

\$1.00



SMALL BOAT SAILOR

**CERTIFICATION
RECORD BOOK**

“The Little Red Book”

(DAYSAILORS, DINGHIES AND MULTIHULLS)

SMALL BOAT SAILING GENERAL SKILLS · BEGINNER

SKILLS	STANDARD
1. WIND DIRECTION	
Identify three wind indicators	
Identify wind direction	within a few degrees
2. RIGGING/UNRIGGING	
Drain plugs	installed tightly and securely
Rudder, fins	properly rigged
Rig sails	secure at all attachment points, adequate outhaul tension
Raise sails	bow into wind, fully raised, halyards secure
Lower, flake/furl/roll sails	neat even folds, seams parallel, secured
Secure lines, rigging, gear	running rigging taut and secure, neat, everything in place, all gear stowed
Drain/bail all water	hull empty, cockpit dry
Clean	as clean or cleaner than you found it
3. KNOTS/ LINES	
<i>Demonstrate:</i>	
Cleat hitch	using standard deck cleat
Coiling	as for halyards, secured
Figure 8	correctly formed, close to end of line
Bowline	correctly formed around post, ring or rail
Cow hitch	correctly formed around clew of sail
4. RULES OF THE ROAD	
<i>Describe right of way:</i>	
Sail vs. power exception	opposite tacks, same tack, overtaking
Sail vs. muscle power	

BEGINNER GENERAL SKILLS

*General Skills, 1 – 4, are
regardless of windspeed or*

1. WIND DIRECTION

INSTRUCTOR SIGNATURE

DATE

2. RIGGING/UNRIGGING

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3. KNOTS/LINES

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4. RULES OF THE ROAD

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SMALL BOAT BEGINNER SAILOR BOATHANDLING SKILLS

SKILLS

STANDARD

5. DEPARTURE/LANDING

Embark from dock or beach

Execute an appropriate departure making proper allowance for wind direction, wind velocity, current, obstructions, etc.

Return gently and safely to a full stop within a boatlength of a specified location.

6. STEERING

Straight course

holding a steady course for at least half a minute toward a designated target

Proper tiller grasp

constant contact — never let go

Seating placement

windward side, ahead of tiller, inboard/outboard as appropriate for heel

7. SAFETY POSITION

Close Reach

maintain heading

Full luff

entire sail luffing

Complete stop

exhausting all momentum

8. TACKING

Steering

smooth, steady, turn appropriate speed, without pause or hesitation, ending when on new course

Switch sides

windward to windward, appropriate timing

Tiller hand exchange

behind back, constant contact

9. POINTS OF SAIL

Demonstrate:

Beating

Close reach

correct heading and sail trim for each, on either tack

Beam reach

Broad reach

Running

BEGINNER BOATHANDLING SKILLS

Instructor Verification: Only certified instructors may make entries on this page.

LIGHT AIR (5-14 mph) • HEAVY AIR (15+ mph)

5. DEPARTURE/LANDING

INSTRUCTOR SIGNATURE

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6. STEERING

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7. SAFETY POSITION

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8. TACKING

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9. POINTS OF SAIL

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10. JIBING

Commands
Controlled jibe
Appropriate turn
Switch sides
Sail trim

"Prepare to jibe," "Jibe ho," or equivalent
pre-trimmed mainsail, not a flying jibe
without pauses or round-ups
on windward side as soon as sail fills
retrim promptly to verge of a luff

11. CAPSIZE RECOVERY

Demonstrate one of these:

Scoop method

requiring a partner and a self-rescuing
(if double-handed) boat, scoop partner,
then be scooped

Solo righting

traditional or step-over technique
(if single handed) unassisted re-boarding
successful demonstration (if applicable)
unassisted re-boarding if solo

Catamaran righting

12. OVERBOARD RECOVERY

Appropriate turn
Safety position for pick-up

jibe in light air, tack in stronger wind
close reach, full luff,
correct approach angle
within reach, full stop to leeward of victim
retrieve "victim" – lifejacket or fender
(simulated victim)

Close proximity

Boarding assistance

13. GETTING OUT OF IRONS

Prescribe tack

select starboard or port before beginning

Back sails

jib to desired windward side,
main to leeward

Tiller position

toward desired new heading when backing

14. UPWIND SAILING

Demonstrate:

Helmsmanship

consistent, without excessive luffing
or falling off
without excessive overstanding
or pinching

Finding a layline

close-hauled

Sail trim

moderate leeward heel, balanced fore/aft

Hull trim

BEGINNER BOATHANDLING SKILLS

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LIGHT AIR (5-14 mph) • HEAVY AIR (15+ mph)

10. JIBING

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11. CAPSIZE RECOVERY

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12. OVERBOARD RECOVERY

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13. GETTING OUT OF IRONS

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14. UPWIND SAILING

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SMALL BOAT SAILING GENERAL SKILLS AND THEORETICAL KNOWLEDGE · INTERMEDIATE

SKILLS

STANDARD

1. SEAMANSHIP

Demonstrate:

Knot tying:

clove hitch and round turn

Maintenance

Sails and lines

demonstrate basic understanding of the condition, proper treatment and maintenance of sails and lines

Hull and rigging

demonstrate basic understanding of treatment and maintenance of the hull and standing rigging

2. NOMENCLATURE

Fundamental knowledge of appropriate boat rigging, equipment and use:

Standard rigging

Running rigging

Sail controls

cunningham/downhaul, outhaul, vang, traveler/bridle, backstay

3. UNDERSTANDING WIND

Wind velocity

estimate wind velocity through sea state

Lifts and headers

anticipate puffs and lulls on the water

True and apparent wind

describe the difference between true and apparent wind

4. CURRENT, WEATHER AND LAND EFFECTS

Describe the influence of current when sailing between two points

Describe the influence of local weather patterns on sailing

Describe the relationship between topography and variations in wind

4. NAVIGATION AND EMERGENCY PROCEDURES

Signaling distress

demonstrate the International Signal of Distress

describe other useful tools that can be carried for signaling by sailors

Identify and describe the basic navigation aids

lateral markers, lighted buoys and day marks

INTERMEDIATE GENERAL SKILLS AND THEORETICAL KNOWLEDGE

General Skills and Theoretical Knowledge, 1-5, apply regardless of windspeed range

1. SEAMANSHIP

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2. NOMENCLATURE

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3. UNDERSTANDING WIND

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4. CURRENT, WEATHER AND LAND EFFECTS

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5. NAVIGATION AND EMERGENCY PROCEDURES

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SMALL BOAT INTERMEDIATE BOATHANDLING SKILLS

SKILLS

1. PROPER SAIL TRIM

Sails are set properly relative to the wind

Sail controls are used properly: outhaul, cunningham, vang, halyard and sheet tension

2. PROPER BOAT TRIM

Proper weight placement fore and aft

Proper balance for given wind and wave conditions

3. ROLL TACKING

Correct use of tiller extension, body movement and sail trim to facilitate steering

Correct hand and foot placement, smoothness and control throughout the maneuver and coordination between sailors

4. JIBING

Correct use of tiller extension, body movement and sail trim to facilitate steering

Correct hand and foot placement, smoothness and control throughout the maneuver and coordination between sailors

5. SAILING A WINDWARD LEG

Demonstrate basic tactical awareness of shifts, other boats, current, and laylines

6. SAILING A REACH

Demonstrate basic tactical awareness of shifts, other boats, current, and laylines

7. SAILING DOWNWIND

Demonstrate basic tactical awareness of shifts, other boats, current, and laylines

INTERMEDIATE BOATHANDLING SKILLS

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LIGHT AIR (5-14 mph) • HEAVY AIR (15+ mph)

1. PROPER SAIL TRIM

INSTRUCTOR SIGNATURE AND NUMBER			INSTRUCTOR SIGNATURE AND NUMBER		
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2. PROPER BOAT TRIM

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3. ROLL TACKING

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4. JIBING

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