NauticEd™

NauticEd Practical Competency Training
Skipper Large Keelboat (25 ft, 7m and greater)

Instructions for the Training/Assessment Instructor

This document represents the standardized set of training items that you should cover at a minimum for this Rank.

This is NOT the assessment rubrics list. Use the Skipper Rubrics Assessment App or document when grading a student for competence.

Train your student on a keelboat on the water using the syllabus on the following pages. Once you are confident that your student has gained understanding in ALL the areas below (vessel appropriate) and completed the online NauticEd Skipper theory course, assess your student on a keelboat on the water using the SKIPPER – Practical Competency Assessment Rubrics. If they pass the assessment rubrics:

- ASK YOUR STUDENT FOR THEIR SECRET LOGBOOK CODE (not their password) AND THEIR LOGIN EMAIL ADDRESS. Their logbook code is self assigned and is in their "myprofile" section. They must have this filled in before you can gain access.
- Login to NauticEd.org with your instructor login email address and password.
- In the search box, enter the student's email address and logbook code. Then check the Upgrade This Student's Practical Competency box
- In the dropdown, check the Skipper Verified Practical Competency box. Make additional notes about the student's competency in the appropriate fields. If using the Rubrics Assessment App, upload their Rubric results into their logbook
- Their Sailing Certificate and Sailing Resume will then be instantly updated with your name as the Verified Practical Competency Instructor along with your School.
- Your student will then be given the opportunity to rate their experience with you. Results of this are sent to you, the school principal and NauticEd Admin.

Note that: Via coded software rules:

(1) Instructors are NOT be able to issue a passing grade to a student until the instructor has passed the associated Skipper theory course and test and logged 100 days sailing on the water and are approved by NauticEd

(2) a practical competency passing grade WILL NOT be issued to the student by the software until the student has passed the associated Skipper theory course and test.

"It is a mistake to assume that because I have taught you something, that you now know it. Rather, proper assessment is the foundation of competence"

NauticEd Practical Competency Training Syllabus
Skipper Large Keelboat (25 ft, 7m and greater)

NauticEd Student _____ Date _____

Trained by NauticEd Qualified Instructor _____

BOARDING

- ☐ Tripping hazard
- ☐ Safe step-on and step-off techniques
- ☐ Boat stability
- ☐ Gear stowage

SAILOR

- ☐ Appropriate Clothing and Foul Weather Gear
- ☐ Life jacket: self and crew. Appropriate for activity, correctly sized, serviceable, meets local regulations.
- ☐ Footwear and accessories (gloves, sunglasses, sunscreen, etc…)
- ☐ Daysailing provisioning (water, snacks, fuel)
- ☐ Can present dangers and legal ramifications of alcohol and drug use

NAVIGATION

- ☐ Navigation are discussion and check
- ☐ Can identify local dangers on the local chart
- ☐ Can identify day markers for return to marina
- ☐ Can understand local tides and currents identify tide and currents source information
- ☐ Weather check

BELOW DECKS

Discussion of and Identify locations of:

- ☐ Tool kit
- ☐ Flares
- ☐ Location of first aid kit
- ☐ Owners Manual
- ☐ Emergency numbers
- ☐ Flashlight

Salon

- ☐ Closing Hatches under sail,
- ☐ Hatches and locking procedure
- ☐ CO_2 sensors
- ☐ Bilge: Pump/high water alarm/AC bleed

Head

- ☐ No bleach in head
- ☐ Clean and wipe bowl after **every** outing
- ☐ Sea Cocks
- ☐ Shower Drain
- ☐ "Y" valve
- ☐ Only limited amount of paper and previously eaten items to be flushed
- ☐ Manual and Electric Head Pump Use

Galley

- ☐ Stove, igniting and bleeding LP lines for shut off
- ☐ Lock all drawers and cabinets before sailing
- ☐ Trash bin to be emptied
- ☐ Wipe down sink and countertops, microwave
- ☐ Sink drain sea cocks
- ☐ Fresh water system and valves

Engine

- ☐ Check oil level
- ☐ Spare oil
- ☐ Water pump and impeller
- ☐ Packing gland and active drain
- ☐ Filter locations: Fuel and oil
- ☐ Raw water strainers, location and cleaning
- ☐ Transmission fluid check
- ☐ Transmission linkages
- ☐ Decompression switch on engine
- ☐ Extra engine keys
- ☐ Engine raw water intake
- ☐ Starting and stopping procedures

Berths

- ☐ Hatches

Electric Panel

- ☐ AC/DC panel explanation
- ☐ Entertainment systems
- ☐ Genset or Inverter operation
- ☐ Air conditioner, heat
- ☐ Speed and depth transducer location
- ☐ Air Conditioning on/off panel
- ☐ VHF. Perform simulated Mayday and Pan
- ☐ GPS
- ☐ Radar
- ☐ Windlass reset
- ☐ Water heater - and engine heat
- ☐ Battery locations. Switching procedures.

ABOVE DECKS

Amidships / Forward- Discussion of and Identify locations of:

- ☐ Water fill port and refill instructions
- ☐ Pump out holding tank
- ☐ Anchor rode
- ☐ Windlass usage / reset switch
- ☐ Shrouds / stays
- ☐ Dockline cleats and springlines
- ☐ Fender placement and attachment
- ☐ Describe appropriate means of pulling the boat closer to a dock including not using lifelines or stanchions.

Sail Control Lines:

- ☐ Halyards
- ☐ Outhaul lines
- ☐ Inhaul lines
- ☐ Boom vang
- ☐ Topping lift
- ☐ Cunningham/downhaul
- ☐ Reefing Lines
- ☐ Furling Lines
- ☐ Hose off roller furling after use in salt water
- ☐ Sheets
- ☐ Traveler lines
- ☐ Genaker/Spinaker equipment
- ☐ Halyard, outhaul, traveler lines stowage and appropriate knots
- ☐ Main sail attachments inside mast furling system

Aft/cockpit

- ☐ Emergency lights,
- ☐ PFD's, and proper use
- ☐ Throw cushion,
- ☐ Life ring,
- ☐ Flashlight
- ☐ Sound making devices
- ☐ Shore power connect/disconnect
- ☐ Shore power reset switch
- ☐ Deck brush and cleaning supplies
- ☐ Engine start procedure including warm up
- ☐ Gear lever including neutral warm up button
- ☐ Engine shut off procedure
- ☐ High temperature alarms
- ☐ Manual bilge pump
- ☐ Spare/emergency tiller
- ☐ Life line clips
- ☐ Shore power disconnect procedure including turn off switches prior
- ☐ Wheel / Tiller lock
- ☐ Wind, depth, speed Instruments
- ☐ Radar
- ☐ GPS Chart Plotter
- ☐ Auto pilot
- ☐ Dock-line stowage and appropriate knots
- ☐ Boarding Ladder
- ☐ Outdoor Shower

SAILING AND MANEUVERING

SLIP DEPARTURE

- ☐ Use proper procedures, see that boat and crew are ready for departure
- ☐ As Skipper, communicate departure plan taking into account wind and current directions and speed
- ☐ As Skipper, assign appropriate crew stations
- ☐ Give proper commands to cast off dock lines in appropriate order
- ☐ Use spring lines appropriately to power away from dock
- ☐ Demonstrate and discuss knowledge of various wind and current conditions in leaving the dock
- ☐ Leave dock completely in control

BOAT HANDLING UNDER POWER / TOW

- ☐ Start the inboard auxiliary engine, observing safety procedures
- ☐ Maneuver the boat to a full stop with the beam of the boat less than ½ of a boat length away from a mark without over shooting the mark with approaches from downwind and up wind
- ☐ Maneuver the boat in 3 full circles around a mark at 1500 rpm and 2500 rpm in forward
- ☐ Demonstrate handling of the wheel with two hands when maneuvering the boat in reverse
- ☐ Maneuver the boat in 3 full circles around a mark at 1500 rpm and 2500 rpm in reverse
- ☐ Maneuver the boat in a figure 8 pattern in forward, around two marks twice at 2000 rpm
- ☐ Maneuver the boat in a figure 8 pattern in reverse, around two marks twice at 2000 rpm
- ☐ Perform a "Standing Turn" maneuver, turning the boat 360˚ in a confined area using 1-2 second short bursts on the throttle to 2500 rpm.
- ☐ Back the boat in a straight line for 100 feet and stop the boat within ½ a boat length of a mark at the stern.
- ☐ Maneuver the boat to a full stop parallel to and 2 feet away from dock. Approach with dock to port and then starboard, without passing a given mark on the dock
- ☐ Stop the engine observing safety procedures
- ☐ Prepare an appropriate tow line and attach to an appropriate sturdy point. Secure boat properly. Describe how to maneuver the boat under tow should a tow ever be needed.

PARALLEL DOCKING

- ☐ Issue proper commands to crew to ready the boat for return including setting out fenders and cleat dock lines to stern and forward cleats
- ☐ Use correct approach based on wind and current direction and speeds
- ☐ Use slow speed, keeping boat under control
- ☐ Stop the boat the correct distance from dock
- ☐ Give proper commands for steeping ashore, securing dock lines
- ☐ Tie boat securely to dock to prevent excessive movement

HOISTING, DOUSING, FURLING AND UNFURLING FURLING SAILS

- ☐ Unfurl, set & furl sails correctly with boat in proper orientation to the wind
- ☐ Apply appropriate back tension to outhauls/sheets when furling sails
- ☐ Check stopper knots in sheets
- ☐ Douse while controlling lines and properly flake sails or furl sails maintaining appropriate back tension
- ☐ Explain extreme care when using the winch on inhaul, outhaul lines and halyards
- ☐ Properly coil and stow halyards, furling lines and sheets

PROPER WINCH TECHNIQUES

- ☐ Safety – aware of high tension on halyards and sheets
- ☐ Proper wrapping techniques
- ☐ Removal of winch handle after use

BOAT HANDLING UNDER SAIL / POINTS OF SAIL

- ☐ As helmsperson – use proper commands, select and maintain a given course
- ☐ As crew –give appropriate responses and set sails properly
- ☐ Able to point to the wind at various headings
- ☐ Sail and stop the boat head to wind within ½ a boat length of a mark abeam
- ☐ Demonstrate slowing and accelerating the boat with sails
- ☐ Demonstrate proper traveler use
- ☐ Demonstrate proper headsail fairlead track positioning: reefed and unreefed

As helmsperson and crew, demonstrate proper sail angles when:

- ☐ Close Hauled
- ☐ Close Reaching
- ☐ Beam Reaching
- ☐ Broad Reaching
- ☐ Deep Broad Reach
- ☐ Running

HEADING UP / BEARING AWAY

- ☐ As helmsperson – use proper command (“Heading up”), sail closer to wind
- ☐ As crew – trim sails correctly
- ☐ As helmsperson – use proper command (“Bearing away”), sail further from wind
- ☐ As crew – ease sheets and trim sails correctly

TACKING

- ☐ As helmsperson – use proper commands: “Ready about; Helm’s over”
- ☐ As helmsperson – select then sail a new heading holding a steady course
- ☐ As helmsperson – execute maneuver without overshooting new desired heading
- ☐ As crew – give proper responses (”Ready”), release sheets at proper time
- ☐ As crew – re-trim sheets correctly

GYBING

- ☐ As helmsperson – use proper commands: “Prepare to Gybe [center main]; Gybe-ho”
- ☐ As helmsperson – select then sail a new heading with out over shooting new desired heading and maintain a steady course
- ☐ As crew – mainsheet control (center main; “Ready”)
- ☐ As crew – release sheets with proper timing
- ☐ As crew – re-trim sheets correctly
- ☐ As crew – cleat lazy jib sheet to ensure head sail does not wrap around head stay prior to gybe

LUFFING UP, STOPPING, AND GETTING OUT OF IRONS

- ☐ As helmsperson, bring boat to a close reach
- ☐ As crew – ease the sheets to stop the boat (complete luff)
- ☐ As helmsperson and crew – Place the boat in irons (head to wind) and, using proper rudder control and backing of the sails, sail off in a predetermined direction
- ☐ As crew – sheet in at proper time

STEERING / RULES OF THE ROAD

- ☐ Steer a compass course for 5 minutes within +/- 10 degrees of course at all times
- ☐ Sail a triangular course with one leg into wind requiring multiple tacks.
- ☐ Turn the boat through 360 degrees under sail using proper sail trim and commands; as crew and skipper
- ☐ Demonstrate knowledge of right of way rules (opposite tack, same tack, sail meeting power, power meeting power and overtaking)
- ☐ Proper lookout as skipper and as crew

HEAVING-TO / REEFING

- ☐ Heave-to on starboard and get underway sailing normally again
- ☐ Properly reef the mainsail
- ☐ Properly reef the headsail
- ☐ Shake out reef while under control

ANCHORING

- ☐ As helmsperson and crew – Drop anchor in water more than 10 feet in depth and reverse away using appropriate throttle.
- ☐ Friendly deployment of chain so as not to damage boat gelcoat
- ☐ As crew - Use proper hand signal communication
- ☐ As crew – set appropriate scope
- ☐ Raise anchor with boat ready for departure
- ☐ Use proper windlass techniques with engine. Do not pull boat to anchor with windlass. Use Engine.
- ☐ Proper retrieval techniques so as not to knock anchor against bow.

LOCAL CONDITIONS

- ☐ As Skipper, point out local hazards including overhead wires, known shallows and underwater hazards
- ☐ Local sources of weather and tidal information
- ☐ Point out and correctly identify day marks
- ☐ Discuss local commercial shipping lanes and dangers

CREW OVERBOARD RECOVERY

- ☐ Called COB, Appointed a Spotter, Deployed Flotation (Type IV PFD), organized appropriate throw lines
- ☐ Controlled the event and crew with confidence
- ☐ Methods with Engine on. Methods with engine off
- ☐ Used proper approach - head to wind
- ☐ Stopped the boat next to the MOB
- ☐ Discussed bringing an exhausted person aboard

SLIP RETURN

- ☐ As crew – handle and arrange appropriate dock and spring lines
- ☐ As crew – set fenders at appropriate locations using correct knots
- ☐ As Skipper give appropriate commands to ready crew and dock lines for safe return
- ☐ As Skipper – return boat to slip safely and under control
- ☐ As crew – use proper cleat hitches when securing dock lines to boat
- ☐ Performed holding tank pump out
- ☐ Engine check and start
- ☐ Stow gear, lines and sails
- ☐ Electrical hook-up
- ☐ Off loading

KNOTS

- ☐ Stow all lines according to the boat requirements
- ☐ Bowline
- ☐ Figure 8 Knot
- ☐ Cleat Hitch
- ☐ Rolling Hitch
- ☐ Clove Hitch
- ☐ Round Turn and 2 Half Hitches
- ☐ Square (Reef) Knot
- ☐ Sheet Bend
- ☐ Tow warp and procedure

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OPTIONAL NIGHT TIME SAILING ENDORSEMENT (Note: Can only check after night sailing training experience)

- ☐ Able to identify significance and location of local lighted marks
- ☐ Able to identify correct return to dock lighted marks
- ☐ Able to identify correct lighting on power boats, sailing vessels and locally operated commercial traffic
- ☐ Able to determine direction of movement based on light colors and positions of traffic
- ☐ Able to identify sufficient markers to determine positions of local hazards
- ☐ Able to correctly identify and describe flashing lighted marks and cross reference onto chart eg Fl G (2+1) 6s
- ☐ Anchoring in dark – selecting safe spot with swing room
- ☐ General confidence and competence in night sailing ability