

## Private Pilot

### Part 61

## Training Program

The essence of this Part 61 Training Program is the ability to tailor a flight training program to fit the varying requirements of a particular student, training environment and training aircraft. Additionally it is recognized that flight instructors or Part 61 flight schools many times have differing teaching techniques and different approaches to various aviation subjects that work best for their style of instruction and training location. This Part 61 Training Program is presented in Word Document format so as to make it convenient to modify this document to fit a particular set of needs in order to produce a satisfying student experience and a high student success rate.

**Student Name:**

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## Part 61 Private Pilot Training Program

The goal in providing a Part 61 Private Pilot Training Program is to:

- 1) Develop a safe FAA Certified Private Pilot,
- 2) In a time period commensurate with the amount of time the student has to devote to the training,
- 3) At the lowest reasonable cost, and
- 4) Poised to continue a lifetime of learning.

During any aviation training program certain challenges are present. Inclement weather, unforeseen maintenance issues with aircraft, availability of flight instructors and varying student availability and progress are some of these challenges. The students of the Part 61 Private Pilot Training Program are part-time students and as a result these challenges are sometimes increased. Thus:

The purpose of this Private Pilot Training workbook is to:

- 1) Provide the student with a guide describing the content of the training and, as best as possible, the sequence of that training, and
- 2) Provide the student's flight instructor (or flight instructors) with a comprehensive record of the specific training the student has received so as to avoid unnecessary duplication of training.

Your flight instructor assumes a great deal of responsibility for your training. His or her decisions will shape your aviation future and will hopefully inspire you for a lifetime of accomplishments. We hope you enjoy the training you receive. If there is any question you have about your flying experience, please feel free to discuss it with your flight instructor at any time.

The student will keep this workbook with his or her log book and may make notes in it as necessary. The flight instructor will make the entries in this workbook as the student progresses through the program.

### **Things you will need to do:**

- 1) Present your driver's license and your birth certificate or your passport to your flight instructor,
- 2) Make an appointment for an FAA Third Class Medical examination with an FAA certified Aviation Medical Examiner (Your flight instructor will provide a list of Aviation Medical Examiners)

## Things you will need to get:

Headset  
Aviation Sectional Chart  
Airport/Facility Directory  
Pilot's Operating Handbook for the training aircraft (POH)  
Log Book  
Federal Aviation Regulations (FARs – 14CFR)  
Aeronautical Information Manual (AIM) with Pilot/Controller Glossary  
Private Pilot Practical Test Standards for Single-Engine Land Airplanes  
Knowledge test study materials (i.e. Books, Audio Tapes, Video Tapes, DVDs)  
Flight Planning Plotter  
Flight Computer

## In the first few flight sessions your Flight Instructor will do the following:

- 1)  Explain this Private Pilot Training workbook
- 2)  Explain the necessity of a FAA Medical Certificate
- 3)  Explain renter insurance
- 4)  Ask you to complete at home the open book Pre-Solo CFI Knowledge Test included in this workbook. And set a proposed completion date for this open book test.

The date of completion of the **Pre-Solo CFI Knowledge Test** shall be \_\_\_\_\_

- 5)  Sign you up for the AOPA Flight Training Magazine
- 6)  Explain suitable training weather at the training airport and the ASOS telephone number
- 7)  Certify that you are a U.S. Citizen in your Log Book
- 8)  Explain the necessary FAA Knowledge Test preparation and set the proposed completion date for the FAA Knowledge Test.

The date of completion of the **FAA Knowledge Test** shall be \_\_\_\_\_

## Useful Web Sites

Federal Aviation Agency (FAA)	<a href="http://www.faa.gov/">http://www.faa.gov/</a>
Federal Aviation Agency Safety Web-site	<a href="http://www.faasafety.gov/">http://www.faasafety.gov/</a>
Aircraft Owners and Pilot's Association (AOPA)	<a href="http://www.aopa.org/">http://www.aopa.org/</a>
National Oceanic Atmospheric Administration (NOAA)	
National Weather Service (NWS)	<a href="http://aviationweather.gov/">http://aviationweather.gov/</a>
Sporty's Pilot Shop Practice Knowledge Tests	<a href="http://www.sportys.com/faatest/">http://www.sportys.com/faatest/</a>
Aircraft Checklists	<a href="http://www.freechecklists.net/">http://www.freechecklists.net/</a>
Experimental Aircraft Association (EAA)	<a href="http://www.eaa.org/">http://www.eaa.org/</a>

# The Private Pilot Training

The basis of the Private Pilot Training Program is the **Progress Checklist** which follows in this workbook. As the student progresses through the training program, the instructor will check off the various units started and completed allowing for a quick reference as to where the student stands in his or her training.

The student will progress through the **Discovery Phase** then the **Preparation Phase** at the end of which the student will be ready to take the FAA Practical Test with an FAA Examiner and earn a FAA Private Pilot Certificate.

Each phase of the training program is made up of several “Units of Instruction.” Some of these units are mandatory for the phase; others are **Discretionary** as depicted on the **Progress Checklist**. The instructor will make the decision as to whether **Discretionary** units of Instruction will be addressed in the **Discovery Phase** or in the **Preparation Phase**. All units shall be completed.

In the **Discovery Phase** the student will be expected to complete each unit and demonstrate it to an acceptable degree of safe operation. In the **Preparation Phase** the student will be expected to complete each unit and demonstrate it to Practical Test Standards (PTS); i.e. to the standards expected by an FAA Examiner.

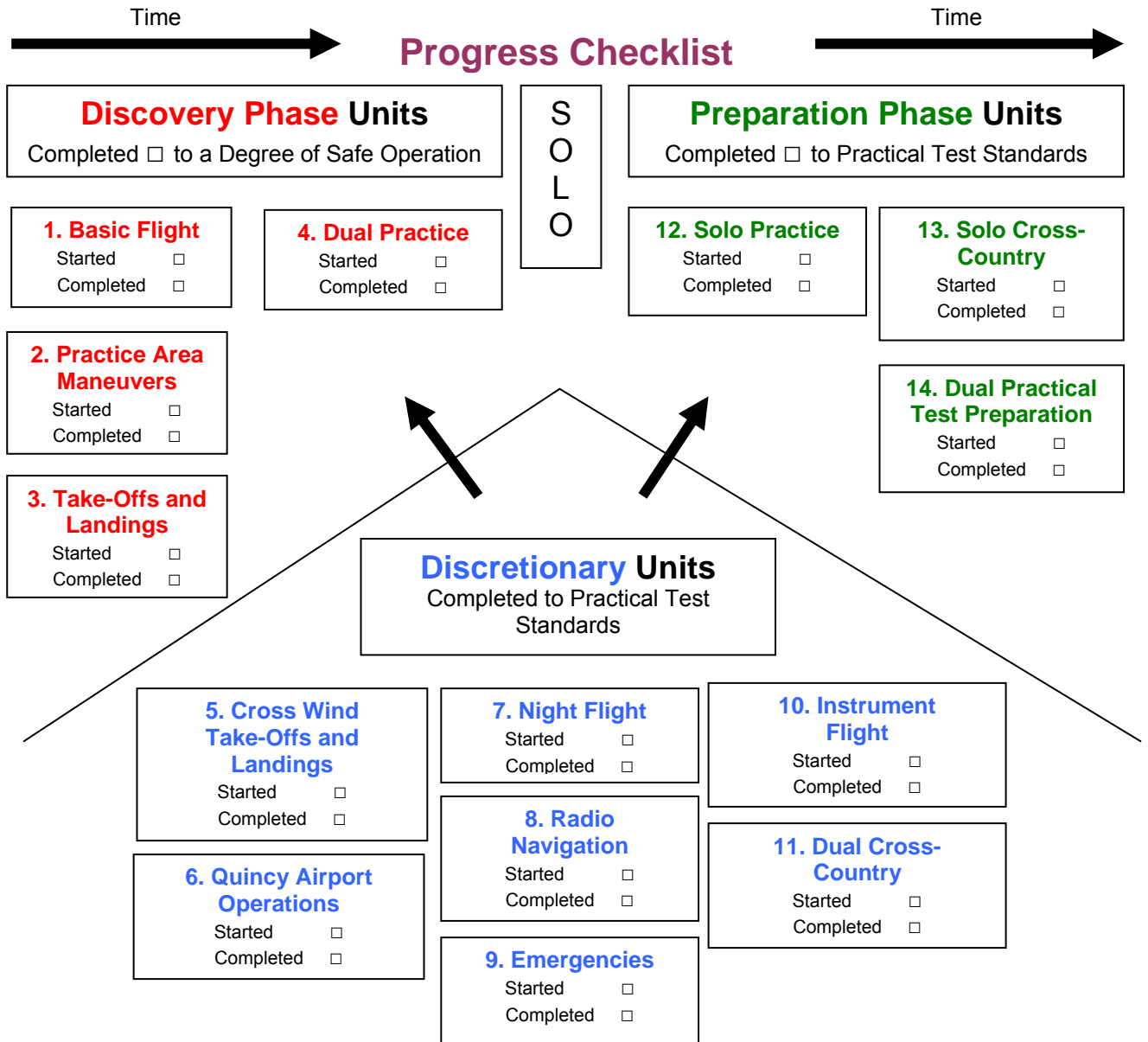
The **Progress Checklist** is supplemented by a more detailed description of the content of each unit of Instruction. This detailed description of unit content is described in the **Outline of Unit Content and Completion**. In this outline each unit is composed of Flight Maneuvers and Ground Discussions and may take only one lesson to complete. However many of the units may take several lessons to complete satisfactorily. The flight instructor will be the judge as to the completion of each unit to the required standard.

Key to the training program is that the completion of a particular unit of instruction is not necessary to the commencement of another unit of instruction. Your Flight Instructor will make the decision as to the content of each lesson and from which unit of instruction the lesson will be based.

Each lesson will be preceded and concluded by a ground discussion of varying length. Some may be quite lengthy; others may be only a few minutes. At the end of each lesson the flight instructor will discuss with the student the next lesson and a “next lesson plan” will be assigned.

There are sure to be occasions where following the “next lesson plan” may not be possible for various reasons. When these occasions occur it will be the responsibility of the student to have such a working knowledge of the entire training program so as to be able to absorb unplanned material.

# Progress Checklist Diagram



Although the above depicted **Progress Checklist** can be interpreted to imply that solo is expected half way through the training program, many times and for many reasons, your flight instructor may not schedule your first solo flight until late in your training.

# Outline of Unit Content and Completion

## 1. Basic Flight

- a. Flight Maneuvers
  - 1) Checklists and their use  Needs Work  Completed
  - 2) Taxiing  Needs Work  Completed
  - 3) Run-up's  Needs Work  Completed
  - 4) Straight and Level Flight  Needs Work  Completed
  - 5) Coordinated Cruising Turns  Needs Work  Completed
  - 6) Dutch Rolls for Coordination (Optional)  Needs Work  Completed
  - 7) Climbs and Descents With Turns  Needs Work  Completed
  - 8) Climbing and Descending Turns With Flaps  Needs Work  Completed
  - 9) Airspeed Control on Landings  Needs Work  Completed
- b. Ground Discussion
  - 1) Air Traffic Control Communications  Completed
  - 2) Preflight Walk Around Preparation  Completed
  - 3) Aerodynamics of Lift  Completed
  - 4) Aerodynamics of Turns  Completed
  - 5) Rudder Use  Completed
  - 6) Aircraft Systems  Completed
  - 7) Equipment Malfunction Including Radio Failure  Completed
  - 8) Aircraft Powerplants  Completed
  - 9) Airport Operations  Completed

## Practice Area Maneuvers

- c. High-Flight Maneuvers Performance Maneuvers (Above 3,500 ft AGL)
  - 1) Slow Flight With and Without Flaps  Needs Work  Completed
  - 2) Steep Turns  Needs Work  Completed
  - 3) Power-Off Stalls-Approach Stalls-  
Recovery at First Indication   
at Full Stall  and With Banks   Needs Work  Completed
  - 4) Power-On Stalls-Departure Stalls-  
Recovery at First Indication   
at Full Stall  and With Banks   Needs Work  Completed
  - 5) Emergencies  Needs Work  Completed
- d. Low-Flight Maneuvers Ground Reference Maneuvers (At 1000 ft AGL)
  - 1) Rectangular Patterns  Needs Work  Completed
  - 2) Turns Around a Point  Needs Work  Completed
  - 3) "S" Turns over a road or power line  Needs Work  Completed
- e. Ground Discussion
  - 1) Pre-flight Weather Planning and NOTAMS, TFRs  Completed
  - 2) Wind and Its effects (Crab Angle)  Completed
  - 3) Aerodynamics of Stalls  Completed
  - 4) VFR Flight and Flight Following  Completed

- 5) Collision Avoidance, Wind Shear Avoidance and Wake Turbulence  Completed

## 2. Takeoffs and Landings

- a. Takeoffs
- 1) Normal Takeoffs  Needs Work  Completed
  - 2) Specialty Takeoffs
    - A) Short Field Takeoffs  Needs Work  Completed
    - B) Soft Field Takeoffs  Needs Work  Completed
- b. Landings
- 1) Normal Landings  Needs Work  Completed
  - 2) Specialty Landings
    - A) Short Field Landings  Needs Work  Completed
    - B) Soft Field Landings  Needs Work  Completed
- c. Lining up with the runway  Needs Work  Completed
- d. Slips to a Landing and Slips to lose altitude  Needs Work  Completed
- e. Introduction to Cross-Wind Takeoffs and Landings  Needs Work  Completed
- f. Drag the Runway  Needs Work  Completed
- g. Go Arouds  Needs Work  Completed
- h. Ground Discussions
- 1) Traffic Patterns With Entries and Departures  Completed
  - 2) Approaches  Completed
  - 3) Flares  Completed
  - 4) Burn-Offs (see Landing Diagram page 21)  Completed
  - 5) Touch Downs  Completed
  - 6) Takeoff and Landing Performance Charts  Completed
  - 7) Effects of Wind; Use of crosswind component charts  Completed

## 3. Dual Practice

- a. Flight Maneuvers
- 1) Best Rate  $V_y$  and Best Angle  $V_x$  Climbs  Needs Work  Completed
  - 2) Review of Introduced Maneuvers  Needs Work  Completed
- b. Ground Discussions
- 1) Estimating Visibility in Flight  Completed
  - 2) Lost Procedures  Completed
  - 3) Loss of Radio Communications  Completed
  - 4) Emergencies  Completed
  - 5) Pilot-in-Command Attitude  Completed

## 4. Cross-Wind Takeoffs and Landings

- a. Cross-Wind Takeoffs
- 1) Ground Roll  Needs Work  Completed
  - 2) Climb Out Crab  Needs Work  Completed
- b. Cross-Wind Landings
- 1) Wing Low Final Approach  Needs Work  Completed



- 2) Wing Low Touch Down  Needs Work  Completed
- 3) Go Arounds  Needs Work  Completed
- 4) Ground Roll  Needs Work  Completed

- c. Ground Discussions
  - 1) Wind Speed and Intensity  Completed
  - 2) Wind Changes in Pattern  Completed
  - 3) Wing Low Touch Down vs. Rudder Kick Methods  Completed
  - 4) Discussions of higher speed aircraft  Completed

## 5. Satellite Training Airport Operations

- a. Flight Maneuvers
  - 1) Pattern Entries Right and Left  Needs Work  Completed
  - 2) Radio Communications  Needs Work  Completed
  - 3) Short and Soft Field Operations  Needs Work  Completed
- b. Ground Discussions
  - 1) Airspaces  Completed
  - 2) Standard and Non Standard Patterns  Completed
  - 3) Fly Over Inspections  Completed
  - 4) Taxi-back Operations  Completed
  - 5) Low Level Wind Changes  Completed

## 6. Night Flight

- a. Flight Maneuvers
  - 1) Radio Navigation Cross-Country  Needs Work  Completed
  - 2) Full Stop Landings  Needs Work  Completed
  - 3) Landing Light out Operation  Needs Work  Completed
- b. Ground Discussions
  - 1) Optical Illusions  Completed
  - 2) Walk-around Inspections at night  Completed
  - 3) Cockpit Lighting  Completed
  - 4) Aircraft Lighting and Electrical Systems  Completed

## 7. Radio Navigation

- a. Flight Maneuvers
  - 1) Use of VOR Radios  Needs Work  Completed
  - 2) Use of GPS "Direct To" Function  Needs Work  Completed
  - 3) ASR Approach  Needs Work  Completed
- b. Ground Discussions
  - 1) ATC Help Available  Completed
  - 2) VOR Theory  Completed
  - 3) GPS Theory  Completed

## 8. Emergencies

- a. Flight Maneuvers

- 1) Before climb out  Needs Work  Completed
- 2) On Climb out  Needs Work  Completed
- 3) En-route  Needs Work  Completed
- b. Ground Discussions
  - 1) Aircraft systems  Completed
  - 2) Checklist use  Completed
  - 3) Emergencies from power application to cruise  Completed
  - 4) Off airport precautionary landings  Completed

## 9. Instrument Flight

- a. Flight Maneuvers
  - 1) Basic Hooded Turns  Needs Work  Completed
  - 2) Basic Hooded Climbs and Descents  Needs Work  Completed
  - 3) Hooded 180° Weather Turns  Needs Work  Completed
  - 4) Hooded Unusual Attitudes  Needs Work  Completed
  - 5) IFR Flight Opportunity  Needs Work  Completed
- b. Ground Discussions
  - 1) Instrument Flight Rules  Completed
  - 2) IFR Clearances  Completed
  - 3) Instrument Scans  Completed
  - 4) Dead Man's Spiral (Steep descending spiral)  Completed

## 10. Dual Cross-Country

- a. Flight Maneuvers
  - 1) Into Towered Airports  Needs Work  Completed
  - 2) Into Non-Towered Airports  Needs Work  Completed
  - 3) File VFR Flight Plan  Needs Work  Completed
  - 4) VOR Deviation to Alternate Airport  Needs Work  Completed
- b. Ground Discussions
  - 1) Use of Compass  Completed
  - 2) Use of Charts and A/F Directory  Completed
  - 3) Pilotage, Dead Reckoning and Flight Planning  Completed
  - 4) Lost Procedures  Completed
  - 5) METARS and Forecasts  Completed
  - 6) Weather Briefings and NOTAM Briefings  Completed
  - 7) Critical Weather Situations  Completed
  - 8) Hazardous Terrain Features  Completed
  - 9) Web Weather, AOPA and other Web Sites  Completed
  - 10) Loss of Radio Communications  Completed

## 11. Solo Practice

- a. Flight Maneuvers
  - 1) Review Introduced Maneuvers  Needs Work  Completed
- b. Ground Discussions
  - 1) Discuss Solo Limitations  Completed

- 2) 1,000 ft AGL Minimum-Ground Reference Maneuvers  Completed
- 3) 3,500 ft AGL Minimum Performance Maneuvers  Completed
- 4) Lost Procedures  Completed
- 5) Loss of Radio Communications  Completed

## 12. Solo Cross-Country

- a. Flight Maneuvers
  - 1) Flight Preparation  Needs Work  Completed
- b. Ground Discussions
  - 1) Emergencies  Completed
  - 2) Loss of communications  Completed
  - 3) 121.9 MHz - 7700 and 7600 Transponder Codes  Completed

## 13. Dual Practical Test Preparation

- a. Flight Maneuvers
  - 1) Review All PTS Maneuvers  Needs Work  Completed
  - 2) Practice Practical Test  Needs Work  Completed
- b. Ground Discussions
  - 1) Review in detail the PTS  Completed
  - 2) Review of Aircraft Maintenance Records  Completed
  - 3) Practical Test Realities  Completed

# Pre-Solo CFI Knowledge Test

**Airplane make/model:** \_\_\_\_\_

You will need:

Federal Aviation Regulations (FAR's)

Aeronautical Information Manual (AIM) with Pilot/Controller Glossary

Aviation Sectional Chart

Private Pilot Practical Test Standards for Single-Engine Land Airplanes

Airport/Facility Directory

Pilot's Operating Handbook for the airplane in which you are training (POH)

1. Who is ultimately responsible for the operation of an aircraft and what does that responsibility entail? FAR 91.3 and FAR 1.1 (Pilot-in-Command)
2. What personal documents must a Student Pilot carry when flying cross country? FAR 61.51 (i)(2)
3. What must a student pilot have on his/her Student Pilot Certificate and in his/her logbook in order to solo an airplane? FAR 61.93 (c)
4. What is a cross country flight? FAR 61.1 (b)(3) (i) and FAR 61.1 (b)(3) (ii)
5. What must a student pilot have on his/her student pilot certificate and in his/her logbook in order to solo an airplane on cross country flight of more than 50 nm from the training airport for the first time? FAR 61.93 (c)(1) and (2)(i)
6. What must a student pilot have in his/her logbook in order to solo an airplane on repeated cross country flights of less than 50 nm from the training airport? FAR 61.93 (b)(2)
7. What must a student pilot have in his/her logbook in order to solo an airplane doing touch and go takeoff and landing practice at an airport within 25 nm from the training airport? FAR 61.93 (b)(1)
8. What must a student pilot have in his/her logbook in order to solo an airplane on all cross country flights of more than 50 nm from the training airport? FAR 61.93 (c)(2)(ii)
9. What are the limitations for a student pilot carrying passengers? FAR 61.89
10. You may not fly an airplane within \_\_\_\_\_ hours after the consumption of an alcoholic beverage or with \_\_\_\_ % by weight or more of alcohol in your blood. FAR 91.17
11. What airplane documents must be onboard the airplane for every flight? FAR 91.9 and FAR 91.203
12. Explain preflight action requirements necessary before flying an airplane. FAR 91.7 and FAR 91.103
13. Are you allowed to fly in Restricted Airspace? Are you allowed to fly in Prohibited Airspace? FAR 91.133 and AIM 3-4-2 and 3
14. How are Restricted and Prohibited airspace depicted a Sectional Chart? See the legend of any Sectional Chart
15. Are all Restricted and Prohibited airspace depicted on Sectional Charts? FAR 91.139

16. If you have concern over the safety of a proposed flight path, where can you go for help? AIM 4-1-3 and AIM 5-1-3
17. What are the day-Visual Flight Rule (VFR) fuel requirements? FAR 91.151
18. Explain the use of safety belts and shoulder harnesses for crew members? FAR 91.105
19. Explain the use of safety belts and shoulder harnesses for passengers? FAR 91.107 (a)(3)
20. What are the basic Visual Flight Rule (VFR) weather minimums? FAR 91.155
21. For a student pilot are there more restrictive visibility requirements than basic VFR visibility minimums? FAR 61.89
22. For a student pilot are there more restrictive flight-above-cloud requirements than basic VFR visibility and cloud separation requirements? FAR 61.89
23. What are the minimum safe altitudes for the operation of an airplane? FAR 91.119
24. When two airplanes are approaching at right angles to each other at the same altitude what action should each take? FAR 91.113 (d)
25. When practicing performance maneuvers such as steep turns, slow flight, power-on or power-off stalls you should do so at an altitude of at least \_\_\_\_\_? Practical Test Standards V (A) Steep Turns (2), V (A) Maneuvering During Slow Flight (2), V (B) Power-Off Stalls (2), and V (C) Power-On Stalls (2)
26. List the meaning of the following ATC light gun signals: FAR 91.125

	IN FLIGHT	ON GROUND
Steady Green	_____	_____
Flashing Green	_____	_____
Steady Red	_____	_____
Flashing Red	_____	_____
Flashing White	_____	_____
Alternating Red & Green	_____	_____

27. What is the difference between a towered and a non-towered airport and is the training airport a towered or a non-towered airport? Pilot/Controller Glossary See-TOWER, AIM 4-3-2 (a) and AIM 4-1-9 (a) through (c)
28. Explain the procedures you would use to land at the training airport if your communication radios failed in flight? FAR 91.185 (b), AIM 6-4-1 and 6-4-2
29. Draw the runway configuration and the major taxiway configuration of the training airport. See Airport/Facility Directory
30. What are the normal traffic patterns and traffic pattern altitudes around the training airport? Airport/Facility Directory - and AIM 4-3-4 (including FIGs 4-3-2 and 4-3-3)

32. What are the following radio frequencies at the training airport? Airport/Facility Directory

ATIS	_____
Ground Control	_____
Tower	_____
Approach Control	_____
Departure Control	_____
Common Traffic Advisory Frequency (CTAF)	_____
UNICOM	_____
Flight Service Station (FSS)	_____

33. List the airspeeds and their definitions for your training airplane: FAR 1.2 and POH Section 2

	<u>Airspeed</u>	<u>Definition</u>
VSO	_____	_____
VS1	_____	_____
VR	_____	_____
VX	_____	_____
VY	_____	_____
VFE	_____	_____
VA	_____	_____
VNO	_____	_____
VNE	_____	_____

34. What is the maximum ramp (gross) weight for your training airplane? POH Section 2

35. What is the maximum takeoff weight for your training airplane? POH Section 2

36. What is the maximum fuel capacity for your training airplane and how much of that capacity is usable? POH Section 2

37. What is the minimum and maximum oil capacity of your training airplane? POH Section 2

38. What is the best glide speed for your training airplane? POH Section 2 and Section 3-2 and 3-11

39. When is carburetor heat recommended in your training airplane? POH Section 4 Descent, Approach and Landing and Archer POH Section 3.28 and Cessna POH Page 3.16

40. Explain the recommended use of flaps for the normal landing of your training airplane? Archer POH Section 4.29 and Cessna POH Page 4.31

41. Explain the procedures you would follow if the engine failed in your training airplane immediately after takeoff? Archer POH Section 3.9 and Cessna POH Page 3.11

42. Explain the procedures you would follow if the engine failed in your training airplane on takeoff after crossing the end of the runway and before you reached 400 feet? Archer POH Section 3.11 and Cessna POH Page 3.11

43. Explain the procedures you would follow if the engine failed in your training airplane at 3,500 feet AGL while you are flying over sparsely populated terrain? Archer POH Section 3.11 and Cessna POH Page 3.11

- 44. Compute the location of the center of gravity (CG) for a solo flight with full fuel in the training airplane. Is the CG within acceptable limits? POH Section 6
- 45. What is the takeoff roll and the takeoff distance over a 50-ft. obstacle for your training airplane at the training airport at 2,400 # gross weight, a temperature of 20° centigrade, a 5-knot head wind, when the altimeter reads 2,000 ft with a Kollsman window setting of 29.92 inches of mercury? POH Section 5
- 46. What is the ground roll and total landing distance over a 50-ft. obstacle for your training airplane at the training airport with a 2,100 # gross weight, a temperature of 25° centigrade, calm wind, when the altimeter reads 3,500 ft with a Kollsman window setting of 29.92 inches of mercury? POH Section 5

Date Reviewed: \_\_\_\_\_

\_\_\_\_\_  
CFI

\_\_\_\_\_  
Student

## **Pre-Solo Flight Training Certification-FAR 61.87 (d)**

- 1)  Proper flight preparation procedures, including preflight planning and preparation, powerplant operation, and aircraft systems;
- 2)  Taxiing or surface operation, including run-ups;
- 3)  Takeoffs and landings, including normal and cross wind;
- 4)  Straight and level flight, including turns in both directions;
- 5)  Climbs and climbing turns;
- 6)  Airport traffic patterns, including entry and departure procedures;
- 7)  Collision avoidance, wind shear avoidance, and wake turbulence;
- 8)  Decent, with and without turns, using high and low drag configurations;
- 9)  Flight at various airspeeds from cruise to slow flight;
- 10)  Stalls from various flight attitudes and power combinations with recovery initiated at first indication of a stall, and recovery from a full stall;
- 11)  Emergency procedures and equipment malfunctions;
- 12)  Ground reference maneuvers;
- 13)  Approach to a landing area with simulated engine malfunction;
- 14)  Slips to a landing; and
- 15)  Go-Arounds.

I hereby certify that my flight instructor and I have reviewed and practiced the subjects and procedures above checked and that I am comfortable with my knowledge and flight competence in those areas.

Date: \_\_\_\_\_

\_\_\_\_\_  
CFI

\_\_\_\_\_  
Student



## **Pre-Solo Cross-Country Training Certification-FAR 61.93 (e)**

- 1)  Use of aeronautical charts for VFR navigation using pilotage and dead reckoning with the aid of a magnetic compass;
- 2)  Use of performance charts pertaining to cross-country flight;
- 3)  Procurement and analysis of aeronautical weather reports and forecasts, including recognition of critical weather situations and estimating visibility while in flight;
- 4)  Emergency Procedures;
- 5)  Traffic pattern procedures that include area departure, area arrival, entry into the traffic pattern, and approach;
- 6)  Procedures and operation procedures for collision avoidance, wake turbulence precautions, and wind shear avoidance;
- 7)  Recognition, avoidance, and operational restrictions of hazardous terrain features in the geographical area where the cross-country flight will be flown;
- 8)  Procedures for operating the instruments and equipment installed in the aircraft to be flown, including recognition and use of the proper operational procedures and indications;
- 9)  Use of radios for VFR navigation and two-way communications;
- 10)  Takeoff, approach, and landing procedures, including short-field, soft-field and cross-wind takeoffs, approaches, and landings;
- 11)  Climbs at best angle and best rate;
- 12)  Control and maneuvering solely by reference to flight instruments, including straight and level flight, turns, descents, climbs, use of radio aids, and ATC directives.

I hereby certify that my flight instructor and I have reviewed and practiced the subjects and procedures above checked and that I am comfortable with my knowledge and flight competence in those areas.

Date: \_\_\_\_\_

\_\_\_\_\_  
CFI

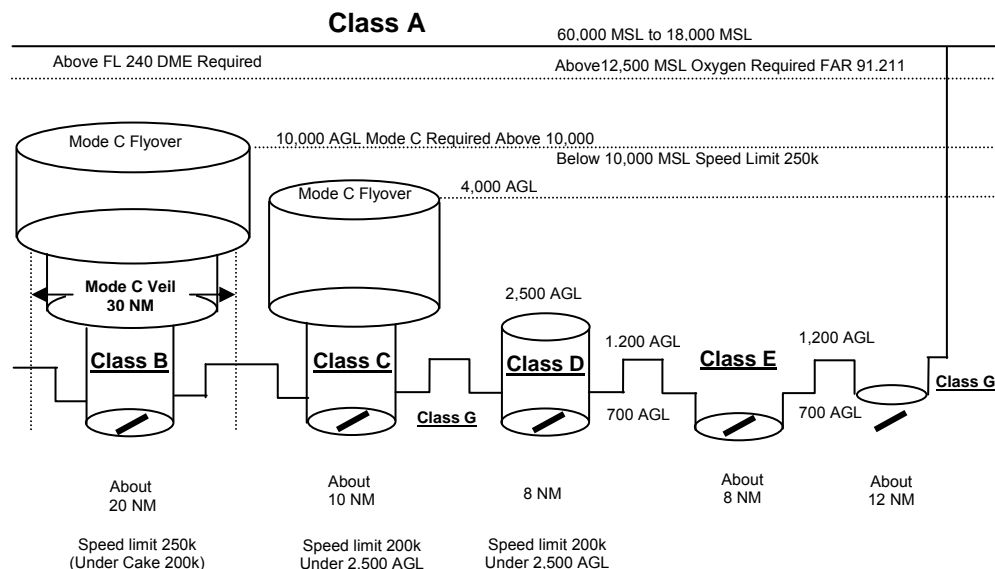
\_\_\_\_\_  
Student

**Pre-Training US Citizen Certification-(a) a sport pilot, recreational pilot, or private pilot rating; (b) a multiengine rating; or (c) an instrument rating**

\_\_\_\_\_, holder of Pilot Certificate # \_\_\_\_\_ has presented to me Florida Driver's License # \_\_\_\_\_ and a certificated US birth certificate from the State of \_\_\_\_\_ County of \_\_\_\_\_ being # \_\_\_\_\_ establishing US citizenship in accordance with 49 CFR 1552.3(h).

Date: \_\_\_\_\_ Signed: \_\_\_\_\_  
CFI Certificate #: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

# Airspace



Features	Class A	Class B	Class C	Class D	Class E	Class G
Entry Prerequisites	ATC Clearance	ATC Clearance	IFR: Clearance VFR: Radio Contact	IFR: Clearance VFR: Radio Contact	IFR: Clearance VFR: None	None
Required Pilot Certificate or Rating	Instrument Rating	Private Certificate or Student with Endorsement*	Student Certificate	Student Certificate	Student Certificate	Student Certificate
Two-Way Radio Communication	Yes	Yes	Yes	Yes	IFR Only	No
Mode C Required	Yes	Yes	Yes	IFR Only	IFR Only	No
VFR Minimum Visibility Below 10,000 MSL	N/A	3 Miles	3 Miles	3 Miles	3 Miles	Day: 1 Mile Night: 3 Miles
VFR Minimum Visibility 10,000 MSL and Above	N/A	3 Miles	3 Miles	3 Miles	5 Miles	5 Miles **
VFR Cloud Clearance Below 10,000 MSL ***	N/A	Clear of Clouds	500 below 1,000 above 2,000 horizontal	500 below 1,000 above 2,000 horizontal	500 below 1,000 above 2,000 horizontal	500 below ** 1,000 above 2,000 horizontal
VFR Cloud Clearance 10,000 MSL and Above ***	N/A	Clear of Clouds	500 below 1,000 above 2,000 horizontal	500 below 1,000 above 2,000 horizontal	1,000 below 1,000 above 1 Mile horizontal	1,000 below ** 1,000 above 1 Mile horizontal

\* Student Pilot operations at some Class B airports are prohibited.

\*\* When flying 1,200 AGL or below: Day 1-mile visibility and clear of clouds, Night-3 miles visibility and 500 below, 1,000 above and 2,000 horizontal of clouds

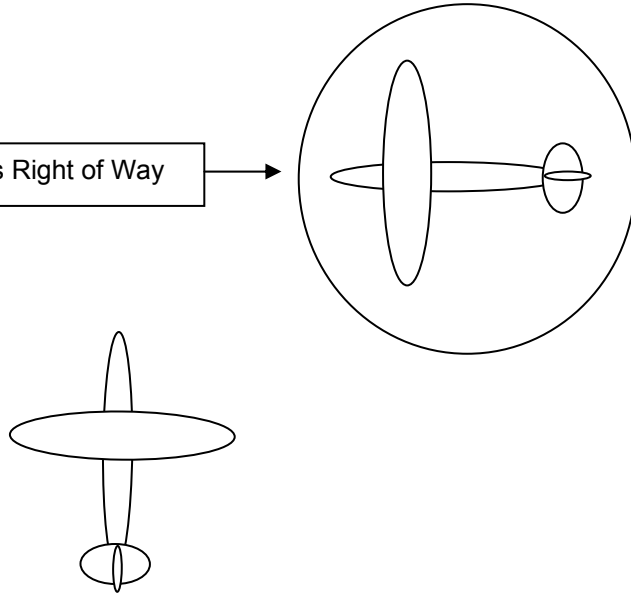
\*\*\* Ceilings Required under Controlled Airspace-More than 1,000 foot Ceilings

Minimum Altitudes: Congested Areas- 1,000 ft above highest obstacle within 2,000 horizontal feet  
Non-Congested Areas- No Closer than 500 feet

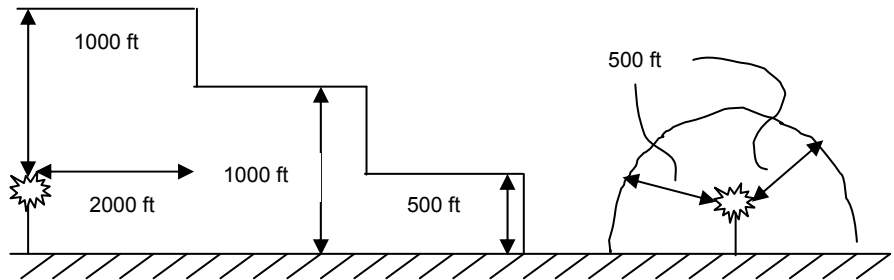
# Right-of-Way and Minimum Altitude Diagrams

Converging Right -of-Way Rules  
FAR 91.113 (d)

Has Right of Way



Minimum Safe Altitudes-FAR 91.119

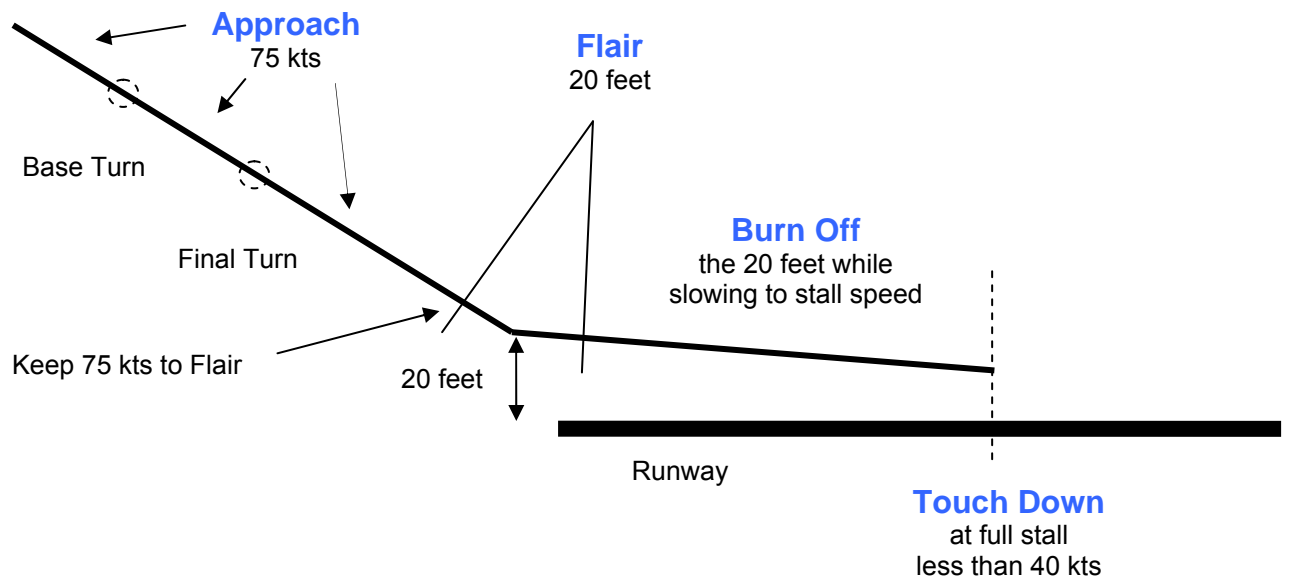


Assembly or  
Congested Area

Non-  
Congested  
Area

Water or  
Sparsely  
Populated  
Area

## Full Stall Landing Profile



### Setup Abreast of Target Point:

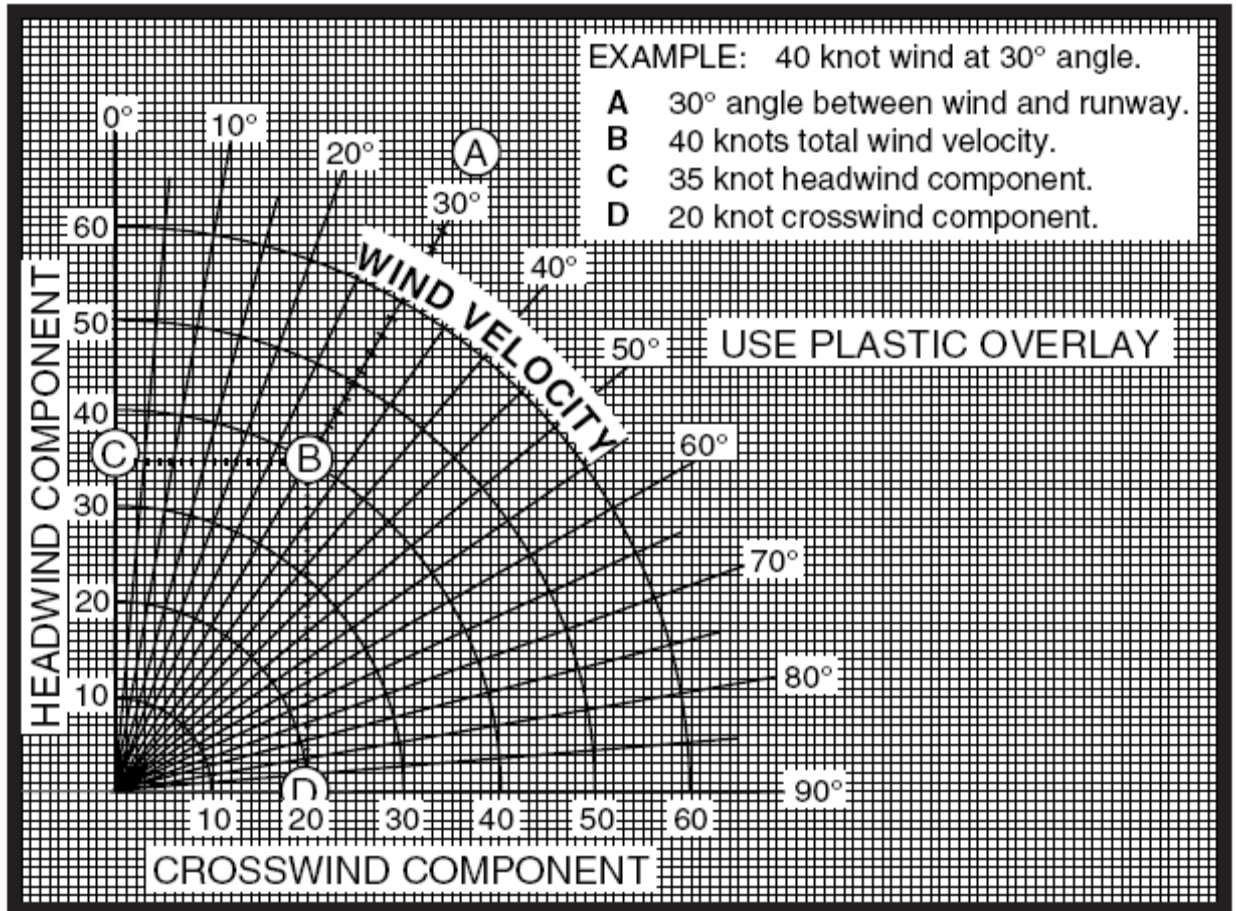
- 1) Power 1700 RPM
- 2) Hold Altitude to White Arc
- 3) 1 Notch of Flaps
- 4) Slow to 75 kts & descend

### Judgment Calls After Setup:

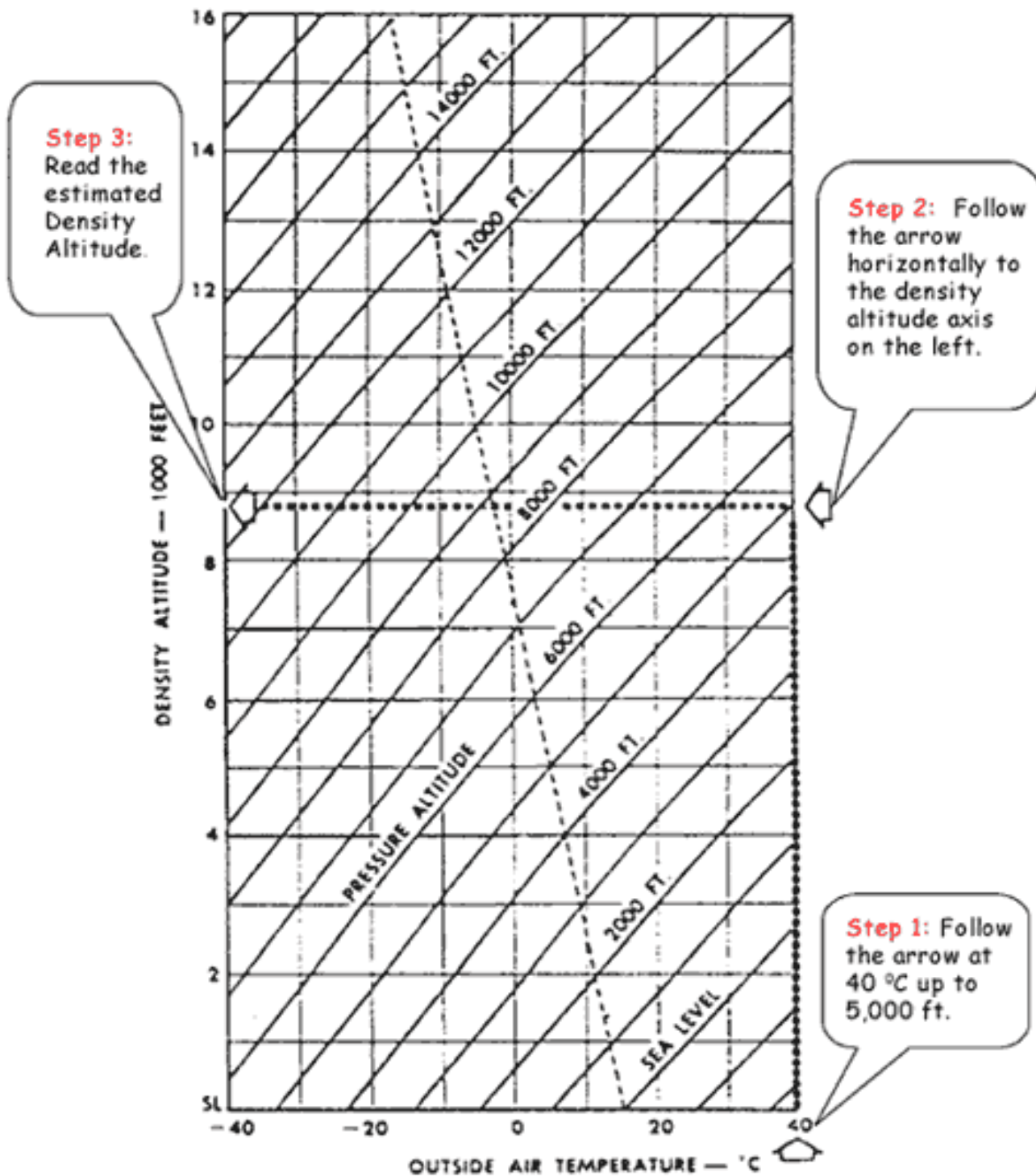
- 1) Additional Flap Extensions
- 2) Power Reductions
- 3) Initiating Turns

**GOAL Touch Down at Target Point**

## Crosswind Component Chart



## Temperature- Pressure Altitude-Estimated Density Altitude



Estimated because this calculation does not account for Humidity (Water Content)

# **Private Pilot Practical Test Review**

## **Dutch Rolls**

Clearing Turns  
Climb out Turns  
Straight and Level  
Steep Turns  
Slow Flight    Constant Altitude  
                  Descent  
                  Climb  
Stalls (Wings Level & Bank)  
                  Power-off (Approach)  
                  Power-on (Departure)  
Hood            Turns (360°)  
                  Unusual Attitudes  
VOR Tracking  
Arrival Descent  
Emergency  
S-Turns  
Turns Around A Point  
Normal Landing (X-Wind)  
Go Arounds  
Slips to a Landing  
Soft Field Landing  
Short Field Landing  
Review PTS/Task Failure



## **WINGS - Pilot Proficiency Program**

The **WINGS** - Pilot Proficiency Program is based on the premise that **pilots who maintain currency and proficiency in the basics of flight will enjoy a safer and more stress-free flying experience**. The program consists of the establishment of minimum training requirements in the form of 1) ground training (knowledge) and 2) flight maneuvers from the appropriate FAA Practical Test Standards for various classes and categories of aircraft.

The Pilot Proficiency Program is administered on-line at [www.FAASafety.gov](http://www.FAASafety.gov). You must "sign-up" and get the required ID and password.

The program is designed to encourage an on-going training program that will allow a pilot to fly on a regular basis with an authorized flight instructor. The program is most effective if the training is accomplished regularly throughout the year thus affording a pilot the opportunity to fly in different seasons and in different flight conditions. There are three phases (or levels) of the program designed to allow for flexibility in obtaining the level of proficiency a pilot wishes to maintain: Basic, Advanced and Master.

- a. **Basic Level.** This phase level is designed for those pilots who want to establish a recurrent training program that will provide them a higher level of proficiency than merely preparing for a normal Flight Review every two years.

Each pilot must complete three knowledge credits of instruction and complete three credits of flight instruction at the Basic phase level using the Private Pilot Practical Test Standards. A listing of course material, subject matter, FAASafety seminars, activities, flight requirements, and credit values can be found by going to your "My WINGS" page when you are registered on [FAASafety.gov](http://FAASafety.gov). This list may change periodically, reflecting the dynamic nature of aircraft accident causal factors and FAASafety emphasis areas.

- b. **Advanced Level.** This level is designed for those pilots who want to design a program that will take them a step above the Basic level. To participate at the Advanced level, each pilot must participate at the Basic level and requires an additional three credits of knowledge instruction and an additional three credits of flight instruction using the Commercial Practical Test Standards. Again course materials and flight requirements can be found at [FAASafety.gov](http://FAASafety.gov).
- c. **Master Level.** This level is designed to give even more flexibility to a pilot's need for specialized training. While most often this level will require the use of higher Practical Test Standards it will also allow for the addition of specialized equipment. To participate at the Master level, each pilot must participate at the Advanced level and requires an additional three credits of knowledge instruction and an additional three credits of flight instruction using the ATP Practical Test Standards. Once again course materials and flight requirements can be found at [FAASafety.gov](http://FAASafety.gov).

## **WINGS - Pilot Proficiency Program - Incentives for Participation**

The most significant incentive to participating pilots is the added level of safety and professionalism that is obtained through adoption of a consistent recurrent training program.

Pilots participating in the **WINGS** - Pilot Proficiency Program to at least the Basic Phase need not accomplish an otherwise required Flight Review by authorized flight instructor every two years.

Additionally Industry participants in the **WINGS** - Pilot Proficiency Program may provide incentives for participating pilots in the form of reduced charges for insurance and the like.

## Generic Aircraft Checklist – Always Check Your Aircraft’s POH

### INITIAL

WX & Den Altitude  
Weight & Balance  
Flight Plan-File  
Papers-A.R.O.W.  
Flaps-Extend  
Master/Alt -ON  
Fuel Gauges-True  
Pitot Heat-Test  
Stall Indicator-Test  
All Lights-Test  
Master-OFF

### Walk Around

Fuel Quantity  
Fuel Quality  
Caps/Drains/Vents  
Engine/Oil/Belt  
Prop/Air Intake  
Exhaust System  
Surfaces & Controls  
Pitot Static Ports  
Gear/Tire/Breaks  
Antennas  
Tires/Chocks  
Baggage Door  
Final Look

### INTERIOR

Seat Belts  
Seat track/back-Lock  
Headsets hookup  
Put Key In Ignition  
Flaps-UP  
Passenger Brief  
Hobbs/Tach Time  
Fuel-Proper Tank  
Circuit Breakers  
Alternate Static  
ELT-Armed  
Breaks-Pedal Test

### START

Brakes-Set  
Radio Master-OFF  
Carb Heat-OFF  
Strobe Lights-ON  
Master/Alt-ON  
Mixture-Full Rich  
Prime-As Req  
Fuel Pump-?  
Throttle-Slight  
Prop-Clear

### Start- Mags

Oil Pressure-Check  
Fuel Pump-OFF  
Radio Master-ON  
Fuel Pressure-Check  
Nav Lights-As Req  
Strobe-OFF?  
Mixture-As Req  
Idle at 1000 RPM

### Pre-Taxi

Transponder-STBY  
Radios-Start/Test  
ATIS/AWOS  
Altimeter-Set  
Get Taxi Clearance  
Breaks-Test  
Heat/Vents/Defrost  
  
Taxi  
HI to Compass-Set  
Attitude Indicator-OK  
Turn Coordinator-OK

### Run Up

Brakes-Set  
Fuel-Proper Tank  
Trim-For Takeoff  
Flight Controls-Free  
Annunciator Lights  
Instruments-Check  
Mixture-Best Power  
1500 to 2000 RPM  
Mags L&R-Check  
Carb Heat-Check  
Vacuum-Check  
Alt Vacuum-Check  
Amps/Volts-Check  
Fuel Pressure-Check  
Oil Pressure-Check  
Oil Temp-Check  
Idle-Check  
Friction Lock-Check

### PRE-TAKEOFF

IFR Re-Check?  
Navigation-Set  
Flaps  
Fuel Pump-?  
Mixture-Best Power  
Carb Heat-OFF  
Door/Windows Lock  
Nav Lights-As Req  
Landing Light-ON  
Strobe Lights-ON  
Transponder-ALT  
Abort Plan  
Take-off Clearance  
Time-Note

### TAKEOFF

GUMPS  
HI to Compass-Set  
Full Throttle  
Minimum RPM  
Oil Pressure-Check  
Rotate Airspeed  
Flaps  
Vx Airspeed  
Vy Airspeed

### CRUSE CLIMB

Power-Maximum  
Cruse Climb Airspd  
Fuel Pump- As Req  
Land Light-As Req  
Mixture-As Req  
Instruments-Check  
Flight Plan-Open  
GUMPS

### CRUISE

Power-As Req/POH  
Mixture-As Req  
Instruments-Check  
HI to Compass set  
Fuel-Proper Tank  
Fuel Pump-for Switch  
GUMPS

### Descent

ATIS/SWOS  
Mixture- As Req  
Carb Heat-As Req  
Fuel-Proper Tank  
Fuel Pump for Switch  
Altimeter-Set  
Instruments-Check  
HI to Compass set  
GUMPS

### PRE-LANDING

Landing Light-ON  
Seat Belts/Harness  
Carb Heat-As Req  
Mixture-Best Power  
Fuel Pump  
Fuel-Proper Tank  
Flaps-As Req  
GUMPS

### LANDING

Flap Choice  
Adjust for X-Wind  
Short Final  
Adjust for X-Wind  
GUMPS

### GO AROUND

Power- As Req  
Carb Heat- As Req  
Positive Climb Rate  
Flaps-Up  
GUMPS

### AFTER LANDING

Flaps-UP  
Carb Heat-OFF  
Fuel Pump-OFF  
Strobe Lights-OFF  
Landing Light-OFF  
Pitot Heat-OFF  
Transponder-STBY

### SECURING

ELT-Verify Silent?  
Radio Master-OFF  
All Lights-OFF  
Mixture-Lean  
Mags-OFF  
Master/ALT-OFF  
Hobbs/Tach Time  
Secure Yoke  
Windows-Closed  
Sun Screen-ON  
Tie Down-Tied  
Baggage Door-Shut  
Cabin door-Closed  
Close Flight Plan

### Take Your Trash

### GUMPS

Gas-Pump/Tanks  
Undercarriage-Flaps/Gear  
Mixture  
Propeller  
Seat Belts

## Generic **Emergency** Checklist – Always Check Your Aircraft’s POH

### 1) Power Loss On Climb Out – No Restart

Maintain Aircraft Control/Best Glide \_\_\_ kts at \_\_\_\_\_ # wt

#### FIRST IF TIME PERMITS

Mixture – Full Rich

Fuel Selector – Check/Switch (Note Gauges)

Fuel Pump – ON

Carburetor Heat - ON (Also supplies alternate Air)

#### THEN IF IT DOES NOT RE-START

Fuel Selector – OFF

Master/Alternator and Magnetos – OFF

Mixture - Full Lean/Idle cutoff

Seatbelts/Harness

Unlatch Door

Flaps – As Needed (Full flaps OK when field assured)

Land slightly Tail Low

Protect Body

### 2) Power Loss With Altitude – Restart a Possibility

Maintain Aircraft Control/Best Glide \_\_\_ kts at \_\_\_\_\_ # wt

Mixture – Full Rich

Fuel Selector – Check/Switch (Note Gauges)

Fuel Pump – ON

Carburetor Heat - ON (Also Supplies Alternate Air)

Magnetos – Check All

Master/Alternator – ON

Squawk 7700

Declare Emergency (Tower, Approach control Unicom, 121.5)

ELT – ON

Note Wind Direction and Velocity

Pick Landing site

If time permits Troubleshoot

Go to EMERGENCY CHECKLIST 1) ABOVE

### 4) Electrical Fire in Flight

All Electrical Devices and Master/Alternator – OFF (Magnetos ON)

Cabin Heat and Air – OFF

If Fire Out – Master on only if Critical (Vents – Open)

Then One essential Electrical Device at a Time

Reset Circuit Breakers Only if Critical – Land ASAP

### 5) Engine Fire In Flight

Throttle – Closed

Mixture – Full Lean / Idle Cutoff

Fuel Selector – OFF

Master / Alternator – OFF

Cabin Heat & Air – OFF (Vents OPEN)

Increase Airspeed to Extinguish – Land ASAP

### 6) Engine Fire During Start

Continue Cranking Engine

If Start – Run a Few Seconds – Shutdown – Inspect

If NO Start – Idle Mixture Cutoff & Fuel Selector

Throttle Full Open

Continue Cranking Engine a Few Seconds

Master / Alternator & Magnetos – OFF

Evacuate / Fire Extinguisher

### 7) Icing

Pitot Heat – ON

Carburetor Heat – ON or as Required

Deicing Equipment - ON

Cabin Heat and Defrost – ON

Strongly Consider 180° Turn

Attain Higher or Lower Altitude

Increase Engine Speed

Flaps – Not Recommended for Landing

Land Faster as Needed

### 8) Radio Out

Check Radio Volume

Check Circuit Breakers

Recycle Alternator Switch

If you were NOT in Radio Contact with Approach/Tower

Do NOT fly in Class B, C or D Airspace

### Other Information

Usable Fuel Onboard \_\_\_\_\_ gal

Oil At least \_\_\_\_\_ Quarts

Electrical \_\_\_\_\_ Volts – \_\_\_ Amp System

Tire Pressure Nose Gear \_\_\_\_\_ psi - Main Gear \_\_\_\_\_ psi

Light Gun Signals		
COLOR	ON GROUND	IN FLIGHT
STEADY GREEN	CLEARED FOR TAKEOFF	CLEARED TO LAND
FLASHING GREEN	CLEARED FOR TAXI	RETURN FOR LANDING
STEADY RED	STOP	YIELD TO OTHER AIRCRAFT, CONTINUE CIRCLING
FLASHING RED	TAXI CLEAR OF RUNWAY	AIRPORT UNSAFE, DO NOT LAND
FLASHING WHITE	RETURN TO STARTING POINT	NOT APPLICABLE
ALTERNATING RED & GREEN	EXERCISE EXTREME CAUTION	EXERCISE EXTREME CAUTION

#### SHORT FIELD TAKEOFF PROCEDURE

Flaps \_\_\_ Rotate \_\_\_ kts Then \_\_\_ kts Until  
Over Obstacle Nose Down Flaps \_\_\_\_\_

#### SOFT FIELD TAKEOFF

Flaps \_\_\_ Rotate as Early as Possible Nose  
Down Flaps \_\_\_

#### CRUISE PERFORMANCE

Economy	___ kts	___ RPM	___ gph	55%
Normal	___ kts	___ RPM	___ gph	65%
Maximum	___ kts	___ RPM	___ gph	75%

**Pilot's X-Country Planning Sheet**

Red = Complete before day of Flight

Airport/ Check Point	ALT	TC	Temp	Wind		WCA + or -	TH	VAR + or -	MH	DEV + or -	CH	DIST	TAS	GS	Elapsed Time	Fuel Rate	Fuel Used	Actual Time
				From	Knots													
<b>Totals</b>																		

FREQUENCIES, SQUAWKS ETC.			
Departure Airport		Fourth Airport	
ATIS		ATIS	
Ground		Ground	
Tower		Tower	
Departure		Departure	
CTAF		CTAF	
UNICOM		UNICOM	
Runway Length		Runway Length	
Second Airport			
ATIS			
Ground	EMERGENCY		121.5
Tower	EMERGENCY SQUAWK		7700
Departure	LOST COMMUNICATIONS		7600
CTAF	FLIGHT WATCH		122.0
UNICOM	FLIGHT SERVICE STATION (FSS) (or as published)		122.2
Runway Length			
Third Airport	AIR TO AIR		122.75 or .85
ATIS			
Ground			
Tower			
Departure			
CTAF	Tallahassee Commercial Airport		122.8
UNICOM	Quincy Airport		122.7
Runway Length	Panacea Airport		122.9

IFR Departure Airport	Approach	A	F	A	T	C	A	T

IFR Land Short Airport	Approach	A	F	A	T	C	A	T

IFR Destination Airport	Approach	A	F	A	T	C	A	T

IFR Alternate Airport	Approach	A	F	A	T	C	A	T

Flight Planning							
IFR / VFR / DVFR		Destination					
Aircraft Identification		Est Time Enroute					
Aircraft Type/Equipment		Remarks					
True Airspeed Kts		Fuel on Board					
Departure Point		Alternate Airport					
Departure Time		Name & Phone #					
Initial altitude		# on Board					
Route		Aircraft Color					
1-800-WX-Brief—1-800-992-7433							
Briefing: _____ Standard; _____ Abbreviated; _____ Outlook							
Adverse Conditions—VFR Not Recommended							
Synoptic Situation:							
Current Departure Airport Weather:							
Enroute Weather:							
Destination Airport Weather (IFR-1 hour before-1 hour after-2000'/3sm):							
IFR-Alternate Weather (900'-2sm or 800'-2sm):			PIREPS:				
NOTAMS / FDC NOTAMS / Temporary Flight Restrictions (TFRs)							
IFR-Clear Area:		Winds Aloft:		Location 1:		Location 2:	
				Direction		Speed	
		3000'					
		6000'					
		9000'					
<b>/X</b> -No Transponder; <b>/U</b> -Transponder; <b>/A</b> -DME & Transponder; <b>/G</b> -GPS							

METAR WEATHER REPORT FORMAT							
LOCATION ID	DATE/TIME	WIND	VIS	WEATHER & OBSTRUCTION	SKY CONDITION	TEMP	ALTIMETER
KOKC	011955Z	22015KT	3/4SM	TSRA BR	BKN015	06/05	A2990

METAR/TAF WEATHER REPORT CODES					
PRECIPITATION & OBSTRUCTIONS TO VISIBILITY			<b>SKY COVER</b>		
CODE	DEFINITION	THINK	CODE	DEFINITION	AMOUNT
TS	Thunderstorm	Thunder Storm	SKC	Clear	0
DR	Low Drifting	Low DRifting	CLR	Clear	0
SH	Showers	SHowers	FEW	Few	1/8-2/8
FZ	Freezing	FreeZing	SCT	Scattered	3/8-4/8
MI	Shallow	Minimal	BKN	Broken	5/8-7/8
BC	Patches	Bits & Chunks	OVC	Overcast	8/8
BL	Blowing	BLOWing	VV	Vertical Vis	8/8
OBSTRUCTIONS TO VISIBILITY			<b>PRECIPITATION</b>		
CODE	DEFINITION	THINK	CODE	DEFINITION	THINK
FG	Fog < ½ Mi Vis	FoG	RA	Rain	RAin
BR	Mist > ½ Mi Vis	Baby Rain	DZ	Drizzle	DRizzle
FU	Smoke	FUMes	SN	Snow	SNow
DU	Dust	DUst	PE	Ice Pellets	Ice PEIllets
SA	Sand	SAnd	SG	Snow Grains	Snow Grains
HZ	Haze	HaZe	IC	Ice Crystals	Ice Crystals
PY	Spray	sPrAY	UP	Unknown	Unknown Precip
VA	Volcanic Ask	Volcanic Ash	GR	Hail	Granite Rain
			GS	Small Hail	Granite Small

Light Gun Signals		
COLOR	ON GROUND	IN FLIGHT
STEADY GREEN	CLEARED FOR TAKOFF	CLEARED TO LAND
FLASHING GREEN	CLEARED FOR TAXI	RETURN FOR LANDING
STEADY RED	STOP	YIELD TO OTHER AIRCRAFT, CONTINUE CIRCLING
FLASHING RED	TAXI CLEAR OF RUNWAY	AIRPORT UNSAFE, DO NOT LAND
FLASHING WHITE	RETURN TO STARTING POINT	NOT APPLICABLE
ALTERNATING RED & GREEN	EXERCISE EXTREME CAUTION	EXERCISE EXTREME CAUTION

### Emergency

- 1-Best Guild Attitude
- 2-Fuel Selector/Pump
- 3-Landing Area-Wind
- 4-Communications
- 5-121.5 7700
- 6-Fuses
- 7-Flaps

### Lost

- Climb
- Communicate
- Confess
- Comply