

SAMPLE CHECKLISTS

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PREFLIGHT INSPECTION

► COCKPIT

+ *Hobbs and Tach gauges – TAKE PHOTO*
 Control Wheel – RELEASE RESTRAINTS
 Parking Brake – SET
 All Instrument Panel Switches – OFF
 Mixture – IDLE CUT-OFF
 LEFT/RIGHT MAG Switches – OFF
 BATTERY MASTER Switch – ON
 Panel Lighting (Night Flight) – VERIFY OPERATION
 PITOT HEAT Switch – ON
 P HEAT OFF CAS Message – DISAPPEARS
 FUEL – CHECK QUANTITY & IMBALANCE
 Exterior Lighting Switches – ON
 Exterior Lighting – VERIFY OPERATION
 Pitot/Static Head – CHECK - WARM
 Stall Warning Tone – CHECK
 All Lighting Switches – OFF
 PITOT HEAT Switch – OFF
 P HEAT OFF CAS Message – ILLUMINATED
Fuel Gauges – CHECK
 + *Electrical Fuel Pump – TEST*
 BATTERY MASTER Switch – OFF
 Flaps – EXTEND
 Primary Flight Controls – CHECK PROPER OP
 Stabilator and Rudder Trim – NEUTRAL
 Pitot and Static Systems – DRAIN
 Windows – CHECK CLEAN
 Required Papers and POH – ON BOARD - AROW
 Weight and Balance – VERIFY
 Tow Bar – STOW PROPERLY & SECURE
Last VOR check – CHECK <30 calendar days
 + *Seat belts – TEST inertial reels, FASTEN empty seat*

► RIGHT WING

Surface condition – CLEAR of ice, frost and snow
 Flap, Ailerons, Hinges, Rods – CHECK NO DAMAGE or interference
 Wing tip, Lights, Static Wicks – CHECK same as above
 Fuel Tanks – INSPECT quantity VISUALLY, secure cap
 Fuel Tank Vent – CHECK CLEAR of obstructions
 Fuel Tank Sump – DRAIN, CHECK water, sediment
 Tie down and chocks – REMOVE
 Main Gear Strut – CHECK inflation 4.5 in ± 0.25 in.
 Tire – CHECK cuts, wear, inflation = **24 PSI**
 Brake block and disc – CHECK
 Fresh air inlet – CHECK CLEAR

► NOSE

General condition – CHECK; NO oil or fuel LEAKS
 Cowling – CHECK SECURE
 Windshield – CLEAN
 Oil – CHECK QUANTITY >= 6 Quarts
 Dipstick and Door – SECURE
 Propeller and Spinner – CHECK no nicks, cracks
 + *SPIN propeller by hand to move oil*

► NOSE (continued)

Air intakes – CHECK CLEAR from obstructions
 Chocks – Remove
 Nose Gear Strut – CHECK inflation 3.25 in ± .25 in.
 Tire – CHECK cuts, wear, inflation = 18 PSI
 Fuel strainer – DRAIN
► LEFT WING
 Surface – CLEAR of ice, frost and snow
 Fresh air inlet – CHECK CLEAR
 Main gear strut – CHECK inflation 4.5 in ± 0.25 in.
 Tire – CHECK cuts, wear, inflation = **24 PSI**
 Brake block and disc – CHECK
 Fuel tank – INSPECT quantity VISUALLY, secure cap
 Fuel tank vent – CHECK CLEAR
 Fuel tank sump – DRAIN, CHECK water, sediment
 Tie-downs and chocks – REMOVE
 Pitot / static head – REMOVE cover, holes clear
 OAT probe – CHECK
 Wing tip and lights – CHECK
 Aileron, Flaps, Hinges, Rods, Static wicks – CHECK
► FUSELAGE
 Antennas – CHECK FIRM
 Empennage – Clear of ICE, FROST, SNOW
 Stabilator and Trim Tab – NO damage / interference
 Rudder – NO damage / interference
 Static Wicks – CHECK SECURE
 Tie Down – REMOVE

BEFORE ENGINE START

Flaps – RETRACT
 Door – CLOSED and SECURE
 Seats – ADJUSTED and LOCKED IN POSITION
 Seat Belts and Harness – FASTEN, ADJUST
 FUEL Selector – DESIRED TANK
 Parking Brake – SET
 Circuit Breakers – CHECK ALL IN
 Alternate Air – CLOSE
 Alternate Static Source – OFF
 All Electrical Switches – OFF
 BATTERY MASTER Switch – OFF

ENGINE START

THROTTLE – 1/2 IN. OPEN
 BATTERY MASTER – ON; ALTERNATOR – ON
 LEFT/RIGHT MAG Switches – ON
 FUEL PUMP Switch – ON
 STROBE LIGHTS Switch – ON
 MIXTURE – PRIME 5s **UNLESS HOT**, then CUT-OFF
 PFD Annunciations – CONSIDER
 Propeller – SHOUT CLEAR, CHECK CLEAR
 ENGINE START switch – PUSH to ENGAGE
 MIXTURE – ADVANCE
 THROTTLE – ADJUST
 Oil Pressure – CHECK RISING, Green < 30 sec
 THROTTLE – 800 ... 1,200 RPM for warm-up
 + *Engine-on Time – NOTE*

PASSENGER BRIEFING

→ **Safety belts:** show fasten + unfasten.
 Keep belts and harnesses fastened during taxi, takeoff and landing.
 → **Air:** show vents operation. Use freely w/o ask.
 Winter: on exhaust smell, VENTS FULL OPEN.
 → **Fire extinguisher:** show. To operate, unlatch, pull the pin and squeeze.
 → **Exits.** Show how to open doors. Or press feet against any window till it gives in.
Stay buckled as you push the windows out.
 Floatation vests are in each seats' back pocket.
 → **Traffic and Talking.** Report all traffic you see, as soon as you see it.
Sterile cockpit during take off and landing.
 Otherwise, talk freely, ATC will not hear you.
 If I need silence to listen to ATC, I will raise hand.
ON FINAL: silence, no abrupt movements, no weight shifts (e.g., photos).
 → Your questions.

BEFORE TAXIING

+ *Headsets – ANR ON*
 Databases – VERIFY CURRENT
 CAS Messages – CONSIDER ANY
 PFD Annunciations – CONSIDER ANY
 Fuel Calc tab (Eng page) – SET FUEL QUANTITY
 Weight & Balance page – ENTER WEIGHTS, CHECK
 System Messages – CONSIDER
 Nav & Interior Lights – AS REQUIRED
 Ventilation, Heater and Defroster – AS DESIRED
 COM/NAV Radios & AVIONICS – CHECK & SET
 + *Transponder – SET VFR or ATC*
 + *ForeFlight– PAIR to ADSB receiver*
 Autopilot – Verify Preflight Test (PFT) completed
 Standby Flight Instrument – ON with NO X RED-X's
 Altimeter setting – SET
 + *Heading Bug – SET to departure heading*
 Passenger Briefing – COMPLETE
 PARK BRAKE – RELEASE and TEST

Morristown Ground,

*Piper N123AF at West Tie-down with <Victor>
 request taxi [pattern work | VFR to the <...>]*

ENGINE START HOT – Same, except AVOID Mixture prime

ENGINE START FLOODED – Throttle FULL, Pump OFF, Mixture CUT-OFF ...

IFR INSTRUMENT CHECK

Airspeed Indicator – ZERO
 Attitude Indicator – 0° PITCH, <5° BANK
 Altimeter – WITHIN 75'
 Turn Coordinator during turns – BALL OUT, WING IN
 VSI – NOTE 0 FPM REFERENCE
 Magnetic Compass – SWING FREELY, HAS FLUID
 Com 1/Com 2 – OPERATIONAL
 Clock – OPERATIONAL

RUN UP

+ *Aircraft Heading – INTO THE WIND for cooling*
 + *Area behind prop blast – CLEAR*
 PARK BRAKE – SET
 THROTTLE – 2000 RPM
 LEFT/RIGHT MAG Check – Max DROP 175 RPM,
 max diff 50 RPMs
 Oil Temperature – CHECK
 Oil Pressure – CHECK
 VOLTS Indication – CHECK BUS (28 +/- 1 VOLT)
 ALT AMPS Indication – CHECK NORMAL
 Alternate AIR – CHECK for RPM drop
 FUEL PUMP Switch – OFF, CHECK engine OK
 Throttle – RETARD
 Autopilot – CHECK FD OFF; CHECK ESP OFF
 Autopilot – ENGAGE; CHECK BOTH AXES
 Flight Controls – CHECK you can OVERPOWER A/P
 A/P DISC Button – PRESS, verify disengage, tone

BEFORE TAKEOFF

PERFORM TAKEOFF BRIEFING

VERIFY SWITCHES ON: BATTERY MASTER,
 ALTERNATOR, FUEL PUMP, LEFT+RIGHT MAG
 Flight Instruments – CHECK
 Standby Flight Instrument – CHECK
 CAS Messages, PFD Annunciations – CONSIDER
 System Messages – CONSIDER
 FUEL Selector – PROPER TANK
 Engine Indications – CHECK ALL GREEN
 ALTERNATE AIR – CLOSE
 MIXTURE – FULL RICH or for BEST POWER
 Seat Backs – ERECT
 Seats – ADJUSTED, LOCKED IN POSITION
 Belts/Harness – FASTENED/CHECK
 Flaps – UP (normal), 25° short field
 Elevator Trim, Rudder Trims – SET NEUTRAL
 Controls – FREE AND CORRECT
 Door – LATCHED
 + *Pitot Heat – AS REQUIRED*
 + *Parking Brake – RELEASE*

SHORT FIELD TAKEOFF

Flaps 25° – Rotate 55 – Clear obstacles 64

Climb 64 – Flaps UP – Climb 76

V-SPEEDS - KNOTS

V _X	V _Y	V _{S0}	V _{S1}	b.g.
64	76	45	50	76
V _{FE}	V _{NO}	V _{NE}	V _A	V _A
102	125	154	113 MGW	98 1917 lb

SPECIFICATIONS

Engine: Lycoming IO-360-B4A, 180 HP @2700 RPM

Propeller: Sensenich 76EM8S14-0-62

Fuel: 50 Gal Total, **48 usable**; 100 Green or 100LL Blue

Oil capacity: 8 Quarts

Brake fluid: MIL-PRF-5606

Weight (lbs): Empty = 1,422 MTOW=2,550 Useful=1,128

Demonstrated max cross-wind: 17 knots

Tire Pressure: 18 PSI Nose, 24 PSI Main

ENGINE SHUTDOWN

PARK BRAKE – SET

FLAPS – RETRACT

FUEL PUMP Switch – OFF

ALL Electrical Switches – OFF

ALTR Switch – OFF

THROTTLE – CLOSED

MIXTURE – IDLE CUT-OFF

LEFT/RT MAGNETO switches – OFF

Interior Lights (at night) – OFF

Exterior Lights – OFF

BATTERY MASTER Switch – OFF

Headset ANR – OFF

SECURING

Parking Brake – AS APPROPRIATE

Control wheel – SECURE

Tie Downs and Chocks – SECURE

Tach and hobbs time – TAKE PICTURE

Pitot Cover – INSTALLED

Nose Plugs – INSTALLED

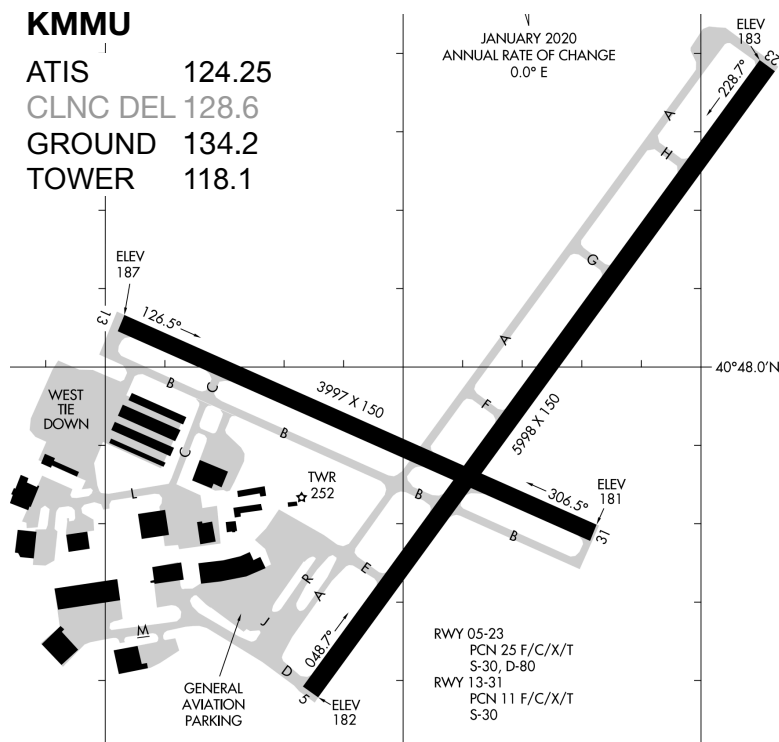
KMMU

ATIS 124.25

CLNC DEL 128.6

GROUND 134.2

TOWER 118.1

**TAKE-OFF BRIEFING**

- This will be a { normal | rolling | short-field | soft-field | <-> } takeoff, with flaps < 10° | 25° short >.
- We are departing Runway < 5 | 13 | 31 | 23 > with initial altitude <2500> ft.
- Departure procedure is <->, which consists in <->
- Wind** is from <-> at <-> kts. Ailerons to the < left | right >.
- Initial course after leaving the pattern will be <->. **SET HEADING BUG.**
- I will be flying the airplane and I expect you to [sight and report traffic,] [talk on radio] [...].
- [We are picking up IFR clearance in the air from {Phillip Dep ? | <-> }]
- Rotate and climb** at **BEST GLIDE**

60 76 KIAS**76** KIAS

- Power available check: 2,600 RPM or ABORT
- Then **CLIMB 87 KIAS**

ENGINE FAILURE BRIEFING

- Before **V_R** and with **enough runway** remaining, we ABORT
- In the air, below min turnback alt 1,100ft AGL=1500 ft MSL**, we land ahead
- Above min turnback alt** we turn back (left|right) **INTO WIND**
- Turn back is: **45° bank, best glide speed 76 KIAS**, stay coordinated

CLIMB – CRUISE

Enroute Climb Airspeed

87 KIAS

Fuel Pump

OFF at desired altitude

+ *Engine Gauges***CHECK**+ *Mixture*

LEAN, ROP

3° DESCENT RATES

60 knots→318 fpm 70→371 80→424 90→477 100→530

IAP – 2 MILES BEFORE FAF

Altimeter/Standby Altimeter –

SET

Instrument approach airspeed

90 KNOTS

Instrument approach

ACTIVE

Approach NAVAID

IDENTIFY MORSE CODE

CDI Selector

VLOC/RNAV as appropriate

Ground speed

ESTIMATE

Vertical descent speed 3°

EXPECT PER TABLE

COUNTDOWN TIMER

Load FAF-to-MAP time

Missed approach procedure

VERBALIZE

Continue checklist below

↓

BEFORE LANDING

COM/NAV Radios & Avionics –

CHECK & SET

Seat Backs

ERECT

Seat Belts, Harnesses –

FASTEN/ADJUSTED

FUEL PUMP Switch

ON

FUEL Selector

PROPER TANK

FLAPS

SET (102 KIAS max.)

ALT. AIR

AS REQUIRED

MIXTURE

FULL RICH

LANDING LIGHT Switch

AS REQUIRED

PARK BRAKE

Verify OFF

Toe Brakes

DEPRESS TO CHECK

Autopilot (if installed)

DISCONNECT >200 AGL

Pattern Approach Speeds:

Downwind / Abeam / Base / Final

90 / 80 / 70 / 66 KIAS**AFTER LANDING**

FLAPS – RETRACT

FUEL PUMP Switch – OFF

Strobe LIGHTS – AS APPROPRIATE

Landing LIGHTS – AS APPROPRIATE

Pitot Heat – OFF