

GA AW Maintenance Inspector's Airworthiness Certification Functions Help Page

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How is the GA AW Maintenance Inspector's Airworthiness Certification Functions course organized?

The focus of the GA AW Maintenance Inspector's Airworthiness Certification Functions course is to teach the knowledge of the Designated Airworthiness Representative including foundational material, regulations, policy, etc. The course is organized into 4 modules and 14 lessons:

Module 1: Airworthiness Certification Functions General Information

Lesson 1: FAA Regulations, Publications, and Records

Lesson 2: Airworthiness Certification Overview

Module 2: Issuing, Amending, and Replacing Standard and Special Airworthiness Certificates, and Issuing Special Flight Permits

Lesson 1: Issuing a Standard Airworthiness Certificate

Lesson 2: Procedures for Issuing a Special Airworthiness Certificate

Lesson 3: Special Flight Permits

Lesson 4: Replacement of Airworthiness Certificates

Lesson 5: Amendment of Airworthiness Certificates

Module 3: Export of Articles, Products, and Aircraft

Lesson 1: Export Overview

Lesson 2: Export of Engines, Propellers, and Articles

Lesson 3: Export of Aircraft

Module 4: Conducting Oversight of an Airworthiness Designee

Lesson 1: Managing the Airworthiness Designee

Lesson 2: Geographic Expansion Authorization

Lesson 3: Acceptable Conduct for ASIs and Designees

Lesson 4: Processing Certification Files

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How do I get credit for this course?

eLMS will track your progress and provide course completion credit in eLMS Learning History after you have completed the course.

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Do I have to take the course in one sitting?

No. eLMS, the FAA learning management system (LMS), tracks the progress you make in the course. As long as you exit appropriately, using the Exit button in the course, you should be returned to the place you left off in the course from your last session.

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Do I have to take the modules in order?

Yes. The course material is organized so that it will make the most sense to you, as a learner, if you start with Module 1 and proceed in order.

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What do all the navigation buttons do?

- Resources: Allows you to select job aids or other resources for viewing.
- Glossary: Provides you a list of terms used throughout the course.
- Menu: Returns you to the menu screen for that particular module.
- Exit: Exits the course while saving your progress.
- Back: Returns you to the preceding page.
- Next: Advances you to the next page.
- Help: Provides this document, which describes to you how to navigate the course and other general information about taking the course.

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How do I know what to click?

The cursor will change to a pointing hand when positioned over a selectable or rollover graphic. Also, blue, bolded text is generally selectable and allows you to view more information about a topic.

Always read the instructions in the prompt area at the bottom of each page to ensure that you don't miss any information.

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When I click a link or a graphic, nothing happens. Why?

You may need to set your browser to allow popups in order for some information to appear. If you are using the Google toolbar in your browser, you may hold the Ctrl key and select the item at the same time, which allows the popup window to open. In Internet Explorer, you can adjust the settings for blocking popups by selecting Internet Options from the Tools menu, then clicking the Privacy tab.

Many of the graphics in the course are not selectable. The cursor will also change to a pointing hand when positioned over a selectable graphic.

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What do I do if an animation on a page doesn't function properly?

If an animation will not play, you may not have the Adobe Flash Player installed. Obtain approval and/or install the Adobe Flash Player on the computer. You can find information about the Adobe Flash Player at www.adobe.com.

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Can I skip the questions in the course?

The Self Checks are provided for your benefit so that you may practice the new information in order to learn it more effectively. You may not skip the Self Check questions.

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When I entered the course today, the modules I did yesterday weren't marked as completed. Why wasn't my progress saved?

Make sure you always exit the course by clicking the Exit button, located at the top, right side of the screen. Simply closing the browser window may not save your data.

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How can I see a transcript of the audio in the course?

Select the transcript link beneath the audio content to launch a popup box containing the full text of the audio.

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How do I find out what the acronyms used in the course mean?

Select the Glossary button at the top right of the screen to launch a popup box containing terms used throughout the course with their definitions.

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How do I find more information about a topic?

A list of resources relevant to the course is available from the Options menu at the top of the page. Click on the Options button then select Resources to view a page showing a list of resources referenced in the training. Selecting a particular resource will open an internet link to that item or a PDF version of the document. All links will open in a new window.

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