



SharePoint Mobility Webinar: How to Boost Productivity & Control

Air Transat Shares Its Success Story

April 18, 2017





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Air Transat



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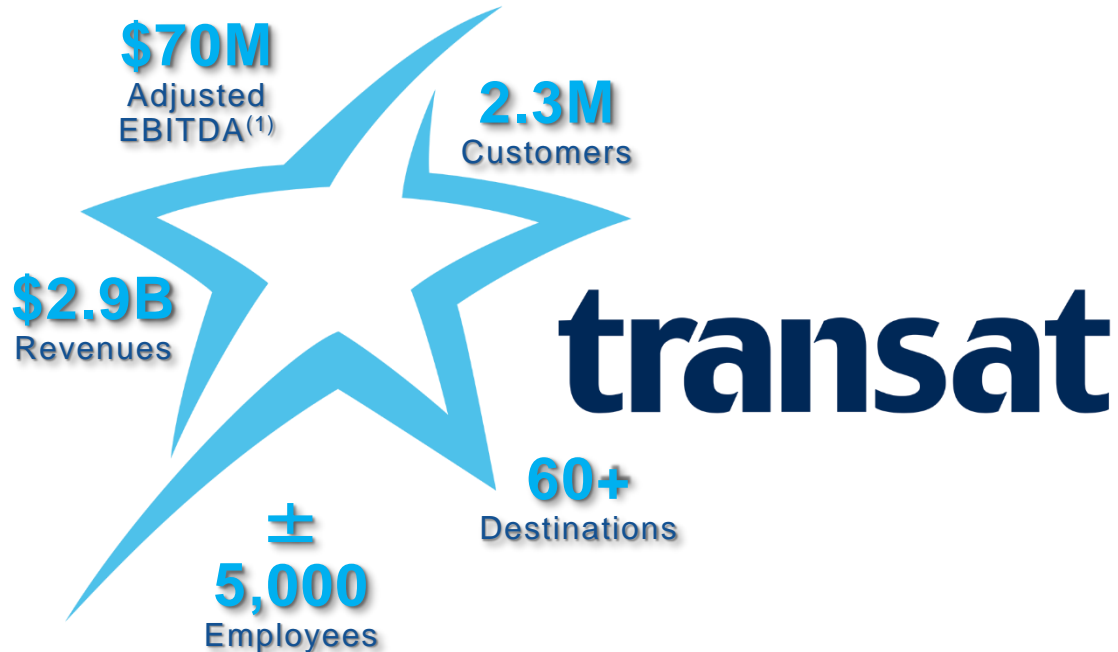
Microsoft



SHAREPOINT AND COLLIGO ENGAGE

WEBINAR – APRIL 18 2017

ONE OF THE LARGEST TOUR OPERATOR IN NORTH AMERICA



⁽¹⁾ 2014-2016 average adjusted EBITDA; Refer to Non-IFRS Financial Measures in the Appendix

VERTICALLY-INTEGRATED TRAVEL PROVIDER



<p>Distributor</p>	<ul style="list-style-type: none"> ➤ Develops holiday travel packages for sun destinations and Europe ➤ Served 1.5M travelers from Canada and 0.6M from Europe in 2016 ➤ Largest retail holiday travel distributor in Canada with 455 outlets ➤ Comprehensive online distribution platform 	
<p>Airline</p>	<ul style="list-style-type: none"> ➤ Operates flights to 35 sun and 31 European destinations with departures from 19 Canadian airports ➤ Served 2.1M passengers in 2016 	
<p>Hotels</p>	<ul style="list-style-type: none"> ➤ 35% interest in Ocean Hotels (65% held by H10) ➤ 4,600 rooms currently under management (1,600 owned & 3,000 managed-only) in Mexico, Dominican Republic and Cuba ➤ 5,600 rooms expected by 2019 	<p>Ocean By H10 Hotels</p>
<p>Destination Management Company</p>	<ul style="list-style-type: none"> ➤ Provides onsite services, such as excursions, sightseeing tours and logistical support services 	

Transat Aircraft Fleet



A330/A310

	2013		2014		2015		2016		2017	
Wide-Body Base Fleet	21	21	21	21	21	21	21	23	23	25
- Seasonally withdrawn ⁽¹⁾	-	-	(4)	-	(6)	-	(6)	-	(8)	-
- Sublease	(1)	-	(1)	-	(1)	-	(3)	-	(3)	-
Total	20	21	16	21	14	21	12	23	12	25

⁽¹⁾ As a result to improved leasing terms in 2014, three A330s are withdrawn from the fleet in winter with no fixed costs. In addition, Transat has flexibility on the A310s it owns (less utilization overtime). Introduction of new A330 in Summer 2017 with no fixed costs during winter season



B737

	2013		2014		2015		2016		2017	
Narrow-Body Base Fleet	-	-	-	4	4	4	4	7	7	7
+ CanJet	11	5	11	1	2	1	-	-	-	-
+ Seasonal Lease	-	-	1	-	8	-	15	-	13	-
Total	11	5	12	5	14	5	19	7	20	7
% passengers	30%		39%		42%		50%		50%	

- ▲ Transat has been using SharePoint for the last 11 years to host its intranet and multiple team oriented sites.

- ▲ In the last 3 years, we have been migrating our sites to SharePoint Online.
 - We took the opportunity to review our document structure and improve the navigation experience.

- ▲ We started with the Air Transat workgroups – Pilots, Flight Attendants and Mechanics.
 - At the time we redesigned these sites, we did not have an identified need for Colligo!
 - ... but not for long ...



Flight Operations

EN

Exchange Online

Internal news

- ➔ **Peleys notifications for documents:** You will now receive automatic notifications from Peleys when one of your documents is soon to be expired. Because we are in the transition period, you might receive a message from Peleys and one from Adminpro.
- ➔ **Bid results, 12JAN17 :** Click here for details.
- ➔ **New Electronic expense report :** Effective January 26, 2017. Check your emails for details.

A330



Documents

Update last 28 days

- ➔ Operational library
- ➔ Operational memos - Memorandum
- ➔ Health and safety
- ➔ Forms
- ➔ Quality and standards
- ➔ Others

Training

- ➔ Ground training
- ➔ Simulator
- ➔ Line training
- ➔ Instructors
- ➔ ETR
- ➔ Peleys

Schedule Planning

- ➔ Graphic schedules
- ➔ Aircraft schedules
- ➔ E-Crew and PES Documents

A310



Documents

Update last 28 days

- ➔ Operational library
- ➔ Operational memos - Memorandum
- ➔ Health and safety
- ➔ Forms
- ➔ Quality and standards
- ➔ Others

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B737



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Schedule Planning

- ➔ Graphic schedules
- ➔ Aircraft schedules
- ➔ E-Crew and PES Documents

Help

For any administrative questions : adminpro@airtransat.comFor any training questions : pilottraining@airtransat.comFor any training schedules questions : formpro@airtransat.com



Technical Operations

Ma vie au travail / My Work Life

Oasis Bistro Menu

Formulaire PAQS / QSAP Form

Manuel QSMS / QSMS Manual

Safety Case

Mesures d'urgence / Emergency Response

Destination Transat

Mundo

EDIT LINKS

Site contents

EN / EN

Exchange Online

>> MSDS Service

>> Operational Memos and Memorandum

Company Manuals

✓ Name

New_SectionName : Company Manuals / Manuels compagnie (3)

Corporate Quality Management System Manual (Process Manual)	...
MCM	...
MPM	...

A330



Documentation A330

Training

Forms

✓ Name

New_SectionName : Forms / Formulaires (100)

A310



Documentation A310

Training

Other Links

✓ Puce URL

Display : General / Général (18)

B737



Documentation B737

Training

Aircraft Manuals

 AirNav v3

 Trent 700

✓ Name

▷ New_SectionName : Aircraft Manuals / Manuels avion (6)

Company Manuals

✓ Name

▷ New_SectionName : Company Manuals / Manuels compagnie (3)

Flight Operations

✓ Puce URL

▷ Section Name : Flight Operations / Exploitation aérienne (5)

Routine Check Forms

✓ Name

▷ New_SectionName : Routine Check Forms (8)

Troubleshooting Forms

✓ Name

There are no documents in this view.

Cabin Documentation

✓ Name

▷ New_SectionName : Cabin Documentation / Documentation cabine (16)

Other Documentation

✓ Name

▷ New_SectionName : Other Documentation / Autre documentation (38)

Engineering Documentation

✓ Name New_DocumentType

▷ New_SectionName : Engineering Documentation / Documentation ingénierie (490)

- ▲ In the last few years, pilots have become (almost) paperless with the introduction of the Electronic Flight Bag (EFB), bringing specialized applications to manage their flights in accordance to regulations.
- ▲ In the cabin, it was a different story. Prior to introducing Colligo to flight directors, all their operations were paper-based.

- ▲ Transat chose to use a COTS (commercial off the shelf application) to help Flight Directors (FD) manage their workload.
- ▲ An FD needs to :
 1. **Prepare** for flights with all the required, up-to-date, information and documentation – both for regulatory and service operations.
 2. **Deliver** services and **operate** the flight with a crew of flight attendants.
 3. **Report** on flight activities.



▲ Prepare (Online – Offline)

- All the required documents for the FD to operate a flight are available on their Sharepoint Online site. The information in SharePoint is managed by the Inflight Operation department.
- An iPad mini is provided to all FD and managed via Microsoft MDM.
- Colligo Engage is the application they use to automatically sync all the required documents on their iPads prior to their flight.
- They also use Colligo Engage to select their favorite documents specific to their upcoming flight for quick reference.



Home Flight Attendants

Destination Transit
 Bid
 e-Crew
 CrewCare
 Simon Cheng
 CQ/DA
 Identification / Planning
 Admin - Flight report - last 2 month
 Admin - Miscellaneous Report - last 6 month
 Admin - Flight Report - Archive
 Admin - Miscellaneous Report - Archive
 Admin - Q&A - PQAs
 Support (FAQ) (Information)
 / 021 (245)
 Site content

ES/EN

Exchange Online

News

- Base Info
- FD Com



Awards of Excellence

February
 Outstanding Customer Service
 YUL - Sophie Therese Gagnon
 YVR - Colleen Cheung
 YYZ - Mikela Foster

January / February
 Excellence in Leadership
 YUL - Vicky Deak-Serif
 YVR -
 YYZ - Alexandra Sandhu

Flight Preparation

- APLMs
- Flight Forms
- Destination Information
- Movies of the Month
- Club and Option Plus Prices
- Cards Catalogue
- Video Systems
- Announcement Manuals
- Special Flights
- Miscellaneous

Onboard Service

- CSM - Customer Service Manual
- Club Service
- Crew meals
- Bistro
- Quick Reference Guides
- Galley Loading Plans
- Duty Free
- Caroline Sestras

Planning



- Monthly Lists
- Annual Lists
- Monthly Schedules
- Aircraft Schedules
- Reserve Coverage
- E-Crew and PES Documents



General

- Collective Agreement
- Forms
- Policies
- Exchange Rates
- RAAC (Restricted Area Identification Card)
- How To

Cabin Safety

- FAM
- Cabin Safety Newsletter
- Operational Memos
- Cabin Safety Forms
- Carry-On Baggage Program
- Xenos, Kwikki

Flight Safety

- Flash News
- TSC Impact
- Incident Reports
- Policies
- Reportable Events
- Presentations

Training

- Destination Transit
- Cabin Safety Instructors
- Training Schedules
- Flight Directors
- Training Documents



Health and Safety

- Contacts
- Committee Meeting Minutes
- Documents
- Canadian Aviation Regulations (CARs)
- Aviation Occupational Health and Safety
- Canada Labour Code - Part 2
- Stefelle, Leavitt

Inflight Service

YUL

Performance Manager: [Caroline Ainsley](#)
 Manager administration: [Nathalie Lepault](#)
 Supervisor: [Kerina Santos](#)
 Supervisor: [Shelaine Swainson](#)
 Admin Asst: [Roberta Silbert](#)
 General: [admin@qairtransat.com](#)

YYZ

Performance Manager: [Janine Webb](#)
 Supervisor: [Ana Kay](#)
 Supervisor: [Lucia Hernandez](#)
 Admin Asst: [Lisa Gensow](#)

YVR

Performance Manager: [Cjalia Henderson](#)
 General: [admin@qairtransat.com](#)

▲ Deliver – Operate (Offline)

- Flight Directors refer to the documents in Colligo Engage during the different phases of their service delivery.
- Another application is used to capture events linked to activities planned for the flight and prepare different reports.



Search bar with magnifying glass icon

Nom

- Liste de lecture
- Favorites
- Bibliothèques
 - APLM
 - Annonces - Announcements
 - Cartes - Cards
 - Destinations
 - FAM
 - Formulaires - Forms
 - Hors Base - Away from Base
 - MSC - CSM
 - Nouvelles - News
 - Reference
 - Systèmes Video System
 - Sécurité Cabine Safety
- Listes
 - Films - Movies

- APLM TS528-529 21JAN YUL-CCC-YUL (438 Ko svcSP2010)
- APLM TS342-343 21JAN YUL-PVR-YUL (457 Ko svcSP2010)
- APLM TS504-505 21JAN YQB-SNU-Y... (459 Ko svcSP2010)
- APLM TS608-609 21JAN YYZ-MBJ-Y... (431 Ko svcSP2010)
- APLM TS374-343 21JAN YVR-PVR-YUL (427 Ko svcSP2010)
- APLM TS544-617 21JAN YYJ-CUN-YUL (400 Ko svcSP2010)
- APLM TS798-817 21JAN YYZ-PVR-YQR

Aperçu



iPad 09:36

BriefCase Inflight

Recherche

Liste de lecture

- Favoris
- Bibliothèques
 - APLM
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 - Films - Movies

09:36 82%

Annonces - Announcements

Nom

Czech

- 124 Ko Annie Jolicoeur
- 5- Czech - Arrival ann - connecting pa...** 35 Ko svcSP2010
- 5- Czech - Arrival ann - connecting pax** 45 Ko Annie Jolicoeur
- 5- Czech - Descent ann - connecting...** 38 Ko Annie Jolicoeur

Dutch

- 1- Dutch - Prior to take off** 71 Ko Annie Jolicoeur
- 2- Dutch - Inflight** 61 Ko svcSP2010
- 3- Dutch - Arrival** 54 Ko Annie Jolicoeur
- 4- Dutch - Special announcements** 76 Ko Annie Jolicoeur

Aperçu Détails

ARRIVAL – DOMESTIC & EUROPEAN FLIGHTS
ARRIVÉE – VOLS DOMESTIQUES ET D'EUROPE

Dames en heren,

Welkom in _____. De lokale tijd is _____ en de temperatuur is _____ graden Celsius.

If arriving ahead of schedule: Wij zijn _____ voor op schema geland.

Blijft u alstublieft zitten met uw stoelriem vast en handbagage opgeborgen totdat de "stoelriemen vast" bordjes uit zijn.

Wij willen u eraan herinneren dat roken in de terminal niet is toegestaan.

Vergeet uw spullen niet, en wees voorzichtig bij het openen van de bagage bins.

Passagiers die hulp nodig hebben worden vriendelijk verzocht nog even te blijven zitten totdat alle andere passagiers zijn uitgestapt, dan kunnen wij u beter helpen.

If deplaning using stairs: Wees voorzichtig op de trap en tijdens het lopen van het vliegtuig naar de terminalbus, en blijf binnen de markeringen op de grond. Volg alstublieft de instructies van ons

Search bar with magnifying glass icon

Nom

Liste de lecture

- Favorites
- DV - Favorites

Bibliothèques

- APLM
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- Cartes - Cards
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- MSC - CSM
- Nouvelles - News
- Reference
- Systèmes Video System
- Sécurité Cabine Safety

Listes

- Films - Movies

- Antigua_Barbuda (105 Ko Marie-Claude Poitras)
- Aruba (61 Ko Marie-Claude Poitras)
- Barbados_Barbade (52 Ko Marie-Claude Poitras)
- Canada (129 Ko Marie-Claude Poitras)
- Cards catalogue (2 Mo svcSP2010)
- Colombia_Colombie (75 Ko svcSP2010)
- CostaRica (205 Ko Marie-Claude Poitras)
- Cuba (135 Ko Marie-Claude Poitras)
- Curacao (432 Ko svcSP2010)

Aperçu





Destinations

Antigua & Barbuda

Immigration/Customs card: 1 per pax

Carte d'immigration /déclaration douanière: 1 par pax

Welcome to Antigua and Barbuda
IMMIGRATION/CUSTOMS FORM

COMPLETE SECTIONS A & C OF THIS CARD
PLEASE PRINT USING BLOCK CAPITALS

Arrival # _____ Admission # _____

ARRIVAL RECORD (A)

1 Flight #/Issued Name e.g. BA379/123456789

2 Last Name _____ 3 Middle Name _____

4 First Name _____

5 Date of Birth _____ 6 Country of Birth _____

DD MM YY

7 Sex: M F 8 Marital Status: Single Married Other

9 Occupation _____

10 Passport # _____ 11 Date of Expiry _____

DD MM YY

12 Country of Issue _____

13 Home Address (Street Address/Apt #) _____

14 City/Town _____ 15 State/Province _____

16 Zip/Postal Code _____ 17 Country _____

18 Countries visited during last six years _____

19 Intended Address in Antigua & Barbuda _____

20 City/Town/Parish _____

21 Length of Stay: 14 days or less 15-30 days 31-90 days other

22 Purpose of Visit (Select One): Vacation Study Work Air/Visa Business Meeting Transit Overland Lodge Visiting Friends/Relatives Convention House Rent & Breakfast Homeymoon/Wedding Sport Private Other (Specify) _____

23 Other (Specify) _____

Signature _____ Date _____

RECORD OF THE MINISTRY OF AIRPORTS & NAVIGATION

Departure # _____

DEPARTURE RECORD (B)

Please insert Departure Record for pre-arrival upon departure.

1 Flight #/Issued Name _____ 2 Port of Final Destination _____

3 Last Name _____ 4 First Name _____

5 Middle Name _____

6 Date of Birth _____ 7 Sex _____ 8 Passport # _____

DD MM YY

9 Nationality _____ 10 Country of Birth _____

11 Occupation _____

12 Address _____

Signature _____ Date _____

iPad 09:38 82%

BriefCase Inflight

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- Nouvelles - News
- Reference
- Systèmes Vidéo System
- Sécurité Cabine Safety

Listes

- Films - Movies

Films - Movies

Nom

01 - Pair / Even-numbered

- 1 - Miss Peregrine et les enfants particul...
- 1 - Nos voisins les Jones / Keeping Up...
- 2 - Creed: L'héritage de Rocky Balboa / ...
- 2 - Eddie l'aigle / Eddie The Eagle
- 3 - Norm / Norm of the North
- 3 - Norm / Norm of the North

02 - Impair / Odd-numbered

- 1- Cigognes et compagnie / Storks
- 1- Trolls
- 2 - Famille recomposée / Blended
- 2 - Joy
- 3 - Snoopy et les Peanuts : Le Film / T...
- 3 - Snoopy et les Peanuts : Le Film / The...

ITEM

 1 - Miss Peregrine et les enfants particuliers / Miss Peregrine's Hom

Synchronisation des documents et des pièces jointes

DERNIÈRE MISE À JOUR

Modified By svcSP2010

Modified 24 janvier 2017 à 00:31:16 UTC-5

PROPRIÉTÉS

Modifier

Title 1 - Miss Peregrine et les enfants particuliers / Miss Peregrine's Home for

Flight Direction -
Direction du vol 01 - Pair / Even-numbered

Description **En vedette / Featuring**
Eva Green, Asa Butterfield, Samuel L. Jackson
Aventure, Drame, Famille / Adventure, Drama, Family 127 min (2h07)

ToDelete Non

Supprimer l'élément

▲ Report (Offline - Online)

- Flight Directors complete various reports, refer to information in Colligo Engage or SharePoint and use our form application to complete the required reports.
- When the FD is back online (WiFi), our form application submits the reports to SharePoint via a central cloud server.

(DEVELOPMENT) FLIGHT REPORT SFTP TEST**01- FLIGHT REPORT**

7 oct. 2016 12:37:48

30 nov. 2016 10:52:34

01- RAPPORT DE VOL**02- SEAT SELECTION**

4 nov. 2016 14:40:04

29 juil. 2016 17:29:36

02- SÉLECTION DE SIÈGES**03- DEMANDES SPÉCIALES**

29 juil. 2016 17:07:45

29 juil. 2016 17:09:56

03- SPECIAL REQUEST**04- B-17 - GROUND DUTY - PASSENGER SERVICE**

29 juil. 2016 17:31:47

1 sept. 2016 16:54:25

04- R-17 SERVICE AU SOL - SERVICE AUX PASSAGERS**05- B-16.02 DEADHEADING**

1 sept. 2016 16:41:18

29 juil. 2016 17:33:58

05- R-16.02 MISE EN PLACE**06- B-15.03.01- ADDITIONAL DUTIES**

- FLIGHT INFORMATION* ✓
- DELAY*
- FD CHECKS*
- GROOMING*
- BOARDING
- GROUND (Departure Station)
- CATERING (CLUB)
- CATERING (OPTION PLUS)
- CATERING (ECONOMY)
- CATERING (CREW)
- IN-FLIGHT ENTERTAINMENT
- DUTY FREE
- IN-FLIGHT SERVICE
- CUSTOMER RELATIONS
- MAINTENANCE
- GROUND (Arrival Station)
- QUESTIONS FOR THE PERFORMAN...
- QUESTIONS FOR CABIN SAFETY
- FD SIGNATURE*

Sommaire

FLIGHT INFORMATION

Flight Number*

Flight Date*

Departure Station*

Arrival Station*

Aircraft Registration*

Flight Time

Scheduled Time of Departure (STD)*

Estimated Time of Departure (ETD) [if delayed]

Actual Time of Departure (ATD)*

Scheduled Time of Arrival (STA)*

- FLIGHT INFORMATION* ✓
- DELAY*
- FD CHECKS*
- GROOMING*
- BOARDING
- GROUND (Departure Station)
- CATERING (CLUB)
- CATERING (OPTION PLUS)
- CATERING (ECONOMY)
- CATERING (CREW)
- IN-FLIGHT ENTERTAINMENT
- DUTY FREE
- IN-FLIGHT SERVICE
- CUSTOMER RELATIONS
- MAINTENANCE
- GROUND (Arrival Station)
- QUESTIONS FOR THE PERFORMAN...
- QUESTIONS FOR CABIN SAFETY
- FD SIGNATURE* ✓**

FD SIGNATURE

I confirm all the Bar and Duty Free units are locked and sealed*

YES NO

Potable Water Level % - Arrival*

Touchez pour sélectionner

Comments

Touchez pour taper la réponse

Picture

Touchez pour sélectionner une photo

Flight Director Base

YUL

YYZ

YVR

Flight Director Name*

Touchez pour sélectionner

Flight Director Signature*

Touchez pour ajouter la signature

Flight Report / Rapports de vol

Destination Transat

iBid

e-Crew

CrewCare

Simon Chang

CQMSM

Planification / Planning

Admin - Flight report - last 2 month

Admin - Miscellaneous Report - last 6 month

Admin - Flight Report - Archive

Admin - Miscellaneous Report - Archive

Admin - QSAP - PQAS

Support IPAD (information)

 EDIT LINKS

Site contents

✓ Flight Number Flight Routing Name

› Month : 2020-02 (1)

› Month : 2018-03 (1)

› Month : 2017-12 (3)

› Month : 2017-11 (1)

› Month : 2017-09 (1)

› Month : 2017-03 (2180)

› Month : 2017-02 (2159)

• Month : 2017-01 (5)

• Date Flight-Event : 2017-01-28 (4)

2380	YYZ-PUJ	FlightReport_2017-03-08 16-48-19_2380_2017-01-28_YYZ-PUJ_...	...
2381	PUJ-YYZ	FlightReport_2017-03-10 02-08-20_2381_2017-01-28_PUJ-YYZ_...	...
628	YUL-PUJ	FlightReport_2017-01-28 20-09-51_628_2017-01-28_YUL-PUJ_...	...
629	PUJ-YUL	FlightReport_2017-01-29 01-44-42_629_2017-01-28_PUJ-YUL_...	...

› Date Flight-Event : 2017-01-06 (1)

› Month : 2016-12 (2)

› Month : 2013-03 (1)

› Month : #Name? (2)



Miscellaneous Report / Rapport Divers

Destination Transat

iBid

e-Crew

CrewCare

Simon Chang

CQMMSM

Planification / Planning

Admin - Flight report - last 2 month

Admin - Miscellaneous Report - last 6 month

Admin - Flight Report - Archive

Admin - Miscellaneous Report - Archive

Admin - QSAP - PQAS

Support IPAD (information)

EDIT LINKS

Site contents

Miscellaneous / Divers

Find a file

✓ Flight Number Name

▸ ReportName : **B-15 ADDITIONALDUTIES** (169)

▸ ReportName : **B-16Deadheading** (32)

▸ ReportName : **B-17GroundDutyPassengerService** (574)

▸ ReportName : **CabinSafetyReport** (406)

▸ ReportName : **INJURYDECLARATIONANDPRELIMINARYREPORT** (325)

▸ ReportName : **PassengerAccidentIncidentReport** (382)

▸ ReportName : **SeatSelection** (139)

▸ ReportName : **SpecialRequest** (23)

Cabin Crew / PNC

Find a file

✓ NameEmployee Name

▸ ReportName : **15- FLIGHT ATTENDANT RECOGNITION PROGRAM** (57)

▸ ReportName : **15- PROGRAMME DE RECONNAISSANCE DES AGENTS DE BORD** (47)

▸ ReportName : **CabinCrewEvaluation** (423)

▸ ReportName : **DAMAGED LUGGAGE REPORT** (235)

▸ ReportName : **DAMAGED UNIFORM REPORT** (258)

We use the Colligo Console to manage the information on FD's iPad.

Tenant Bindings

[Configure Tenant Bindings](#) [Edit Group](#) [Delete Group](#)

Users

— Users Search Sort Add Remove

Name	Email	Role(s)	Control Group	Status	
Brigitte Cloutier	brigitte.cloutier@transat.com	User	✘	Active	Send Invitation Email
Marie-Claude Poitras	Marie-Claude.Poitras@transat.com	Admin, User	✘	Active	Send Invitation Email
MTLPE017465	MTLPE017465@transat.com	User	✘	Active	Send Invitation Email
MTLPE017466	MTLPE017466@transat.com	User	✘	Active	Send Invitation Email
MTLPE017467	MTLPE017467@transat.com	User	✘	Active	Send Invitation Email
MTLPE017468	MTLPE017468@transat.com	User	✘	Active	Send Invitation Email
MTLPE017469	MTLPE017469@transat.com	User	✘	Active	Send Invitation Email
MTLPE017470	MTLPE017470@transat.com	User	✘	Active	Send Invitation Email
MTLPE017471	MTLPE017471@transat.com	User	✘	Active	Send Invitation Email
MTLPE017472	MTLPE017472@transat.com	User	✘	Active	Send Invitation Email

1 2 3 » Last

Sites

– Sites Search Sort Add Remove

Name	URL	Provider
Briefcase Inflight	https://transatrz.sharepoint.com/sites/melerts/inflight/briefcase_inflight	SharePoint

Streams

– Streams Search Sort Add

Name
BriefCase Inflight
Folders

Policies

– Policies Sort Configure Policies

Policy Name	Enabled	Value(s)
Email as Link Disabled	Yes	false
Passcode data wipe after 10 failed logins	Yes	true

BriefCase Inflight

Name

BriefCase Inflight

Edit Stream

Delete Stream

Content from the sites that you have configured in Console is made available to the Colligo Engage Apps by 'pinning' those sites and locations to this stream.

Pinned Locations

— Pinned Locations

Search by name...

Search

Sort

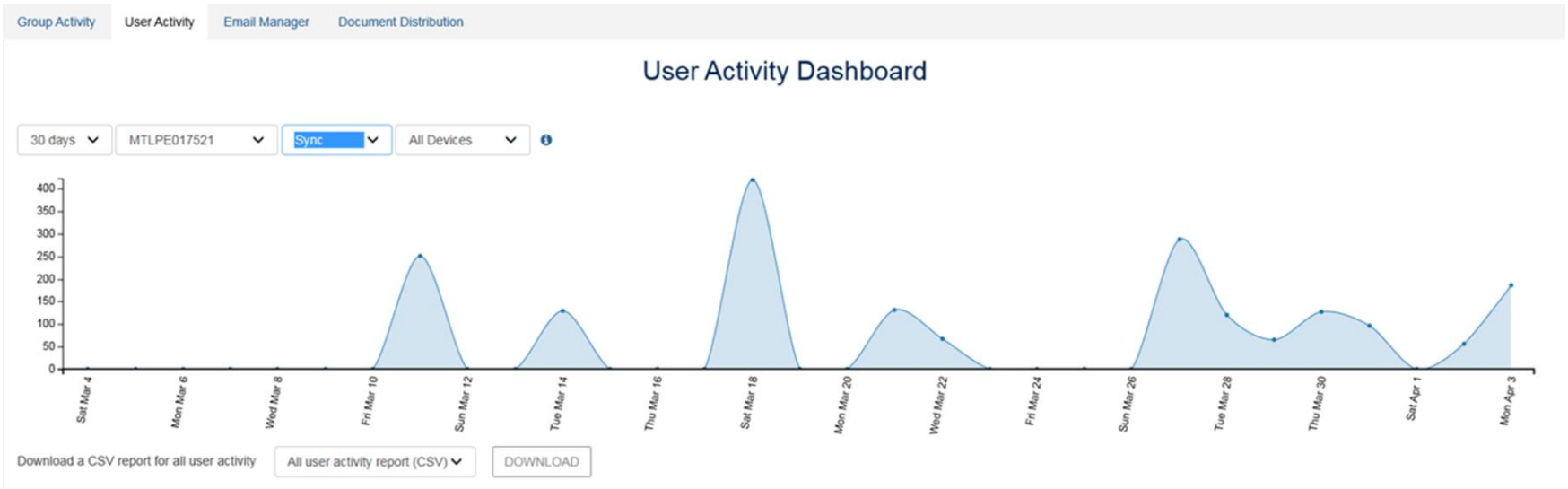
Pin Location to Stream

Display Name	Url	
Annonces - Announcements	/Annonces%20%20Announcements	Un-Pin
APLM	/APLM	Un-Pin
Cartes - Cards	/Cartes%20%20Cards	Un-Pin
Destinations	/Destinations	Un-Pin
FAM	/FAM	Un-Pin
Films - Movies	/Lists/Films%20%20Movies/	Un-Pin
Formulaires - Forms	/Formulaires%20%20Forms	Un-Pin
Hors Base - Away from Base	/Hors%20Base%20%20Away%20from%20Base	Un-Pin
MSC - CSM	/MSC%20%20CSM	Un-Pin
Nouvelles - News	/Nouvelles%20%20News	Un-Pin

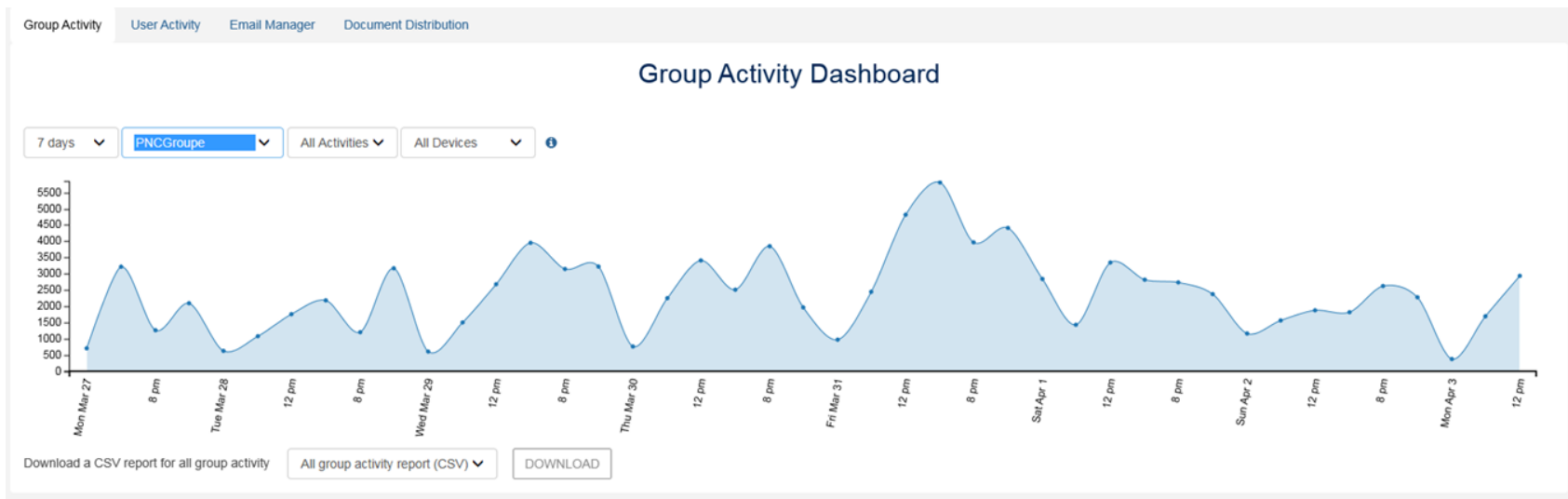
1

2

Tracking a specific FD activity (last 30 days)



Tracking activities of all FD (last 7 days)



Tracking activity by device

	A	B	C	D	E
1	Userid	Name	End of Period UTC	Count	Verb
2	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/9/2017 12:00:00 AM +00:00	36	Read
3	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/10/2017 12:00:00 AM +00:00	14	Read
4	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/14/2017 12:00:00 AM +00:00	8	Read
5	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/17/2017 12:00:00 AM +00:00	34	Read
6	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/24/2017 12:00:00 AM +00:00	12	Read
7	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/28/2017 12:00:00 AM +00:00	10	Read
8	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/31/2017 12:00:00 AM +00:00	26	Read
9	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/9/2017 12:00:00 AM +00:00	191	SyncEngine:Download
10	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/10/2017 12:00:00 AM +00:00	72	SyncEngine:Download
11	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/17/2017 12:00:00 AM +00:00	426	SyncEngine:Download
12	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/24/2017 12:00:00 AM +00:00	212	SyncEngine:Download
13	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/31/2017 12:00:00 AM +00:00	252	SyncEngine:Download
14	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/9/2017 12:00:00 AM +00:00	13	SyncEngine:StartListSync
15	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/10/2017 12:00:00 AM +00:00	26	SyncEngine:StartListSync
16	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/17/2017 12:00:00 AM +00:00	39	SyncEngine:StartListSync
17	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/24/2017 12:00:00 AM +00:00	25	SyncEngine:StartListSync
18	001933eb-3734-492b-a37c-8234e7f7f387	MTLPE017705	3/31/2017 12:00:00 AM +00:00	13	SyncEngine:StartListSync
19	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/11/2017 12:00:00 AM +00:00	19	Read
20	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/15/2017 12:00:00 AM +00:00	15	Read
21	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/16/2017 12:00:00 AM +00:00	2	Read
22	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/17/2017 12:00:00 AM +00:00	39	Read
23	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/21/2017 12:00:00 AM +00:00	58	Read
24	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/24/2017 12:00:00 AM +00:00	14	Read
25	004c454a-b467-4dd4-88b9-f2bbc23279eb	MTLPE017752	3/28/2017 12:00:00 AM +00:00	30	Read

“Flight directors love that the information is well organized and everything is in one place with Colligo Engage on their tablets. In a recent user survey, they commented on just how very easy it is to navigate and find information.”



- ▲ “I love that all the information I used to carry in folders, books and binders is now in one place and easy to find.”
- ▲ “It’s great that I don’t require a Wi-Fi signal to use Colligo.”
- ▲ “It’s convenient having all the forms at my disposal.”
- ▲ “I use it as a reference on all my flights, all the time.”
- ▲ “I like best that all the memos are updated, so I know I’m using the most current information.”
- ▲ “A great reference tool! Most of the time all my questions are answered through the information on this app.”



“We’ve significantly redefined the way the FD work with information!”

- ▲ Fast access to information across all flight operations departments saves time.
- ▲ With 16,000+ flights per year and 350+ Flight Directors, we’ve seen major time savings.
- ▲ Eliminating paper has also helped us streamlined regulatory compliance.
- ▲ Crew satisfaction was significantly increased as measured by a survey.
- ▲ Flight Directors are best prepared to deliver award-winning inflight experiences.

- ▲ We upgraded from paper and manual-based operations to a fully digital operations.
- ▲ We leveraged the organisation and structure defined in SharePoint.
- ▲ The crew and inflight operations now have access to timely up-to-date information.
- ▲ By adopting a flexible mobile architecture for SharePoint, Colligo Engage gave us abilities that a custom developed application would not be able to deliver.
- ▲ Everyone loves the solution!





AWARD-WINNING EXPERIENCES!



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BETTER TOGETHER: 5 Ways to Extend SharePoint to Mobilize Your Enterprise

April 18, 2017

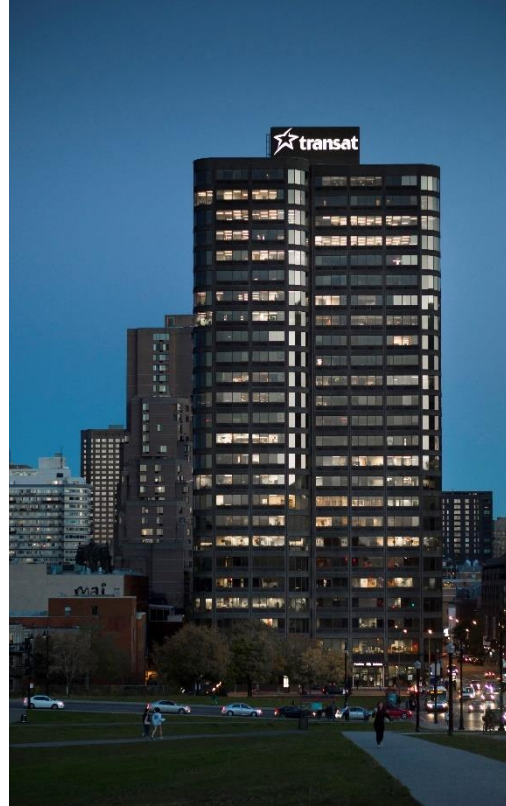


Yannick Nadeau

Business Productivity Specialist

Microsoft

Digital Transformation at Air Transat

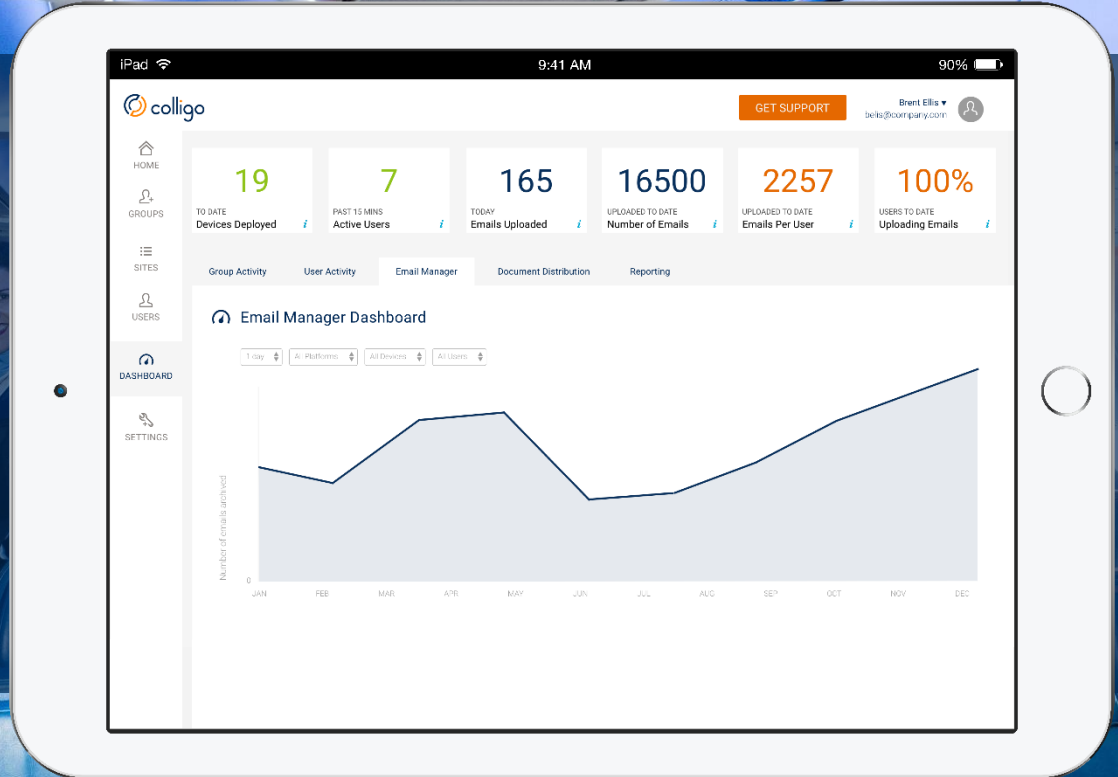


5 Ways Colligo Engage and SharePoint are Better Together

1. Push content to user devices
2. Track usage, adoption and compliance
3. Deploy Mobile Content Management policies
4. Enrich the offline user experience
5. Enrich discovery and collaboration for users



Track Usage, Adoption and Compliance



Deploy Mobile Content Management Policies

3



MCM at Air Transat!

Push app-specific policies centrally

Enable/disable sync on 3G

Limit size of storage on mobile devices

Prompt for metadata

Enrich the Offline User Experience

4

Offline access in “airplane” mode!

Access to flight documents, files, libraries offline

Push right content for offline use

Track offline usage analytics

Use metadata to search content offline

Enrich Discovery and Collaboration for Users

5

Fast answers boost customer satisfaction!

Access, update, add, share content

Find mobile content using SharePoint views

Search content using metadata tags


Enable push notifications for favorite content

FLY GLASGOW
TO MONTRÉAL!
From only
£385pp

NEW DIRECT
FLIGHT
FROM MAY
2016

Optima
Plus

91% Satisfaction Rates!



“Air Transat wanted to give flight directors the best tools possible.”

“We received very positive feedback from users who report great efficiency gains.”

“We are very, very impressed.”

7 Ways Colligo Engage, SharePoint and Office 365 Are Better Together



1. Push content to user devices
2. Track usage, adoption and compliance
3. Deploy Mobile Content Management policies
4. Enrich the offline user experience
5. Enrich discovery and collaboration for users
6. Capture metadata when content is saved
7. Capture email as records in SharePoint

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Email
Management

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