

# TRAINING COURSE OUTLINE

Bridgewater State University holds Pilot School Certificate No. **LY8S311Q**.

Bridgewater State University is an accredited four-year degree granting institution within the state of Massachusetts higher educational system. The base of operations/business address is 111 Harrington Hall, Bridgewater, MA 02325.

## FLIGHT INSTRUCTOR AIRPLANE SINGLE ENGINE CERTIFICATION COURSE

The Facilities Manual is Part 1 of the Training Course Outline and meets the requirements of 14 CFR Part 141.55 (c), subsections 1-5.

Ground and Flight Course Manuals are contained in Part 2 and meet the requirements of the Training Course Outline specified in 14 CFR 141.55 (c) 6-7.





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# **FLIGHT INSTRUCTOR AIRPLANE SINGLE ENGINE CERTIFICATION COURSE**

## **PART I**

# **FACILITIES MANUAL**

The Facilities Manual is Part 1 of the Training Course Outline and meets the requirements of 14 CFR Part 141.55 (c), subsections 1-5.



# PART I

## FACILITIES MANUAL

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## **Bridgewater State University Facility**

The Bridgewater State University campus in Bridgewater, Massachusetts, serves as the primary business address and administrative office for this course.

### **Academics**

The academics facilities are located on the campus of Bridgewater State University, Harrington Hall, 95 Grove Street, Bridgewater, Massachusetts. Bridgewater State University may elect to conduct the academic ground courses for students at its' flight training facility, located at New Bedford Regional Airport, New Bedford, Massachusetts.

### **Classrooms**

Academic classes will typically be conducted in Harrington Hall in two (2) classrooms located on the ground floor of the building. Classroom 001 measures 24' by 20' and can accommodate 24 students. Classrooms 002 measures 35' by 20' and can accommodate 30 students. Both classrooms contain computerized projection equipment and dry erase boards. Other rooms may be available and assigned by the university as necessary.

### **Ground Training Aids**

- ⊕ Overhead projector with Audio/Visual cart
- ⊕ TV with DVD/VHS capability
- ⊕ Video library with Power Point capability
- ⊕ Ceiling-mounted video projector unit

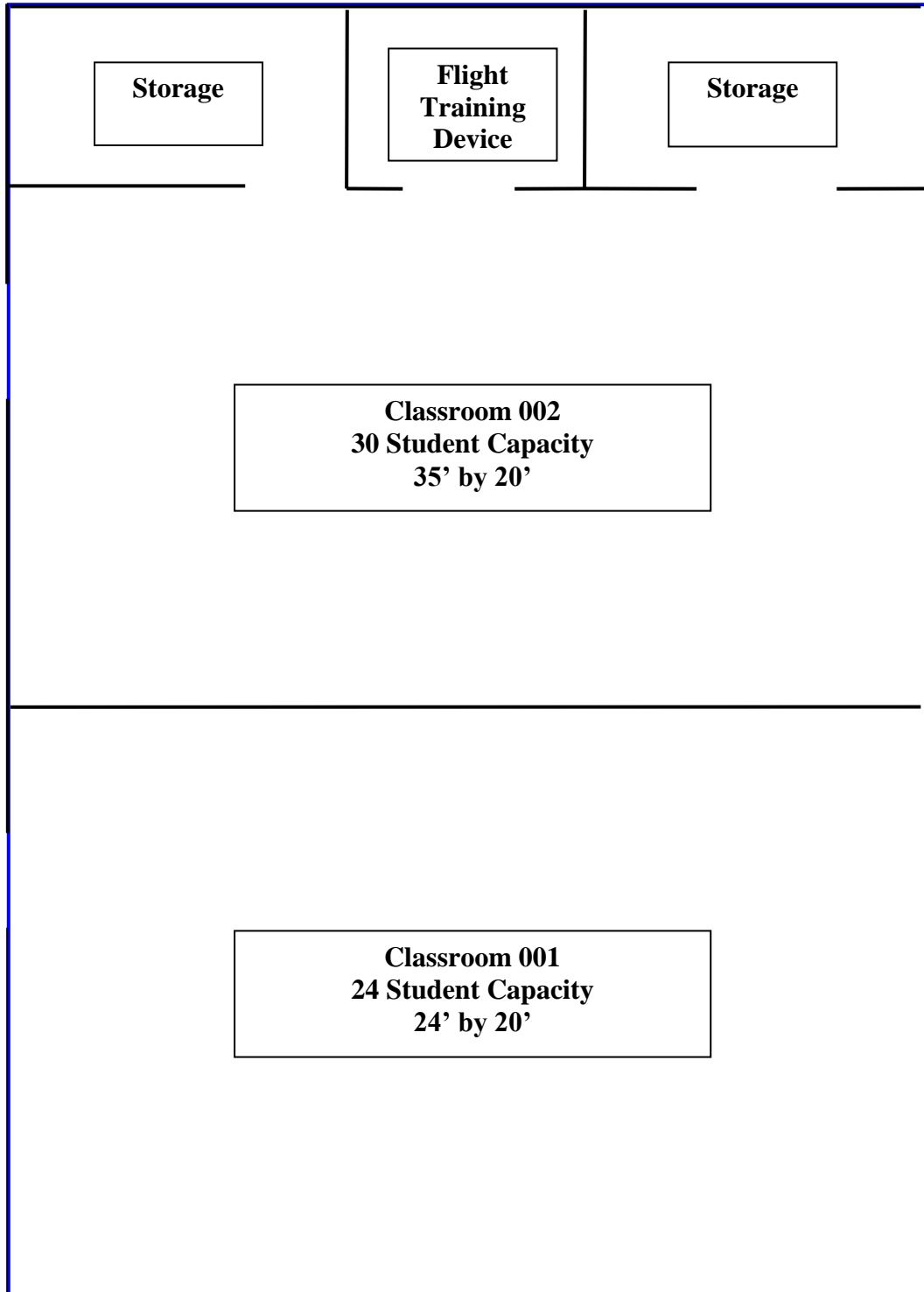
<b>NOTE</b>
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All classrooms and administrative areas comply with current local building, health and sanitation codes. All rooms are enclosed and easily accessible, and provide a clean instructional environment free from outside distractions.





# Bridgewater State University Classroom Diagram





## **New Bedford (EWB) Operations Center/Flight Training Facility**

Bridgewater State University's Operations Center/Flight Training Facility is the central location for all flight training activity, and is located at the New Bedford Regional Airport located at 1852 Shawmut Avenue, North Dartmouth, MA 02747.

### **Aircraft**

Bridgewater State University's flight training program may utilize two (2) aircraft for this course of training:

The Piper PA-28R Arrow is a four-place, single-engine, complex aircraft with dual flight controls. The aircraft is rated in the Normal category and certified for Day/Night VFR/IFR Operations. The aircraft meets the requirements of 14 CFR Part 141.39 and 141.75.

The Cessna 172 is a four-place, single-engine, non-complex aircraft with dual flight controls. The aircraft is rated in the Normal and Utility categories and is certified for Day/Night VFR/IFR Operations. The aircraft meets the requirements of 14 CFR Part 141.39 and 141.75.

Special equipment required for the course includes a VOR receiver, Transponder with Mode C, ADF receiver when installed, and GPS.

### **New Bedford Regional Airport**

The New Bedford Regional Airport (EWB) is the main flight training center for the Bridgewater State University aviation program. KEWB contains two (2) hard-surfaced runways and meets the requirements of 14 CFR Part 141.38 for both day and night flight operations. KEWB has an operational control tower that is staffed from 0700 – 2200 local time. The airport has operable ILS, LOC, LOC/BC, NDB and GPS approaches. Maintenance service is available from 0700 – 1700 and on call during evening and night flight operations. Fuel service is available 0700 – 2000 daily, on call at other times.

### **Training Airports**

All airports used for training operations meet the requirements of 14 CFR Part 141.38. Guidance for use of these airports is provided for flight instructors and students via the Approved Airports listing in the Bridgewater State University Aviation Operations Manual. The Chief Flight Instructor or his designee may approve the use of any public-use airport listed in the current Airport/Facilities Directory.



## Flight Briefing Area

The main flight briefing area is centrally located within the operations building and measures 22' by 33'. It is equipped with briefing tables, chairs, cubicles (equipped with dry erase boards), a computer-based weather information station that provides textual and graphic weather reports and forecasts, and a landline phone connecting to a FSS Briefer. The room can accommodate up to 40 persons. There is a partition between the briefing area and the pilot lounge area (described below) that when removed allows for a 44' by 33' space that can be used for large meetings.

## Pilot Lounge Area

The pilot lounge area contains beverage and snack vending machines and accommodates up to 40 persons. The room measures 16' by 22'.

## Classroom Area

The classroom area is located at the southeast corner of the facility, and is accessible from either the main facility entrance or from the rear of the classroom on the rearward side of the building. The classroom measures 23' by 34' and accommodates up to 50 persons. The room is equipped with tables, chairs, and dry erase boards.

## AATD Rooms

Three (3) AATD rooms house the AATD units. One measures 9' by 11', one measures 9' by 14', and the third measures 16' x 22' and also serves as the Resource Room. Each room accommodates one (1) AATD unit each, and up to five (5) persons.

## Ground testing (FAA/Stage Check) rooms

The facility contains two (2) rooms that may be used for the oral portion of either stage checks or FAA practical tests, or for flight pre- or post-flight briefings. Each room measures 9' by 11' and accommodates up to four (4) persons.

## Additional Offices

The facility contains space for additional administrative offices or for resource use in flight training with students. One room measures 16' by 22' and one room measures 9' by 11', and each can accommodate (8) or (4) persons, respectively. Additional space to be used for administrative purposes is listed below:

- ⊕ Dispatch Office (14' by 24')
- ⊕ Chief Flight Instructor Office (12' by 18')
- ⊕ Records Office (18' by 24')

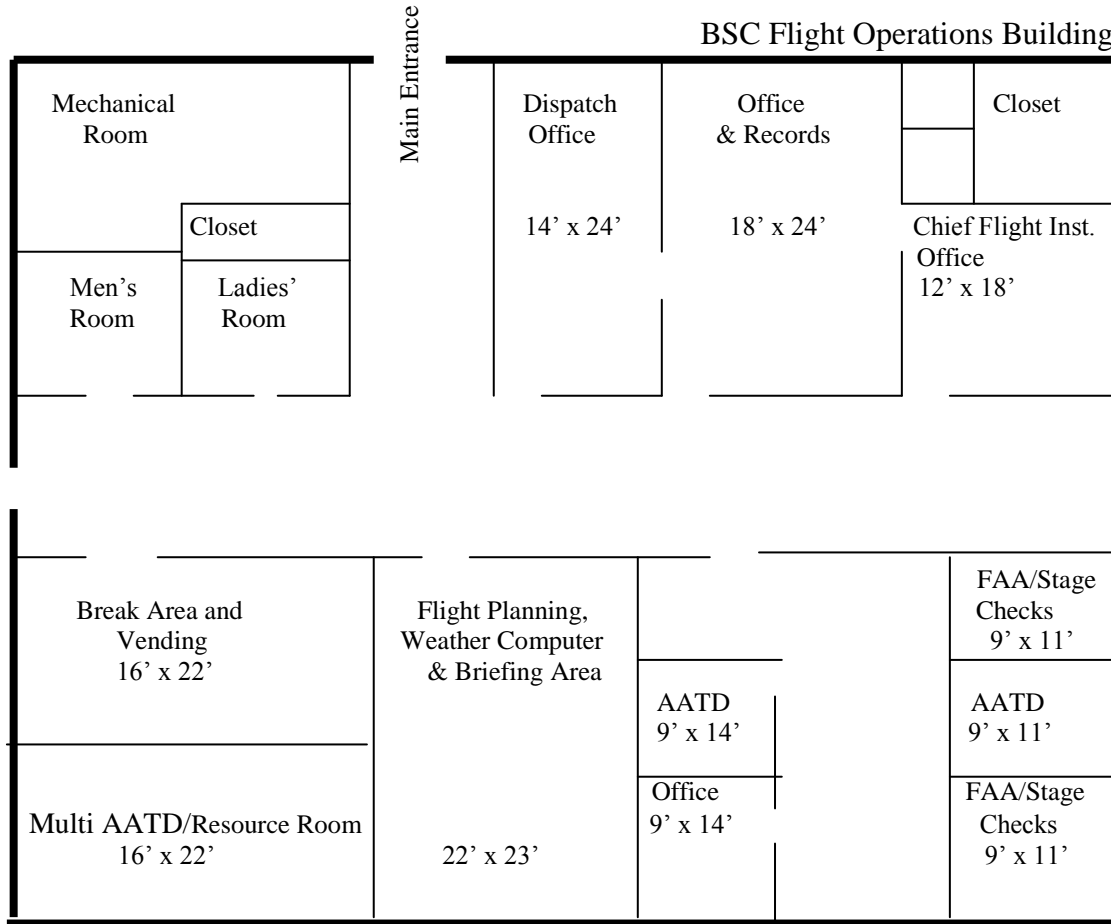
## Ground Training Aids

- ⊕ Overhead projector with Audio/Visual cart
- ⊕ TV with DVD/VHS capability
- ⊕ Advanced Aircraft Training Device (AATD)
- ⊕ Video library with Power Point capability
- ⊕ Aeronautical charts and publications for training purposes only
- ⊕ Various aircraft components (e.g. instruments, unusable parts) for training purposes only

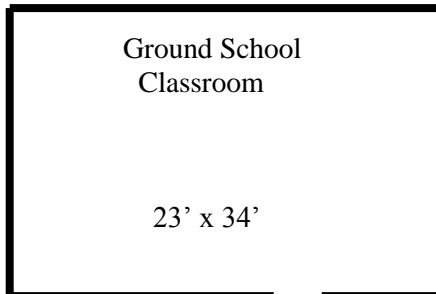
<b>NOTE</b>
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All classrooms and administrative areas comply with current local building, health and sanitation codes. All rooms are enclosed and easily accessible, and provide a clean instructional environment free from outside distractions.

# Operations Center Diagram



Not to Scale





# **PART II**

## **COURSE MANUAL**

### **FLIGHT INSTRUCTOR AIRPLANE SINGLE ENGINE CERTIFICATION COURSE**



**FLIGHT INSTRUCTOR  
AIRPLANE SINGLE ENGINE  
TRAINING COURSE SYLLABUS**

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## PERSONNEL

### CHIEF FLIGHT INSTRUCTOR

The Chief Flight Instructor for this course is Loren G. Herren, 2132117CFI. The Chief Flight Instructor meets the requirements of 14 CFR 141.35(e) and is designated by letter.

### CHIEF GROUND INSTRUCTOR

The Chief Ground Instructor for this course is Loren G. Herren, 2132117CFI. The Chief Flight Instructor meets the requirements of 14 CFR 141.35(e) and is designated by letter. Whenever a Chief or Assistant Chief Ground Instructor is either undesignated or unavailable, the Chief or Assistant Chief Flight Instructor will assume these duties.

### ASSISTANT CHIEF FLIGHT INSTRUCTOR

The Assistant Chief Flight Instructor for this course is Greg BonGiorno, 17604262CFI. The Assistant Chief Flight Instructor meets the requirements of 14 CFR 141.36(e) and is designated in the Part 141 Operations Specifications.

### ASSISTANT CHIEF GROUND INSTRUCTOR

The Assistant Chief Ground Instructor for this course is Greg BonGiorno, 17604262CFI. The Assistant Chief Ground Instructor meets the requirements of 14 CFR 141.36(e) and is designated in the Part 141 Operations Specifications.

### FLIGHT INSTRUCTORS

Each Flight Instructor for the flight portion of this course holds at least a Flight Instructor certificate with appropriate ratings for the course of training and a Commercial Pilot certificate with rating(s) appropriate to the aircraft used in this course. Each Flight Instructor meets the requirements of 14 CFR 141.33(a)(3) and is designated in the Part 141 Operations Specifications.

### GROUND INSTRUCTORS

Each Ground Instructor assigned to this course must hold a Ground Instructor Certificate or a Flight Instructor Certificate with an Airplane rating. Other individuals may give instruction in this course if the Chief Flight Instructor (or if the Chief Flight Instructor is unavailable, the Chief Ground Instructor is designated) finds that individual qualified to provide instruction. The instruction will be provided under the direct supervision of the appropriate Chief or Assistant Chief Instructor who is present at the facility when such instruction is given.

## STUDENT INFORMATION

### COURSE ENROLLMENT

To be eligible for enrollment in the flight portion of this course, students must be enrolled as full-time students at Bridgewater State University, be of at least 18 years of age, be able to read, write, speak and understand the English language, and hold at least a Commercial Pilot Certificate with an Airplane Category, Single-Engine Land Class and Instrument (Airplane) Rating.

### COMPLETION STANDARD FOR GRADUATION

To be eligible for graduation from this course, students must be able to read, speak, write, and understand the English language, be at least 18 years of age, hold at least a current FAA Third Class Medical, and satisfactorily complete the ground and flight training outlined in this syllabus. Students will demonstrate through oral and written exams and flight tests the knowledge and skill requirements needed to pass the FAA Fundamentals of Instructing Knowledge Test and Certified Flight Instructor – Airplane Knowledge and Practical Tests.

### LESSON DESCRIPTION AND STAGES OF TRAINING

The Bridgewater State University Flight Instructor - Airplane Course (ground) contains two (2) stages and a total of 16 lessons. The Flight portion of the course contains two (2) stages and 18 total lessons. Each lesson is fully described within the syllabus and includes objectives, completion standards, and measurable units of accomplishment. Stage objectives and completion standards are provided at the beginning of each stage within the syllabus.

### TESTS AND CHECKS

The syllabus incorporates stage checks and end-of-course tests in accordance with CFR Part 141, Appendix F. The Chief Flight Instructor is responsible for ensuring that each student accomplishes the required stage checks and end-of-course tests in accordance with Bridgewater State University's approved training course. However, the Chief Flight Instructor may delegate authority for stage checks and end-of-course tests to the Assistant Chief or Check Instructor.



## COURSE INTRODUCTION

The Bridgewater State University Flight Instructor - Airplane Course coordinates academic study assignments and flight training required for pilots learning to operate in a complex aviation environment. New subject matter is introduced during the ground lessons in multimedia formats, including:

1. Current FAR/AIM
2. Current FAA Aviation Instructor's Handbook
3. Current FAA Pilot's Handbook of Aeronautical Knowledge
4. Current FAA Airplane Flying Handbook
5. Current FAA Instrument Flying Handbook
6. Current FAA AC 00-45 Aviation Weather
7. Current FAA AC 00-6 Aviation Weather Services
8. Appropriate Pilot's Operating Handbook
9. Appropriate BSC Flight Standards Manual
10. IFR Plotter and Manual
11. Current FAA Flight Instructor – Airplane Practical Test Standards
12. Current FAA Instrument Rating (Airplane) Practical Test Standards
13. Current Commercial Pilot (ASEL) Practical Test Standards
14. Current Private Pilot (ASEL) Practical Test Standards
15. Video presentations
16. Instructor/student discussions
17. Stage and end-of-course exams

Whenever possible and practical, ground lessons are completed in ground school just prior to the respective flight lessons outlined in the syllabus. Bridgewater State University may elect to present all of the ground lessons before the student is introduced to the airplane. If a significant amount of time lapses between ground and flight lessons, instructors are expected to conduct review training of essential material to ensure that the student has retained and can apply the previous material. Flight lessons should not be conducted until the related ground lesson has been completed.

In accordance with established FAA practices, this syllabus utilizes the building-block theory of learning, where each item taught must be presented on the basis of previously learned knowledge and skills. It is designed to coordinate academic support materials with the flight lessons.

### COURSE ELEMENTS

The Bridgewater State University Flight Instructor - Airplane Course is designed to be conducted as a combined ground and flight training program, but it may be divided into separate components. This course includes the most current FAA pilot and flight instructor certification requirements. The syllabus and support materials provide necessary information and present the course in a logical manner.

## GROUND TRAINING

In accordance with FAR Part 141, ground school training is an integral part of pilot certification courses. The Bridgewater State University ground training syllabus has been designed to meet this requirement. This course coordinates the sequence of ground and flight events to maximize effectiveness of the academic knowledge and its application during flight events.

Lessons shall be conducted in the numerical order as listed in the ground and flight training segments of the syllabus. Flexibility for adapting to individual student needs and training situations is occasionally required, but the syllabus lesson sequence may be altered *only with the prior approval of the Chief Flight Instructor*. Any deviation should not disturb the course continuity or objective. Each lesson may be presented in one session or divided into multiple sessions, as necessary.

## USING THE GROUND LESSONS

The Bridgewater State University Flight Instructor - Airplane Course ground lessons are best utilized by using all of the individual elements together in an organized approach as described in the syllabus. The syllabus contains cross-references which direct the user to the appropriate study materials for each lesson. Instructors are reminded to review the study assignment for the next lesson with their students.

## STAGE CHECKS

Stage exams evaluate the student's understanding of the knowledge areas within a stage of training. *Students must successfully complete each stage exam before progressing to the next stage.* The Chief Flight Instructor is responsible for the conduct of each stage check, and may designate authority for conducting the stage check to an Assistant Chief or Check Instructor, as necessary. This procedure provides close supervision of training, provides another opinion on the student's progress, and gives the Chief Flight Instructor an opportunity to evaluate training effectiveness. Minimum passing score for any written stage or final exam for the purpose of earning Part 141 credit toward the Flight Instructor - Airplane certificate is 80%.

## TEXTBOOKS/VIDEO PRESENTATIONS

Prior to each ground lesson, students are expected to study the assigned textbook(s) sections or chapters. This is the primary source for initial study and review. The texts contain concise explanations of the fundamental concepts and ideas and are organized in a logical building-block sequence. Study of the assigned materials prior to the scheduled lesson will improve student preparation and reduce overall training time.



# FLIGHT INSTRUCTOR - AIRPLANE GROUND COURSE

## COURSE OVERVIEW

### **COURSE OBJECTIVE**

The student will obtain the knowledge, skill, and aeronautical experience necessary to meet the requirements for a Flight Instructor certificate with an Airplane Category and Single-Engine Land Class rating.

### **COURSE COMPLETION STANDARDS**

The student must demonstrate through knowledge tests, flight tests, and show through appropriate records that he/she meets the knowledge, skill, and experience requirements necessary to obtain a Flight Instructor Certificate with an Airplane Category and Single-Engine Land Class rating.

### **TRAINING SYLLABUS**

The Bridgewater State University Flight Instructor - Airplane syllabus meets all curriculum requirements of 14 CFR 141, Appendix F.

### **TRAINING COURSE**

The Ground Training course contains two (2) stages and a total of 16 lessons.



# **FLIGHT INSTRUCTOR - AIRPLANE GROUND COURSE SYLLABUS**

## **GROUND TRAINING COURSE OBJECTIVES**

The student will obtain the necessary instructional knowledge and experience required to meet or exceed current FAA Part 61 requirements for the Fundamentals of Instructing and Flight Instructor – Airplane Knowledge Tests.

## **GROUND TRAINING COMPLETION STANDARDS**

The student will demonstrate through oral and written knowledge tests and records that he/she possesses the instructional knowledge and ability necessary to pass the Stage Exams and Course Final Exam, and is prepared for the Fundamentals of Instructing and Flight Instructor – Airplane FAA Knowledge Tests.



**FLIGHT INSTRUCTOR - AIRPLANE GROUND COURSE**

**Time Allocation Table**

**STAGE 1**

LESSON	SUBJECT	HOURS	
		Training	Exam
I	Introduction	1.0	
II	Human Behavior	1.5	
III	The Learning Process	3.5	
IV	Effective Communication	1.5	
V	The Teaching Process	3.0	
VI	Assessment	2.0	
VII	Planning Instructional Activity	1.5	
VIII	Instructor Responsibilities and Professionalism	1.5	
IX	Techniques of Flight Instruction	1.5	
X	Risk Management	2.0	
XI	<b>Stage I Exam and Review</b>		<b>1.5</b>
<b>Stage 1 Totals</b>		<b>19.0</b>	<b>1.5</b>
		<b>20.5</b>	

**STAGE 2**

LESSON	SUBJECT	HOURS	
		Training	Exam
XII	Technical Subject Area (w/ role playing)	2.0	
XIII	Technical Subject Area (w/ role playing)	4.0	
XIV	Technical Subject Area (w/ role playing)	2.0	
XV	Weather Theory and Analysis	1.0	
XVI	Weather Services	2.0	
XVII	Technical Subject Area (w/ role playing)	3.0	
XVIII	Technical Subject Area (w/ role playing)	2.0	
XIX	<b>Stage II Exam and Review</b>		<b>1.5</b>
XX	<b>Course Final Exam and Review</b>		<b>2.0</b>
<b>Stage 2 Totals</b>		<b>16.0</b>	<b>3.5</b>
		<b>19.5</b>	
<b>Course Totals</b>		<b>40.0</b>	<b>5.0</b>

# STAGE 1

## STAGE 1 OBJECTIVES

During this stage the student will be introduced to learning theory and teaching processes, including principles of learning, ground and flight lesson planning, organization and conduct, and the responsibilities of a professional flight instructor. The student will obtain practical experience through the planning and execution of mock ground lessons.

## STAGE I COMPLETION STANDARDS

This stage is complete when the student completes the Stage I Fundamentals of Instructing Exam with a minimum passing score of 80%.





**STAGE 1  
GROUND LESSON 1  
Course Introduction**

**LESSON REFERENCES:**

- Aviation Instructor’s Handbook
- CFI-ASE PTS
- Course Syllabus

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

The student will learn about the how the TCO is written and what is required of a Flight Instructor, including proper knowledge and use of the appropriate PTS, time allocation and other instructional aids.

**CONTENT:**

**Training Course Outlines**

- \_\_\_ Training Books and Materials
- \_\_\_ Academic Calendar
- \_\_\_ Personal vs. Professional Influence
- \_\_\_ Time Constraints
- \_\_\_ Currency vs. Recency
- \_\_\_ Instructional Knowledge & Demonstration
- \_\_\_ Flight Proficiency
- \_\_\_ Safety

**Practical Test Standards**

- \_\_\_ Flight Instructor Responsibilities
- \_\_\_ Instructor Knowledge of PTS
- \_\_\_ Examiner Responsibilities
- \_\_\_ Applicant Responsibilities
- \_\_\_ Knowledge of Publications and References
- \_\_\_ Satisfactory vs. Unsatisfactory Performance

**Instructional Aids**

- \_\_\_ Guidelines on Use
- \_\_\_ Teaching Aids and Technology

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the lesson material.

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook 80839A  
Ch. 1

**STAGE 1**  
**GROUND LESSON 2**  
**HUMAN BEHAVIOR**

**LESSON REFERENCES:**

Aviation Instructor's Handbook, Ch. 1

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to student behavior patterns, recognizing factors affecting behavior, effective communication, and barriers to effective communication with students.

**CONTENT:**

**Human Behavior**

- \_\_\_ Definitions of Human Behavior
- \_\_\_ Human Needs and Motivation
- \_\_\_ Human Nature and Motivation
- \_\_\_ Human Factors that Inhibit Learning
- \_\_\_ Student Emotional Reactions
- \_\_\_ Defense Mechanisms and Responses
- \_\_\_ Teaching Adult Students

**COMPLETION STANDARDS**

Through oral quizzing the student will demonstrate instructional knowledge of the material presented during the lesson.

**STUDY ASSIGNMENT:**

Aviation Instructor's Handbook, Ch. 2



**STAGE 1  
GROUND LESSON 3  
THE LEARNING PROCESS**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, Ch. 2,

- Transfer of Learning
- Obstacles to Learning

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**COMPLETION STANDARDS**

Through oral quizzing the student will demonstrate instructional knowledge of the material presented during the lesson.

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to learning theory and application during flight training, including principles of learning and their individual importance in the learning process. Memory, retention, practice, multi-tasking, and scenario-based training (SBT) are explored.

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook, Ch. 3

**CONTENT:**

The learning process

- Learning Theory
- Perceptions and Insight
- Acquiring Knowledge
- Laws of Learning
- Domains of Learning
- Characteristics of Learning
- Learning Styles
- Acquiring Skill Knowledge
- Types of Practice
- Evaluation vs. Critique
- Multi-tasking Truth and Fiction
- Scenario-Based Training
- Errors
- Motivation
- Maintaining Motivation
- Memory
- Retention of Learning



**STAGE 1  
GROUND LESSON 4  
EFFECTIVE COMMUNICATION**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, 3

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**COMPLETION STANDARDS**

Through oral quizzing the student will demonstrate instructional knowledge of the material presented during the lesson.

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook, Ch. 4

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to the

**CONTENT:**

The elements of effective communication, the barriers to communication, and the development of communication skills are discussed in this lesson. .

**Basic Elements of Communication**

- \_\_\_ Source, Symbol, Receiver
- \_\_\_ Barriers to Effective Communication
- \_\_\_ Interference
- \_\_\_ Word Use and Tonality
- \_\_\_ Body language
- \_\_\_ Developing Communication Skills |
- \_\_\_ Active Listening
- \_\_\_ Questioning
- \_\_\_ Instructional Enhancement

**STAGE 1**  
**GROUND LESSON 5**  
**THE TEACHING PROCESS**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, Ch. 4

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to the teaching process, techniques, and organization. The student will learn how to plan, organize, and execute ground and flight lessons.

**CONTENT:**

**Teaching Process**

- Essential Teaching Skills
- Instructor’s Code of Conduct
- Course of Training

**Planning Instructional Activity**

- Course of Training
- Training Syllabus
- Lesson Plan

**Lesson Preparation**

- Training Objectives and Standards
- Performance-Based Objectives
- The Importance of the PTS
- Decision-Based Objectives

**Presentation of a lesson**

- Organization of Material
- Development of a Lesson

**Teaching Delivery Methods**

- Lecture
- Guided Discussion
- Problem-Based Learning
- Electronic-Based Learning
- Cooperative or Group Learning
- Demonstration-Performance
- Drill and Practice
- Lesson Application and Assessment
- Instructional Aids and Teaching Technologies
- Test preparation Material
- Future Developments

**COMPLETION STANDARDS**

Through oral quizzing the student will demonstrate instructional knowledge of the material presented during the lesson.

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook, Ch. 5

**STAGE 1**  
**GROUND LESSON 6**  
**ASSESSMENT**

Aviation Instructor's Handbook, Ch.5  
Appendix B-1

**STUDY ASSIGNMENT:**

Aviation Instructor's Handbook, Ch. 6,  
Private Pilot TCO and syllabus

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to assessment and evaluation principles, technique, and methods.

**CONTENT:**

**Characteristics of Effective Assessment**

- \_\_\_ Assessment Terminology
- \_\_\_ Purpose of Assessment
- \_\_\_ General Characteristics of Effective Assessment
- \_\_\_ Traditional Assessment/Testing
- \_\_\_ Authentic Assessment
- \_\_\_ Single-Pilot Resource Mgmt (SRM) "grades"
- \_\_\_ Choosing an Effective Assessment Method
- \_\_\_ Critiques and Oral Assessments

**COMPLETION STANDARDS**

Through oral quizzing the student will demonstrate instructional knowledge of the material presented during the lesson.



**STAGE 1**  
**GROUND LESSON 7**  
**PLANNING INSTRUCTIONAL ACTIVITY**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, Ch. 6,  
Private Pilot TCO and syllabus

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook, Ch. 7

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

In this lesson the student will learn the key to developing well-planned and organized aviation instruction including lesson plans and training syllabi that meet all regulatory requirements. The lesson reviews the planning required by the professional CFI for conducting a lesson.

**CONTENT:**

- \_\_\_ Course of Training
- \_\_\_ Blocks of Learning
- \_\_\_ Training Syllabus
- \_\_\_ Lesson Plans
- \_\_\_ Scenario-Based Training (SBT)
- \_\_\_ Single-Pilot Resource Mgmt (SRM)

**COMPLETION STANDARDS**

Through oral quizzing student will demonstrate instructional knowledge of the material presented during the lesson.



**STAGE 1**  
**GROUND LESSON 8**  
**INSTRUCTOR RESPONSIBILITIES AND PROFESSIONALISM**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, Ch. 7

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook, Ch. 8

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

This lesson addresses the responsibilities of CFIs in the training process and their role as safety advocates, discusses how CFIs can enhance their professional image, and offers suggestions and sources of information to assist in professional development.

**CONTENT:**

- \_\_\_ Aviation Instructor Responsibilities
- \_\_\_ Flight Instructor Responsibilities
- \_\_\_ Aviators’ Model Code of Conduct
- \_\_\_ Safety Practices and Accident Prevention
- \_\_\_ Professionalism
- \_\_\_ Evaluation of Student Ability
- \_\_\_ Aviation Instructors and Exams
- \_\_\_ Professional Development
- \_\_\_ Sources of Material

**COMPLETION STANDARDS:**

Through oral quizzing student will demonstrate instructional knowledge of the material presented during the lesson.





**STAGE 1**  
**GROUND LESSON 9**  
**TECHNIQUES OF FLIGHT INSTRUCTION**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, Ch. 8  
Appendix C-1, E-1

**STUDY ASSIGNMENT:**

Aviation Instructor’s Handbook, Ch. 9

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

This lesson introduces practical strategies flight instructors can use to enhance their instruction, and how to effectively evaluate students. A discussion of CFI recommendations and endorsements are included in this lesson.

**CONTENT:**

- \_\_\_ Flight Instructor Qualifications
- \_\_\_ Practical flight Instructor Strategies
- \_\_\_ Obstacles to Learning During Flight Instruction
- \_\_\_ Demonstration/Performance Training Delivery Method
- \_\_\_ Positive Exchange of Flight Controls
- \_\_\_ Sterile Cockpit Rule
- \_\_\_ Use of Distractions
- \_\_\_ Integrated Flight Instruction
- \_\_\_ Assessment of Piloting Ability
- \_\_\_ Aeronautical Decision-Making
- \_\_\_ Factors Affecting Decision Making
- \_\_\_ Use of Resources
- \_\_\_ Endorsements

**COMPLETION STANDARDS:**

Through oral quizzing student will demonstrate instructional knowledge of the material presented during the lesson.



**STAGE 1**  
**GROUND LESSON 10**  
**RISK MANAGEMENT**

**LESSON REFERENCES:**

Aviation Instructor’s Handbook, Ch. 9

**STUDY ASSIGNMENT:**

Prepare for Stage 1 Exam

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**LESSON OBJECTIVE:**

The student will be introduced to the concept of system safety within the flight training environment, including the process of selecting and employing appropriate controls to mitigate risk, and learn aviation risk management as a preemptive rather than reactive process. Risk management principles and tools for teaching RM in the flight training environment are expanded.

**CONTENT:**

- \_\_\_ Defining Risk Management
- \_\_\_ Principles of Risk Management
- \_\_\_ Risk Management Process
- \_\_\_ Level of Risk
- \_\_\_ Assessing Risk
- \_\_\_ Mitigating Risk
- \_\_\_ The three-P Model for Pilots
- \_\_\_ Pilot Self-Assessment
- \_\_\_ Situational Awareness
- \_\_\_ Single-Pilot Resource Mgmt (SRM)
- \_\_\_ Teaching Decision-Making Skills
- \_\_\_ Assessing SRM and ADM Skills

**COMPLETION STANDARDS:**

Through oral quizzing student will demonstrate instructional knowledge of the material presented during the lesson.



**STAGE 1  
GROUND LESSON 11  
STAGE 1 EXAM**

**LESSON REFERENCES:**

All texts referenced for lessons 1 - 10

**RECOMMENDED SEQUENCE:**

1. Testing
2. Critique

**LESSON OBJECTIVE:**

This lesson is a stage check conducted by the Chief Ground Instructor, Assistant Chief, or designated Check Instructor. The student will demonstrate instructional knowledge of the material presented in lessons 1 – 10 in preparation for the Stage I exam, and for the FAA Fundamentals of Instructing Knowledge Test.

**CONTENT:**

Material presented during lessons 1 – 10.

**COMPLETION STANDARDS:**

This stage is complete and the student eligible to take the FAA Fundamentals of Instructing Knowledge Test when the student has completed the Stage I written exam with a minimum passing score of 80%.

## STAGE II

### STAGE II OBJECTIVES

During this stage the student will review the FAA Private Pilot and Commercial Pilot certificate knowledge areas, and learn the elements necessary for conducting flight instruction in single engine land aircraft, including the maneuvers and procedures required for Private Pilot and Commercial Pilot applicants.

### STAGE II COMPLETION STANDARDS

This stage is complete when the student completes the Stage II Exam and Course Final Exam with a minimum passing score of 80%.

<b>NOTE</b>
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In the Stage II ground lessons, role-playing will be used to strengthen CFI applicant teaching skills. Role playing within this context refers to the CFI candidate(s) periodically acting as the instructor by presenting the material as assigned. The course ground instructor will provide instruction, feedback and critique regarding the CFI candidate's lesson preparation and presentation.

**STAGE II**  
**GROUND LESSON 12**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

Flight Training Handbook, Ch. 1, Pilot’s Handbook of Aeronautical Knowledge (PHAK), Ch. 7, 8, AIM Ch. 8

- \_\_\_ Empty Field Myopia
- \_\_\_ Blind Spots
- \_\_\_ Collision Avoidance
- \_\_\_ Ear Physiology
- \_\_\_ Spatial Disorientation
- \_\_\_ Illusions in Flight
- \_\_\_ Realistic Distractions
- \_\_\_ Division of Attention

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture
3. Class Discussion

**Night Operations**

- \_\_\_ Preparation
- \_\_\_ Night Vision
- \_\_\_ Preflight Inspection
- \_\_\_ Flight Instruments
- \_\_\_ Visibility and Lighting

**LESSON OBJECTIVE:**

During this lesson the student will review aviation physiology, spatial disorientation, aeronautical decision making and night operations as elements of pre-flight planning and preparation.

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.

**CONTENT:**

- \_\_\_ Part 67, Medical Certification
- \_\_\_ Fitness for Flight
- \_\_\_ Alcohol, FARs, and Performance
- \_\_\_ Drugs, FARs, and Performance
- \_\_\_ Confirmation Bias
- \_\_\_ Aeronautical Decision Making and Judgment
- \_\_\_ Hypoxia and Hypoxia Prevention
- \_\_\_ Hyperventilation
- \_\_\_ Oxygen Requirements and Equipment
- \_\_\_ Pressurized Oxygen
- \_\_\_ Decompression
- \_\_\_ Eye Physiology
- \_\_\_ Visual Scanning
- \_\_\_ Environmental Factors

**STUDY ASSIGNMENT:**

Flight Training Handbook, Ch. 2-4, 12, 17, PHAK Ch. 1, 2, 4, 6-8, AIM Ch. 1, 9, Training Aircraft FSM

**STAGE II**  
**GROUND LESSON 13**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

Flight Training Handbook, Ch. 2-4, 12, 17,  
PHAK Ch. 1, 2, 4, 6-8, AIM Ch. 1, 9,  
Training Aircraft FSM

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture/Teaching Demonstrations
3. Class Discussion

**LESSON OBJECTIVE:**

During this lesson the student will review and teach on principles of flight, weight and balance, and flight planning/navigation as elements of pre-flight planning and preparation.

**CONTENT:**

**Principles of Flight**

- Newton's Contribution
- Bernoulli's Contribution
- Four Forces Acting on an Aircraft
- Angle of Attack
- Lift Formula/Pilot Control of Lift
- Airfoil Design
- Primary Flight Controls/Trim
- Flaps, Leading Edge Devices, Spoilers
- Turning Flight
- Climbing and Descending
- Changing Airspeed
- Stalls
- Spins

**Weight and Balance**

- Determining Weight and Balance
- Use of Performance Charts
- Effects of Exceeding Aircraft Limitations
- CG Location
- Stability
- Factors Considered in Determining Required Performance is Within Aircraft Capabilities

**Flight Planning and Navigation**

- Flight Planning
- Route Selection
- Required Information
- Navigation Log
- Navigational Systems and Equipment
- Pilotage and Dead Reckoning

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.

**STUDY ASSIGNMENT:**

PHAK Ch. 8, Flight Training Handbook  
Ch. 7, AIM Ch. 2, 3

**STAGE II**  
**GROUND LESSON 14**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

PHAK Ch. 8, Flight Training Handbook  
Ch. 7, AIM Ch. 2, 4, AC 150-5340-1J

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture/Teaching Demonstrations
3. Critique

**LESSON OBJECTIVE:**

During this lesson the student will review airport operations and learn to instruct student applicants on all aspects of this subject area as elements of pre-flight planning and preparation.

**CONTENT:**

- \_\_\_ UNICOM/CTAF/Tower/Ground Control Frequencies
- \_\_\_ Radio Communications
- \_\_\_ ATC Light Signals
- \_\_\_ Taxiway Markings and Lighting
- \_\_\_ Runway Markings and Lighting
- \_\_\_ AC 150-5340-1J
- \_\_\_ Other Airport Markings
- \_\_\_ Airport Signs and Lighting
- \_\_\_ Airport Beacons
- \_\_\_ Visual Approach Slope Indicator (VASI)
- \_\_\_ Precision Approach Path Indicator (PAPI)
- \_\_\_ Pilot Control of Lighting

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.

**STUDY ASSIGNMENT:**

AC 00-6 Aviation Weather, AIM Ch. 7

**STAGE II**  
**GROUND LESSON 15**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

AC 00-6 Aviation Weather, AIM Ch. 7

**STUDY ASSIGNMENT:**

AC 00-45 Aviation Weather Services,  
AIM Ch. 7, A/FD

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture/Teaching Demonstrations
3. Critique

**LESSON OBJECTIVE:**

During this lesson the student will review aviation weather theory and analysis, and develop his/her instructional skill in teaching the listed topics.

**CONTENT:**

- \_\_\_ Atmosphere
- \_\_\_ Temperature
- \_\_\_ Pressure
- \_\_\_ Altitude
- \_\_\_ Air Density
- \_\_\_ Wind
- \_\_\_ Moisture
- \_\_\_ Stability
- \_\_\_ Cloud Types and Formation
- \_\_\_ Atmospheric Circulation
- \_\_\_ Air Masses and Fronts

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.



**STAGE II**  
**GROUND LESSON 16**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

AC 00-45 Aviation Weather Services,  
AIM Ch. 7, A/FD 7

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture/Teaching Demonstrations
3. Critique

**LESSON OBJECTIVE:**

During this lesson the student will review aviation weather services and their sources as elements of teaching pre-flight planning and preparation, and develop his/her instructional skill in teaching the listed topics.

**CONTENT:**

- \_\_\_ Importance of Obtaining a Thorough Preflight Weather Briefing
- \_\_\_ Obtaining Weather Information
- \_\_\_ Non-Aviation Sources
- \_\_\_ Airport Facility Directory
- \_\_\_ Textual Observations and Reports
- \_\_\_ Graphic Observations
- \_\_\_ Forecasts
- \_\_\_ Weather Charts
- \_\_\_ Use of real-time Reports, Forecasts, Charts in Scenario-Based Training
- \_\_\_ In-Flight Weather Advisories
- \_\_\_ Recognizing Aviation Weather Hazards, including Wind Shear
- \_\_\_ Factors Considered in Making a Go/No-Go Decision

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.

**STUDY ASSIGNMENT:**

FARs, Logbook, and Endorsements for Certificates and Ratings

**STAGE II**  
**GROUND LESSON 17**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

FARs, Logbook, and Endorsements for Certificates and Ratings

- \_\_\_ Recency and Currency Requirements/Flight Review
- \_\_\_ Required Entries, Pilot Logbook or Flight Record

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture/Teaching Demonstrations
3. Critique

**LESSON OBJECTIVE:**

During this lesson the student will learn about federal aviation regulations as they apply to instructor responsibilities for pilot logbooks and endorsements for certificates and ratings. The student will review the following areas as elements of pre-flight planning and preparation.

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.

**STUDY ASSIGNMENT:**

Flight Training Handbook, Ch. 7, PHAK  
Ch. 8, AIM Ch. 3

**CONTENT:**

- \_\_\_ CFR Part 43
- \_\_\_ CFR Part 61, including Class and Duration of Medical Certificates
- \_\_\_ CFR Part 91
- \_\_\_ CFR Part 141
- \_\_\_ NTSB 830
- \_\_\_ Student Pilot
- \_\_\_ Training Requirements:
  - Recreational Pilot Certificate
- \_\_\_ Training Requirements for Issuance of Private Pilot Certificate
- \_\_\_ Training Requirements for an Instrument Pilot Rating
- \_\_\_ Training Requirements a Commercial Pilot Certificate
- \_\_\_ CFI Records/Limitations

**STAGE II**  
**GROUND LESSON 18**  
**TECHNICAL SUBJECT AREA**  
**(W/ ROLE PLAYING)**

**LESSON REFERENCES:**

Flight Training Handbook, Ch. 7, PHAK  
Ch. 8, AIM Ch. 3

**RECOMMENDED SEQUENCE:**

1. Lesson Introduction
2. Lecture/Teaching Demonstrations
3. Critique

**LESSON OBJECTIVE:**

During this lesson the student will review aeronautical publications, airspace, and airworthiness requirements as elements of pre-flight planning and preparation.

**CONTENT:**

**Publications**

- \_\_\_ Airport/Facility Directory
- \_\_\_ NOTAMS
- \_\_\_ Advisory Circulars
- \_\_\_ Pilot’s Operating Handbook
- \_\_\_ Airplane Flight Manual
- \_\_\_ FAR/AIM
- \_\_\_ Online Resources

**Airspace**

- \_\_\_ Controlled Airspace
- \_\_\_ Uncontrolled Airspace
- \_\_\_ Other Airspace
- \_\_\_ Special Use Airspace

**Airworthiness Requirements**

- \_\_\_ Inoperative Instruments or Equipment
- \_\_\_ Minimum Equipment List
- \_\_\_ Supplemental Type Certificate
- \_\_\_ Letter of Authorization
- \_\_\_ Special Flight Permit
- \_\_\_ Maintenance Programs

**COMPLETION STANDARDS:**

Through oral quizzing the student will demonstrate instructional knowledge of the material, and will demonstrate instructional ability by teaching the listed material.

**STUDY ASSIGNMENT:**

Preparation for Stage II Exam.



**STAGE II  
GROUND LESSON 19  
STAGE II EXAM**

**LESSON REFERENCES:**

All references used during lessons 12 – 18.

**RECOMMENDED SEQUENCE:**

1. Testing
2. Critique

**LESSON OBJECTIVE:**

This lesson is a stage check conducted by the Chief Ground Instructor, Assistant Chief, or designated Check Instructor. The student will demonstrate instructional knowledge of the material presented in lessons 12 – 18.

**CONTENT:**

Contents of lessons 12 – 18.

**STUDY ASSIGNMENT:**

Prepare for Course Final Exam



**STAGE II  
GROUND LESSON 20  
COURSE FINAL EXAM**

**LESSON REFERENCES:**

All text references for material presented during lessons 1 – 18.

**RECOMMENDED SEQUENCE:**

1. Testing
2. Critique

**LESSON OBJECTIVE:**

This is the Course Final Exam conducted by the Chief Ground Instructor, Assistant Chief, or designated Check Instructor. The student will demonstrate instructional knowledge of the material presented in lessons 1 – 18 in preparation for the FAA Flight Instructor – Airplane Knowledge Test.

**CONTENT:**

Material presented during lessons 1 – 18.

**COMPLETION STANDARDS:**

This course is complete and the student eligible to take the FAA Flight Instructor - Airplane Knowledge Test when the student has completed the Course Final Exam with a minimum passing score of 80%.



# FLIGHT INSTRUCTOR - AIRPLANE FLIGHT TRAINING SYLLABUS

## **COURSE OBJECTIVES**

The student will obtain the necessary aeronautical skill and experience necessary to meet the requirements for an Flight Instructor Certificate with an Airplane Category and Single-Engine Land class rating.

## **COMPLETION STANDARDS**

The student must demonstrate through flight tests and school records that the necessary aeronautical skill and experience requirements to obtain Flight Instructor Certificate with an Airplane Category and Single-Engine Land Class rating have been met.

**FLIGHT INSTRUCTOR – AIRPLANE FLIGHT COURSE  
TIME ALLOCATION TABLE**

STAGE	LESSON #	SCHED. TIME	DUAL	PRACTICE BRIEFING	PRACTICE		INSTRUMENT TRAINING	STAGE CHECK		A/C TYPE
					FLIGHT INSTRUCTION	ORAL		FLIGHT		
I	1	2.0	1.5	0.5		1.5				Non-Cplx
I	2	1.5	1.2	0.5		1.2				Non-Cplx
I	3	2.0	1.5	0.5		1.5				Non-Cplx
I	4	1.5	1.2	0.5		1.2				Non-Cplx
I	5	2.0	1.5	0.5		1.5				Non-Cplx
I	6	2.0	1.5	0.5		1.5				Non-Cplx
I	7	2.0	1.5	0.5		1.5				Non-Cplx
I	8	2.0	1.5	0.5		1.5	1.2			Non-Cplx
I	9	2.0	1.5	0.5		1.5	.6			Non-Cplx
I	10	2.0	1.5	0.5		1.5	0.2	1.5	1.5	Non-Cplx
II	11	2.0	1.5	0.5		1.5				Complex
II	12	1.5	1.2	0.5		1.2				Complex
II	13	2.0	1.5	0.5		1.5				Complex
II	14	1.5	1.2	0.5		1.2				Complex
II	15	2.0	1.5	0.5		1.5				Complex
II	16	2.0	1.5	0.5		1.5	0.3			Complex
II	17	2.0	1.5	0.5		1.5				Complex
II	18	2.0	1.5	0.5		1.5	0.2	5.0	2.0	Complex
		<b>Total</b>	<b>25.8</b>	<b>9.0</b>			<b>2.5</b>	<b>6.5</b>	<b>3.5</b>	

**NOTE**

The times shown in the above table are for instructor and student guidance, and are not mandatory. Students must complete the course with not less than 25 hours of instruction provided by an authorized flight instructor.

**MINIMUM COURSE HOURS  
DUAL 25.0**

**NOTE**

Instructors shall provide not less than .5 briefing (combined pre-and post-flight) for every event.

# STAGE I

## STAGE I OBJECTIVES

During this stage, the student will learn to perform all visual and instrument maneuvers from the right seat of the aircraft. Special emphasis will be placed on conducting all VFR maneuvers visually with proper division of attention and minimal reference to flight instruments, and minimizing transition time between any maneuvers required for a lesson. Maneuvers will encompass those found in the Private Pilot and Commercial Pilot FAA Practical Test Standards.

## STAGE I COMPLETION STANDARDS

At the completion of this stage, the student will demonstrate instructional knowledge and skill in the planning and execution of each lesson and task. The student will be able to perform, analyze, and critique maneuvers and procedures, and maneuvers will be performed at a level that meets or exceeds current FAA Private Pilot or Commercial Pilot Practical Test Standards, as appropriate.





STAGE I
FLIGHT LESSON 1
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-flight Briefing and Evaluation

- \_\_\_ Normal and/or Crosswind Takeoff and Climb
\_\_\_ Traffic Pattern Operations
\_\_\_ Straight and Level Flight
\_\_\_ Use of Trim
\_\_\_ Level Turns
\_\_\_ Maneuvering During Slow Flight
\_\_\_ Power-On Stall
\_\_\_ Power-Off Stall
\_\_\_ Turning Stall
\_\_\_ Normal and/or Crosswind Approach and Landing
\_\_\_ Postflight Procedures
\_\_\_ Debrief and Risk Mitigation Evaluation

LESSON OBJECTIVE:

During this lesson the student is introduced to flight from the right seat of the airplane. The student will learn to apply instructional techniques and methods to perform and analyze the listed maneuvers and procedures, and minimize transition time between maneuvers in order to increase lesson efficiency.

CONTENT:

INTRODUCTION

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Certificates and Documents
\_\_\_ Airworthiness Requirements
\_\_\_ Weather Information
\_\_\_ Performance and Limitations Systems
\_\_\_ Avionics Failure
\_\_\_ Preflight Inspection
\_\_\_ Single Pilot Resource Management
\_\_\_ Engine Starting
\_\_\_ Ground Operations
\_\_\_ Airport and Runway Markings and Lighting
\_\_\_ Runway Incursion Avoidance
\_\_\_ Radio Communications
\_\_\_ Before Takeoff Check
\_\_\_ Departure Briefing
\_\_\_ Collision Avoidance

COMPLETION STANDARDS:

At the completion of this lesson the student will demonstrate increasing instructional knowledge and proficiency in all listed maneuvers. Altitude will be maintained +/- 100', headings +/- 10°, airspeeds +/- 10 knots. Takeoff and landing must meet or exceed FAA Commercial Pilot PTS.

Form with fields for DATE, GRADE (C/INC), Student Name / Signature / Student #, CFI Name / Signature / CFI # & EXP., RTE OF FLIGHT, X-CTRY TIME, # DAY/NT LDGS (& Location), HOOD/ACT, TOTAL, DUAL.



STAGE I
FLIGHT LESSON 2
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-flight Briefing and Evaluation

- \_\_\_ Rectangular Course
\_\_\_ S-Turns Across a Road
\_\_\_ Turns Around a Point
\_\_\_ Eights On Pylons
\_\_\_ Steep Turns
\_\_\_ Chandelles
\_\_\_ Lazy Eights
\_\_\_ Forward Slip to a Landing
\_\_\_ Short-Field Approach and Landing
\_\_\_ Soft-Field Approach and Landing
\_\_\_ Power-Off 180° Accuracy Landing
\_\_\_ Go Around/Rejected Landing
\_\_\_ Systems and Equipment Malfunctions
\_\_\_ Emergency Approach and Landing

LESSON OBJECTIVE:

During this lesson the student will increase his/her proficiency in demonstrating and teaching attitude instrument flying, and be introduced to the instruction of specialized takeoffs and landings, ground reference maneuvers, and emergency procedures. Students will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

CONTENT:

REVIEW:

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Preflight Inspection
\_\_\_ Single Pilot Resource Management
\_\_\_ Airport, Runway and Taxiway Markings, and Lighting
\_\_\_ Runway Incursion Avoidance
\_\_\_ Radio Communications
\_\_\_ Before Takeoff Check
\_\_\_ Departure Briefing
\_\_\_ Collision Avoidance
\_\_\_ Postflight Procedures
\_\_\_ Debrief and Risk Mitigation Evaluation

COMPLETION STANDARDS:

At the completion of this lesson the student will demonstrate increasing instructional knowledge and proficiency in all listed maneuvers. Altitude will be maintained +/- 100', headings +/- 10°, airspeeds +/- 10 knots. Takeoff and landing must meet or exceed FAA Commercial PTS.

DATE: \_\_\_\_\_ GRADE (C/INC): \_\_\_\_\_

Student Name / Signature / Student #

CFI Name / Signature / CFI # & EXP.

RTE OF FLIGHT X-CTRY TIME

# DAY/NT LDGS (& Location): \_\_\_\_\_

HOOD/ACT: \_\_\_\_\_ TOTAL: \_\_\_\_\_ DUAL: \_\_\_\_\_

INTRODUCTION

- \_\_\_ GPS Set-Up and Use
\_\_\_ Short-Field Takeoff and Climb
\_\_\_ Soft-Field Takeoff and Climb



**STAGE I  
FLIGHT LESSON 3  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-flight Briefing and Evaluation

**LESSON OBJECTIVE:**

During this lesson the student will increase instructional proficiency in minimizing transition time between maneuvers while reviewing previously learned maneuvers and procedures, and will be introduced to demonstration stalls and demonstration of the impossible turn. Students will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**CONTENT:**

**REVIEW:**

- Risk Assessment and Mitigation
- GPS Set-Up and Use
- Departure Briefing
- Short-Field Takeoff and Climb
- Soft-Field Takeoff and Climb
- Slip to a Landing
- Short-Field Approach and Landing
- Soft-Field Approach and Landing
- Power-Off 180<sup>0</sup> Accuracy Landing
- Emergency Approach and Landing
- Postflight Procedures
- Debrief and Risk Mitigation Evaluation

**INTRODUCTION:**

- Steep Spirals
- Crossed-Control Stall (Demonstration)
- Elevator Trim Stall (Demonstration)
- Accelerated Stall (Demonstration)
- Secondary Stall Demonstration
- The Impossible Turn (Demonstration)
- Emergency Equipment and Survival Gear

**COMPLETION STANDARDS:**

At the completion of this lesson the student will demonstrate increasing instructional knowledge and proficiency in all listed maneuvers. Flight maneuvers will be performed at a level that meets or exceeds FAA Commercial Pilot PTS.

DATE: _____ GRADE (C/INC): _____	
_____ <b>Student Name / Signature / Student #</b>	
_____ <b>CFI Name / Signature / CFI # &amp; EXP.</b>	
RTE OF FLIGHT _____	X-CTRY TIME _____
# DAY/NT LDGS (& Location): _____	
HOOD/ACT: _____ TOTAL: _____ DUAL: _____	



**STAGE I  
FLIGHT LESSON 4  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-flight Briefing and Evaluation

**INTRODUCTION:**

- \_\_\_ Stall Awareness
- \_\_\_ Spin Entries, Spins, and Spin Recovery
- \_\_\_ Recovery from Unusual Flight Attitudes

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to spin entry, spins, and spin recovery. The student will increase instructional proficiency in teaching of all required maneuvers and procedures, and will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**COMPLETION STANDARDS:**

At the completion of this lesson the student will demonstrate increasing instructional knowledge and proficiency in all listed maneuvers. During spins, the student will conduct 1-turn spins to the left and to the right, and demonstrate clear understanding and execution of proper entry and recovery techniques. Flight maneuvers will be performed at a level that meets or exceeds FAA Commercial Pilot PTS.

**CONTENT:**

**REVIEW:**

- \_\_\_ Risk Assessment and Mitigation
- \_\_\_ Preflight Inspection
- \_\_\_ Airworthiness
- \_\_\_ Single Pilot Resource Management
- \_\_\_ Use of Airport Diagram
- \_\_\_ Normal and/or Crosswind Takeoff and Climb
- \_\_\_ Traffic Pattern Operations
- \_\_\_ Slip to a Landing
- \_\_\_ Short-Field Approach and Landing
- \_\_\_ The Impossible Turn (Demonstration)
- \_\_\_ Normal and/or Crosswind Approach and Landing
- \_\_\_ Postflight Procedures
- \_\_\_ Debrief and Risk Mitigation Evaluation

DATE: _____ GRADE (C/INC): _____	
_____ Student Name / Signature / Student #	
_____ CFI Name / Signature / CFI # & EXP.	
RTE OF FLIGHT _____	X-CTRY TIME _____
# DAY/NT LDGS (& Location): _____	
HOOD/ACT: _____ TOTAL: _____ DUAL: _____	



**STAGE I  
FLIGHT LESSON 5  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

**LESSON OBJECTIVE:**

During this lesson the student will be introduced to common student errors in the performance of the listed maneuvers, and will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**CONTENT:**

**REVIEW:**

- Risk Assessment and Mitigation
- Normal and/or Crosswind Takeoff and Climb
- Short-Field Takeoff and Climb
- Positional Awareness
- Use of Trim
- Crossed-Control Stall
- Secondary Stall
- Accelerated Stall
- Steep Turns
- Power-On Stall
- Power-Off Stall
- Chandelles
- Lazy Eights
- Steep Spirals
- Emergency Approach and Landing
- Short-Field Approach and Landing
- Power-Off 180<sup>0</sup> Accuracy Landing
- Postflight Procedures
- Debrief and Risk Mitigation Evaluation

**COMPLETION STANDARDS:**

At the completion of this lesson the student will demonstrate increasing instructional knowledge and proficiency in all listed maneuvers. Flight maneuvers will be performed at a level that meets or exceeds FAA Commercial Pilot PTS.

**DATE:** \_\_\_\_\_ **GRADE (C/INC):** \_\_\_\_\_

\_\_\_\_\_  
**Student Name / Signature / Student #**

\_\_\_\_\_  
**CFI Name / Signature / CFI # & EXP.**

\_\_\_\_\_  
**RTE OF FLIGHT**                      **X-CTRY TIME**

**# DAY/NT LDGS (& Location):** \_\_\_\_\_

**HOOD/ACT:** \_\_\_\_\_ **TOTAL:** \_\_\_\_\_ **DUAL:** \_\_\_\_\_



STAGE I
FLIGHT LESSON 6
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

LESSON OBJECTIVE:

During this lesson the student will demonstrate increased instructional proficiency in the listed maneuvers and procedures, will be introduced to additional systems and equipment failures/abnormalities, and will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

REVIEW:

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Departure Briefing
\_\_\_ Normal and/or Crosswind Takeoff and Climb
\_\_\_ Short-Field Takeoff and Climb
\_\_\_ Soft-Field Takeoff and Climb
\_\_\_ Maneuvering During Slow Flight
\_\_\_ Turning Stall
\_\_\_ Elevator Trim Stall
\_\_\_ Cross-Control Stall
\_\_\_ Accelerated Stall
\_\_\_ The Impossible Turn (Demonstration)
\_\_\_ Steep Turns
\_\_\_ Chandelles
\_\_\_ Lazy Eights
\_\_\_ Steep Spirals
\_\_\_ Eights On Pylons
\_\_\_ S-Turns Across a Road
\_\_\_ Avionics Failure

- \_\_\_ Emergency Approach and Landing (Simulated)
\_\_\_ Positional Awareness
\_\_\_ Normal and/or Crosswind Approach and Landing
\_\_\_ Short-Field Approach and Landing
\_\_\_ Soft-Field Approach and Landing
\_\_\_ Debrief and Risk Mitigation Evaluation

INTRODUCTION:

- \_\_\_ Simulated Communications Failure
\_\_\_ Emergency Descent
\_\_\_ No-Flap Landing
\_\_\_ Postflight Procedures

COMPLETION STANDARDS:

At the completion of this lesson the student will demonstrate increased instructional proficiency in analyzing and performing the listed maneuvers and procedures, including correct procedures and instruction during systems and equipment failures.

Form box containing fields for DATE, GRADE (C/INC), Student Name / Signature / Student #, CFI Name / Signature / CFI # & EXP., RTE OF FLIGHT, X-CTRY TIME, # DAY/NT LDGS (& Location), HOOD/ACT, TOTAL, DUAL.



**STAGE I  
FLIGHT LESSON 7  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

- 1. Preflight Briefing
- 2. Flight
- 3. Post-Flight Brief and Evaluation

**LESSON OBJECTIVE:**

The student will demonstrate increased instructional proficiency in the performance and analysis of the listed maneuvers and will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**CONTENT:**

**REVIEW:**

- Risk Assessment and Mitigation
- Normal and/or Crosswind Takeoff and Climb
- Short-Field Takeoff and Climb
- Soft-Field Takeoff and Climb
- Steep Turns
- Turning Stalls
- The Impossible Turn (Demonstration)
- Chandelles
- Lazy Eights
- Steep Spirals
- Eights On Pylons
- Rectangular Course
- Emergency Descent
- Emergency Approach and Landing (Simulated)
- Positional Awareness
- Avionics Failure

- Simulated Communications Failure
- Go-Around/Rejected Landing
- Power-Off 180<sup>0</sup> Accuracy Landing
- Short-Field Approach and Landing
- Soft-Field Approach and Landing
- No-Flap Landing
- Postflight Procedures
- Debrief and Risk Mitigation Evaluation

**COMPLETION STANDARDS:**

At the completion of this lesson the student will demonstrate increased instructional proficiency including analyzing and performing the listed maneuvers and procedures, and will demonstrate correct procedures and instruction during systems and equipment failures.

<b>DATE:</b> _____ <b>GRADE (C/INC):</b> _____	
_____	
<b>Student Name / Signature / Student #</b>	
_____	
<b>CFI Name / Signature / CFI # &amp; EXP.</b>	
_____	
<b>RTE OF FLIGHT</b>	<b>X-CTRY TIME</b>
<b># DAY/NT LDGS (&amp; Location):</b> _____	
<b>HOOD/ACT:</b> _____ <b>TOTAL:</b> _____ <b>DUAL:</b> _____	



STAGE I
FLIGHT LESSON 8
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

LESSON OBJECTIVE:

The student will be introduced to full and partial panel instrument flight and navigation instruction from the right seat of the aircraft, and increase instructional knowledge and proficiency with partial panel instrument navigation procedures. The student will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

CONTENT:

INTRODUCTION:

Full and Partial Panel

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Departure Briefing
\_\_\_ Normal and/or Crosswind Takeoff and Climb
\_\_\_ Straight and Level Flight (IR)
\_\_\_ Use of Trim (IR)
\_\_\_ Standard Rate Turns (IR)
\_\_\_ Turns to Headings (IR)
\_\_\_ Constant Rate Climbs and Descents (IR)
\_\_\_ Constant Airspeed Climbs/Descents(IR)
\_\_\_ Climbing and Descending Turns (IR)
\_\_\_ Maneuvering During Slow Flight (IR)
\_\_\_ Power-Off Stall (Imminent) (IR)
\_\_\_ Power-On Stall (Imminent) (IR)
\_\_\_ Steep Turns (Full Panel) (IR)
\_\_\_ Recovery from Un. Flight Attitudes (IR)

- \_\_\_ Systems and Equip. Malfunctions (IR)
\_\_\_ Simulated Communications Failure (IR)
\_\_\_ Malfunction Reports (IR)
\_\_\_ Compass Turns (IR)
\_\_\_ Timed Turns to Compass Headings (IR)
\_\_\_ VOR Orientation, Intercepting and Tracking (IR)
\_\_\_ VOR Receiver Failure
\_\_\_ GPS Orientation, Intercepting and Tracking (IR)
\_\_\_ Normal and/or X-wd Approach & Ldg
\_\_\_ Debrief and Risk Mitigation Evaluation

COMPLETION STANDARDS:

The student will demonstrate instructional knowledge and correctly analyze, describe and correct common student errors during the performance of all listed tasks. Instrument flight maneuvers will be performed at a level that meets or exceeds current FAA Instrument Rating PTS.

Form with fields for DATE, GRADE (C/INC), Student Name / Signature / Student #, CFI Name / Signature / CFI # & EXP., RTE OF FLIGHT, X-CTRY TIME, # DAY/NT LDGS (& Location), HOOD/ACT, TOTAL, DUAL.





STAGE I
FLIGHT LESSON 9
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

LESSON OBJECTIVE:

During this lesson the student will review full and partial panel instrument flying, navigational system orientation, intercepting and tracking. The student will review visual maneuvers and procedures in preparation for the upcoming stage check, and will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

CONTENT:

REVIEW:

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Normal and/or Crosswind Takeoff and Climb
\_\_\_ Short-Field Takeoff and Climb
\_\_\_ Soft-Field Takeoff and Climb
\_\_\_ Maneuvering During MCA (VR/IR)
\_\_\_ Power-Off Stall (Imminent) (VR/IR)
\_\_\_ Power-On Stall (Imminent) (VR/IR)
\_\_\_ Steep Turns (Full Panel) (VR)
\_\_\_ Recovery from Unusual Flight Attitudes (VR/IR)
\_\_\_ Simulated Comms Failure (VR/IR)
\_\_\_ Malfunction Reports
\_\_\_ Compass Turns (IR)
\_\_\_ Timed Turns to Compass Headings (IR)
\_\_\_ VOR Orientation, Intercepting and Tracking (IR)
\_\_\_ GPS Orientation, Intercepting and Tracking (IR)

- \_\_\_ Emergency Descent
\_\_\_ Eights On Pylons
\_\_\_ Emergency Approach and Landing (Simulated)
\_\_\_ Go-Around/Rejected Landing
\_\_\_ Power-Off 180° Accuracy Landing
\_\_\_ Short-Field Approach and Landing
\_\_\_ Soft-Field Approach and Landing
\_\_\_ Postflight Procedures
\_\_\_ As Required By Instructor
\_\_\_ Debrief and Risk Mitigation Evaluation

COMPLETION STANDARDS:

The student will demonstrate instructional knowledge and correctly analyze, describe and correct common student errors during the performance of all maneuvers and procedures. Instrument flight maneuvers will be performed at a level that meets or exceeds current FAA Instrument Rating Practical Test Standards.

Form with fields for DATE, GRADE (C/INC), Student Name / Signature / Student #, CFI Name / Signature / CFI # & EXP., RTE OF FLIGHT, X-CTRY TIME, # DAY/NT LDGS (& Location), HOOD/ACT, TOTAL, DUAL.

## STAGE I FLIGHT LESSON 10 DUAL — STAGE CHECK

### RECOMMENDED SEQUENCE:

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

### LESSON OBJECTIVE:

This lesson is the intermediate stage check conducted by the Chief Flight Instructor, Assistant Chief, or designated Check Instructor. During this lesson the student will be evaluated on his/her ability to plan and conduct the lesson sequence efficiently and provide an effective instructional explanation and demonstration for the listed tasks.

### CONTENT:

#### ORAL

- Certificates and Documents
- Airworthiness Requirements
- Flight Instructor Privileges and Limitations
- Aircraft Systems and Operation
- Performance and Limitations
- Flight Instructor Responsibilities
- Aeronautical Decision Making
- Risk Assessment and Mitigation

#### FLIGHT

#### Preflight Procedures (Select At Least B, D, F, And One Other Task)

- A.  Preflight Inspection
- B.  Single Pilot Resource Management
- C.  Engine Starting
- D.  Taxiing
- E.  Before Takeoff Check
- F.  Risk Assessment and Mitigation

#### Airport Operations (Select At Least C And One Other Task)

- A.  Radio Communications and ATC Light Signals
- B.  Traffic Patterns
- C.  Airport, Runway and Taxiway Signs, Markings, and Lighting

#### Takeoffs, Landings, And Go-Arounds (ALL Tasks Required)

- A.  Normal and/or Crosswind Takeoff and Climb
- B.  Short-Field Takeoff and Climb
- C.  Soft-Field Takeoff and Climb
- D.  Slip to a Landing
- E.  Go-Around/Rejected Landing
- F.  Normal and/or Crosswind Approach and Landing
- G.  Power-Off 180<sup>0</sup> Accuracy Landing
- H.  Short-Field Approach and Landing
- I.  Soft-Field Approach and Landing

#### Fundamentals of Flight (Select At Least One Task)

- A.  Straight and Level Flight
- B.  Level Turns
- C.  Straight Climbs and Climbing Turns
- D.  Turning Climbs and Descending Turns

#### Performance Maneuvers (ALL Tasks Required)

- A.  Steep Turns
- B.  Chandelles
- C.  Lazy Eights
- D.  Steep Spirals



**Ground Reference Maneuvers (Select At Least D And One Other Task)**

- A. \_\_\_ Rectangular Course
- B. \_\_\_ S-Turns Across a Road
- C. \_\_\_ Turns Around a Point
- D. \_\_\_ Eights on Pylons

**Slow Flight, Stalls, and Spins (Select At Least B or C, one of D, E, F, or G, and select H)**

- A. \_\_\_ Maneuvering During Slow Flight
- B. \_\_\_ Power-On Stall (Proficiency)
- C. \_\_\_ Power-Off Stall (Proficiency)
- D. \_\_\_ Elevator Trim Stall (Demonstration)
- E. \_\_\_ Cross-Control Stall (Demonstration)
- F. \_\_\_ Accelerated Stall (Demonstration)
- G. \_\_\_ Secondary Stall (Demonstration)
- H. \_\_\_ Spins (Present Endorsement)

**Basic Instrument Maneuvers (Select At Least A and E, and One Other Task)**

- A. \_\_\_ Straight and Level Flight (IR)
- B. \_\_\_ Turns to Headings (IR)
- C. \_\_\_ Constant Airspeed Climbs (IR)
- D. \_\_\_ Constant Airspeed Descents (IR)
- E. \_\_\_ Recovery From Unusual Flight Attitudes (IR)

**Emergency Operations (Select At Least A, B, and One Other Task)**

- A. \_\_\_ Systems and Equipment Malfunctions
- B. \_\_\_ Emergency Approach and Landing (Simulated)
- C. \_\_\_ Emergency Equipment and Survival Gear
- D. \_\_\_ Emergency Descent

**Post-Flight Procedures**

- \_\_\_ Post-flight Procedures
- \_\_\_ Debrief and Risk Mitigation Evaluation

**COMPLETION STANDARDS:**

The student will demonstrate instructional knowledge and correctly analyze, describe and correct common student errors during the performance of all maneuvers and procedures. All maneuvers and procedures will be performed at a level that meets or exceeds current FAA Private Pilot and Commercial Pilot Practical Test Standards, as appropriate.

DATE: _____ GRADE (C/INC): _____	
_____ Student Name / Signature / Student #	
_____ CFI Name / Signature / CFI # & EXP.	
RTE OF FLIGHT _____	X-CTRY TIME _____
# DAY/NT LDGS (& Location): _____	
HOOD/ACT: _____ TOTAL: _____ DUAL: _____	

## STAGE II

### STAGE II OBJECTIVES

During this stage, the student will learn to perform all visual and instrument maneuvers from the right seat of the complex aircraft, with special emphasis placed on accurate execution of maneuvers and procedures involving propeller and landing gear configuration changes. Special emphasis will also be placed on conducting the VFR maneuvers visually with proper division of attention and minimal reference to flight instruments, and on increasing proficiency in minimizing transition time between maneuvers. Maneuvers will encompass those found in the Private Pilot and Commercial Pilot FAA Practical Test Standards.

### STAGE II COMPLETION STANDARDS

At the completion of this stage, the student will demonstrate instructional knowledge and skill in the planning and execution of each lesson and task. The student will be able to perform, analyze, and critique maneuvers and procedures, and maneuvers will be performed at a level that meets or exceeds current FAA Private Pilot, Commercial Pilot, and Flight Instructor - Airplane Practical Test Standards, as appropriate.



STAGE II
FLIGHT LESSON 11
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

LESSON OBJECTIVE:

The student will be introduced to practice flight instruction conducted from the right seat of a complex aircraft. The lesson will focus on developing the correct visual perspective from the right seat of the aircraft. The student will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

CONTENT:

INTRODUCTION:

PREFLIGHT DISCUSSION

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Certificates and Documents
\_\_\_ Airworthiness Requirements
\_\_\_ Aircraft Systems and Operation
\_\_\_ Performance and Limitations
\_\_\_ Flight Instructor Responsibilities
\_\_\_ Aeronautical Decision Making

FLIGHT

- \_\_\_ Preflight Inspection
\_\_\_ Use of Checklists
\_\_\_ Single Pilot Resource Management
\_\_\_ Engine Starting
\_\_\_ Taxiing
\_\_\_ Departure Briefing
\_\_\_ Before Takeoff Check
\_\_\_ Runway Incursion Avoidance
\_\_\_ Normal and/or Crswd Takeoff/Climb
\_\_\_ Straight and Level Flight

- \_\_\_ Use of Trim
\_\_\_ Level Turns
\_\_\_ Constant Rate Climbs and Descents
\_\_\_ Constant Airspeed Climbs and Descents
\_\_\_ Maneuvering During Slow Flight
\_\_\_ Power-On Stall
\_\_\_ Power-Off Stall
\_\_\_ Steep Turns
\_\_\_ Rectangular Course
\_\_\_ S-Turns Across a Road
\_\_\_ Turns Around a Point
\_\_\_ Emergency Approach Ldg (Simulated)
\_\_\_ Go-Around/Rejected Landing
\_\_\_ Normal and/or X-wd Approach & Ldg
\_\_\_ Postflight Procedures
\_\_\_ Debrief and Risk Mitigation Evaluation

COMPLETION STANDARDS:

The student will demonstrate instructional knowledge and proficiency during the performance of all maneuvers and procedures in the complex aircraft. Maneuvers will be performed at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot, as appropriate.

Form box containing fields for DATE, GRADE (C/INC), Student Name / Signature / Student #, CFI Name / Signature / CFI # & EXP., RTE OF FLIGHT, X-CTRY TIME, HOOD/ACT, TOTAL, and DUAL.



**STAGE II  
FLIGHT LESSON 12  
DUAL -- LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

**LESSON OBJECTIVE:**

The student will review practice flight instruction conducted from the right seat of a complex aircraft, and will be introduced to specialized takeoffs and landings. The student will increase checklist proficiency and accuracy with configuration changes in the complex aircraft. The student will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**CONTENT:**

**REVIEW:**

- Risk Assessment and Mitigation
- Preflight Inspection
- Use of Checklists
- Cockpit Management
- Before Takeoff Check
- Runway Incursion Avoidance
- Normal and/or X-wd Takeoff
- Maneuvering During Slow Flight
- Power-On Stall
- Power-Off Stall
- Emergency Appch & Ldg (Sim)
- Go-Around/Rejected Landing
- Normal and/or X-wd Appch & Ldg
- Debrief and Risk Mitigation Evaluation

**INTRODUCTION:**

- Short-Field Takeoff and Climb
- Soft-Field Takeoff and Climb
- Simulated Communications Failure
- Recovery From Unusual Flight Attitudes
- The Impossible Turn (Demonstration)
- Short-Field Approach and Landing
- Soft-Field Approach and Landing
- Power-Off 180<sup>0</sup> Accuracy Landing
- No-Flap Landing
- Systems and Equipment Malfunctions
- Postflight Procedures

**COMPLETION STANDARDS:**

The student will demonstrate instructional knowledge and proficiency on all areas and tasks, at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot Practical Test Standards, as appropriate.

<b>DATE:</b> _____		<b>GRADE (C/INC):</b> _____	
_____			
<b>Student Name / Signature / Student #</b>			
_____			
<b>CFI Name / Signature / CFI # &amp; EXP.</b>			
_____			
<b>RTE OF FLIGHT</b>		<b>X-CTRY TIME</b>	
<b># DAY/NT LDGS (&amp; Location):</b> _____			
<b>HOOD/ACT:</b> _____		<b>TOTAL:</b> _____	
		<b>DUAL:</b> _____	



**STAGE II  
FLIGHT LESSON 13  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

- \_\_\_ Short-Field Approach and Landing
- \_\_\_ Soft-Field Approach and Landing
- \_\_\_ Power-Off 180° Accuracy Landing
- \_\_\_ Debrief and Risk Mitigation Evaluation

**LESSON OBJECTIVE:**

The student will review the listed maneuvers and procedures, be introduced to additional commercial-level maneuvers, and increase his/her ability to provide effective flight instruction in the complex aircraft. Special emphasis will be placed on conducting the maneuvers visually with proper division of attention. The student will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**INTRODUCTION:**

- \_\_\_ Chandelles
- \_\_\_ Lazy Eights
- \_\_\_ Steep Spirals
- \_\_\_ Eights on Pylons
- \_\_\_ Crossed-Control Stall (Demonstration)
- \_\_\_ Elevator Trim Stall (Demonstration)
- \_\_\_ Accelerated Stall (Demonstration)
- \_\_\_ Secondary Stall (Demonstration)

**CONTENT:**

**REVIEW:**

- \_\_\_ Risk Assessment and Mitigation
- \_\_\_ GPS Set-Up and Use
- \_\_\_ Departure Briefing
- \_\_\_ Normal and/or Crosswind Takeoff and Climb
- \_\_\_ Maneuvering During Slow Flight
- \_\_\_ Power-On Stall
- \_\_\_ Power-Off Stall
- \_\_\_ Emergency Appch & Ldg (Simulated)
- \_\_\_ Go-Around/Rejected Landing
- \_\_\_ Normal and/or X-wd Approach & Ldg
- \_\_\_ Recovery from Unusual Flight Attitudes
- \_\_\_ Short-Field Takeoff and Climb
- \_\_\_ Soft-Field Takeoff and Climb

**COMPLETION STANDARDS:**

The student will demonstrate instructional knowledge and proficiency on all areas and tasks, at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot Practical Test Standards, as appropriate.

**DATE:** \_\_\_\_\_ **GRADE (C/INC):** \_\_\_\_\_

\_\_\_\_\_  
**Student Name / Signature / Student #**

\_\_\_\_\_  
**CFI Name / Signature / CFI # & EXP.**

\_\_\_\_\_  
**RTE OF FLIGHT**                      **X-CTRY TIME**

\_\_\_\_\_  
**# DAY/NT LDGS (& Location):** \_\_\_\_\_

\_\_\_\_\_  
**HOOD/ACT:** \_\_\_\_\_ **TOTAL:** \_\_\_\_\_ **DUAL:** \_\_\_\_\_



**STAGE II  
FLIGHT LESSON 14  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

**LESSON OBJECTIVE:**

The student will perform, analyze, and critique the listed maneuvers and procedures in the complex aircraft, while describing and correcting common student errors. The student will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency.

**CONTENT:**

- Risk Assessment and Mitigation
- Normal and/or Crosswind Takeoff and Landing
- Short-Field Takeoff and Climb
- Soft-Field Takeoff and Climb
- Rectangular Course
- Traffic Patterns
- Slip to a Landing
- Systems and Equipment Malfunctions
- Emergency Approach and Landing
- Short-Field Approach and Landing
- Soft-Field Approach and Landing
- Power-Off 180<sup>0</sup> Accuracy Landing
- Go Around/Rejected Landing
- Normal and/or Crosswind Approach and Landing
- Postflight Procedures
- Debrief and Risk Mitigation Evaluation

**COMPLETION STANDARDS:**

The student will demonstrate instructional knowledge and proficiency on all areas and tasks, while describing and correcting common student errors, at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot Practical Test Standards, as appropriate.

DATE: _____ GRADE (C/INC): _____	
_____ Student Name / Signature / Student #	
_____ CFI Name / Signature / CFI # & EXP.	
RTE OF FLIGHT _____	X-CTRY TIME _____
# DAY/NT LDGS (& Location): _____	
HOOD/ACT: _____ TOTAL: _____ DUAL: _____	





STAGE II
FLIGHT LESSON 15
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

LESSON OBJECTIVE:

The student will demonstrate increased instructional knowledge and proficiency on all tasks. Tasks will be performed while describing and correcting common student errors and demonstrating Single Pilot Resource Management (SRM) and Aeronautical Decision-Making at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot Practical Test Standards, as appropriate.

CONTENT:

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ GPS Set-Up and Use
\_\_\_ Before Takeoff Check
\_\_\_ Runway Incursion Avoidance
\_\_\_ Radio Communications and ATC Light Signals
\_\_\_ Airport, Taxiway, and Runway Markings, and Lighting
\_\_\_ Use of Checklists
\_\_\_ Short-Field Takeoff and Climb
\_\_\_ Soft-Field Takeoff and Climb
\_\_\_ Use of Trim
\_\_\_ Steep Turns
\_\_\_ Chandelles
\_\_\_ Lazy Eights
\_\_\_ Steep Spirals
\_\_\_ Turning Stall
\_\_\_ Rectangular Course

- \_\_\_ S-Turns Across a Road
\_\_\_ Eights on Pylons
\_\_\_ Systems and Equipment Malfunctions
\_\_\_ Emergency Equip. and Survival Gear
\_\_\_ Emergency Approach and Landing
\_\_\_ Power-Off 180° Accuracy Landing
\_\_\_ Short-Field Approach and Landing
\_\_\_ Soft-Field Approach and Landing
\_\_\_ Go-Around/Rejected Landing
\_\_\_ Post-flight Procedures
\_\_\_ Debrief and Risk Mitigation Evaluation

COMPLETION STANDARDS:

The student will demonstrate instructional knowledge and proficiency on all areas and tasks, while describing and correcting common student errors, at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot Practical Test Standards, as appropriate.

Form box containing fields for DATE, GRADE (C/INC), Student Name / Signature / Student #, CFI Name / Signature / CFI # & EXP., RTE OF FLIGHT, X-CTRY TIME, # DAY/NT LDGS (& Location), HOOD/ACT, TOTAL, DUAL.



STAGE II
FLIGHT LESSON 16
DUAL — LOCAL

RECOMMENDED SEQUENCE:

- 1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

LESSON OBJECTIVE:

The student will review instrument maneuvers and procedures as necessary in preparation for the end-of-course stage check. The student will continue to develop skill in transitioning between maneuvers in order to increase lesson efficiency, and demonstrate Single Pilot Resource Management (SRM) and Aeronautical Decision-Making at a level that meets or exceeds current FAA Private Pilot, or Commercial Pilot Practical Test Standards, as appropriate.

CONTENT:

REVIEW:

- \_\_\_ Risk Assessment and Mitigation
\_\_\_ Departure Briefing
\_\_\_ Short-Field Takeoff and Climb
\_\_\_ Soft-Field Takeoff and Climb
\_\_\_ Steep Turns
\_\_\_ Maneuvering During Slow Flight (VR)
\_\_\_ Turning Stall
\_\_\_ Chandelles
\_\_\_ Lazy Eights
\_\_\_ Steep Spirals
\_\_\_ Rectangular Course
\_\_\_ S-Turns Across a Road
\_\_\_ Turns Around a Point
\_\_\_ Eights on Pylons
\_\_\_ Systems and Equipment Malfunctions

- \_\_\_ Emergency Equip. and Survival Gear
\_\_\_ Emergency Approach and Landing
\_\_\_ Power-Off 180° Accuracy Landing
\_\_\_ Short-Field Approach and Landing
\_\_\_ Soft-Field Approach and Landing
\_\_\_ Go-Around/Rejected Landing
\_\_\_ Post-flight Procedures
\_\_\_ Debrief and Risk Mitigation Evaluation

INTRODUCTION:

- \_\_\_ Straight Climbs & Climbing Turns(IR)
\_\_\_ Maneuvering During Slow Flight (IR)
\_\_\_ Turns to Headings (IR)
\_\_\_ Recovery From Unusual Flight Attitudes (IR)

COMPLETION STANDARDS:

The student will demonstrate instructional knowledge and proficiency on all areas and tasks, at a level that meets or exceeds current FAA Private Pilot, Instrument Rating, or Commercial Pilot Practical Test Standards, as appropriate.

DATE: \_\_\_\_\_ GRADE (C/INC): \_\_\_\_\_

Student Name / Signature / Student #

CFI Name / Signature / CFI # & EXP.

RTE OF FLIGHT \_\_\_\_\_ X-CTRY TIME \_\_\_\_\_

# DAY/NT LDGS (& Location): \_\_\_\_\_

HOOD/ACT: \_\_\_\_\_ TOTAL: \_\_\_\_\_ DUAL: \_\_\_\_\_



**STAGE II  
FLIGHT LESSON 17  
DUAL — LOCAL**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

**LESSON OBJECTIVE:**

The student will demonstrate increased instructional knowledge and proficiency on all tasks. Tasks will be performed while describing and correcting common student errors. The student will demonstrate skill in transitioning between maneuvers in order to increase lesson efficiency, and demonstrate SRM and ADM at a level that meets or exceeds current FAA Flight Instructor Practical Test Standards, as appropriate.

**CONTENT:**

- Risk Assessment and Mitigation
- Preflight Inspection
- Runway Incursion Avoidance
- Use of Checklists
- Short-Field Takeoff and Climb
- Soft-Field Takeoff and Climb
- Steep Turns
- Chandelles
- Lazy Eights
- Steep Spirals
- Eights on Pylons
- Maneuvering During Slow Flight
- Secondary Stall
- Elevator Trim Stall
- Crossed-Control Stall
- Accelerated Stall

- Slip to a Landing
- Systems and Equipment Malfunctions
- Emergency Approach and Landing (Simulated)
- Go-Around/Rejected Landing
- Power-Off 180<sup>0</sup> Accuracy Landing
- Short-Field Approach and Landing
- Soft-Field Approach and Landing
- Post-flight Procedures
- Debrief and Risk Mitigation Evaluation

**COMPLETION STANDARDS:**

The student will demonstrate instructional knowledge and proficiency on all areas and tasks, at a level that meets or exceeds current FAA Private Pilot, Instrument Rating, or Commercial Pilot Practical Test Standards, as appropriate.

<b>DATE:</b> _____		<b>GRADE (C/INC):</b> _____	
_____			
<b>Student Name / Signature / Student #</b>			
_____			
<b>CFI Name / Signature / CFI # &amp; EXP.</b>			
_____			
<b>RTE OF FLIGHT</b>		<b>X-CTRY TIME</b>	
<b># DAY/NT LDGS (&amp; Location):</b> _____			
<b>HOOD/ACT:</b> _____		<b>TOTAL:</b> _____	
		<b>DUAL:</b> _____	



**STAGE II  
FLIGHT LESSON 18  
DUAL — LOCAL  
END-OF-COURSE STAGE CHECK**

**RECOMMENDED SEQUENCE:**

1. Preflight Briefing
2. Flight
3. Post-Flight Brief and Evaluation

**LESSON OBJECTIVE:**

This lesson is the end-of-course stage check conducted by the Chief Flight Instructor, Assistant Chief, or designated Check Instructor. During this lesson the student will be evaluated on his/her ability to provide an effective instructional explanation and demonstration for the listed tasks at a level that meets or exceeds current FAA Private Pilot, Commercial Pilot, and Flight Instructor – Airplane Practical Test Standards, as appropriate.

**CONTENT:**

**ORAL**

**Fundamentals of Instruction (Select At Least Tasks B, F, G, And One Other Task)**

- A. \_\_\_ The Learning Process
- B. \_\_\_ Human Behavior and Effective Communication
- C. \_\_\_ The Teaching Process
- D. \_\_\_ Teaching Methods
- E. \_\_\_ Critique and Evaluation
- F. \_\_\_ Flight Instructor Characteristics and Responsibilities
- G. \_\_\_ Planning Instructional Activity

**Technical Subject Areas (Select At Least Tasks B through F, I, L, and M, and One Other Task)**

- A. \_\_\_ Aeromedical Factors
- B. \_\_\_ Visual Scanning and Collision Avoidance
- C. \_\_\_ Principles of Flight
- D. \_\_\_ Airplane Flight Controls
- E. \_\_\_ Airplane Weight and Balance
- F. \_\_\_ Navigation and Flight Planning
- G. \_\_\_ Night Operations
- H. \_\_\_ High Altitude Operations
- I. \_\_\_ Federal Aviation Regulations and Publications
- J. \_\_\_ National Airspace System
- K. \_\_\_ Navigation Systems and Radar Services
- L. \_\_\_ Logbook Entries and Certificate Endorsements
- M. \_\_\_ Risk Assessment and Mitigation

**Pre-Flight Preparation (ALL Tasks Required)**

- A. \_\_\_ Certificates and Documents
- B. \_\_\_ Airworthiness Requirements
- C. \_\_\_ Weather Information
- D. \_\_\_ Operation of Systems
- E. \_\_\_ Performance and Limitations

**Lesson on a Maneuver to be Performed in Flight (Select at least one maneuver from PTS Areas of Operation VII through XIII)**

\_\_\_ Maneuver Lesson

**FLIGHT**

**Preflight Procedures (Select At Least A, B, D, And One Other Task)**

- A. \_\_\_ Risk Assessment and Mitigation
- B. \_\_\_ Preflight Inspection
- C. \_\_\_ Single Pilot Resource Management
- D. \_\_\_ Engine Starting
- E. \_\_\_ Taxiing
- F. \_\_\_ Before Takeoff Check

**Airport Operations (Select At Least C And One Other Task)**

- A. \_\_\_ Radio Communications and ATC Light Signals
- B. \_\_\_ Traffic Patterns
- C. \_\_\_ Airport, Runway and Taxiway Signs, Markings, and Lighting

**Takeoffs, Landings, And Go-Arounds (ALL Tasks Required)**

- A. \_\_\_ Normal and/or Crosswind Takeoff and Climb
- B. \_\_\_ Short-Field Takeoff and Climb
- C. \_\_\_ Soft-Field Takeoff and Climb
- D. \_\_\_ Slip to a Landing
- E. \_\_\_ Go-Around/Rejected Landing
- F. \_\_\_ Normal and/or Crosswind Approach and Landing
- G. \_\_\_ Power-Off 180<sup>0</sup> Accuracy Landing
- H. \_\_\_ Short-Field Approach and Landing
- I. \_\_\_ Soft-Field Approach and Landing

**Fundamentals of Flight (Select At Least One Task)**

- A. \_\_\_ Straight and Level Flight
- B. \_\_\_ Level Turns
- C. \_\_\_ Straight Climbs and Climbing Turns
- D. \_\_\_ Turning Climbs and Descending Turns

**Performance Maneuvers (ALL Tasks Required)**

- A. \_\_\_ Steep Turns
- B. \_\_\_ Chandelles
- C. \_\_\_ Lazy Eights
- D. \_\_\_ Steep Spirals

**Ground Reference Maneuvers (Select At Least D And One Other Task)**

- A. \_\_\_ Rectangular Course
- B. \_\_\_ S-Turns Across a Road
- C. \_\_\_ Turns Around a Point
- D. \_\_\_ Eights on Pylons

**Slow Flight, Stalls, and Spins (Select At Least B or C, one of D, E, F, or G, and select H)**

- A. \_\_\_ Maneuvering During Slow Flight
- B. \_\_\_ Power-On Stall (Proficiency)
- C. \_\_\_ Power-Off Stall (Proficiency)
- D. \_\_\_ Elevator Trim Stall (Demonstration)
- E. \_\_\_ Cross-Control Stall (Demonstration)
- F. \_\_\_ Accelerated Stall (Demonstration)
- G. \_\_\_ Secondary Stall (Demonstration)
- H. \_\_\_ Spins (Present Endorsement)



**Basic Instrument Maneuvers (Select At Least A and E, and One Other Task)**

- A. \_\_\_ Straight and Level Flight (IR)
- B. \_\_\_ Turns to Headings (IR)
- C. \_\_\_ Constant Airspeed Climbs (IR)
- D. \_\_\_ Constant Airspeed Descents (IR)
- E. \_\_\_ Recovery From Unusual Flight Attitudes (IR)

**Emergency Operations (Select At Least A, B, and One Other Task)**

- A. \_\_\_ Systems and Equipment Malfunctions
- B. \_\_\_ Avionics Failure
- C. \_\_\_ Emergency Approach and Landing (Simulated)
- D. \_\_\_ Emergency Equipment and Survival Gear
- E. \_\_\_ Emergency Descent

**Post-Flight Procedures**

- \_\_\_ Post-flight Procedures
- \_\_\_ Debrief and Risk Mitigation Evaluation

**COMPLETION STANDARDS:**

The student will demonstrate his/her ability to provide an effective instructional explanation and demonstration for the listed subject areas and flight procedures/maneuvers at a level that meets or exceeds current FAA Private Pilot, Commercial Pilot, and Flight Instructor – Airplane Practical Test Standards, as appropriate.

DATE: _____ GRADE (C/INC): _____	
_____ Student Name / Signature / Student #	
_____ CFI Name / Signature / CFI # & EXP.	
_____ RTE OF FLIGHT	_____ X-CTRY TIME
# DAY/NT LDGS (& Location): _____	
HOOD/ACT: _____ TOTAL: _____ DUAL: _____	