

## PREFLIGHT

### Log in to MAIN MENU

1. Enter passcode, L1, R1 at the **Welcome** screen

### Enter FLIGHT INFORMATION

1. Access the **FLIGHT INFORMATION** screen
2. Enter CREW ID, FLIGHT NO., and AC REG.
3. Push [**SAVE**]

**NOTE:** The Flight Management Computer fills in data on the lower half of the screen automatically. If this data is modified manually, the FMC will not update Flight Information for the duration of the flight unless [**RESTORE**] is activated.

### Modify FLIGHT INFORMATION

1. Access the **FLIGHT INFORMATION** screen
2. Push button next to the field to be modified
3. Enter new data
4. Push [**SAVE**] to retain new data, OR Push [**RESTORE**] to have the FMC override manually entered data

### Play BOARDING MUSIC

1. Access the **BOARDING MUSIC** screen
2. Scroll [**MUSIC TRACK**] to select desired track
3. Scroll [**PA VOLUME**] to adjust cabin volume
4. Push [**BOARDING MUSIC**] ON/OFF

### Play a VIDEO ANNOUNCEMENT (PA)

1. Access the **VIDEO ANNOUNCE** screen
2. Scroll [**ANNOUNCEMENT**] to select source
3. Push [**PLAY**] to preview tape
4. Adjust volume at CMT headset using [**CMT AUDIO VOLUME**]
5. Push [**STOP**] or [**REW**] as needed
6. Push [**VIDEO AND PA**] ON to play to cabin
7. Scroll [**PA VOLUME**] to adjust if needed
8. Push [**VIDEO AND PA**] OFF to stop PA
9. Push [**STOP**]

### Play an AUDIO ANNOUNCEMENT

1. Access the **AUDIO ANNOUNCEMENT** screen
2. Scroll [**MESSAGE**] to make selection  
- OR -
3. Push [**MSG LIST**] to choose from a list of available messages
4. Scroll [**LANGUAGE**] to make selection
5. Push [**SELECT**] to place selections in queue
6. Push [**PLAY ALL**] to play all messages in queue  
- OR -

7. Scroll [**SELECT**] to select individual message and push [**PLAY**]
8. Push [**DELETE**] to remove highlighted message from queue
9. Push [**STOP ANN**] to stop announcement

## AFTER TAKE-OFF

### Enable IN-FLIGHT ENTERTAINMENT and AVOD

1. Access the **ENTERTAINMENT** screen
2. Push [**ENTERTAINMENT**] - ON  
AVOD services will be available to passengers.

### Enable/Disable Airshow on Overhead Monitors

1. Access the **ENTERTAINMENT** screen
  2. Push [**AIRSHOW O/HEAD**] to enable/disable
- NOTE:** ON is the default setting for Airshow to overhead monitors.

### Individual Video Control

1. Access the **VIDEO CONTROL** screen
2. Scroll [**VIDEO**] to select a video source
3. Push [**LANGUAGE**] to select a language option (Only when a video source with multiple languages is selected)
4. Push [**PLAY**]
5. Scroll [**CMT AUDIO VOLUME**] to adjust the audio output level at the CMT headset

### Assign a Video Source to Overhead Zone(s)

1. Access the **MONITOR CONTROL** screen
2. Scroll to select [**ZONE**] or select ALL
3. Scroll to select [**VIDEO**] source
4. Push [**VIDEO SELECT**]
5. Push [**ZONE MONITORS**] - ON

### Turn ON/OFF all Zone Overhead Monitors

1. Access the **MONITOR CONTROL** screen
2. Scroll [**ZONE**] to select ZONE, or ALL
3. Push [**ZONE MONITORS**] ON/OFF

### Turn a Single Monitor ON/OFF

1. Access the **MONITOR CONTROL** screen
2. Scroll [**INDIVIDUAL MONITOR**] to highlight desired monitor
3. Push [**MONITOR**] - ON/OFF

### Disable a monitor

1. Access the **MONITOR CONTROL** screen
2. Scroll [**INDIVIDUAL MONITOR**] to highlight desired monitor
3. Push [**DISABLED**] button YES/NO

### AIRSHOW day/night viewing

1. Access the **VIDEO CONTROL** screen
2. Push the [**AIRSHOW**] button
3. Push [**VIEW**] for day/night viewing

### Change AIRSHOW display mode

1. Access the **VIDEO CONTROL** screen
2. Push the [**AIRSHOW**] button
3. Push [**MODE**] to choose from a selection of Airshow display modes

### Select AIRSHOW Languages

1. Access the **VIDEO CONTROL** screen
2. Push the [**AIRSHOW**] button
3. Push [**LANG**] to choose from a selection of languages

## SEAT CONTROLS

### Reset a Passenger Seat/Seat Group

(If passengers are unable to access Interactive mode)

1. Access the **SEAT CONTROLS** screen
2. Scroll [**SELECT ROW/ZONE**]
3. Scroll [**SELECT SEAT**]
4. Push [**RESET SEAT(S)**] if a single seat is affected, or push [**RESET SEAT GROUP**] if 2 or 3 adjacent seats are affected

### Send Mode, Channel, Volume to a Passenger Seat

(If a passenger's handset is not functioning)

1. Access the **SEAT CONTROLS** screen
2. Scroll [**SELECT ROW/ZONE**]
3. Scroll [**SELECT SEAT**]
4. Scroll [**SELECT MODE**]
5. Scroll [**SELECT CHANNEL**] (if required)
6. Push [**SEND MODE/CHNL**]

## CREW & PASSENGER SERVICES

### CREW LOG functions

1. Access the **CREW LOG** screen
2. Push [**EDIT**] to move cursor to text field
3. Enter message using keyboard
4. To save, push [**SAVE**]
5. To delete, push [**DELETE**]
6. To cancel, push [**CANCEL**]
7. To print, push [**PRINT**]
8. Push [**PREVIOUS CREW LOG**] or [**NEXT CREW LOG**] to view if available

### Send an ACARS Message

1. Access the **SEND ACARS MESSAGE** screen
2. Push [**CREATE**] to enable the edit box and create a message
3. Use the keyboard to enter the message
4. Push [**SEND**] to send the newly created message or [**CANCEL**] to delete the new message and exit the edit box
5. Push [**PREVIOUS MESSAGE**] or [**NEXT MESSAGE**] to view other messages sent during the current flight. These selections are grayed out and unavailable if there are no previous or next messages to be displayed

### Receive an ACARS Message

1. Access the **RECEIVE MESSAGE** screen
2. Push [**PRINT**] to print the entire message
3. Push [**PREVIOUS MESSAGE**] or [**NEXT MESSAGE**] to view other messages received during the current flight. These selections are grayed out and unavailable if there is no previous or next message to be displayed

## END OF FLIGHT

### Close a Flight

1. From **Main Menu**, push [**CLOSE FLIGHT**]
2. Push [**CREW ID**] and enter ID
3. Push [**CLOSE FLIGHT**]
4. Push [**YES**]

## TROUBLESHOOTING

### Emergency Shut Down of IFE Equipment

1. Turn off IFE MASTER POWER switch on VCC.  
This procedure would be appropriate for a Critical Event in the cabin, such as an aircraft smoke detector being activated.  
All video functions at the passenger seats will be disabled. Audio and PSS will remain enabled.

### Turn the IFE System OFF during flight

1. Push the [SYSTEM OFF] button  
When SYSTEM OFF is activated:
  - VCPs & Overhead Monitors will be turned OFF
  - VOD sources & Interactive mode will be disabled
  - The passenger handset is set to AUDIO mode (only music will be available to passengers)
  - The current flight will be closed
  - The CMT screen will be turned OFF

### Restart IFE services during the flight

1. Enter the Passcode & Flight Information
2. Access the **ENTERTAINMENT** screen
3. Push [**ENTERTAINMENT**] - ON

### Manual Override of VCPs when CMT is not available

1. Push [**PLAY**] on each VCP  
Selection of VCP 1 & VCP 2 at the seat will be possible, but no overhead video will be available.

### Turn a single monitor OFF (For duration of IFE Cycle)

(If Overhead Monitor is disturbing sleeping passengers)

1. Access the **MONITOR CONTROL** screen
2. Scroll [**INDIVIDUAL MONITOR**] to select
3. When desired monitor is highlighted, push [**MONITOR**] - OFF

### Disable a monitor (For duration of Flight)

(If an Overhead Monitor has failed)

1. Access the **MONITOR CONTROL** screen
2. Scroll [**INDIVIDUAL MONITOR**] to select
3. When desired monitor is highlighted, push [**DISABLED**] button - YES

### To turn ON/OFF all Overhead Monitors in a zone

1. Access the **MONITOR CONTROL** screen
2. Use [**ZONE**] for ALL or select ZONE control
3. Push [**ZONE MONITORS**] ON/OFF

### Reset a Passenger Seat/Seat Group

(If passengers are unable to access Interactive mode)

1. Access the **SEAT CONTROLS** screen
2. Scroll [**SELECT ROW/ZONE**]
3. Scroll [**SELECT SEAT**]
4. Push [**RESET SEAT(S)**] if a single seat is affected, or push [**RESET SEAT GROUP**] if 2 or 3 adjacent seats are affected

#### WARNING:

If ALL is selected for the Row/Zone, all seats will lose IFE while resetting. This procedure will take approximately 30 minutes. This should NOT normally be attempted. Always try resetting seat groups first.

### Send Mode, Channel, Volume to a Passenger Seat

(If a passenger handset is not functioning)

1. Access the **SEAT CONTROLS** screen
2. Scroll [**SELECT ROW/ZONE**]
3. Scroll [**SELECT SEAT**]
4. Scroll [**SELECT MODE**]
5. Scroll [**SELECT CHANNEL**] (if required)
6. Push [**SEND MODE/CHNL**]

### Turn Seat-to-Seat calling services ON or OFF

1. Access the **CREW SERVICES** screen
2. Push [**TELEPHONE**] - ON/OFF

This control only affects Seat-to-Seat calls and does not impact Air-to-Ground calling services.



# Quick Reference Guide IFE System 3000



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Commercial Training and Communication