

## Topic: Updating Gates in Altea When Changed

Dear all,

This is a reminder that if the boarding gate for a flight is changed, ***even at the last minute***, the new gate must be updated in Altea. This will update the gate displayed in the passengers' app, so they may be informed of the new gate even if they are not present for the announcement.

The gate can be updated by selecting the flight and clicking "Flight Update" – "A/C Reg / Loc." Input the new gate and click "Update."

The screenshot shows the Altea flight management interface. The top navigation bar includes 'Applications', 'Device', 'Navigation', 'Logout', and 'Help'. The main header displays 'Default: AZ', 'AZ Customer (0)', and 'AZ Flight AZ409 (1)'. The left sidebar contains a search bar and a list of shortcuts and menus. The 'Flight Update' option is highlighted in red. The main content area shows flight details for AZ409, including the aircraft (FRA-LIN), gate (D21), and boarding status. The 'Flight Status' section shows 'Acceptance' as 'Open' and 'Boarding' as 'Not Open'. The 'Schedule' section shows the flight from FRA to LIN with a 1h15 elapsed time. The 'Comments' section is empty.

Aircraft	Reg	Config	Cabin Capacity	Infant
		J	Y	Quota
FRA-LIN	319	ETIMB	12 126	12 126 10

Flight Status	Acceptance	Boarding
FRA-LIN	Open	Not Open

Baggage	
FRA-LIN	Open

**Schedule**

Airport: FRA LIN

Elapsed Time: 1h15

Scheduled: 14:55 16:10

Total Elapsed Time: 01h15

**Comments out of FRA**

Acceptance Figures Back

Applications Device Navigation Logoff Help 01AUG24 12:35

Default: AZ AZ Customer (0) AZ Flight AZ409 (1)

Enter Flight Flight Information Flight Update

Search AF1

Startups

A/C Reg / Loc F6

Auto Unload F11

Regulatory F4

Resilience F7

Rev. Integrity F3

Menus

Flight AF7

Regulatory CF8

Ticket / EMD AF6

System

Restart SF12

AZ409 01AUG FRA (2) LIN Milan Linate

Acceptance Open

Gate: D21 Boarding: 14:15 STD: 14:55

Baggage: Open

Update timing and status information or select an option from the menu

Timings

ETD: +0 ADV: +0 ATD: +0

ETA: +0 Boarding Time: 14:15 +0 ATW: +0

Flight Status

Acceptance Status: OPEN General Flight Status: OPENED

Load Control: OPEN Boarding Status: NOT OPEN

Baggage Status: OPEN Disruption Status: NOT DISRUPTED

Update Exit

Applications Device Navigation Logoff Help 01AUG24 12:35

Default: AZ AZ Customer (0) AZ Flight AZ409 (1)

Enter Flight Flight Information Flight Update Update Registration and Location

Search AF1

Startups

A/C Reg / Loc F6

Auto Unload F11

Regulatory F4

Resilience F7

Rev. Integrity F3

Menus

Flight AF7

Regulatory CF8

Ticket / EMD AF6

System

Restart SF12

AZ409 01AUG FRA (2) LIN Milan Linate

Acceptance Open

Gate: D21 Boarding: 14:15 STD: 14:55

Baggage: Open

Update registration and location information

Gate Number

Gate(s): D21

Aircraft Parking Location

Location:

Baggage Lateral

Baggage Lateral:

Aircraft Registration

Aircraft registration: EIIMB

Update Exit