

GA e-Exams Quick Guide Booking and Results

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Making a Booking for a GA e-Exam

The screenshot displays the PPL Training Organisation web interface. At the top, there's a header with the PPL logo and name, and navigation links for Home, Organisation, and Documents. Below this is a sub-header with links for Details, Orders, Bookings, and Transactions. The main content area is titled 'Summary Of PPL Training Organisation (Private Pilot Licence Training Organisation (GBR.DTO.0222))'. It includes a profile section with fields for Name, Description, Status, and Sponsor. Below this are buttons for Edit and Reports. The interface is divided into eight tabs: Candidate Memberships, Orders, Bookings, Transactions, Addresses, Contact Channels, Contact Persons, and Organisation Staff. Each tab has a 'Show All' and 'Create New' button. The 'Bookings' tab is currently selected, showing a quick search bar and a list of bookings.

PPL Training Organisation
Private Pilot Licence Training Organisation (GBR.DTO.0222)

Home Organisation Documents

Details Orders Bookings Transactions

Summary Of PPL Training Organisation (Private Pilot Licence Training Organisation (GBR.DTO.0222))

Name: PPL Training Organisation
Description: Private Pilot Licence Training Organisation (GBR.DTO.0222)
Status: Active
Sponsor: FCL (Flight Crew Licence)

Edit Reports

Candidate Memberships
Please click the 'Show All' button below to view all the memberships for the organisation.
► Show All ► Create New

Orders
#1042675: #1044532: PP..
#1042676: #1044533: PP..
#1042677: #1044534: PP..
#1042679: #1044536: PP..
#1042682: #1044539: PP..
More...
► Show All

Bookings
If you know about the details of a booking's **session, exam or status**, you can use the quick search below to search for it.
Quick Search:
Try typing the bookings code, exam, etc...
► Show All ► Create New

Transactions
Please click the 'Show All' button below to view all the transactions information.
► Show All

Addresses
Please click the 'Show All' button below to view all the addresses for the organisation.
► Show All ► Create New

Contact Channels
Please click the 'Show All' button below to view all the contact information for the organisation.
► Show All ► Create New

Contact Persons
Please click the 'Show All' button below to view all the contact persons for the organisation.
► Show All ► Create New

Organisation Staff
Aspeq Invigilator
Jim Stewart
Linda Cook
Otto Octavius
PPL Invigilator
► Show All ► Create New

- To create a booking go to Organisation/Details and click on “Create New” in the Bookings tab
- Note: Before a Training Organisation is able to make a booking the candidate and TO must have an approved membership

Select the Exam to be Booked

[Home](#) [Organisation](#) [Documents](#)

[Details](#) [Orders](#) [Bookings](#) [Transactions](#)

Place Booking - Select Exam
Select the exam you would like to sit below then click next to continue.

1. Select Exam

3. Select Location & Time

4. Select Candidates

5. Confirmation

Search

Specialisation: Part-FCL (Flight Crew Licence) License: PPL(A) Code: Name:

Apply

Reset

	Code	Name	Specialisation	License
	PPL090A	PPL 090 Communications (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL080A	PPL 081 Principles of Flight (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL070A	PPL 070 Operational Procedures (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL060A	PPL 060 Navigation (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL050A	PPL 050 Meteorology (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL040A	PPL 040 Human Performance (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL030A	PPL 030 Flight Planning & Performance (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL020A	PPL 020 Aircraft General Knowledge (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)
	PPL010A	PPL 010 Air Law (Aeroplane)	Part-FCL (Flight Crew Licence)	PPL(A)

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View 1 - 9 of 9

- Select licence specialisation under Specialisation
- Select correct licence category under License and click “Apply”
- Click on the exam to be booked and click “Next”

Select the Venue for the Exam to be Sat

**PPL Training Organisation**
Private Pilot Licence Training Organisation (GBR.DTO.0222)

 Cart  Home  Inbox (28)  Log Off

Home Organisation Documents

Details Orders Bookings Transactions

View Membership ▶ My Organisation ▶ Organisation Memberships ▶ View Membership ▶ My Organisation ▶

Place Booking - Select Location & Time
Select the session you would like to attend below then click next to continue.

 1. Select Exam

 2. Select Location & Time

 3. Select Candidates

 4. Confirmation

Exam Summary

Code: PPL070A	Name: 070 Operational Procedures (A)	Assessment System: QUAD, Quadrant Assessment Delivery System	Duration: 30 minute(s)
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Location & Time Details

Venue:

**Name:** PPL Test Venue: PPL Test Venue
Location: [Unknown]
Opening hours: 12:00 AM - 11:59 PM ((UTC) Dublin, Edinburgh, Lisbon, London)
Opening days: Monday ☒ Tuesday ☒ Wednesday ☒ Thursday ☒ Friday ☒ Saturday ☒ Sunday ☒

[< Previous](#) [Next >](#)

- The default venue is presented automatically and if the exam is to be sat at this venue click “Next”
- If the exam is to be sat at a different venue type the venue name into the venue box and select the venue
- Once the correct venue is on-screen click “Next”

Select the Candidate(s) who will be sitting the Exam

[Home](#) | [Organisation](#) | [Documents](#)

[Details](#) | [Orders](#) | [Bookings](#) | [Transactions](#)

Organisation Bookings ▶ My Organisation ▶ Organisation Memberships ▶ View Membership ▶ Organisation Bookings ▶

Place Booking - Select Candidates

Search the memberships you want place booking for then click next to continue.

1. Select Exam

2. Select Location & Time

3. Select Candidates

4. Confirmation

Exam Summary

Code:
PPL070A

Name:
070 Operational Procedures (A)

Assessment System:
QUAD, Quadrant Assessment Delivery System

Duration:
30 minute(s)

Memberships

Search:

Memberships:

590024A: Roadshow Candidate



◀ Previous

Next ▶

- Type the candidate's name in the Search box. All candidates with an approved membership with your organisation can be selected
- When you have selected the required candidate(s) click on "Next"