

**AVIA 4613**  
**CERTIFIED FLIGHT INSTRUMENT INSTRUCTOR FLYING**  
**UNIVERSITY OF OKLAHOMA**

\_\_\_\_\_, 20\_\_\_\_

I, \_\_\_\_\_, have acquired and have in my possession a copy of the training course outline, training syllabus, and safety procedures and practices for AVIA 4613, Certified Flight Instructor Instrument Flying.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Flight Instructor Signature

\_\_\_\_\_  
Chief Flight Instructor Signature

**UNIVERSITY OF OKLAHOMA DEPARTMENT OF AVIATION  
ADDITIONAL FLIGHT INSTRUCTOR RATING COURSE  
INSTRUMENT - AIRPLANE**

This course fulfills the requirements of 14 CFR, Section 141, Appendix G for adding an instrument rating to a flight instructor certificate with airplane category, single engine class rating.

**COURSE OBJECTIVE:** The student will obtain the knowledge, skill, and aeronautical experience necessary to meet the requirements for adding an instrument rating to a flight instructor certificate with an airplane category rating and single-engine class rating.

**COURSE COMPLETION STANDARD:** The student will demonstrate through written tests, oral tests, flight tests, and show through appropriate records that the knowledge, skill, and experience requirements necessary to obtain a flight instructor instrument rating have been met. The specific requirements for each test and stage check are described in the appropriate syllabus lesson. At the completion of the ground school the student will pass the end of course test with a score of 70%. This test is the equivalent of the FAA flight instructor instrument airplane knowledge test. At the completion of flight training the student will pass the end of course stage check which will be equivalent to the Flight Instructor Instrument Airplane practical test, based on the current Flight Instructor Instrument Airplane Practical Test Standards (PTS).

**AIRPORT:** Max Westheimer Airport is the operations base for training in this course. Max Westheimer Airport has a hard surface runway and meets the requirements of 14 CFR, Section 141.38 for day and night operation. Fuel is available from 7:00 A.M. to 10:00 P.M. daily. Maintenance is available from 6:30 A.M. to 3:00 P.M. Monday through Friday and at other times on call. Training will originate at Max Westheimer Airport.

**AIRCRAFT:** The aircraft to be used in this course of training is the PA28-161. It meets the requirements of 14 CFR, Section 141.39. Airplanes used for instrument training are equipped for IFR as specified in 14 CFR, Section 91.205. Radio equipment will consist of at least one VHF transceiver and at least one VOR receiver.

**CHIEF FLIGHT INSTRUCTOR:** The Chief Flight Instructor will meet the requirements of 14 CFR, Section 141.35. (S)he must hold at least a commercial pilot certificate with an airplane category, single engine land rating and airplane instrument rating. In addition, (s)he must hold a flight instructor certificate with airplane single and instrument airplane ratings and have at least a second class medical certificate. See Appendix A of this Training Course Outline for Chief Flight Instructor designation.

**ASSISTANT CHIEF FLIGHT INSTRUCTOR:** The Assistant Chief Flight Instructor will meet the requirements of 14 CFR, Section 141.36. (S)he must hold at least a commercial pilot certificate with an airplane category, single engine land rating and airplane instrument rating. In addition, (s)he must hold a flight instructor certificate with an airplane single and instrument airplane ratings and have at least a second class medical certificate. See Appendix A of this Training Course Outline for Assistant Chief Flight Instructor designation.

**CHECK INSTRUCTORS:** Check instructors will meet the requirements of 14 CFR, Section 141.37. S(he) must hold at least a commercial pilot certificate with an airplane category, single engine land rating and airplane instrument rating. In addition, (s)he must hold a flight instructor certificate with airplane single and instrument airplane ratings and have at least a second class medical certificate.

**UNIVERSITY OF OKLAHOMA DEPARTMENT OF AVIATION  
ADDITIONAL FLIGHT INSTRUCTOR RATING COURSE  
INSTRUMENT - AIRPLANE**

**FLIGHT INSTRUCTORS:** Each flight instructor must hold at least a commercial pilot certificate with an airplane category, single engine land rating and airplane instrument rating. In addition, (s)he must hold a flight instructor certificate with airplane single and instrument airplane ratings and have at least a second class medical certificate.

**CHIEF GROUND INSTRUCTOR:** The Chief Ground Instructor will meet the requirements of 14 CFR, Section 141.35(e). See Appendix A of this Training Course Outline for Chief Ground Instructor designation.

**ASSISTANT CHIEF GROUND INSTRUCTOR:** The Assistant Chief Ground Instructor will meet the requirements of 14 CFR, Section 141.36(e). See Appendix A of this Training Course Outline for Assistant Chief Ground Instructor designation.

**GROUND INSTRUCTORS:** Each instructor used for ground training must hold a flight instructor or instrument ground instructor certificate for this course of training.

**OFFICE AND CLASSROOM FACILITIES USED FOR AVIATION STUDENTS:** The office and classroom facilities used for the training of aviation students of the University of Oklahoma are described in Appendix D of this Training Course Outline.

**COURSE ENROLLMENT:** You must hold at least a commercial pilot certificate with an airplane, single engine land and instrument airplane ratings, a flight instructor certificate with at least an airplane single engine rating and have at least a third class medical certificate prior to enrolling in the flight portion of the instrument rating course.

**REQUIREMENTS FOR GRADUATION:** To obtain an instrument flight instructor rating, you must be able to read, speak, and understand the English language and have a valid FAA third-class medical certificate and be at least 18 years of age at the completion of the course. You must complete the lessons in the syllabus and satisfy the requirements described in the Course Completion Standard on the first page.

**LESSON DESCRIPTION AND STAGES OF TRAINING:** Each lesson is fully described within the syllabus, including the objectives, standards, and measurable units of accomplishment and learning for each lesson. You are expected to complete at least one stage approximately every 90 days. The objectives and standards of each stage are described within the syllabus.

**COURSE POLICY:** The course policies for this course of training are outlined in Appendix B of this Training Course Outline.

**TESTS AND CHECKS:** The syllabus incorporates stage checks in accordance with 14 CFR, Section 141, Appendix G. These checks are given by the Chief, or designated Assistant Chief Flight Instructor, or Check Instructor at the end of each stage. The student will complete the appropriate stage exams, pilot briefings, and final examinations that are described within the syllabus. The final stage check will be conducted by the Chief, Assistant Chief Flight Instructor or Check Instructor and will be conducted in accordance with the current Instrument Flight Instructor Rating Practical Test Standards and will be at least equal in scope, depth, and difficulty to that practical test. At the completion of the course the practical test for this rating will be scheduled with the FSDO or an FAA designated pilot examiner.

**UNIVERSITY OF OKLAHOMA DEPARTMENT OF AVIATION**  
**ADDITIONAL FLIGHT INSTRUCTOR RATING COURSE**  
**INSTRUMENT – AIRPLANE**  
**RULES OF OPERATION**

**DISPATCH PROCEDURES** - The provisions of 14 CFR, Section 91.103 will be met prior to aircraft dispatch. The instructor will provide a preflight briefing to the student. The instructor's signature on the syllabus sheet for that lesson constitutes permission to dispatch the aircraft. The student will check the scheduling clipboard to determine which aircraft is assigned for the flight and complete the information on the Aircraft Sign Out Sheet, the Plastic Flight Plan form and the Aircraft Information Sheet in the aircraft checklist binder. A flight plan will be filed with an Automated Flight Service Station for all cross country flights. Aircraft keys are kept in a lock box in the dispatch area and will be issued upon completion of the above procedures.

**STARTING PROCEDURES** - All aircraft will be started within the ramp area of the Department of Aviation unless otherwise designated by the Chief Flight Instructor or his designee. All starting procedures will comply with the procedures stated in the Pilots Operating Handbook for that aircraft.

**TAXIING PROCEDURES** - Taxi on yellow depicted taxi routes and at a slow and reasonable speed (use 10 miles per hour as a guide). Spacing between aircraft on taxi routes will be a minimum of two ship lengths. During the day, operate the anti-collision lights while taxiing. Use position lights and the landing light at night. To minimize the chance of runway incursion, read back taxi instructions, particularly hold short, position and hold, runway crossing and takeoff clearances. When obtaining complex taxi clearances at unfamiliar airports write down the clearance, have an airport diagram available and request progressive taxi if needed.

**FIRE PRECAUTIONS** - During fueling operations the aircraft involved will be unoccupied. Fire extinguishers will be present when fueling is in progress. In the event of aircraft fire during engine start or taxiing, follow the emergency procedures in the aircraft POH. If there is any doubt about whether emergency procedures are working to extinguish the fire, evacuate the aircraft immediately.

**REDISPATCH PROCEDURES** – Given that all flight lessons have an instructor on board, in the event of a diversion and landing at an unscheduled destination, the instructor may continue the lesson without notification to the aviation department. The instructor will notify the aviation department at 405-325-7231 (Long Distance in-state toll free 1-800-522-0772, ext 7231) or the OU mobile phone 405-919-6319, if the unscheduled stop will delay the return of the aircraft to the point of impacting the flight schedule.

**AIRCRAFT DISCREPANCIES**: Upon noticing a discrepancy the pilot in command will take the following actions:

- Place the plastic "Maintenance Required" sign in the windshield of the aircraft (this sign is in a loose leaf binder in the aircraft).
- Complete Form OUAVMAIN #2 (copies of this form are in a loose leaf binder in the aircraft). When filling out the "Maintenance Problem" section, be as specific as possible. Provide the top copy to the mechanics in the hangar and place the yellow copy on the Aircraft Sign Out Sheet. If the mechanics are not available, place the top copy of the form in the maintenance in-box in the dispatch section. If the main office is closed, put both copies of the form in the envelope slot in the hangar door.
- Upon returning to the dispatch area, turn the plastic flight plan over so that the words "No Fly" are displayed. Note: If the main office is locked and this can't be done, the "Maintenance Required" sign in the aircraft serves as notification that the aircraft is not airworthy.
- Notify the director, the chief flight instructor or one of the assistant chief flight instructors as soon as possible.

**UNIVERSITY OF OKLAHOMA DEPARTMENT OF AVIATION  
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INSTRUMENT – AIRPLANE  
RULES OF OPERATION**

**APPROVAL FOR RETURN OF AIRCRAFT TO SERVICE:** The mechanics will take whatever corrective actions are required to return the aircraft to service. Upon returning the aircraft to service the mechanics will place the "Maintenance Required" sign back in the lose leaf notebook and notify the main office. At that time the plastic flight plan will be turned back over and the yellow copy of OUAVMAIN #2 placed in the mechanics in-box. If the discrepancy can't be corrected immediately, but the mechanics determine the aircraft is still airworthy, this information will be noted in the "Maintenance Performed" section along with any required operating limitations due to the discrepancy. Inoperative equipment will be removed or deactivated and placarded IAW 14 CFR, Section 91.213. The aircraft may then be returned to service and flown within any operating limitations noted.

**SECURING AIRCRAFT** - The pilot in command is responsible for securing aircraft on the ramp. Only aviation department personnel and contract personnel from the FBO may hangar aircraft. Students may assist in hangaring aircraft under the supervision of these personnel. All university aircraft will be secured with tie-down ropes or chocks while unattended on the Department of Aviation ramp. On cross country flights, the pilot in command will make tie-down arrangements with the local FBO for securing the aircraft. At no time will an aircraft be left unattended without it being secured by wheel chocks or tie-down ropes. When returning aircraft to the ramp in front of the terminal, solo students will not park the aircraft in the first row by the fence.

**AIRCRAFT AVOIDANCE** - No person may operate an aircraft so close to another aircraft as to create a collision hazard either on the ground or in the air. At all times, the Pilot-in-Command will be responsible for, and actively use "See and Avoid" procedures as described in the AIM, Chapter 7, Section 5 and comply with the right of way rules specified in 14 CFR, Section 91.113.

**FUEL RESERVES** - At no time will a department aircraft depart on a flight without the minimum fuel required by 14 CFR, Section 91.151 for VFR flights or 91.169 for IFR flights.

**MINIMUM ALTITUDES** - Minimum altitude for instrument training under VFR with the exception of landing practice is 600' AGL or higher if the minimum altitude applicable in 14 CFR, Section 91.119 is higher than 600' AGL. All simulated emergency landings will be terminated at 500' AGL minimum. Minimum altitudes for IFR operations will be in accordance with 14 CFR, Sections 91.175 and 91.177.

**PRACTICE AREAS** - The University utilizes several practice areas for flight training. These areas are depicted in Appendix C of this Training Course Outline.

**WEATHER MINIMUMS**

Instrument training under VFR will be in accordance with the basic VFR weather minimums in 14 CFR, Section 91.155. For IFR operations, minimum weather for landings will be in accordance with 14 CFR, Section 91.175. For takeoffs, the ceiling and visibility will be equal to or greater than the lowest Category A aircraft instrument approach minimums at the departure airport. If prevailing winds dictate a circling procedure, the lowest Category A circling minimums will apply. Determination of the requirement for an alternate airport will be in accordance with 14 CFR, Section 91.169.

**UNIVERSITY OF OKLAHOMA DEPARTMENT OF AVIATION  
ADDITIONAL FLIGHT INSTRUCTOR RATING COURSE  
INSTRUMENT – AIRPLANE  
RULES OF OPERATION**

**WIND LIMITS:**

Dual: Maximum 35 knots – Maximum 15 knots gust spread

Crosswind: Crosswind limits will not exceed those specified by the Pilots Operating Handbook for the aircraft to be flown.

**AIRCRAFT CHECKLIST/KEY TURN IN:** After completing the flight and securing the aircraft, the student will record the hobbs time on the Aircraft Information Sheet and return the aircraft checklists and keys to the dispatch area. Give the keys to a staff member for return to the lock box and complete the information on the Aircraft Sign Out Sheet. Return the syllabus sheet to the instructor for further processing.

**ATTENDANCE - TARDINESS:**

Students are expected to attend all scheduled ground and flight training lessons. In the event of sickness or accident, call the Aviation Department at 325-7231. Do not make a determination of attendance due to weather. If in doubt, call the Aviation Department. Excessive absences or tardiness, are grounds for removal from the course.

## FLIGHT LESSON TIME ALLOCATION

LESSON	DUAL	IDL
1	1.0	0.7
2	1.0	0.7
3	1.0	0.7
4	1.0	0.7
5	1.0	0.7
6	1.0	0.7
7	1.0	0.7
8	1.0	0.7
9	1.0	0.7
10	1.0	0.7
11	1.0	0.7
12	1.0	0.7
13	1.0	0.7
14	1.0	0.7
15	1.0	0.7
<b>TOTAL</b>	<b>15.0</b>	<b>10.5</b>

\*The individual lesson times shown on this table are for instructor/student guidance only, they are not mandatory for a given lesson. However, the total in each category should be attained at the completion of Section 141, Appendix G. the stage to insure the student will acquire at least the minimum amount of instruction required by 14 CFR,

Dual = dual instruction in a PA28-161

IDL = Instrument dual in a PA28-161.

## **INSTRUMENT FLIGHT INSTRUCTOR TRAINING SYLLABUS**

### **OBJECTIVE**

During this course of training, the student will review and gain instructional knowledge of the flight maneuvers and training required for the Instrument Flight Instructor rating. This will include, but not be limited to the following subjects: control and accurate maneuvering by reference to instruments, IFR navigation, instrument approaches, IFR cross-country flight procedures, and simulated emergencies while in IFR conditions. To ensure the student acquires the ability to fly the airplane in instrument conditions from the right seat, all flight maneuvers will be conducted in actual or simulated instrument conditions.

### **COMPLETION STANDARD**

This course will be complete when the student has gained the instructional skill and knowledge required to act as an Instrument Flight Instructor and successfully completed the final stage check.



# FLIGHT LESSON 1

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will be re-introduced to IFR preflight procedures, attitude instrument flying, and controlled performance attitude instrument flight maneuvers in both full and partial panel situations from the flight instructor's position.

**Content:**

Preflight

- Pilot Requirements
- Aircraft Inspections
- Required Equipment
- Use of Checklists
- Preflight Instrument Check

Full and Partial Panel Instrument

- Straight and Level
- Constant Speed Climbs and Descents
- Constant Rate Climbs and Descents
- Standard Rate Turns
- Climbing and Descending Turns
- Medium and Steep Banked Turns
- Flight at Critically Slow Airspeeds
- Imminent Stall Recognition and Recovery –Power On/Off
- Changes of Airspeed
- Timed Turns
- Compass Turns
- Turn Coordinator Calibration
- Unusual Attitude Recognition and Recovery
- Spatial Disorientation
- Vertical S's
- Patterns "A" and "B"

Post Flight Procedures

**Completion Standards:**

This lesson will be complete when the student has demonstrated knowledge and understanding of IFR preflight procedures, attitude flight maneuvers, and controlled performance attitude instrument flight maneuvers. During the flight, the student should demonstrate mastery of the aircraft, at or near the standards prescribed by the Instrument Rating Practical Test Standards, so that at no time is the successful outcome of a maneuver seriously in doubt.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 1

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

DI	So	Dnt	Snt	Dxc	Sxc	Idl	Nldg	AATD	PC	CA	PP	GI
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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_

OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_

TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_

OUT \_\_\_\_\_

TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

**FLIGHT LESSON 2**
**UNIVERSITY OF OKLAHOMA**

**Lesson Objective:** During this lesson, the student will be re-introduced to VOR and NDB tracking and intercept procedures and DME Arc procedures. All these maneuvers will be flown from the flight instructor's position.

**Content:**
**Lesson Introduction**

- VOR Orientation
- VOR Radial Intercepts and Tracking
- NDB Orientation
- NDB Bearing Intercepts and Tracking
- DME Arc Intercepts
- DME Arc Tracking

**Completion Standards:**

This lesson will be complete when the student has demonstrated knowledge and understanding of VOR and NDB navigation procedures and DME Arc procedures. During the flight, the student should demonstrate mastery of the aircraft at or near the standards prescribed by the Instrument Rating Practical Test Standards, so that at no time is the successful outcome of a maneuver ever seriously in doubt.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

 AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 2

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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?						?					?	

DATE: \_\_\_\_\_

 TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

 HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

### FLIGHT LESSON 3

### UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will review VOR and NDB orientation, tracking and intercept procedures from the previous lesson. The student will also be re-introduced to VOR, VOR/DME, VOR intersection, localizer, and NDB holding procedures while flying from the instructor's position in the aircraft.

**Content:**

**Lesson Review**

- VOR and NDB Orientation
- VOR Radial Intercepts and Tracking
- NDB Bearing Intercepts and Tracking

**Lesson Introduction**

- VOR Holding (Standard and Non-Standard)
- VOR/DME Holding (Standard and Non-Standard)
- NDB Holding (Standard and Non-Standard)
- Intersection Holding (Standard and Non-Standard)
- Localizer Holding (Standard and Non-Standard)

**Completion Standards:**

This lesson will be complete when the student has demonstrated knowledge and understanding of the various holding pattern procedures. During the flight, the student should demonstrate mastery of the aircraft at or near the standards prescribed by the Instrument Rating Practical Test Standards, so that at no time is the successful outcome of a maneuver ever seriously in doubt.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 3

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

ENTERED BY \_\_\_\_\_  
 SYLL. LESSON \_\_\_\_\_  
 PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

REMARKS: \_\_\_\_\_  
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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 4

UNIVERSITY OF OKLAHOMA

**Lesson Objective:** The student will review selected holding pattern procedures and be re-introduced to NDB and VOR approach procedures while flying the aircraft from the instructor's position in the aircraft.

**Content:**

**Lesson Review**

- VOR Holding
- NDB Bearing Intercepts and Tracking
- NDB Holding
- Intersection Holding
- Localizer Holding

**Lesson Introduction**

NDB Approaches

- ATC Services
- NDB Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

VOR Approaches

- ATC Services
- VOR Approach Procedures
- VOR/DME Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

**Completion Standards:**

This lesson will be complete when the student has demonstrated knowledge and understanding of NDB and VOR approach procedures. During the flight, the student should demonstrate mastery of the aircraft at or near the standards prescribed by the Instrument Rating Practical Test Standards, so that at no time is the successful outcome of a maneuver ever seriously in doubt.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 4

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_

OUT \_\_\_\_\_

TOTAL \_\_\_\_\_

ENTERED BY \_\_\_\_\_

SYLL. LESSON \_\_\_\_\_

PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_

OUT \_\_\_\_\_

TOTAL \_\_\_\_\_

REMARKS: \_\_\_\_\_

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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 5

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** The student will review selected holding pattern procedures and be re-introduced to ILS and Localizer approach procedures while flying the aircraft from the instructor's position in the aircraft.

**Content:**

**Lesson Review**

- NDB Approach Procedures
- VOR Approach Procedures
- VOR/DME Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

**Lesson Introduction**

- Localizer Approach Procedures
- Localizer Back Course Approach Procedures
- ILS Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

**Completion Standards:**

This lesson will be complete when the student has demonstrated knowledge and understanding of ILS and Localizer approach procedures. During the flight, the student should demonstrate mastery of the aircraft at or near the standards prescribed by the Instrument Rating Practical Test Standards, so that at no time is the successful outcome of a maneuver ever seriously in doubt.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 5

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 6

UNIVERSITY OF OKLAHOMA

**Lesson Objective:** The student will review ILS and Localizer approach procedures and be re-introduced to various other approach procedures while flying the aircraft from the instructor's position in the aircraft.

**Content:**

**Lesson Review**

- ILS Approach Procedures
- Localizer Approach Procedures
- Localizer Back Course Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

**Lesson Introduction**

- No Gyro Radar Vector Procedures
- DME Arc Approach Procedures
- Visual Approach Procedures
- Contact Approach Procedures

**Completion Standards:**

This lesson will be complete when the student has demonstrated knowledge and understanding of all previously reviewed instrument procedures. During the flight, the student should demonstrate mastery of the aircraft at or near the standards prescribed by the Instrument Rating Practical Test Standards, so that at no time is the successful outcome of a maneuver ever seriously in doubt.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 6

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

DI	So	Dnt	Snt	Dxc	Sxc	Idl	Nldg	AATD	PC	CA	PP	GI
?						?					?	

DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 7

UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach advanced and controlled performance attitude instrument flying maneuvers. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

- IFR Preflight
- Straight and Level (Full and Partial Panel)
- Constant Rate Climbs and Descents (Full and Partial Panel)
- Constant Speed Climbs and Descents (Full and Partial Panel)
- Turns, Climbing/Descending Turns (Full and Partial Panel)

**Lesson Introduction**

Full Panel or Partial Panel

- Medium and Steep Banked Turns
- Flight at Critically Slow Airspeeds
- Imminent Stall Recognition and Recovery (Power On/Off)
- Changes of Airspeed
- Unusual Attitudes Recognition and Recovery
- Spatial Disorientation
- Vertical S's
- Pattern "A" or "B"

Partial Panel

- Turn Coordinator Calibration
- Timed Turns
- Compass Turns

**Completion Standards:**

This lesson is complete when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 7

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

DI	So	Dnt	Snt	Dxc	Sxc	Idl	Nldg	AATD	PC	CA	PP	GI
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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_

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OUT \_\_\_\_\_

SYLL. LESSON \_\_\_\_\_

TOTAL \_\_\_\_\_

PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_

REMARKS: \_\_\_\_\_

OUT \_\_\_\_\_

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TOTAL \_\_\_\_\_

\_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 8

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach VOR and NDB navigation. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

Full or Partial Panel

- Unusual Attitude Recognition and Recovery
- Spatial Disorientation
- Vertical S's
- Pattern "A" and "B"

**Lesson Introduction**

- VOR Orientation
- VOR Radial Intercepts and Tracking
- NDB Orientation
- NDB Bearing Intercepts and Tracking

**Completion Standards:**

This lesson is complete when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 8

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_



**FLIGHT LESSON 9**
**UNIVERSITY OF OKLAHOMA**

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach DME procedures and VOR holding procedures. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**
**Lesson Review**

- VOR and NDB Orientation
- VOR Radial Intercepts and Tracking
- NDB Bearing Intercepts and Tracking
- VOR/NDB Time and Distance to Station Computations

**Lesson Introduction**

- DME Arc Intercepts
- DME Arc Tracking
- VOR Holding (Standard and Non-Standard)
- VOR/DME Holding (Standard and Non-Standard)
- Intersection Holding (Standard and Non-Standard)

**Completion Standards:**

This lesson is complete when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

 AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 9

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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DATE: \_\_\_\_\_

 TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

 HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 10

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach NDB and Localizer holding procedures, as well as, lost communications procedures while holding. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

- DME Arc Intercepts
- DME Arc Tracking
- VOR Holding (Standard and Non-Standard)
- VOR/DME Holding (Standard and Non-Standard)
- Intersection Holding (Standard and Non-Standard)

**Lesson Introduction**

- NDB Holding (Standard and Non-Standard)
- Localizer Holding (Standard and Non-Standard)
- Lost Communication Procedures While Holding

**Completion Standards:**

This lesson is completed when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 10

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 11

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach NDB approach procedures. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

- VOR Holding
- NDB Holding
- Intersection Holding
- Localizer Holding

**Lesson Introduction**

- NDB Non-Timed Approach Procedures
- NDB Timed Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

**Completion Standards:**

This lesson is completed when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 11

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 12

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach VOR and VOR/DME approach procedures. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

- NDB Holding
- Lost Communication Procedures While Holding
- NDB Approach Procedures

**Lesson Introduction**

- VOR Timed Approach Procedures
- VOR Non-Timed Approach Procedures
- VOR/DME Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures

**Completion Standards:**

This lesson is complete when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 12

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

DI	So	Dnt	Snt	Dxc	Sxc	Idl	Nldg	AATD	PC	CA	PP	GI
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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 13

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach ILS and Localizer approach procedures. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

- VOR Holding
- VOR/DME Holding
- VOR Approach Procedures
- VOR/DME Approach Procedures
- Localizer Holding

**Lesson Introduction**

- Localizer Approach Procedures
- Localizer Back Course Approach Procedures
- ILS Approach Procedures
- Missed Approach Procedures
- Circling Approach Procedures
- Side-Step Approach Procedures

**Completion Standards:**

This lesson is completed when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 13

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_  
 OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_  
 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
 OUT \_\_\_\_\_  
 TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 14

## UNIVERSITY OF OKLAHOMA

**Lesson Objective:** During this lesson, the student will reinforce their teaching skills by reviewing previously introduced maneuvers. Also, the student will learn to effectively teach IFR cross-country procedures, system malfunctions, and emergency procedures. In addition, the student will prepare and present a pre-flight briefing on the subject areas introduced.

**Content:**

**Lesson Review**

- ILS Approaches
- VOR Approaches
- NDB Approaches
- Holding Pattern Procedures

**Lesson Introduction**

IFR Cross Country

- FAR 91, AIM
- Obtaining Weather Information
- Aircraft Performance, Limitations, IFR Systems
- IFR Enroute Charts/Route Planning
- DP's/STARs
- Alternate Airport Requirements
- IFR Flight Plans
- Air Traffic Control Clearances
- Compliance with Departure, Enroute, and Arrival Procedures
- IFR Dead Reckoning
- Flight Plan Deviations
- Use of ATC Radar
- Use of Aircraft Anti-Icing/De-Icing Systems

Systems Malfunctions

- Electrical System
- Pitot/Static System
- Gyro System
- Hydraulic System

Emergency Procedures

- Loss of Communications
- Navigation Radio Failure
- Partial Panel Operations
- Icing
- Turbulence
- Low Fuel Supply
- Lost Procedures
- Engine Failure
- Emergency Equipment and Survival Gear

**Completion Standards:**

This lesson is completed when the student is able to explain and demonstrate the principles and execution of techniques of the listed subjects in accordance with the current FAA Instrument Instructor Practical Test Standards. In addition, the student will be able to recognize and explain the common errors encountered during this stage of instrument flight training and suggest effective corrective action.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 14

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

DI	So	Dnt	Snt	Dxc	Sxc	Idl	Nldg	AATD	PC	CA	PP	GI
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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_

OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_

TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_

OUT \_\_\_\_\_

TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## FLIGHT LESSON 15 DUAL – STAGE CHECK

UNIVERSITY OF OKLAHOMA

**Lesson Objective:** This stage check will be conducted by the chief, assistant chief flight instructor or check instructor per the latest Flight Instructor Instrument Airplane PTS.

**Content:**

Technical Subject Areas

- Aircraft Flight Instruments and Navigation Equipment
- Regulations and Publications Related to IFR Operations

Preflight Preparation

- Cross-Country Flight Planning
- Instrument Cockpit Check
- Air Traffic Control Clearances and Procedures (at least one task)
- Air Traffic Control Clearances

Flight by Reference to Instruments (Recovery From Unusual Flight Attitudes and at least one other task)

- Straight-and-Level Flight
- Turns
- Change of Airspeed and Straight-and Level and Turning Flight
- Constant Airspeed Climbs and Descents
- Constant Rate Climbs and Descents
- Timed Turns to Magnetic Compass Headings
- Steep Turns
- Recovery From Unusual Flight Attitudes

Navigation Systems

- Intercepting and Tracking Navigational Systems and DME Arcs
- Holding Procedures

Instrument Approach Procedures

- Non-Precision Instrument Approach
- Precision Instrument Approach
- Missed Approach
- Circling Approach
- Landing From a Straight-In Approach

Emergency Operations

- Loss of Communications
- Loss of Gyro Attitude and Heading Indicators

**Completion Standards:**

At the completion of this lesson, the student will display the knowledge and skill required to act as a flight instructor with an instrument rating. The student will also exhibit the ability to explain and demonstrate IFR procedures while safely acting as Pilot-In-Command. Lastly, all ground and flight procedures will be accomplished at the level required by the Flight Instructor – Instrument Airplane Practical Test Standards

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # CRM FLIGHT STAGE # CFII LESSON # 15C

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME: IN \_\_\_\_\_ ENTERED BY \_\_\_\_\_

OUT \_\_\_\_\_ SYLL. LESSON \_\_\_\_\_

TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_

OUT \_\_\_\_\_

TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## **GROUND TRAINING SYLLABUS**

### **OBJECTIVE**

During this course, the student will review and gain instructional knowledge of all aeronautical knowledge areas required for the Certified Flight Instructor Instrument Certificate. Aspects of instrument flight for which university aircraft are not equipped (GPS Area Navigation, HSI, FMS equipment operation etc.) will be taught at the knowledge level only.

### **COMPLETION STANDARD**

This course is complete when the student has taken the Final written exam with a minimum passing score of 70%, and the instructor has reviewed each incorrect response to ensure complete understanding.



**GROUND TRAINING SYLLABUS  
LESSON TIME ALLOCATION**

<b>LESSON</b>	<b>TIME</b>
1	1.0*
2	1.0
3	1.0
4	1.5
5	1.5
6	1.5
7	1.0
8	2.0
9	3.0
10	1.0
11	0.5
<b>TOTAL</b>	<b>15.0</b>

\*The individual lesson times shown on this table are for instructor/student guidance only, they are not mandatory for a given lesson. However, the total in each category should be attained at the completion of the stage to insure the student will acquire at least the minimum amount of instruction by 14 CFR, Part 141, Appendix G.

**GROUND LESSON 1**
**UNIVERSITY OF OKLAHOMA**
**Test Reference:** Aviation Instructor's Handbook – FAA-H-8083-9

**Lesson Objective:** The student will review and reinforce his knowledge of the fundamentals of instruction.

**Content:**
**Lesson Introduction**

Fundamentals of Instruction

- The Learning Process
- Elements of Effective Teaching
  - Student Evaluation and Testing
  - Course Development
  - Lesson Planning
  - Classroom Training Techniques

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach a student.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

 AIRCRAFT # GROUND STAGE # CFII LESSON # 1

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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DATE: \_\_\_\_\_

TIME:	IN _____	ENTERED BY _____
	OUT _____	SYLL. LESSON _____
	TOTAL _____	PROCESSED ON _____

HOBBS:	IN _____	REMARKS: _____
	OUT _____	_____
	TOTAL _____	_____

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## GROUND LESSON 2

**Text Reference:** 14 CFR Sections 61 and 141  
 FAA-S-8081-4C, "Instrument Rating Practical Test Standards"  
 FAA-S-8081-9, "Flight Instructor Instrument Practical Test Standards"

**Lesson Objective:** The student will review and develop instructional knowledge of training requirements for instrument and instrument flight instructor ratings, requirements for an instrument proficiency check and PTS requirements for the instrument rating (airplane) and flight instructor instrument practical tests.

- Content:**  
 Instrument Rating Training Requirements (61.65, 61 Subpart H and 141, Appendix C)
- Experience Requirements
  - Aeronautical Knowledge Training Requirements
  - Flight Training Requirements
- Instrument Proficiency Check (61.57(d))  
 Instrument Rating and Instrument Flight Instructor Practical Test Standards
- Flight Instructor Responsibility
  - Overview of AO's and Tasks required
  - Satisfactory Performance for Tasks (emphasis on headings, altitudes and course tracking)

**Completion Standards:**  
 The student will demonstrate through oral discussion, practical demonstration, understanding of experience, and training requirements for the instrument and instrument flight instructor rating and PTS requirements for the instrument and instrument flight instructor rating.

## UNIVERSITY OF OKLAHOMA

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 2

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_  
 FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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 TOTAL \_\_\_\_\_ PROCESSED ON \_\_\_\_\_

HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

### GROUND LESSON 3

### UNIVERSITY OF OKLAHOMA

**Test Reference:** Instrument Flying Handbook FAA-H-8083-15, Chapter 3 - "Flight Instruments"

**Lesson Objective:** The student will review and reinforce his knowledge of the basic flight instruments, their corresponding systems, and radio navigation equipment. During this lesson the student will develop instructional knowledge of these subject areas as they pertain to instrument flight.

**Content:**

Pitot-Static Systems and Instruments

- Sensitive Altimeter
- Airspeed Indicators
- Vertical Speed Indicators
- Position Error

Compass Systems

- Magnetic Compass
- Vertical Card Magnetic Compasses
- Flux Gate Compass
- Remote Indicating Compass

Gyroscopic Systems and Instruments

- Power Sources (Electrical and Pneumatic)
- Attitude Indicators
- Heading Indicators
  - Turn Coordinator

Flight Director Systems

- Horizontal Situation Indicator (HSI)
- Attitude Director Indicator (ADI)

Instrument System Preflight Procedures

- Before Engine Start
- After Engine Start
- Taxiing and Takeoff
- Engine Shutdown

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach basic flight instruments.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 3

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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HOBBS: IN \_\_\_\_\_ REMARKS: \_\_\_\_\_  
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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## GROUND LESSON 4

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 1 “Human Factors”, Chapter 4 “Airplane Attitude Instrument Flying,” Chapter 5 “Airplane Basic Flight Maneuvers”

**Lesson Objective:** The student will review aviation physiology related to instrument flight, and different teaching methods used for instructing in the control of an aircraft by flight instruments and will develop instructional knowledge of these subject areas.

**Content:**

Human Factors

- Sensory Systems for Orientation
- Illusions Leading to Spatial Disorientation
- Demonstrating and Coping with Spatial Disorientation
- Optical Illusions
- How to Prevent Landing Errors Due to Visual Illusions
- Vision Under Dim and Bright Illumination
- Physiological and Psychological Factors
- Medical Factors

- Aeronautical Decision Making

Airplane Attitude and Instrument Flying

- Fundamental Skills
- Control and Performance Method
- Primary and Supporting Method

Airplane Basic Flight Maneuvers

- Straight and Level Flight
- Turns
- Approach to Stall
- Unusual Attitudes and Recoveries
- Instrument Takeoff
- Basic Instrument Flight Patterns

**Completions Standards:**

The student will demonstrate through discussion and oral quizzing the knowledge and understanding necessary to effectively teach human factors related to instrument flying, airplane attitude and instrument flying and basic flight maneuvers.

## UNIVERSITY OF OKLAHOMA

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 4

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## GROUND LESSON 5

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 7, “Navigation Systems”

**Lesson Objective:** The student will review and develop instructional knowledge of radio navigation systems and procedures for their use in instrument flight conditions.

**Content:**

Basic Radio Principles

Non-Directional Radio Beacon (NDB)

- NDB and ADF Components
- Function of ADF
- Operational Errors of ADF

Very-High Frequency Omnidirectional Range (VOR)

- VOR Components
- Function of VOR
- Operational Errors of VOR
- VOR Receiver Accuracy Check

Distance Measuring Equipment

- DME Components
- Function of DME
- DME Errors

Area Navigation (RNAV) – Global Positioning System (GPS)

- GPS Components
- Function of GPS
- GPS Substitution
- IFR Flight Using GPS
- GPS Instrument Approaches
- GPS Errors
- Wide and Local Area Augmentations Systems(WASS/LAAS)

Instrument Approach Systems

- ILS (Components, Function, Errors)
- Simplified Directional Facility (SDF)
- Localizer Type Directional Aid (LDA)

Flight Management Systems (FMS)

Radar Navigation (Ground Based)

- Functions of Radar Navigation
- Airport Surface Detection Equipment
- Radar Limitations

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach radio navigation equipment and procedures as they pertain to instrument flight.

## UNIVERSITY OF OKLAHOMA

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 5

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

**GROUND LESSON 6**
**UNIVERSITY OF OKLAHOMA**

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 8, “The National Airspace System,” NOS Enroute and Terminal Procedures Charts, Jeppesen Airway Manual

**Lesson Objective:** The student will review and develop instructional knowledge of IFR Enroute Charts, Terminal Procedures Publications and Instrument Approach Procedures.

**Content:**

IFR Enroute Charts

- Airport Information
- Charted IFR Altitudes
- Navigation Features

U.S. Terminal Procedures Publications

- Departure Procedures (DPs)
- Standard Terminal Arrival Procedures (STARs)

Instrument Approach Procedures Charts (IAPs)

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach NOS and Jeppesen Enroute and Terminal Procedures Charts.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

 AIRCRAFT # GROUND STAGE # CFII LESSON # 6

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## GROUND LESSON 7

## UNIVERSITY OF OKLAHOMA

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 9, “The Air Traffic Control System”

**Lesson Objective:** The student will review air traffic control and ATC operations and procedures as they apply to IFR flight and develop instructional knowledge of these subject areas.

**Content:**

Communication/Equipment

- Navigation/Communication (NAV/COM)
- Radar and Transponders

Communication Procedures

Communication Facilities

- Automated Flight Service Stations (AFSS)
- Air Traffic Control Towers
- Terminal Radar Approach Control (TRACON)
- Tower En Route Control (TEC)
- Air Route Traffic Control Centers (ARTCC)
- Center Approach/Departure Control

Control Sequence

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach air traffic control and ATC operations and procedures as they apply to IFR operations.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 7

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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## GROUND LESSON 8

## UNIVERSITY OF OKLAHOMA

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 10, “IFR Flight,” Aeronautical Information Manual, Chapter 7, Section 1, “Meteorology”

**Lesson Objective:** The student will review and develop instructional knowledge in the procurement and use of aviation weather reports and forecasts and elements of weather forecasting based upon received data and personal observation. The student will also demonstrate how to obtain weather information via DUATS, Internet and local WSI terminal.

**Content:**

FAA Weather Services

- AFSS
- Direct User Access Terminal System (DUATS)
- Inflight Weather Information (AFSS, EFAS, HIWAS, CWA, FISDL)
- ATC Inflight Weather Avoidance Assistance

Non-FAA Weather Services

- Internet
- Contract Services in FBO’s – WSI, DTN

Weather Products

- Text Products (METAR, TAF, FA, Sigment, Airmet, Winds Aloft)
- Graphics Products (Low-Level Significant Weather Prognosis, Weather

Depiction, Surface Analysis, Convective Outlook)

- Radar (Summary and Animation)
- Satellite (Visual and Infrared)

Weather Hazards

- Turbulence
- Structural Icing
- Fog
- Volcanic Ash
- Thunderstorms
- Wind Shear

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach aviation weather and weather services as they apply to IFR flight.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 8

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

## GROUND LESSON 9

## UNIVERSITY OF OKLAHOMA

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 10, “IFR Flight,” 14 CFR, Sections 61 and 91

**Lesson Objective:** The student will review and develop instructional knowledge of IFR recency requirements, IFR flight rules and conducting an IFR flight. As preparation for this lesson the student will plan an IFR cross country flight for use as a teaching aid in covering the content of this lesson.

**Content:**

Recent Instrument Experience(61.57(c))  
Instrument Flight Rules (91.167 through 91.189)

- Fuel Requirements
- IFR Flight Plan
- VOR Equipment Checks
- ATC Clearance
- Takeoff and Landing Under IFR
- Minimum Altitudes for IFR Operations
- Course to Be Flown
- IFR Radio Communications
- Category II and III Operations

Conducting an IFR Flight

- IFR Flight Plan
- Clearances
- Departure Procedures
- En Route Procedures
- Holding Procedures
- Approaches

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to effectively teach how to flight plan and conduct an IFR flight.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 9

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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TOTAL \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

**GROUND LESSON 10**
**UNIVERSITY OF OKLAHOMA**

**Text Reference:** Instrument Flying Handbook – FAA-H-8083-15, Chapter 11 “Emergency Procedures” 14 CFR, Section 91

**Lesson Objective:** The student will review and develop instructional knowledge of emergencies related to IFR flight and actions to be taken.

**Content:**

Instrument Flight Rules (91.185 and 91.187)

- Two-way Radio Communications Failure
- Malfunction Reports

Emergency Operations

- Unforecast Adverse Weather
- Aircraft System Malfunctions
- Communication/Navigation Systems Malfunction
- Loss of Situational Awareness

**Completion Standards:**

The student will demonstrate through oral discussion, practical demonstration, or quizzing the knowledge and understanding required to teach emergencies that may be encountered in IFR flight and actions to be taken to resolve these emergencies.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

AIRCRAFT # GROUND STAGE # CFII LESSON # 10

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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**FOR XC FLIGHTS, LIST DESTINATIONS:** \_\_\_\_\_

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REMARKS: \_\_\_\_\_

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STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

**GROUND LESSON 11**
**UNIVERSITY OF OKLAHOMA**

**Lesson Objective:** The exam administered during this lesson evaluates the student's comprehension of the aeronautical knowledge requirements for the instrument rating and instrument flight instructor certificate in preparation for the Flight Instructor - Instrument written exam.

**Content:**  
Final Exam

**Completion Standards:**

This lesson is complete when the student has completed the exam with a minimum passing score of 70%, and the instructor has reviewed each incorrect response to ensure complete understanding.

STUDENT NAME \_\_\_\_\_ ID# \_\_\_\_\_

INSTRUCTOR NAME \_\_\_\_\_ CERT# \_\_\_\_\_

 AIRCRAFT # GROUND STAGE # CFII LESSON # 11

SAT \_\_\_\_% UNSAT \_\_\_\_% INCOMPLETE \_\_\_\_% CANCELLATION \_\_\_\_\_

HOMEWORK COMPLETE: Y / N (% grade is normally part of the lesson grade.)

Note:

1. Circle appropriate status/grade and put number (%) grade on line.
2. If cancellation state reason.

REMARKS: \_\_\_\_\_

FOR I OR U: SUBJECTS THAT ARE NOT COMPLETE/INSTRUCTOR COMMENTS

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FOR XC FLIGHTS, LIST DESTINATIONS: \_\_\_\_\_

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	TOTAL _____	PROCESSED ON _____

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	TOTAL _____	_____

STUDENT SIGNATURE \_\_\_\_\_

INSTRUCTOR SIGNATURE \_\_\_\_\_

**APPENDIX B**  
**UNIVERSITY OF OKLAHOMA**  
**COURSE POLICIES**

1. At the discretion of the instructor, students who progress rapidly within a specific stage, may within reasonable variances, continue to the next lesson with less time than is specified in the specific lesson curriculum, provided all content and completion standards are satisfactorily completed. The time stated in the lesson is the approximate minimum time that a student would need to meet the lesson objectives and completion standards; not absolute required times. The lesson time could be slightly more or slightly less. These reduced hours must be included in other lessons to complete the total ground or flight time specified by category in the training course outline in order to satisfactorily complete the course.
2. At no time will a student be allowed to continue to the next stage without having successfully completed all of the lessons and the required tests or stage checks related to the completion of the previous stage.
3. Any lesson stated as a FTD lesson may be flown in an aircraft, ATC-710 or PCATD. The lesson will include the required pre- and post-flight procedures.
4. Flight training for this course will be done in accordance with the F.A.A approved syllabus. Deviations from the syllabus due to student training requirements, weather related factors, or other items as necessary will be allowed as long as the following requirements are met:
  - 1.) A notation will be made in the student training record as to the lesson covered and the reason for the deviation.
  - 2.) The student will complete all syllabus requirements before a graduation certificate is issued.
5. To satisfactorily complete the course of training, the student must meet all course objectives and completion standards. The student must have satisfactorily completed all required ground school courses and have completed the minimum flight time stated at the end of the course for each category as well as total flight time.

## APPENDIX C

### UNIVERSITY OF OKLAHOMA PRACTICE AREAS

The University of Oklahoma Department of Aviation has three (3) practice areas used for normal flight training operations on a daily basis. They are designated practice area 'A', 'B', and 'C'.

Practice area 'A' is described as an area southwest of Max Westheimer Airport bounded on the north by State Highway 9, on the south by the 35° line of latitude, on the west by the line extending north and south along a similar direction road extending south from the town of Blanchard, and on the east by the line formed by the railroad tracks running southeast from Norman, OK along and near Interstate Highway 35.

Practice area 'B' is described as an area southeast of Max Westheimer Airport bounded on the north by State Highway 9, on the south by State Highway 33, on the west by the railroad tracks extending southeast from Norman, OK, and on the east by an imaginary line extending south from the east side of Lake Thunderbird and ending at State Highway 33.

Practice area 'C' is described as an area west of Max Westheimer Airport bounded on the north by an imaginary line extending west from State Highway 9 southwest of Norman, Ok. to the town of Pocasset, OK., on the south by the 35 line of latitude, on the west by the line extending north and south along a similar direction road extending north from the town of Chickasha, OK. and on the east by the line extending north and south along a similar direction road extending south from the town of Blanchard, OK.

