



Airplane Etiquette

Lesson Flow:

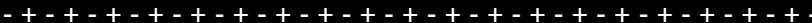
- Preflight
 - Ramp Behavior
 - Checklists & Briefings
- Entry
 - Doors, Windows
 - Where to put your items
- Headset & Audio Panel Operation
- Kneeboard organization
- Handling
 - YOKE
 - THROTTLE
 - RUDDERS VS BRAKES
- How to LISTEN to the airplane
- Chairflying -> memorize hand positions & establish flow

Ramp Discipline

Ramp = "Parking area"

When you're walking in a parking lot, **BE ALERT!**

- <!-- Spinning propellers -> Death
- <!-- Propeller slipstream (strong winds) -> Loose debris
- <!-- Tie Down cables -> Tripping hazard



- Do not:**
- Look at your phone
 - Listen to music
 - Walk outside designated areas
 - Run
 - Carry loose items that can blow away



How do I *use* a checklist?

2 Types of checklists

```
graph TD; A[2 Types of checklists] --> B[READ then DO]; A --> C[DO then VERIFY];
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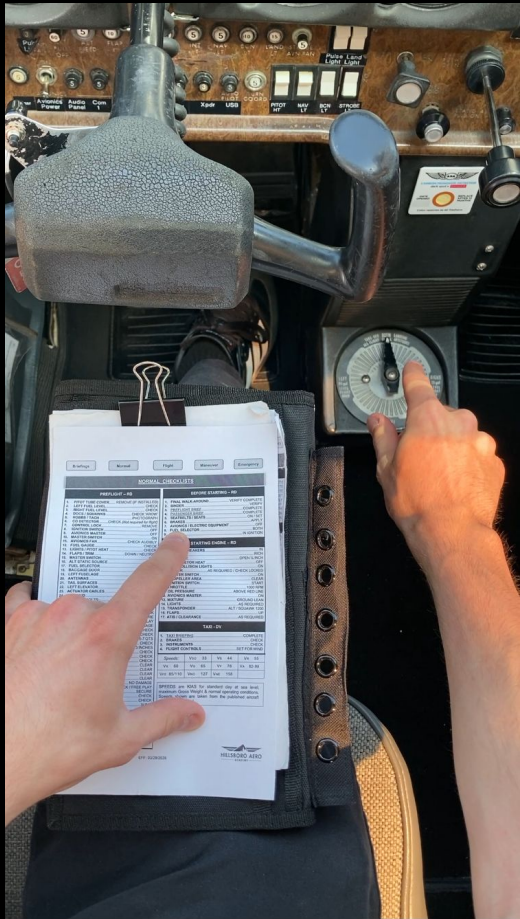
READ *then* DO

- Suitable for longer checklists, EX:
 - *Walkaround, Runup*
- To avoid losing your spot: **Use your finger** to mark where you are on the checklist!

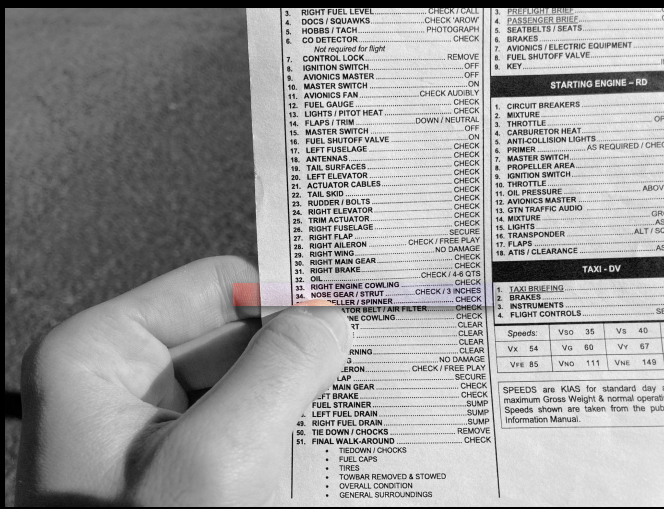
DO *then* VERIFY

- Suitable for Shorter or IMMEDIATE checklists, EX:
 - *Cruise, Climb*
- In some cases, like *emergency* checklists, you must memorize and do some items, then you may read then do the rest of the items.

How do I use a checklist?



Use your fingers to mark your place on a checklist!



Item	Action	Item	Action						
3. RIGHT FUEL LEVEL	CHECK / CALL	1. PREP LIGHT BRIEF							
4. DOGS / SQUAWKS	CHECK / ADVISE	2. PASSENGER BRIEF							
5. HOBBS / TACH	PHOTOGRAPH	3. SEATBELTS / SEATS							
6. CO DETECTOR	CHECK	4. BRAKES							
7. CONTROL LOCK	Not required for flight	5. AVIONICS / ELECTRIC EQUIPMENT							
8. IGNITION SWITCH	REMOVE	6. FUEL SHUTOFF VALVE							
9. AVIONICS MASTER	OFF	7. KEY							
10. MASTER SWITCH	ON	STARTING ENGINE - RD							
11. AVIONICS FAN	CHECK / ADVISE	1. CIRCUIT BREAKERS							
12. FUEL GAUGE	CHECK	2. MIXTURE							
13. LIGHTS / PILOT HEAT	CHECK	3. THROTTLE	OFF						
14. FLAPS / TRIM	DOWN / NEUTRAL	4. CARBURETOR HEAT							
15. MASTER SWITCH	OFF	5. ANTI-COLLISION LIGHTS							
16. FUEL SHUTOFF VALVE	ON	6. PRIMER	AS REQUIRED / CHECK						
17. LEFT FUEL/LINE	CHECK	7. MASTER SWITCH							
18. ANTENNAS	CHECK	8. PROPELLER AREA							
19. TAIL SURFACES	CHECK	9. IGNITION SWITCH							
20. LEFT ELEVATOR	CHECK	10. THROTTLE	ABOVE						
21. ACTUATOR CABLES	CHECK	11. OIL PRESSURE	GRN						
22. TAIL SKID	CHECK	12. AVIONICS MASTER							
23. RUDDER / BOLTS	CHECK	13. OIL TRAFFIC AUDIO	ALT / SQ						
24. RIGHT ELEVATOR	CHECK	14. MIXTURE	AS						
25. TRIM ACTUATOR	CHECK	15. LIGHTS	AS						
26. RIGHT FUSELAGE	CHECK	16. TRANSPONDER	AS						
27. RIGHT FLAP	SECURE	17. FLAPS	AS						
28. RIGHT MAIN GEAR	NO DAMAGE	18. ATIS / CLEARANCE	AS						
29. RIGHT WING	CHECK	TAXI - DV							
30. RIGHT BRAKE	CHECK / 4.0 DTS	1. TAXI BRIEFING							
31. RIGHT ENGINE COWLING	CHECK	2. BRAKES							
32. OIL	CHECK / 4.0 DTS	3. INSTRUMENTS							
33. NOSE GEAR / STRUT	CHECK	4. FLIGHT CONTROLS	SE						
34. NOSE GEAR / SPINNER	CHECK	Speeds							
STOR BELT / AIR FILTER	CLEAR	Vso	35	Vs	40				
NE COWLING	CLEAR	Vx	54	Vg	60	Vy	67	Vz	70
RT	CLEAR	VH	85	Vhd	111	VNE	149		
LN	CLEAR								
NRING	NO DAMAGE								
LRON	CHECK / FREE PLAY								
LAP	SECURE								
MAIN GEAR	CHECK								
LEFT BRAKE	CHECK								
FUEL STRAINER	SUMP								
LEFT FUEL DRAIN	SUMP								
RIGHT FUEL DRAIN	SUMP								
TIE DOWN / CHOCKS	REMOVE								
FINAL WALK AROUND	CHECK								
TIEDOWN CHOCKS • FUEL CAPS • TIRES • TOWBAR REMOVED & STOWED • OVERALL CONDITION • GENERAL SURROUNDINGS									

SPEEDS are KIAS for standard day operations
maximum Gross Weight & normal operations
Speeds shown are taken from the published
Information Manual.

How do I give an effective briefing?

A good briefing is **not** read off a script.

A good briefing is **not** memorized word-for-word.

A good briefing **is** based off:

- Current conditions
- What is important for that briefing

For *studying purposes*, try writing out your briefings and underlining the key elements & the VARIABLES that could change. Practice saying them aloud. When flying, gradually reduce your dependency on your “script” over time.

Preflight Briefing

The preflight briefing takes place in the airplane just before engine start. It is the final verification that pilot/copilot (or client & CFI) are on the same page. Weather concerns and IMSAFE should *already be resolved* by the time a pilot is sitting in the cockpit. The preflight briefing can be as simple as:

What are we doing? Where are we doing it?

“Today we’re doing ____ maneuvers, _____. We’ll climb _____ and do a _____ departure.”



“Today we’re practicing Slow flight, Stalls & Steep turns in the west practice area. We’ll do a westbound departure and climb 3,000ft”

Or in the case of a cross country. . .

“Today we’re flying to Eureka. We’ll stop at the FBO & refuel before coming back. On our departure, we’ll request a left downwind departure to the south and flight following. Our top altitude for the first leg will be 8,500.”

Passenger Briefing

Just like when *you* sat in an airplane for the first time: Your passengers will be overwhelmed and not sure what to do.

The objective of your passenger brief is to familiarize the passenger with how they'll need to behave in flight *and* provide critical regulatory and safety information.

An industry standard acronym to help you with this is:

S How to use seatbelt + You've gotta wear it!

A Air conditioning / comfort

F Fire on start procedure

E Emergency on start procedure

T Traffic + Talking + Three way exchange of flight controls*

Y Your questions?

Taxi Briefing

We want to know:

Where are we

Where do we want to go?

think here to yourself, what will I ask for on the radio

Reflect on the taxi diagram as to the route we might get

Consider the runway crossings/hotspots if applicable.

(KLVK)

“We’re at Five Rivers FBO, going to request taxi 25R with a runup. We’ll check our brakes as we taxi forward.”

(KHIO)

“We’re at the runup area, going to request taxi 13R. We’ll expect via Alpha and we’ll need to cross 2 on Alpha. We’ll use caution for the hotspot A6 for narrow taxiway length for aircraft which may have exited the runway.

Takeoff Briefing (2 components)

Takeoff Briefing

```
graph TD; A[Takeoff Briefing] --> B[Procedure]; A --> C[Emergency];
```

Procedure

- Takeoff type? (Norm/Soft/Short?)
- Runway & departure technique (turn/traffic pattern?)
- Top altitude

(IFR departure Procedure briefing goes here too)

Emergency

- What will prompt an aborted takeoff?
- When will you land on the RW V.S. Land in a field?

If flying multi engine:

- Go decision point?

If flying larger airplane

- V1 / Vr / V2 ...etc.?

Takeoff Briefing example (C152/C172/PA28...)

"We'll be doing a normal takeoff today from Z.
For our Northeast departure we'll turn NE at 700AGL.
We'll continue our climb up to 3,000.

In the event of **any abnormalities** on the runway:
We'll abort.

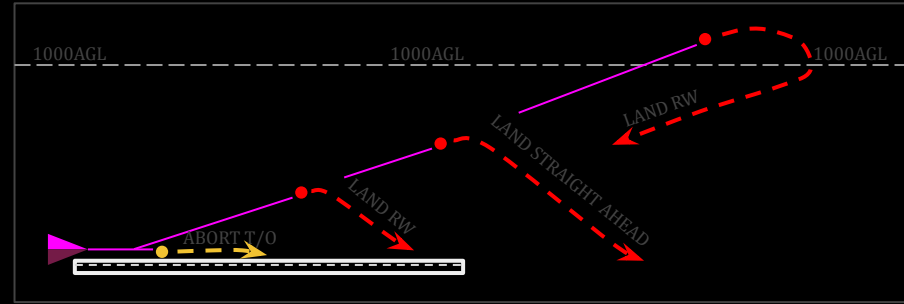
In the event of an **engine failure** above the RW:
We'll land back on the RW.

In the event of an **engine failure** too far or too high above the RW:
We'll land straight ahead.

In the event of an **engine failure** above 1,000AGL:
We'll turn R[or left, you choose] and land RW 25"

Avoid "reading" off your notes for these briefings. The goal is to understand the importance, and based on the current conditions brief what you'll *actually do*.

This is an example to assist in understanding, not to *just read off of*.



For studying purposes: you **MUST** know and memorize each memory item for:

- Aborting takeoff
- Engine failure after takeoff

Although we may not brief it, also you **MUST** know:

*what would you do if you had engine abnormalities in the upwind?
(partial power loss or engine roughness?)*

How do I handle airplane doors?

Avoid leaving the door open when you are doing preflight walkaround.
If the door flaps in the wind, it can cause damage to the hinges.



APPROVED

How do I handle airplane windows?

Opening a window is a great way to cool down on a hot day.

When opening the window, avoid letting it “jump open”. It is best to gently guide it to the open position.

In flight, You can open your window! -> **CHECK YOUR POH FOR LIMITS!**

Max window speeds (*read your POH!*)

C152 -> 149KIAS

C172P -> 158KIAS

C172S -> 163KIAS



Where do I put my headset & kneeboard?

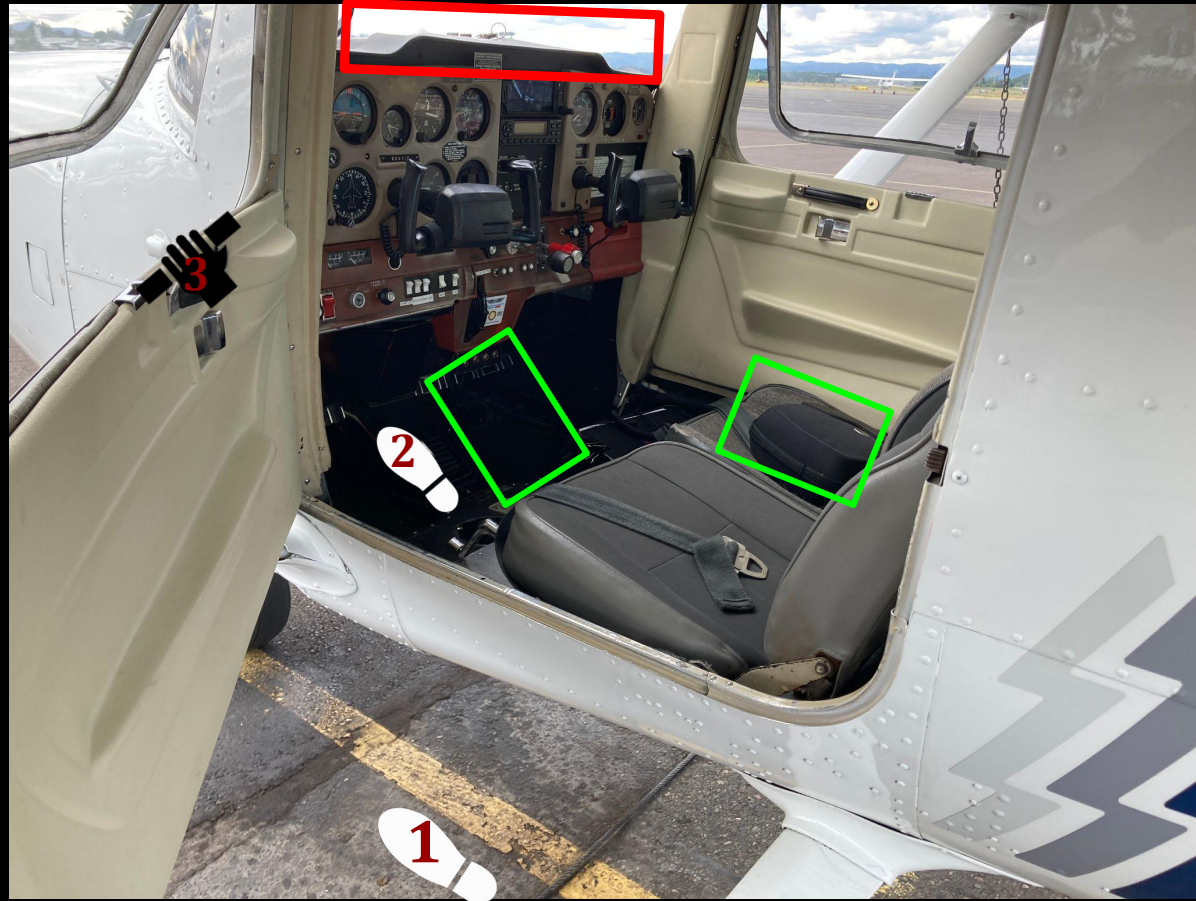


^Avoid putting supplies on the dashboard to prevent scratching the windshield.

Avoid messy cables. LOOSE CABLES CAN PULL SHUTOFF VALVES!



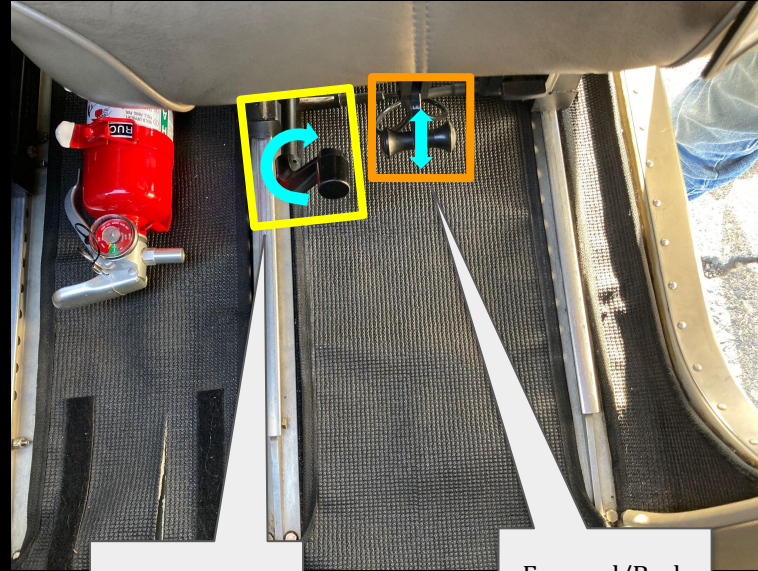
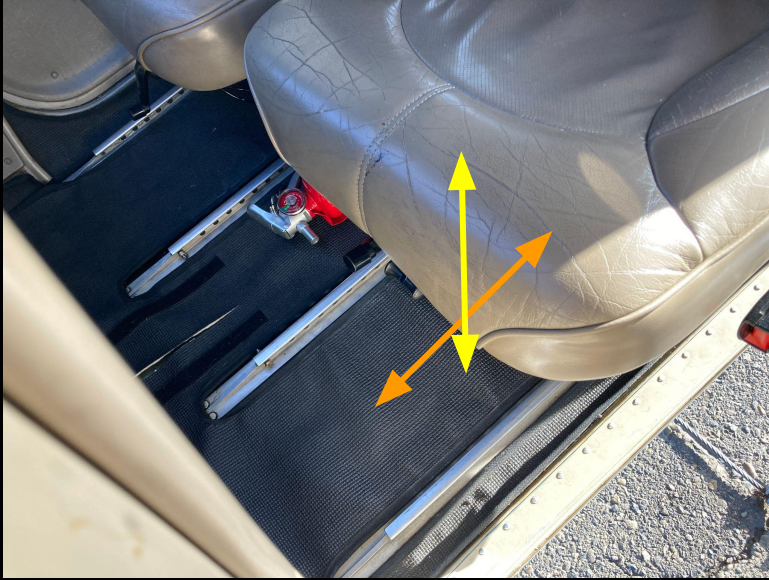
How do I enter?



How do I enter?



How do I handle airplane seats?



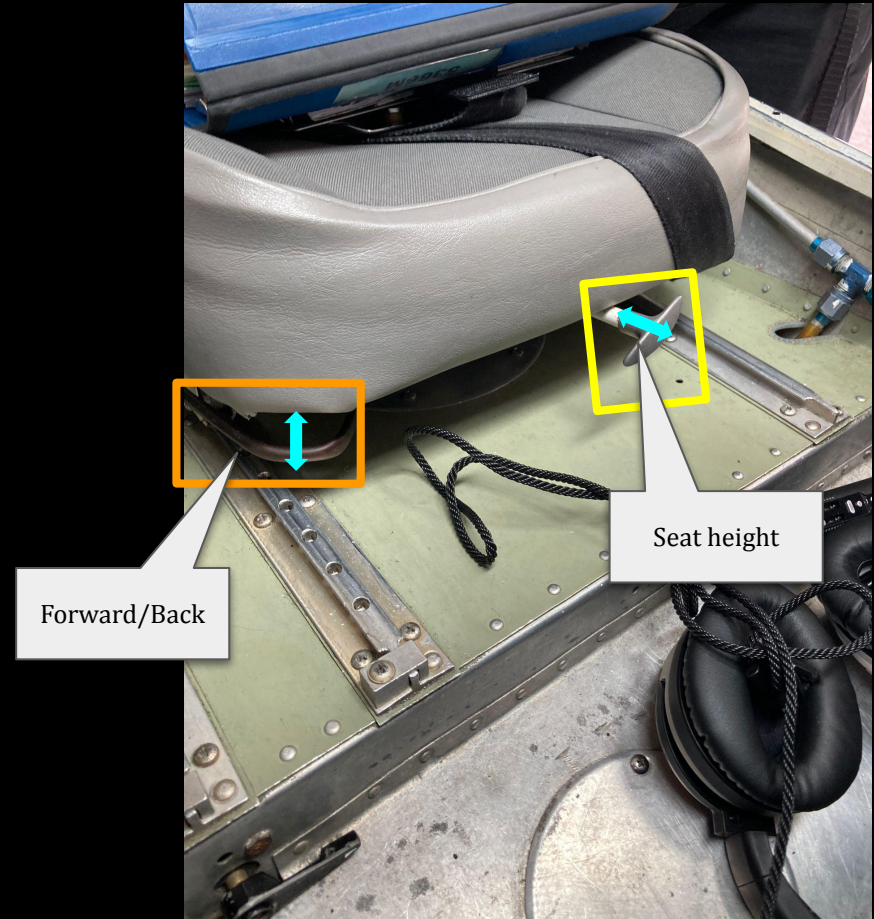
Seat height

Forward/Back

Adjusting **seat height** while sitting on the seat will **damage the seat mechanism.**

Stand outside the airplane while adjusting the **seat height.**

How do I handle airplane seats?



How do I handle airplane seats?



Forward/Back



While pulling your seat forward, do NOT PULL WITH YOUR HANDS.

Pull from your feet.

Pulling from the plastic will damage it over time!



How do I adjust the cabin temperature?



Avoid pulling out too far!



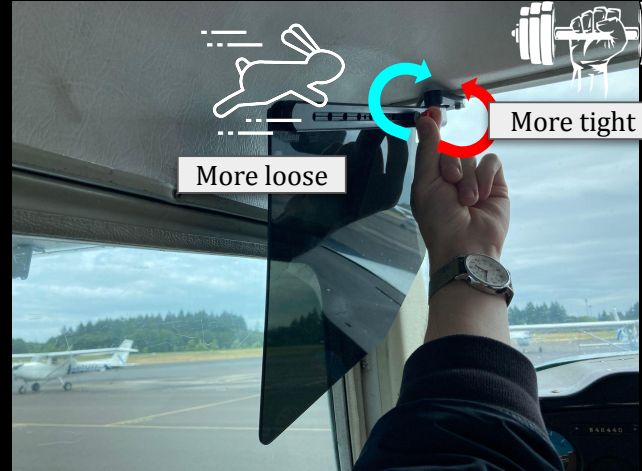
To replace it, you will need to push with your thumb HERE, then push it



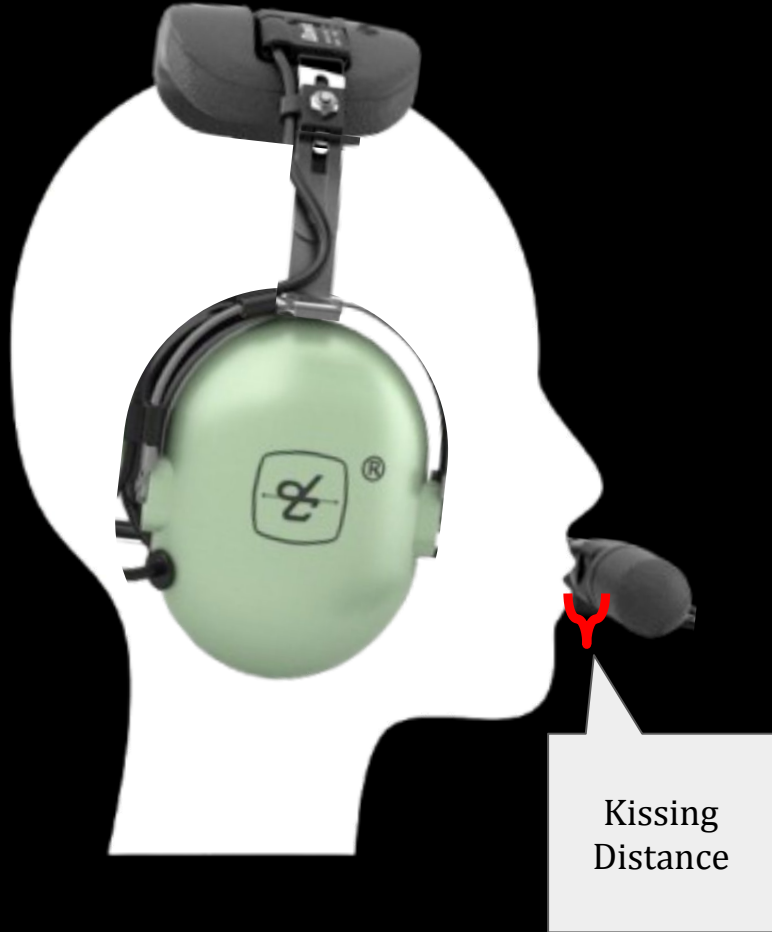
How do I adjust the cabin temperature?



Preparing for night flight, this can assist in lighting the cabin before engine start.



How should I wear my headset?



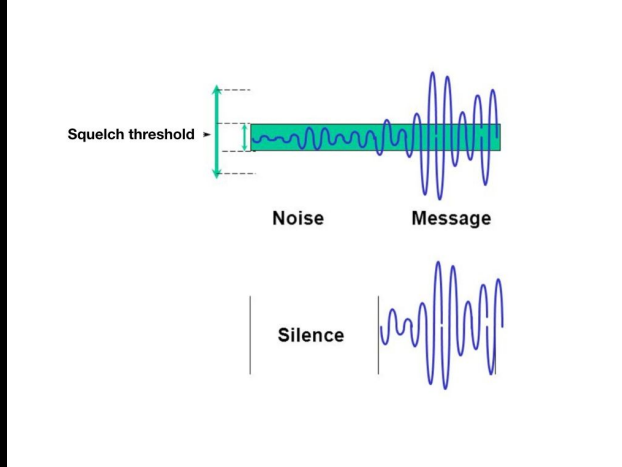
Kissing
Distance

How can I adjust audio?

“Squelch” -> means sensitivity of your microphone. Will your microphone receive a whisper, or require you to shout? -> Squelch is the setting to change that.

“Intercom” -> the audio system that controls volume of INTERNAL cockpit audio. This is not related to the radio volume at all.

“Audio Panel” -> This is *installed equipment*. It will control the intercom volume settings.



How can I adjust audio?

GMA 342



PM 1000



Troubleshooting!

Above are two examples...

YELLOW shows the SQUELCH control.

LOW SQUELCH = microphone will pick up a quiet voice

HIGH SQUELCH = microphone will only receive loud sounds

GREEN shows the VOLME control.

This is the intercom volume: The volume of people speaking inside the airplane.

LEFT = Pilot controls

RIGHT = Copilot / CFI controls

Your voice is not recieved by the microphone
= Squelch is too high, you need to reduce it.

You cannot hear your passenger = their
squelch may be too high OR your volume
might be too quiet

You hear static and wind sounds = You or
Passengers' squelch might be too low and
receiving small sound input from the wind.

The volume of the RADIO (ATC/ ATIS...etc...) is controlled on the RADIO!

How can I speak on the radio?



In some planes, the audio panel light will flash when you press the “Push-to-talk” (PTT) button.



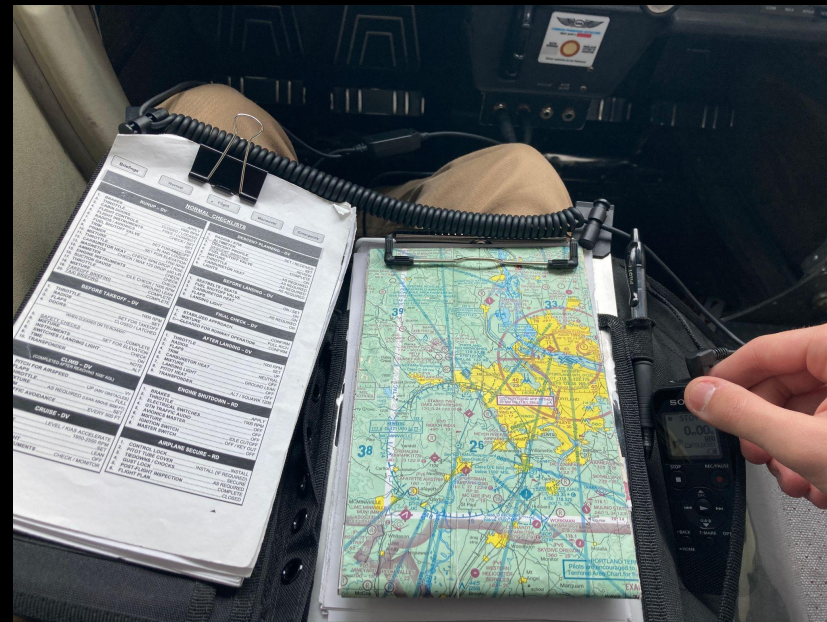
In other planes, the audio panel light will change colours when you press the “Push-to-talk” (PTT) button.

(green -> blue) or (green -> red)



<- Blue = you're speaking on the radio now

How should I organize my kneeboard? (cable management)



Keep your cables organized.
If you have an *active noise cancelling controller*, find a place on your kneeboard or on the airplane to stow it.



If you have additional cables: Figure out a method to keep the cables organized for flight.

(I quite like the spare Bose cable clips)

How should I organize my kneeboard?

I **STRONGLY** recommend using a paper checklist, regardless of using an IPAD.

In flight, you will want to have **CHECKLISTS**, a writing pad and **NAVIGATION** easily accessible.

Chairfly to figure out what is most comfortable.



How do I step up to check fuel?

- Be careful to balance yourself
- Hold fuel tester straw and checklist **FIRMLY**. Don't let them fly away!



Handling

In general:

Use light controls

Start small, gradually increase until desired result

The proper way to hold the yoke:



The Throttle:



The proper way to hold the throttle:

Keep your finger in a constant position on the throttle (touching the “friction lock”).

This will allow you to push against it with your finger to make precise adjustments

AND!!

You will build muscle memory of each power setting. **Instead of looking at the RPM gauge, you will learn to set desired RPM based off your fingers’ angle.** Then just quickly verify with the rpm gauge. (instead of staring at your RPM gauge, your eyes can do the important job of looking outside!)



The proper way to hold the throttle:



This pilot *knows* without even looking!

He is at cruise RPM → based on the ANGLE of his finger.

In flight, this means he can quickly verify RPM, then spend *more time* looking outside, maintain heading & ALT!

Engine starting @ “1/4 inch” throttle:

Many Cessna airplanes dictate engine start with the throttle “one-quarter-inch open”

How can we measure that in our airplane, and apply it??



Step 1



Step 2



Step 3



Step 4

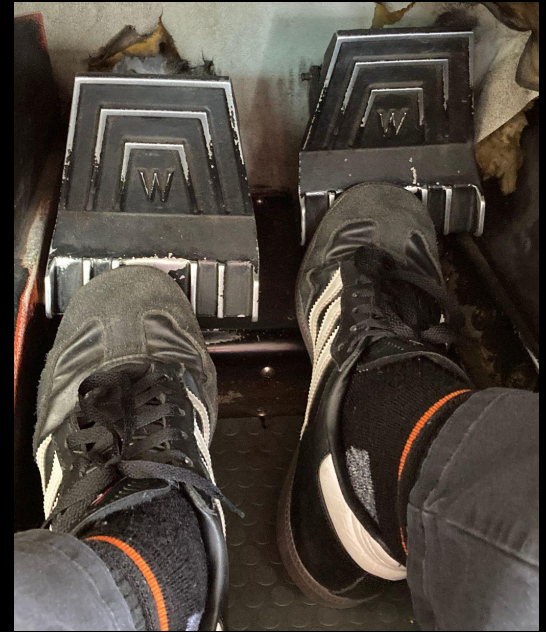


1/4 inch open

The proper way to use the mixture:



The proper way to use the rudder:



The proper way to use the brakes:



This is the normal taxi position, as illustrated previously.

Here we are taxiing normally. . .



Up ahead, you see a stop.
We need to prepare to stop:

FIRST: SET POWER IDLE
SECOND: position feet
ready to use the brakes.



Power is idle & you are ready to stop:
Now apply the brakes

How do I secure an airplane?

Tiedowns:

Using chains or rope, you can tie your airplane down by its tie-down points. In most planes, there is one tie-down-point under each wing and one under the tail.

With tiedowns, make sure there is no excessive “slack”
You need “taught” tiedowns. *Not too tight, not too loose.*

Chocks:

Chocks are helpful because they are portable & can be extra helpful on sloped surfaces. Install them securely to the wheel as shown.

Don't forget to remove your chocks & tie downs before engine start!!

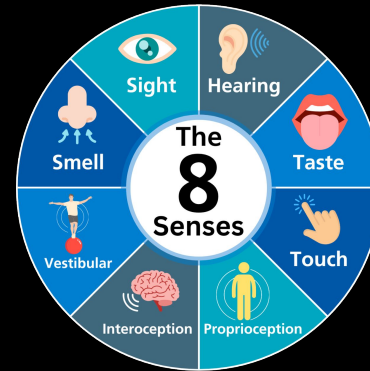


Perception

What should I pay attention to?

Sight, Sound, Touch, Balance & Body Position

You can use more than just your eyes!!



EYES:

Refer to this webpage for extensive visual guide.

flyernotes.org/visual



EARS:

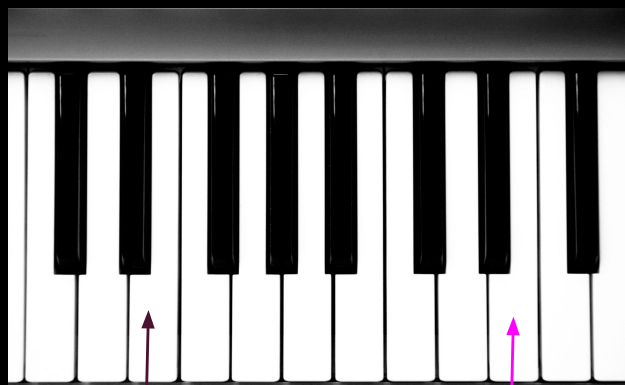
Measure engine power based on sound!

1,000 RPM = ___ sound

1,500 RPM = ___ sound

1,700 RPM = ___ sound

2,300RPM = ___ sound

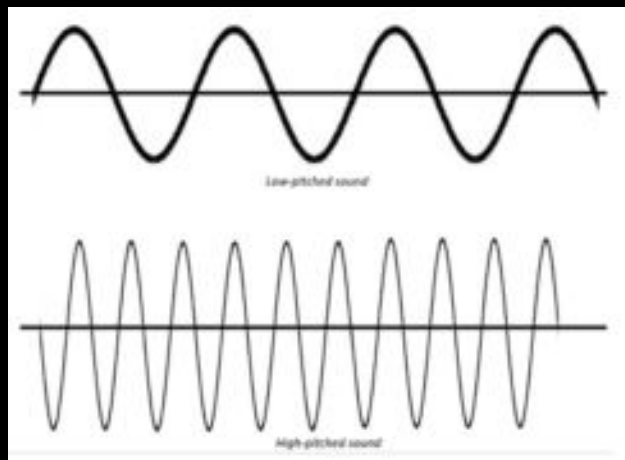


POSITIONS

PRINCIPAL NOTES

HIGH NOTES

FIGURE 93.
Trombone positions and notes



You *are* a musician. The ENGINE is your instrument.

HANDS:

Hold the yoke gently = you can feel the yoke pull against your hand.

If the yoke is pulling hard, this tells you:

- You may need to adjust trim
- You may be approaching a stall

If instead, YOU are pulling hard on the yoke:

- You may need to adjust the trip
- You may be descending



Your hand

The Yoke

Think of the feeling of checking a pulse:

You must apply a small pressure with your fingers, and be attentive to the feedback you feel.



Be gentle as if you're checking a pulse

STOMACH:

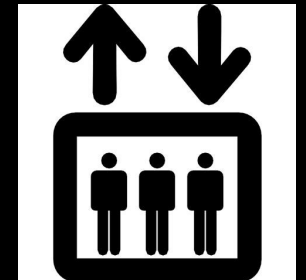
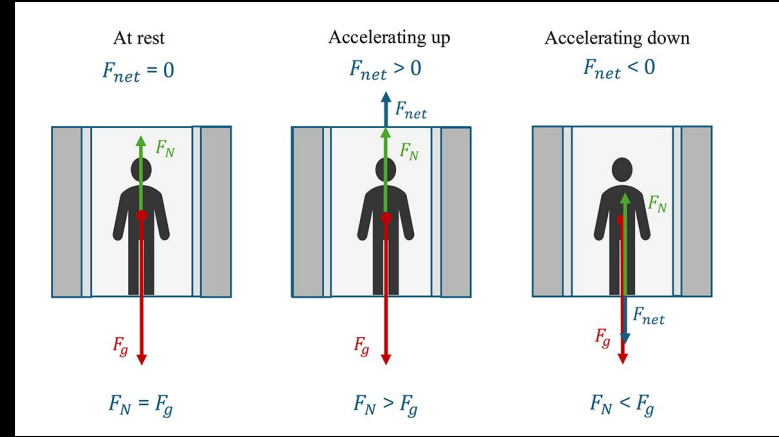
Your stomach can tell you if you're climbing or descending.

This is very helpful during landing.

During a landing, this feeling can tell you:

If you feel you're "going up" -> you are ballooning!

If you feel you're "going down" -> you may need to increase back pressure



Combining all your senses...

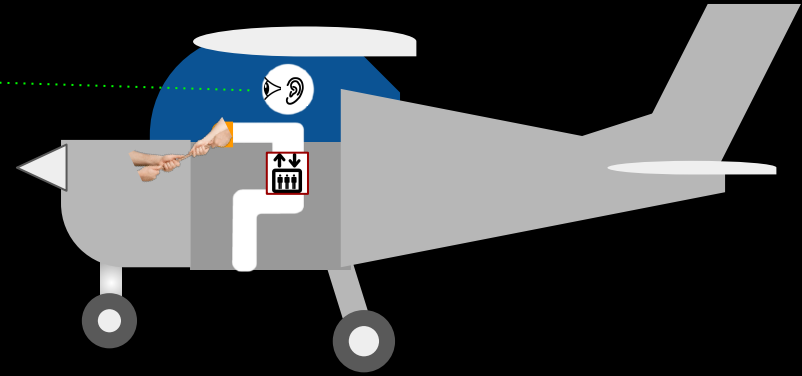
At first, all your senses may be overwhelming because you are in a new environment.

Listening to *each input (eyes, ears, hands, stomach)* will help you to *not become over-dependant on your eyes.*

Early in your flight training, try to *notice...*

Compare how does the engine sound when you Climb, Cruise, or Descend?
How does your yoke *feel* during slow flight or steep turns?
How does your stomach feel during stalls or landing?

^ these questions are just some examples, of course there are more ways to apply this.





Feeling overwhelmed? That's normal. Fix it by CHAIRFLYING. It will help you relax & focus while flying.

Chairflying

New environment = very dizzying. -> Chairflying will make your eyes less overwhelmed, and allow your brain to process more information

