

Control Center

What is Control Center (CC)?

Control Center (CC) is a web application used in VATSIM Scandinavia for training, mentoring and bookings. This is the core of our operations where people submit applications for ATC training, check the status of their training, read training reports and make bookings for positions online.

As a mentor you are required to keep the trainings you are responsible for up to date with training reports and internal comments when necessary. You can send requests directly to training staff here as well for different actions.

At this point you should already have been given more access as a mentor in CC. If not, talk to the Training Assistant or Training Manager.

Control Center is open source and [available on GitHub](#). If you find a bug or have an idea for a good feature, feel free to create an issue there.

Section: My Students

My Students

State	Vatsim ID	Name	Level	Type	Period	Last Report	Area
Active training			S3	Standard	08/09/2025 -	5 days ago	Norway
Active training			ENGM TWR + ENGM APP	Standard	12/08/2025 -	3 days ago	Norway
Awaiting exam			ENGM TWR	Standard	26/09/2025 -	1 week 4 days ago	Norway
Active training			S1 + S2 + S3	Fast-track	06/09/2025 -	2 months 1 week ago	Norway

Showing 1 to 4 of 4 rows

This page has an overview of all students currently assigned to you as a mentor.

Clicking the training state will open the full training page.

Note in particular that the "Last Report" field will turn red if it passes 2 weeks as a reminder for you to either publish a missing report or notify training staff that the student hasn't arranged a session in accordance with Student Training Policy.

The same overview is also embedded on the front page of CC.

Section: Training

Student information



In this module you will have access to relevant information about the student and the training. Additionally there is a button for requests that is covered in the section below.

Requests



From the same module you as a mentor can send requests to training staff. This will create a task in CC for the person you send the request to and they will be notified by e-mail.


Custom request

A screenshot of a "Request" dialog box. The title bar says "Request" with a close button (X) on the right. Below the title bar is a selection area with a speech bubble icon and the text "Custom Request". Underneath is the label "Send request to" followed by a text input field containing the placeholder text "Write name here or quick add below". Below that is the label "Message" followed by a larger text input field. At the bottom of the dialog are two buttons: "Cancel" (dark grey) and "Send request" (green).

Can be used for almost anything. It is a free text field. Typically used to request solo for T1 trainings, pause trainings etc.

Solo endorsement

Request ✕

 Solo Endorsement

Send request to

Write name here or quick add below

The student has passed the required theoretical exam.


Cancel Send request

Sends a request to issue a solo endorsement for the student. Note that the relevant theoretical exam must be issued and passed before a solo endorsement can be given.

Note: Solo for T1/T2 trainings are not issued as Endorsements. Talk to training staff or use the custom request.

Rating Upgrade

Request ✕

 Rating Upgrade for **S2** rating

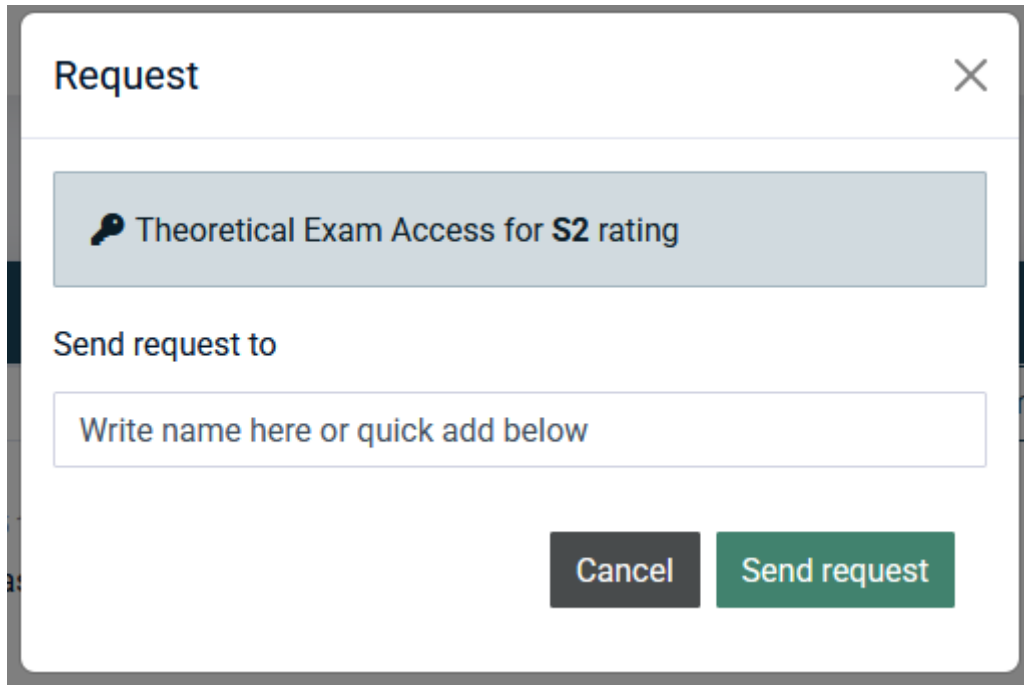
Send request to

Write name here or quick add below

Cancel Send request

Usually not used by mentors, but can be used to request a formal rating upgrade in case a training is completed and there is no need for an exam. Rating upgrades are mainly requested by examiners.

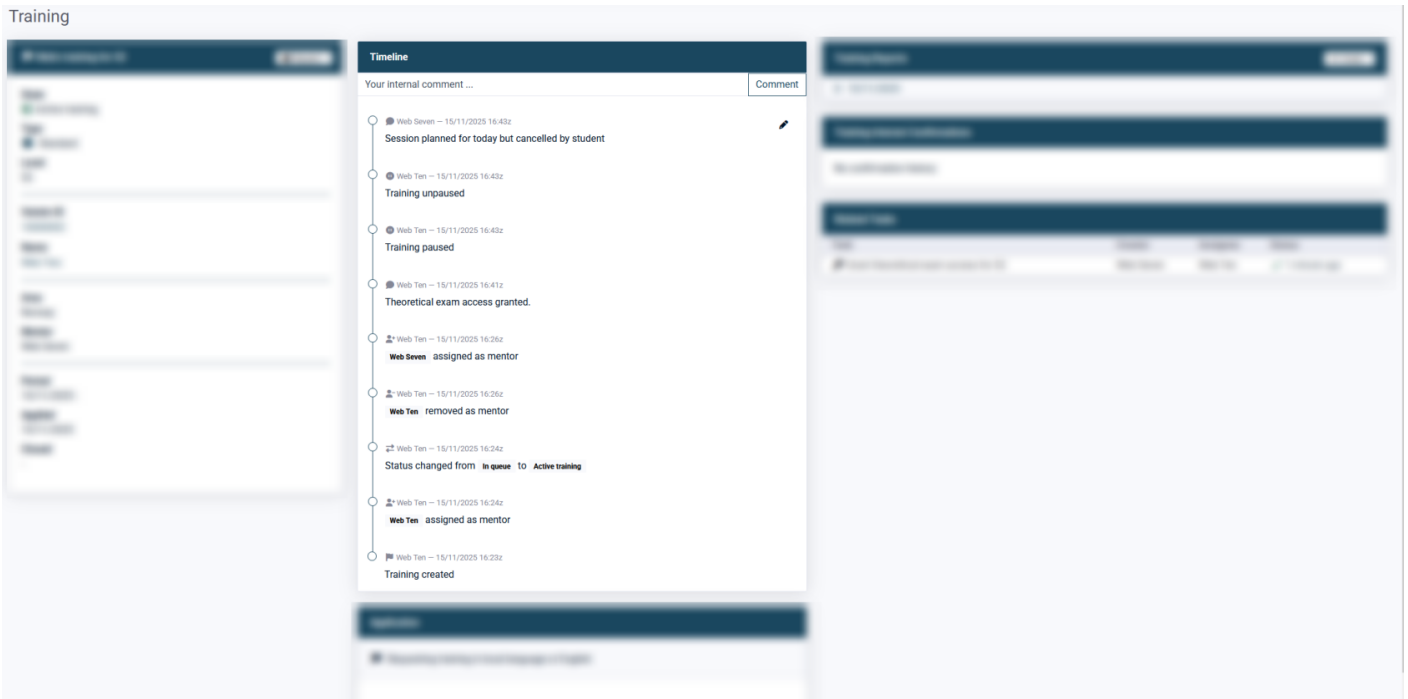
Theoretical Exam Access



The image shows a 'Request' dialog box with a close button (X) in the top right corner. The main content area contains a grey bar with a key icon and the text 'Theoretical Exam Access for S2 rating'. Below this, the text 'Send request to' is followed by a text input field containing the placeholder 'Write name here or quick add below'. At the bottom of the dialog, there are two buttons: 'Cancel' and 'Send request'.

Requests to issue the theoretical exam for the student from VATEUD.

Timeline



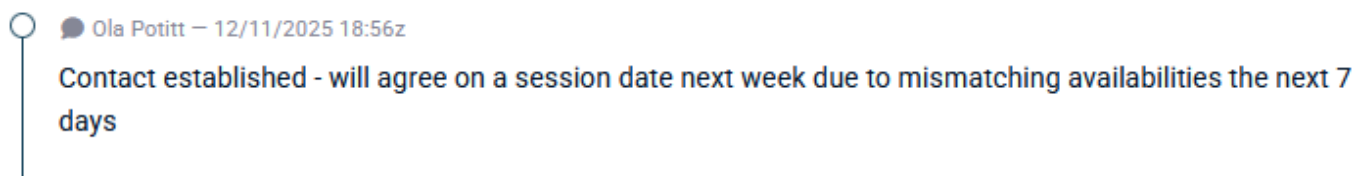
This section is where most events for the training is shown from most recent to old.

Internal comments

Training staff and mentors can add internal comments to the timeline, as shown above. These are **NOT** visible to the student, but should be limited to relevant information regarding the training.

Personal or sensitive informations shall not be written

Use these comments to keep training staff informed about the training, for example if there will be slightly more than 2 weeks between sessions a short explanation in the timeline is very useful. This way the training staff spends less time following up individual trainings and mentors spends less time on answering these questions.



Example of good and informative internal comment.

Training Reports

Training Reports
+ Create ▾

✓ 15/11/2025

- Training Report
- Exam Report
- Report one-time link

ENBR_TWR
 Web Seven

We went towering.

Areas to improve

Git gud.

[Easy Access Rules for Standardised European Rules of the Air SERA .pdf](#)

This section shows all historical training reports, which can be expanded by clicking the date. This is also where you create new training reports from the "Create" menu in the top right corner.

If another mentor had a session with your student you can use the "Report one-time link" and send it to the mentor which will allow them to submit a single training report on the training.

The [Training reports](#) page contains guidelines and additional useful information.

Training Interest Confirmations

Training Interest Confirmations		
Interest sent	Confirmation Deadline	Interest confirmed
14/11/2025	28/11/2025	Awaiting confirmation
15/10/2025	29/10/2025	17/10/2025
14/09/2025	28/09/2025	21/09/2025
15/08/2025	29/08/2025	15/08/2025
15/07/2025	29/07/2025	19/07/2025
15/06/2025	29/06/2025	23/06/2025
16/05/2025	30/05/2025	20/05/2025
15/04/2025	29/04/2025	25/04/2025
15/03/2025	29/03/2025	26/03/2025

This section shows the history for all training interest e-mails sent out to the student with dates for sent, deadline and when they were confirmed.

As seen above, unconfirmed interest e-mails will be shown as well.

E-mails to confirm training interest is sent out to trainings with state "In queue" and "Pre-training". Hence, trainings that are Active will not receive these.

The training will be automatically **closed** if the interest is not confirmed within the deadline.

Training

Training is closed with reason: Continued training interest was not confirmed within deadline.

Request

State
Closed by system

Type
Standard

Level
S1

Timeline

Your internal comment ...

11/11/2025 12:00z
Status changed from In queue to Closed by system with reason Continued training interest was not confirmed within deadline.

Related Tasks

Related Tasks			
Task	Creator	Assignee	Status
Upgrade rating to S2	Mentor name (redacted)	Marius Linge	✓ 4 months ago
Grant solo endorsement	Mentor name (redacted)	Marius Linge	✓ 5 months ago
Grant theoretical exam access for S2	Mentor name (redacted)	Marius Linge	✓ 5 months ago

This section shows all tasks (requests) for the training and their status.

Section: Sweatbox

Calendar

The Sweatbox Calendar is a simple way to keep our use of Sweatbox somewhat organised and ensure that sessions don't collide and create issues for each other. It is internal to our vACC and does not propagate to any other systems.

Existing bookings

Sweatbox Calendar

Booked Sessions							17:34z
Date	Start (Zulu)	End (Zulu)	Position	FIR	Mentor	Notes	
Sat. 15/11/2025 	19:00z	21:00z	ENBR_GND (Flesland Ground)	ENOR	Web Ten (10000010)		

Showing 1 to 1 of 1 rows

In the main section each booking is shown with start and end time, position, the corresponding FIR and which mentor booked it. Additionally there is a notes field.

Creating a Sweatbox booking

Create Booking

Date


Start (Zulu)

End (Zulu)

Position

Mentor notes

Write booking notes here



Add Booking

If you have created a regular ATC booking, this is almost identical.
Fill out the form - it is very self explanatory.

Note (meta) about notes! The booking notes are visible to everyone that has access to the sweatbox calendar. Mind your words. Good use is to inform if you are using server 2 for example.

Revision #3

Created 27 January 2026 16:08:12 by Marius Linge (1621930)

Updated 4 February 2026 14:40:36 by Marius Linge (1621930)