

People on board		
	Name, Surname	Duties
Seat 1		
Seat 2		
Seat 3		
Seat 4		

Flight information		
Date:		
Acft. Type:		
Acft. Reg.:		
Syllabus   Lesson:		
Planned time:		

Mass and Balance*					
	Weight	Moment	LMC	Weight	Moment
Empty			Empty		
Front seats			Front seats		
Rear seats			Rear seats		
Fuel			Fuel		
Baggage			Baggage		
T/O			Updated T/O		
-Trip fuel			-Trip fuel		
LDG			Updated LDG		

Required Fuel		
	Time	Quantity
Trip		
Cont. 10%		
Alternate		
Final reserve	1:00	
<b>Total:</b>		

Performance	
T/O roll	
T/O distance (1,25)	
RoC	
RoC (OEI)	
LDG roll	
LDG distance (x1,42)	
G/A RoC	

\*CG position for T/O and LDG is calculated on "Mass and Balance" charts from AFM (Section 6).

In case of Last-Minute Changes (LMC), both CG must be recalculated before departure.

☐ **Solo flight authorization:**

The signing instructor authorizes the signing student to operate a solo flight of the following nature:

- ☐ Touch and Go at the aerodrome (ICAO code): \_\_\_\_\_.  
☐ Designated training area: \_\_\_\_\_.  
☐ Navigation route: \_\_\_\_\_.

During the solo flight, the supervisor instructor can be contacted on the phone number: \_\_\_\_\_.

During the flight operation, the signing student is acting as Pilot in Command (PIC), being responsible to operate according to the company manuals, AFM and air regulations.

Ready for Flight	
<b>Instructor/Supervisor:</b> <i>Name and signature</i>	
<b>Student:</b> <i>Name and signature</i>	

*This sheet must be on board until the whole flight session is completed.*

## FLIGHT TRAINING BRIEFING GUIDE

General information	
Aircraft type and reg.	
PIC	
Route	
Alternate	
Times (EOBT, ETA...)	
Flight Plan	

Weather	
METARs	
TAFs	
Cruise Altitude	
Sign. Weather chart	
Wind chart	
Weather limitations	

Flight Plan Overview	
Fuel requirements	
Mass and Balance	
Performances	
NOTAMs	
AIPs and enroute charts	

Navigation	
Navigation log	
Airspaces	
Segregated areas	
Frequencies	
Arrival briefing	

Flight Lesson discussion	
Lesson number, Objectives and Goals.	
Summarize any theoretical or procedural knowledge relevant to the lesson exercise.	
Outline the specific maneuver or procedures to be practiced during the lesson exercise.	
Explanation of the instructor, emphasizing key points and techniques.	
Discuss the main pilot competencies focused on this lesson.	
Questions or doubts?	

Threat and Error Management	
Main risks related to the lesson.	
Additional risks (weather or other variants).	
Safety Precautions: Engine failure, Loss of communication, other scenarios...	
Passenger briefing (if applicable).	
Decision GO or NO-GO.	

Preflight checks	
Aircraft status	
Aircraft documents	
First Aid Kit	
Fire extinguisher	
Other equipment	

Briefing conclusion	
Any change to the flight plan	
Final Questions or Concerns	
Solo flight authorization	
Crew Acknowledgement of Briefing	
<i>Ready for Flight</i> signatures	

Debriefing	
Review and Summary of the Flight.	
Instructor's feedback: student's strengths, corrections and recommendations.	
Grading and discussion (competencies and exercises).	
Next lesson's preparation assignment.	
Logbook, technical log and Evaluation forms.	
Questions and clarifications.	

