Logbook are *not* added to your aircraft profiles for flight planning purposes. Aircraft that you use for flight planning purposes are available when adding logbook entries. However, they will not appear in your list of logbook aircraft until they have logged one or more flights.



Logbook Aircraft on the Web

13.5.1 Aircraft Field Definitions

The following fields are used to define aircraft or simulators in Logbook.

- **Aircraft ID** is any combination of letters and numbers that identifies the aircraft. The Aircraft ID is generally the aircraft's tail number.
- **Equipment Type** distinguishes between an aircraft, simulator, or training device.
- **Type Code** is the four-character ICAO identifier for the aircraft type. For example, C172, PA28.
- **Category/Class** is a manually selected value. Choose the correct type code for the aircraft from a list of all Category/Class options.
- **Year** is a manually entered four-digit value.
- **Make** specifies the manufacturer of the aircraft. For example, Cessna Aircraft.
- **Model** specifies the model, for example, 172B Skyhawk.
- **Gear Type** is a manually selected value. Choose the correct gear type for the aircraft from a list of gear type options. If you fly an aircraft that can switch gear-type, i.e., between floats and fixed tailwheel, we recommend creating two unique logbook aircraft with a gear type designator in the Aircraft ID - for example, N737BG and N737BG Floats. The designator can be a combination of numbers or letters.
- **Engine Type** is a manually selected value. Choose the correct engine type for the aircraft from a list of engine type options.
- **Complex** specifies the aircraft is Complex when the box is checked.
- **TAA** specifies the aircraft is a TAA when the box is checked.
- **High Performance** specifies the aircraft is High Performance when the box is checked.
- **Pressurized** specifies the aircraft is Pressurized when the box is checked.

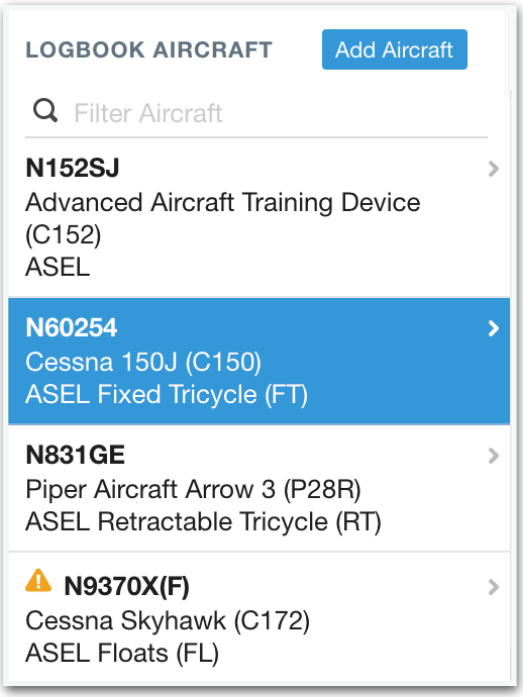
Logbook Aircraft Checkboxes

13.5.2 Missing Fields

Aircraft that have been selected in a logbook entry but are missing important details, such as Gear Type, are flagged with a warning symbol ⚠ to indicate they are missing details that *could* affect currency reporting.

The relevant missing fields are highlighted when you view the aircraft's details.

Aircraft with missing details that have not been added to a logbook entry will not be included in the list of logbook aircraft and thus will not be flagged with a warning symbol. For best results, fill out your logbook aircraft as accurately and completely as possible.



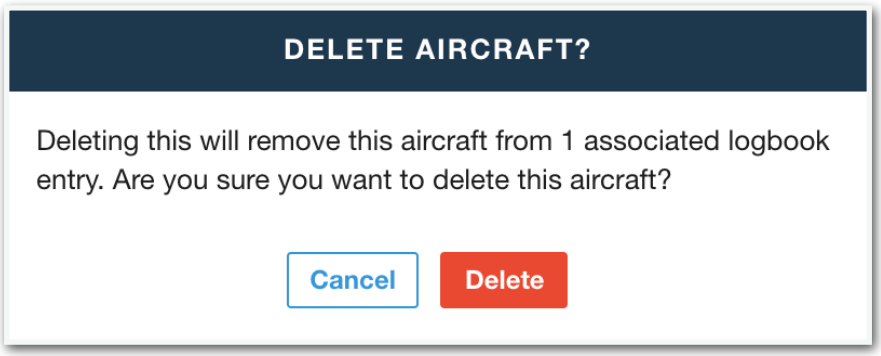
Aircraft with Missing Fields

13.5.3 Copying Aircraft

You can copy an aircraft in Logbook by selecting Copy near the bottom of the screen. Copy creates a new logbook aircraft with the same configuration as the original. "Copy" is appended to the aircraft ID. Copying aircraft can be useful if you make changes to an aircraft, such as switching between wheels and floats, and want to track your hours in both gear types.

13.5.4 Deleting Aircraft

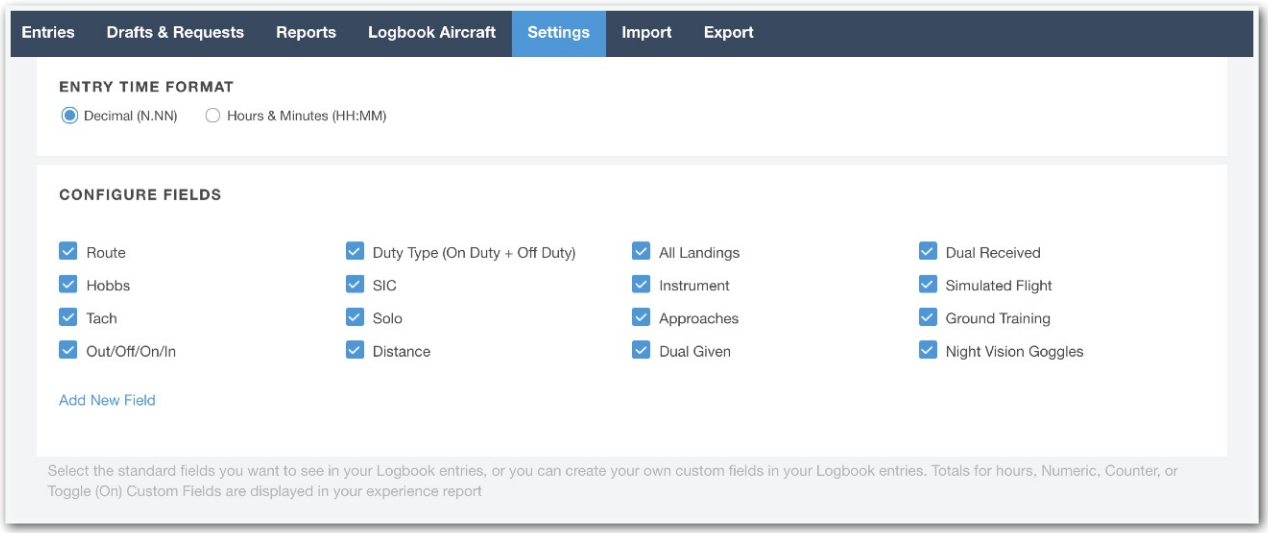
Aircraft in Logbook can be deleted by selecting **Delete** at the bottom of the screen. Deleting an aircraft that has logbook entries associated with it will *not* remove the entry from logbook. Only the aircraft will be removed.



Logbook Aircraft Delete Confirmation

13.6 Settings

Settings on the web allow you to adjust the entry time format and available fields.



Logbook on the Web Settings

Entry Time Format allows you to select between the Decimal (N.N), (N.NN), and Hours & Minutes (HH:MM) time format. When toggling between the three formats, all previous entries are automatically converted to the appropriate format. New entries must be made using the selected time format.

Configure Fields that are selected (blue checkmark) will appear in every entry. Fields that are not selected will not appear in any entry. This feature allows you to condense your entries by removing fields you don't need to track.

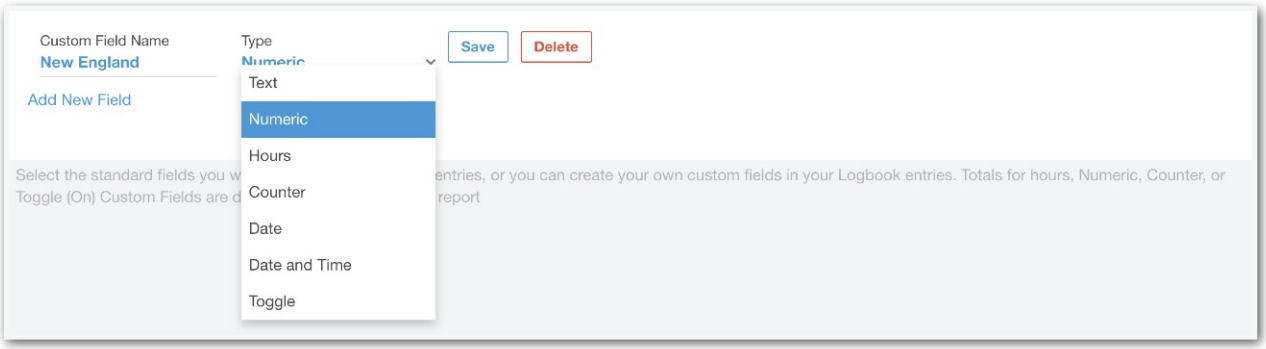
Deselecting standard fields does not delete the data entered in those fields, it only hides the fields from view. For example, if you've filled out the Tach times for all of your entries and then deselect Tach, the data you entered is not deleted.

13.6.1 Custom Fields

Add New Field allows you to track items that are not included in the logbook by default. To add a custom field, select **Add New Field.** Provide a name for the custom field and select the type of information you're logging.

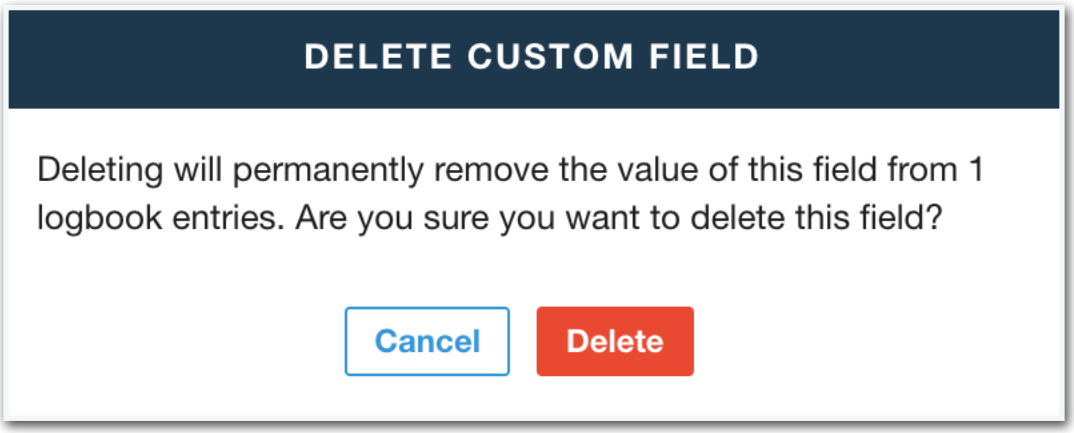
Custom Field Example

If you'd like to log time flown in a particular region, you can add a custom field to do so. Add a custom field from the Settings view and select the appropriate field type. In this example, a toggle field allows us to indicate when flights are conducted in New England. If only a portion of the flight was conducted in the region and we wanted to capture that information, we could elect to use the hour type.



Adding a Custom Field

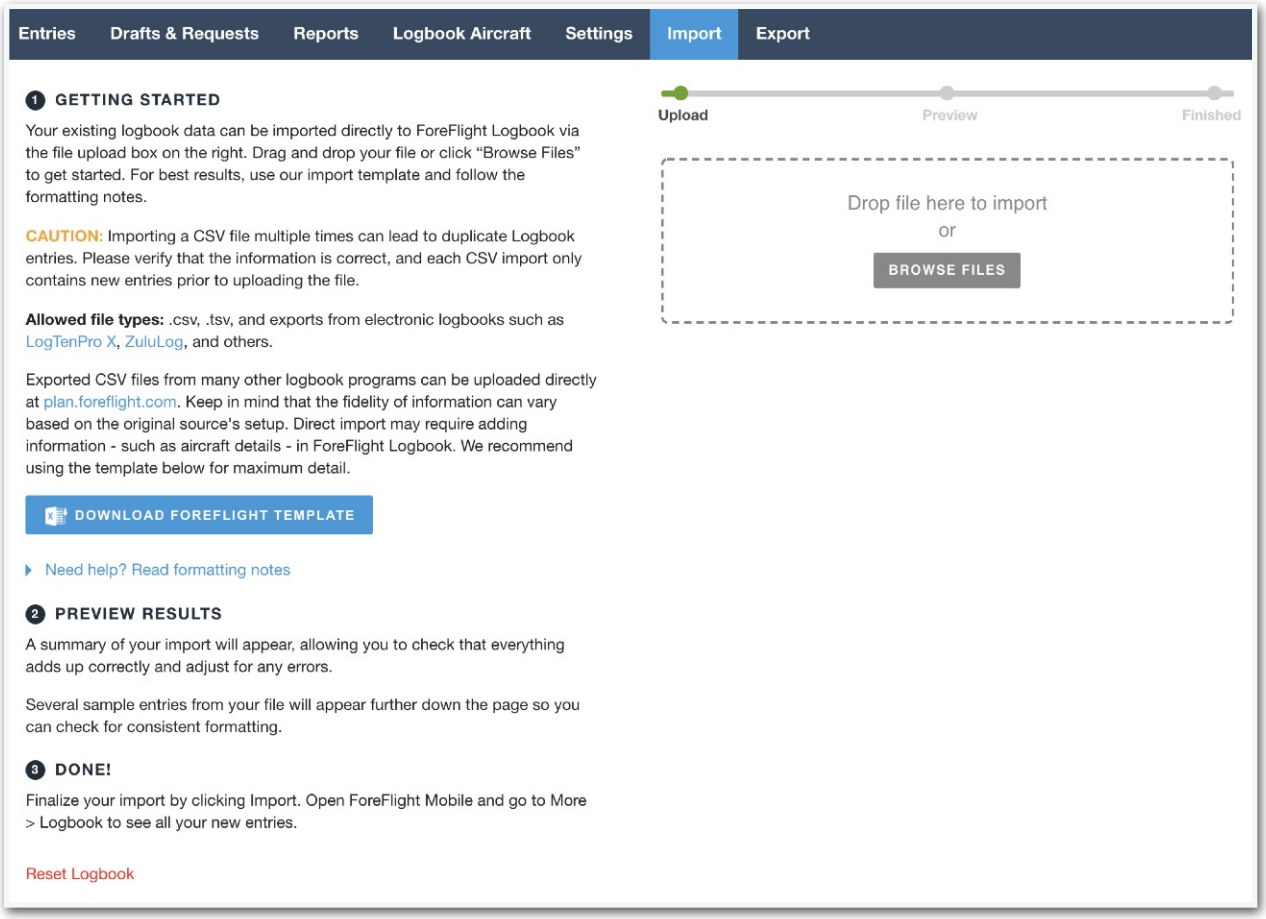
You can delete custom fields by selecting Delete . Deleting a custom field *permanently* removes all data associated with the field. Once a custom field has been deleted, it's not possible to restore the data.



Custom Field Delete Confirmation

13.7 Import

Digital logbooks can be imported via Logbook on the Web. For more information, see the **Getting Started** chapter of this guide.



Logbook Import

13.8 Export

To export your logbook as a digital CSV file, select **Logbook > Export.** Logbook will gather all of your logbook data, excluding the items listed below, and compile the information in a CSV file. The file can then be edited with a spreadsheet program such as Microsoft Excel, Apple Numbers, or Google Sheets.

The exported file has the same format as the ForeFlight Logbook template and includes custom fields. The exported file is downloaded as *logbook.csv* with the export date appended to the name.

13.8.1 Logbook Export Exclusion List

The following items are excluded from the logbook export.

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

Editing the Logbook CSV File

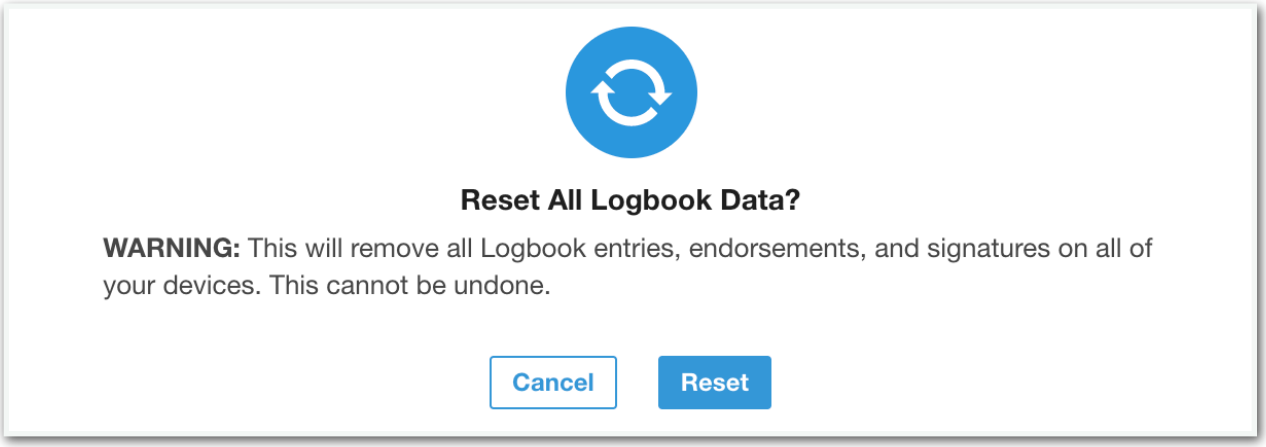
Some pilots may prefer to export their logbook to make edits with a spreadsheet program. While ForeFlight does not explicitly discourage this practice, please note imported logbooks are appended to the current logbook, and as a result, duplicate entries may occur.

If exporting a CSV file to make edits, it will be necessary to **Reset Logbook** prior to importing the edited file to avoid duplicate entries. Logbook reset deletes *all* logbook entries, including aircraft, people, certificates, signatures, pictures, and endorsements.

Since many of these items are not included in the logbook export, some data loss is possible when using a spreadsheet editor to manage your logbook. Exporting or printing an **Experience Report** is the recommended practice for saving endorsements, certificates, and ratings.

13.9 Logbook Reset

Resetting Logbook permanently deletes *all* logbook entries, including aircraft, people, certificates, signatures, pictures, and endorsements. Ensuring logbook data is saved somewhere else before confirming you want to reset is highly recommended.



Reset Removes all Logbook Information

CHANGE HISTORY

Version	Date	Change Summary
16.2	February 2024	Student comments are visible to the instructor in the signature request.
16.1	January 2024	Added decimal (N.NN) time entry format.
15.10	October 2023	Updated to reflect that all Logbook reports are generated on the web.
15.9	September 2023	Added advanced logbook filtering by categories.
15.5	May 2023	• Associate multiple track logs with a single logbook entry. • Added additional Roles for People. • Logbook import adds support for HH:MM format. • Added Track Log details to the Logbook Guide. • Various style and content updates.
14.0	January 2022	Major guide revision of design and content
11.10	December 2019	Added Track Logs association with a Logbook entry
11.9	October 2019	• Added Autofill for certain Logbook fields based on a flight's Total Time • Added option to enable auto-fill for custom fields • Added new Logbook setting, "Total time Calculation"
11.6	July 2019	• Added automatic calculation of Night Time and Night Landings • Added Logbook Instructor Tools to manage certificate information, and issue remote endorsements to students
11.4	May 2019	• Added Smart Logbook Photos • Added Night Vision Goggle currency tracking
11.1	February 2019	Added draft Logbook entry creation from Filed Flight Plans or Track Logs

Version	Date	Change Summary
11.0	January 2019	• Added logbook search for entries using entry comments, tags, and aircraft equipment type • Added option to see flights by person
10.6	December 2018	Added logged simulator time in Logbook Experience Reports for simulated aircraft and flights
10.5	November 2018	Added interactive Aeronautical layer map with logbook entries
10.4.3	October 2018	Added support for flight simulators (FSS, FTD, BATD, and AATD)
10.3	August 2018	Added Logbook entries and Track Log association
10.2	July 2018	• Added a jet endorsement in Qualifications • Added jet currency tracking
9.6	March 2018	Added Time Out, Time Off, Time On, Time In fields in Logbook entries
9.3	September 2017	Added Next Entry button for multi-leg trip
9.2	July 2017	• Added Condensed (1-page layout) and Complete (2-page layout) PDF • Added Printable logbook reports
9.0	March 2017	Initial guide publication

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