

Semper Fly Helicopters

14 CFR PART 141 FLIGHT SCHOOL



**AVIA 1132 - PRIVATE PILOT GROUND STAGE
II ROTORCRAFT / HELICOPTER
CERTIFICATION COURSE
GROUND TRAINING MANUAL**

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SECTION 1 - GROUND TRAINING SYLLABUS

1.1 - Course Requirements and Objectives

Enrollment Prerequisites

The Semper Fly Helicopters Private Pilot Rotorcraft / Helicopter Ground Training Course is designed to have the students concurrently enrolled in the associated Semper Fly Helicopters Private Pilot Rotorcraft / Helicopter Flight Training Course. As such, students must meet the following criteria:

1. Minimum Age: 17
2. English Proficiency - Students must be proficient in reading, writing, and speaking English to comply with FAA regulations
3. Financial Readiness - Students must be able to provide proof of ability to finance the training program, either through personal funds, loans, or GI Bill benefits for eligible veterans
4. Interview and Assessment - Semper Fly Helicopters reserves the right to conduct an interview in which the motivation and fitness for flight training can be assessed
5. Required Documents
 - A. U.S. Citizens
 - i. Proof of U.S. Citizenship
 - ii. Valid, unexpired U.S. passport OR
 - iii. Original or government-issued birth certificate of the U.S., American Samoa, or Swains Island AND a government-issued picture identification OR
 - iv. Original certification of birth abroad with raised seal (Form FS-545 or Form DS-1350) AND a government-issued picture identification OR
 - v. Original certificate of U.S. citizenship with raised seal (Form N-560 or N-561) or a Certificate of Repatriation (Form N-581) AND government-issued picture ID OR
 - vi. Original U.S. Naturalization Certificate with raised seal (Form N-550 or N-570) AND a government-issued picture ID
 - vii. FAA Class I or Class II Medical
 - viii. FAA Airman's Certificate: Private Pilot Certificate (Rotorcraft)
 - ix. FAA Knowledge Test (if completed)
 - B. Foreign Nationals
 - i. Passport
 - ii. Visa
 - iii. FAA Class I or Class II Medical
 - iv. Complete TSA Training application

Additionally, all students must satisfy the requirements identified in Part 141; Appendix B, applicable to the certificate or rating sought by the learner. If the student is degree seeking, they must meet the enrollment criteria of the University of Oklahoma Aviation Department.

Ground Training Course Objective

The student will develop the knowledge specified by 14 CFR Part 141 Appendix B and the Airman Certification Standards for a Private Pilot Rotorcraft/Helicopter certificate. The student will be expected to utilize this knowledge to receive a passing score on the Private Pilot Knowledge Test.

Ground Training Course Completion Standards

The ground-training course will be completed when the student pilot demonstrates knowledge that meets or exceeds those standards as outlined in the Semper Fly Helicopters Standard Operating Procedures and Safety Policies Manual and the Airman Certification Standards.

*(The ground curriculum contained in this training course outline may be substituted with previous training given that the student is credited no more than 50 percent of the aeronautical knowledge training requirements of this curriculum.)

Ground Training Curriculum

Ground school for the Private Pilot student is accomplished by enrollment in the course and a minimum of 61.1 classroom hours. An outline for each lesson is provided in the following Ground Training Syllabus. The academic instructor will be responsible for student knowledge who obtained credit by exam or who have not taken these courses.

Ground Training Textbooks

The ground-training course is structured by the Helicopter Pilot Textbook. Jeppesen Sanderson, Inc., the Federal Regulations FAR/AIM. Ground training lessons generally follow the sequence and content of these textbooks. Other required reference materials are listed in the Introduction Section of the Airman Certification Standards.

Training Records

Semper Fly Helicopters will establish and maintain current and accurate records of the participation of each student enrolled in the aviation program. These records will include as a minimum the date the student was enrolled, a chronological log of the student's course attendance, the subjects, and flight operations covered in the student's training, and the names and grades of any tests taken by the student. Additionally, a record will be maintained on the date the student graduated, terminated training, or transferred to another school. Whenever a student graduates, terminates training, or transfers to another school, the student's record will be certified to that effect by the chief instructor. The school will retain each student record for at least 1 year from the date that the student either graduates from the course to which the record pertains, terminates enrollment in the course to which the record pertains, or transfers to another school. These records will be kept in accordance with 14 CFR 141.101. The school will make a copy of these records available to the student upon request.

1.2 - Private Pilot Course Minimum
Time Summary

<u>TRAINING STAGE</u>	<u>DUAL</u>	<u>SOLO/PIC</u>	<u>X/C</u>	<u>NIGHT</u>	<u>ORAL</u>	<u>GROUND</u>
Ground Stage Two						28.6
SUB-TOTAL						28.6

TOTAL GROUND TIME FOR PRIVATE PILOT COURSE: 61.1 HOURS

TOTAL FLIGHT TIME FOR PRIVATE PILOT COURSE: 51.5 HOURS

TOTAL SIMULATOR TIME FOR PRIVATE PILOT COURSE: 5.0 HOURS

1.3 - Grading Rubric

After each lesson, the instructor will assign grades for each ground or flight activity using the following scale:

GRADE	STUDENT PERFORMANCE	DESCRIPTION
A	Exceeds Standards	The student meets the FAA Airman Certification Standards and usually (50% of the time or more) exceeds those standards.
B	Meets Standards	The student meets the FAA Airman Certification Standards.
C	Below Standards	The student does not meet the FAA Airman Certification Standards.
F	Failure	Student non-participation or refusal to re-train
I	Incomplete	The allotted time was not sufficient for the student to perform the activity.
NG	Not Graded	The activity was not assigned to the student and will <u>not</u> be required to be completed in a separate training session.

NOTES

- With a grade of C, or F, the instructor must include amplifying comments on the grade form
- With a grade of C, F, or I, the student will be required to complete the activity to the FAA Airman Certification Standards in a separate training session.

SECTION 2 - STAGE TWO GROUND TRAINING

OBJECTIVES:

This stage introduces the student to regulations that apply to private and student pilot operations, basic terminology and definitions. The student will be presented the basics of air navigation, and flight planning procedures and techniques. The objective is to introduce students to various techniques, aids, and factors pertaining to the execution of a safe cross-country flight. The student will also be instructed on the primary physiological aspects of flight as a means to recognize, avoid, and/or take appropriate countermeasures. Aviation safety will be emphasized by an acquaintance to some of the typical hazards encountered in VFR flight and how to recognize and avoid emergency situations. The student will be given the basic fundamentals for making quick, decisive, and mature decisions in normal flight as well as in emergency situations.

Each student must read the syllabus content material prior to arriving for class. The student must be prepared to discuss the subject content during class.

REFERENCES:

1. The Semper Fly Helicopters Training Syllabus for the Private Pilot Rotorcraft / Helicopter Certification Course
2. The Semper Fly Helicopters Standard Operating Procedures and Safety Policies Manual
3. The Semper Fly Helicopters Private / Commercial Study Guide
4. Guimbal Cabri G2 Flight Manual
5. Guimbal Cabri G2 Flight Instructor Guide
6. Helicopter Pilot Textbook. Jeppesen Sanderson, Inc
7. The FAR/AIM Manual
8. Aeronautical Decision Making for Private Pilots
9. Private Pilot for Rotorcraft Category Helicopter Rating Airman Certification Standards, FAA-S-ACS-15
10. Risk Management Handbook, FAA-H-8083-2

COMPLETION STANDARDS:

Successful completion of the stage occurs when the student possesses and demonstrates the knowledge to perform as a private pilot. This knowledge will be demonstrated by the successful completion of the FAA Private Pilot (Rotorcraft) Aeronautical Knowledge Test.

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GROUND STAGE TWO - TOTAL HOURS	28.6	

2.1 - LESSON 1: BASIC NAVIGATION - PART 1

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to teach the student the elements of basic navigation as well as the use of flight computers.

CONTENTS:

1. Basic Navigation
 - A. Sectional Charts
 - B. VFR Terminal Area Charts
 - C. World Aeronautical Charts
 - D. Latitude and Longitude
 - E. Projections
 - F. Legend
 - G. Airport Symbolology
 - H. Airport Data
 - I. Navigation Aids
 - J. Airspace
 - K. Obstructions
 - L. Topographical Information
2. Flight Computers
 - A. Navigation Theory
 - B. Compensating for Wind
 - C. In-Flight Calculations
3. Mechanical Computers
 - A. E6B Navigational Computer (Slide Graphic Computer)
 - B. Electronic Flight Computers

COMPLETION STANDARDS:

The student will have successfully completed this lesson when, by oral or written examination, he or she demonstrates an understanding of the various elements relating to navigation and use of flight computers in support of navigation.

2.2 - LESSON 2: BASIC NAVIGATION - PART 2

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to teach the student the basic navigation modes of pilotage, dead reckoning, as well as sources of information for flight planning.

CONTENTS:

4. Pilotage and Dead Reckoning
 - A. Pilotage
 - i. Selecting Checkpoints
 - ii. Following a Route
 - iii. Orientation
 - B. Dead Reckoning
 - i. Flight Planning
 - ii. Navigation Log
 - iii. Flight Plan
 - iv. Flying Over Hazardous Terrain
5. Sources of Flight Information
 - A. Airport/Facility Directory
 - B. Directory Legend
 - C. Other Flight Planning Information
 - D. Aeronautical Information Manual (AIMS)
 - E. Notices to Airmen
 - F. Advisory Circulars

COMPLETION STANDARDS:

This lesson will be successfully completed when, by oral or written examination, the student demonstrates the basic ability to accurately plan a navigation route using pilotage, dead reckoning, and sources of flight information.

2.3 - LESSON 3: RADIO NAVIGATION

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to introduce the student to Radio Navigation. The student will be introduced to the operating principles of the VOR, DME and ADF.

CONTENTS:

1. VHF Omni-directional Range (VOR)
 - A. Principles of Operation
 - B. VOR Airborne Equipment
 - C. VOT Navigation
 - D. Course Information
 - E. To-From Indicator
 - F. Using VOR Navigation
 - G. Intercepting a VOR Radial
 - H. Time and Distance
 - I. VOR Orientation
 - J. VOR Cautions
 - K. VOR Advantages
 - L. VOR Test Signals
 - M. Classes of VOR Facilities
2. Distance Measuring Equipment (DME)
 - A. DME Theory
 - B. Using DME
 - C. DME Identification
3. VORTAC-Based RNAV
 - A. RNAV Operation
4. Global Positioning System (GPS)
 - A. GPS Operation
 - B. GPS Accuracy
 - C. GPS Receivers
 - D. VFR Use of GPS
5. Horizontal Situation Indicator

COMPLETION STANDARDS:

The student will have successfully completed this lesson when, by oral or written examination, he or she demonstrates basic understanding of the Radio Navigation concerning VOR, DME, RNAV, GPS, and HSI.

2.4 - LESSON 4: CROSS-COUNTRY FLYING - PART 1

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to show the student how to plan a basic cross-country flight from start to finish.

CONTENTS:

1. The Flight Planning Process
 - A. Flight Overview
 - B. Developing the Route
 - C. Preflight Weather Briefing
 - D. Completing the Navigation Log
 - E. Flight Plan
 - F. Preflight Inspection
2. The Flight
 - A. KOUN to KSNL
 - B. KSNL to F81
3. Alternate Planning
 - A. Delays
 - B. Destinations

COMPLETION STANDARDS:

The student will have successfully completed this lesson when, by oral or written examination, he or she demonstrates an understanding of how to plan a cross-country flight from start to finish.

2.5 - LESSON 5: CROSS-COUNTRY FLYING - PART 2

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to show the student how to plan a basic cross-country flight from start to finish.

CONTENTS:

4. The Flight Planning Process
 - A. Flight Overview
 - B. Developing the Route
 - C. Preflight Weather Briefing
 - D. Completing the Navigation Log
 - E. Flight Plan
 - F. Preflight Inspection
5. The Flight
 - A. F81 to KSNL
 - B. KSNL to KOUN
6. Alternate Planning
 - A. Delays
 - B. Destinations

COMPLETION STANDARDS:

The student will have successfully completed this lesson when, by oral or written examination, he or she demonstrates an understanding of how to plan a cross-country flight from start to finish.

2.6 - LESSON 6: GARMIN 650 AND ASPEN FLIGHT DISPLAY

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to teach the student the basic operation of the Garmin 650 and the Aspen Flight Display.

CONTENTS:

1. Device Overview
 - A. Interface
2. Aspen Primary Flight Display (PFD) System
 - A. Attitude Indicator
 - B. AHRS
 - C. IAS
 - D. Target Airspeed
 - E. Target Altitude
 - F. Target Heading
 - G. Target Course Indicator
 - H. Barometric Pressure
 - I. Air Data
 - J. Trend Indicators
3. Navigation Display
 - A. Flux Sensors Data
 - B. VOR and GPS Data
 - C. VSI Data
 - D. "Blue Diamond"
 - E. Alternate Displays

COMPLETION STANDARDS:

This lesson will be successfully completed when, by oral or written examination, the student demonstrates the understanding of the Garmin 650 and Aspen PFD.

2.7 - LESSON 7: METEOROLOGY REVIEW

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to review hazardous weather conditions and how to interpret weather data.

CONTENTS:

1. Weather Hazards
 - A. Thunderstorms
 - B. Turbulence
 - C. Low Visibility
 - D. Wind Shear
 - E. Icing
2. Printer Reports and Forecasts
 - A. Aviation Routine Weather Report
 - B. Type of Report
 - C. Wind Information
 - D. Visibility
 - E. Sky Condition
 - F. Temperature and Dew Point
 - G. Terminal Aerodrome Forecast
 - H. Type of Report
 - I. Location Identifier and Issuance Date/Time
 - J. Valid Period
 - K. Forecast and Area Forecasts
 - L. VFR Clouds and Weather
 - M. Winds and Temperatures Aloft Forecasts
 - N. Severe Weather Reports and Forecasts
3. Graphic Weather Products
 - A. Standard Weather Briefing
 - B. Abbreviated Briefing
 - C. Outlook Briefing
 - D. Self Briefing
 - E. Supplemental Weather Sources
4. In-Flight Weather Services
 - A. En-Route Flight Advisory Service
 - B. In-Flight Aviation Weather Advisories
 - C. AIRMETs and SIGMETs
 - D. Severe Weather Forecast Alerts
 - E. Center Weather Advisories
 - F. Hazardous In-Flight Weather Advisory Service
 - G. Automated Weather Observing System (AWOS)
 - H. Automated Surface Observation System (ASOS)

COMPLETION STANDARDS:

This lesson will have been successfully completed when, by oral or written examination, the student demonstrates a basic understanding of the hazardous weather conditions and how to interpret weather data.

2.8 - LESSON 8: AVIATION PHYSIOLOGY - PART 1

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to introduce the student to the basic principles of aviation physiology and elements that contribute to spatial disorientation.

CONTENT:

1. Physiology
 - A. Vision in Flight
 - B. The Eye
 - C. Cones
 - D. Rods
 - E. Night Vision
 - F. Night Scanning
 - G. Aircraft Lighting
 - H. Visual Illusions
 - I. Auto kinesis
 - J. Night Myopia
 - K. Landing Illusions
2. Spatial Disorientation
 - A. Visual Sense
 - B. Vestibular Sense
 - C. Kinesthetic Sense
 - D. Disorientation
 - E. Spatial Illusions (Coriolis Illusion, Leans, Somatogravic Illusions, False Horizons)
 - F. Flicker Vertigo
 - G. Motion Sickness

COMPLETION STANDARDS:

The student will have successfully completed this lesson when, by oral or written examination, he or she demonstrates a basic understanding of flight physiology and spatial disorientation.

2.9 - LESSON 9: AVIATION PHYSIOLOGY - PART 2

(Ground: 1.3 Hours)

OBJECTIVES:

The objective is to further cover various elements of aviation physiology as it relates to respiration, altitude, alcohol, drugs and their effect on performance.

CONTENT:

3. Respiration and Altitude
 - A. Respiration
 - B. Hypoxia
 - C. Hypoxic Hypoxia
 - D. Hypemic or Anemic Hypoxia
 - E. Stagnant Hypoxia
 - F. Histotoxic Hypoxia
 - G. Supplemental Oxygen
 - H. Hyperventilation
 - I. Pressure Effects
 - J. Ears
 - K. Sinuses
 - L. Teeth
 - M. Gastrointestinal Tract
 - N. Scuba Diving
4. Alcohol, Drugs and Performance
 - A. Depressants
 - B. Alcohol
 - C. Tranquilizers
 - D. Motion Sickness Medication
 - E. Stomach Medication
 - F. Decongestants and Antihistamines
 - G. Stimulants
 - H. Amphetamines
 - I. Caffeine
 - J. Nicotine
 - K. Pain Killers
 - L. Other Problem Drugs
 - M. Antibiotics

COMPLETION STANDARDS:

The student will have successfully completed this lesson when, by oral or written examination, he or she demonstrates a basic understanding of the effects of altitude, respiration, drugs, alcohol and their effect on pilot performance.

2.10 - LESSON 10: FLIGHT PLANNING AND DECISION MAKING

(Ground: 1.3 Hours)

OBJECTIVES:

The objective of this lesson is to review elements associated with planning and organizing flights and gain an understanding of factors that affect the decision process as well as cockpit resource management.

CONTENTS:

1. Planning and Organizing Flights
 - A. Initial Planning
 - B. Final Planning Stage
 - C. Cockpit Management
2. Factors Affecting the Decision Process
 - A. The Decision Process
 - B. Hazardous Attitudes
 - C. Antidotes for Hazardous Attitudes
 - D. Risk Assessment
 - E. Stress Reduction
 - F. Self-Assessment
3. Cockpit Resource Management
 - A. Primary Resources
 - B. Preparation
 - C. Preflight
 - D. Departure
 - E. En route
 - F. Arrival
 - G. Expanding Your Resources
 - H. Additional certificates and ratings

COMPLETION STANDARDS:

The student will demonstrate Private Pilot knowledge level per ACS Standards of flight planning and decision making methodology. The student should be able to demonstrate the ability to recognize hazards and have an awareness of some of the basic methods to avoid risks.

2.11 - LESSON 11: COMPREHENSIVE PRIVATE PILOT REVIEW (Ground: 13.5 Hours)

OBJECTIVES:

The objective of this lesson is to provide the student an opportunity to review all material covered in Stage One and Two and prepare for the course final examination.

CONTENTS:

1. All material covered in Stage One and Two
2. Oral examination format review

COMPLETION STANDARDS:

This lesson will have been successfully completed when the student, by oral or written examination, shows that he or she has a basic level of understanding of all the topics covered in Stage One and knowledge of the oral examination format.

2.12 - LESSON 12: FINAL TEST & EVALUATION

(Ground: 2.1 Hours)

OBJECTIVES:

To determine the student's level of knowledge on the subject matter covered during this ground curriculum.

REFERENCES:

1. Helicopter Flying Handbook
2. The FAR/AIM Manual
3. Aviation Instructor's Handbook
4. Risk Management Handbook
5. Pilot's Encyclopedia of Aeronautical Knowledge
6. Aviation Weather For Pilots
7. Aviation Weather Services

CONTENTS:

This examination will cover Stage One and Two material. The examination shall, as a minimum, consist of (but is not limited to) at least 25 FAA computer knowledge examination type multiple-choice questions.

COMPLETION STANDARDS:

Grading is based on the traditional scale:

- A = 90% to 100%
- B = 80% to 89%
- C = 70% to 79%
- D = 60% to 69%
- F = below 60%

Students who do not achieve a satisfactory score (80 +) must be scheduled for additional instruction in the area(s) of deficiency identified by the examination or must retake the course.

2.13 - LESSON 13: FAA COMPUTER KNOWLEDGE EXAMINATION

OBJECTIVES:

This lesson provides the student an opportunity to participate in the FAA Helicopter/Rotorcraft Private Pilot written knowledge examination.

CONTENTS:

This examination will cover all topics found within the applicable Airman Certification Standards and FAR/AIM sections. There are 60 randomly selected questions covering all topics addressed within the Private Pilot Ground Course.

COMPLETION STANDARDS:

The student completes the course when he or she passes the FAA Computer Knowledge Test with a minimum score of 70% corrected to 100%. Students who do not achieve this score must be scheduled for additional instruction and re-examination, or be re-enrolled in the course.

ELIGIBILITY REQUIREMENTS:

Applicants **MUST** have either the instructor of the ground course or a flight instructor endorse their logbook to certify that the student is competent to take the test.

KNOWLEDGE AREAS ON THE TESTS:

The tests are comprehensive, as they must test an applicant's knowledge in many subject areas. All test questions are the objective, multiple choice type, with three choices of answers; each question can be answered by the selection of a single response. Each test question is independent of other questions, that is, a correct response to one does not depend upon, or influence the correct response to another. The maximum time allowed for taking the Private Pilot knowledge examination is 2.0 hours. The time allotted for the knowledge examination is not counted towards the 61.1 course required ground hours.

When taking a test, keep the following points in mind:

1. Answer each question in accordance with the latest regulations and procedures.
2. Read each question carefully before looking at the possible answers. You should clearly understand the problem before attempting to solve it.
3. After formulating an answer, determine which choice most nearly corresponds with the answer. The answer chosen should completely resolve the problem.
4. From the answers given, it may appear that there is more than one possible answer. However, there is only one answer that is correct and complete. The other answers are incomplete, erroneous, or represent common misconceptions.
5. If a certain question is difficult for you, it is best to mark it for RECALL and proceed to the next question. After you answer the less difficult questions, return to those, which you marked for recall and answer them. The recall marking procedure will be explained to you prior to starting the test. Although the computer should alert you to unanswered questions, make sure every question has an answer recorded. This procedure will enable you to use the available time to maximum advantage.
6. When solving a calculation problem, select the answer nearest your solution. The problem has been checked with various types of calculators; therefore, if you have solved it correctly, your answer will be closer to the correct answer than any of the other choices.

REMEMBER:

You always have an opportunity to take a sample test before the actual test begins.

ARRIVING FOR THE TEST:

When you arrive for the test, you should have a flight computer, a pocket calculator, a plotter, and a **PENCIL (NO PENS PLEASE)**. If you plan to use an electronic flight computer, the test monitor must ask you to remove the batteries to ensure that no information is in memory. **DO NOT LOSE THE AIRMAN TEST REPORT**, as you will need to present it to the examiner prior to taking the practical test. Loss of this report means that you will have to request a duplicate copy from the FAA in Oklahoma City.

CHEATING OR OTHER UNAUTHORIZED CONDUCT:

When entering the test area, you are permitted to take only scratch paper furnished by the test administrator and an authorized aviation computer, plotter, etc., approved for use in accordance with FAA Order 8080.6C, Conduct of Airmen Knowledge Tests via the Computer Medium, and AC 60-11C, Aids Authorized for Use by Airman Written Test Applicants. The FAA has directed testing centers to stop a test any time a test administrator suspects a cheating incident has occurred. An FAA investigation will then follow. If the investigation determines that cheating or other unauthorized conduct has occurred, any airman certificate that you hold may be revoked, and you may not be allowed to take a retest for 1 year.

RE-TESTING PROCEDURES:

If the score on the airman test report is 70 or above, in most cases the report is valid for 24 calendar months. You may elect to retake the test in anticipation of a better score. Prior to retaking the test, you must give your current airman test report to the Test Monitor. Remember, the score of the latest test you take will become the official test score.