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Introduction

Welcome to Alaska Adventures! This flight Operations Manual (FOM) was written to help new pilots get acquainted with our procedures and outline what a new pilot can expect when joining Alaska Adventures. We ask that all pilots interested in joining Alaska Adventures to take a few minutes and read over this manual.

Although our policies are basic, we strive to maintain as much realism and professionalism as possible. Besides being professional, we also like to have fun enjoying our hobby. We hope to make a fun and friendly environment for all of our pilots, new and experienced. We'd like to extend a personal invitation for you to come join us as we bring our virtual passengers to the Alaska Bush!

Be safe and have fun!

This manual is intended for flight Simulator use only and for use with Alaska Adventures airline systems. If you are not an Alaska Adventures pilot, you can join Alaska Adventures for free.

Visit: <http://www.flyaka.com> for more details.

All documents, resources suggested and other virtual and non-virtual services are copyrighted by their authors. All Alaska Adventures pilots are free to use resources provided by Alaska Adventures.

Use of this manual and described procedures are at your own risk, Alaska Adventures is not responsible for any possible damage to the user, other persons or animals, any hardware or software damage or any damage whatsoever.

Note: To be a member of Alaska Adventures, you must follow our rules and you must read and comply with every restriction/regulation described in this Flight Operations Manual. Submitting a join form and joining the Forums means that you have read and understand all the rules and regulations. If you have any questions regarding this handbook, please contact one of our staff members.

Mission & Vision

Our virtual airline, Alaska Adventures was contrived by real world business Entrepreneurs and aviation enthusiast. It contains most of the traditional online aviation but has the added aspects including a business simulation contributing further realism to your experience. It is designed to provide a recreational experience for student pilots, veteran pilots, and young Commercial pilots still building hours prior to joining a major airline. Most operations therefore are local, VFR and in aircraft with in the GA category. We are a small “bush” airline typical of service found Alaska especially during the 60’s 70's and 80's and for this reason we fly prop or turbo-prop aircraft but we do not use any type of jet aircraft at this VA.

The character and focus of Alaska Adventures is guided by a specifically formulated Business Scenario Plan, which sets out the basis for operations, routes, and aircraft types. The scenario is typical Alaska and attempts to simulate probable real world business opportunities and challenges. The scenario includes a tongue in cheek tapestry of local market conditions, politics and bureaucracy, ecotourism, mining, fishing, and much more.

The simulation makes use of Microsoft Flight Simulator, with the use of a pilot client which takes care of most of the management of routes, destinations, and aircraft and flight tracking. It caters for personal, standalone flying or group experiences when use in conjunction with VA networks such as VATME or VATSIM.

If you want to learn more about either Alaska Adventures or virtual aviation, please visit our Pilots Lounge and Crew Room.

Software & Requirements

In order to join Alaska Adventures, we require that you have at least one legal working version of one of the following Commercial products:

1. Lockheed Martin Prepar3D – Any Version (1x-3x)
2. Microsoft Flight Simulator X – Any Version (SP1, SP2, Acceleration)
3. Microsoft Flight Simulator 2004 – (however please note that support is very limited)
4. Must be at least 13 years of age (no exceptions)

In addition to this you will also be required to download a few of the following products, most, if not everything is freeware:

1. Blue Box Client: (ACARS) (Freeware – Blue box v10 required and can be found in downloads from the AKA website.)
2. FSUIPC (pay ware version is not required, a version of FSUIPC is required to run BlueBox)
3. Skype or Discord (Like TS3) useful voice software (Optional) but not required.
4. Alaska Scenery, there are some free scenery add-ons for the Alaska area (Optional for most tours*, but required for others). We use much of the RTMM (Return to Misty Moorings) freeware add-on scenery so for many tours so you will require this RTMM add-on scenery. Please refer to 5 below:

(Pay ware: FSAddon's Tongass Fjords as well as the ORBX-FTX Global, FTX-Vector, FTX-NA Land Class and the FTX-terrain regions and many airports for North America are not mandatory but are a great scenery add for the areas in which we fly which is primarily Alaska, British Columbia, NWT and Yukon but we stray out of these areas once in a while.)

5. Tour Downloads. For each tour or adventure, there is an accompanying tour download which is comprised of the tour details, route map, flight plans and SkyVector map links for each flight legs that make up that tour or adventure and additionally any required add-on scenery that may be required for these tours.

You also have to accept the rules in this handbook, and the rules on Alaska Adventures forums, and any other site related instructions or restrictions in order to fly for AKA (Alaska Adventures).

It's also very important that you have a working email address for us to send the pilot information, and other urgent information. We will not spam your email, but will send out newsletters and tour and site changes periodically. We will not sell your email address. Most news information will be posted on the forum, so please check their often.

Every pilot who wants to join Alaska Adventures will be encouraged to register on our forums. You can get there by click on this link – <http://www.flyaka.com/forums>

We would also like you to join our Face Book and Twitter pages, as we also post news to these social networks.

Face Book: <https://www.facebook.com/iflyaka>

Twitter: <http://twitter.com/#!/flyaka/>

Joining Alaska Adventures

In order to join us as a pilot you need to have read and understood this handbook, when you have done so, you will need to complete the Pilot Registration form clearly and accurately providing the necessary information the best you can.

Once your application has been submitted you will receive a confirmation that we have received your application. Inside your email will also be your pilot ID, password, hub and a few other pieces of information. Make sure to keep that information safe.

Your application will be processed no later than 48 hours after you have submitted your application. Once you have been approved you will receive a welcome email and will be able to login and access the rest of the site reserved for active pilots.

The Alaska Adventures warm up flight is flight AKA001. It will assist you in familiarity with the VA and the operation of the blue box ACARS. (It is recommended for first time VA pilots, but it is not mandatory.)

The first recommended flight is:

Flight Leg: AKA001 Aircraft: DHC-2 BEAVER Departure Airport: Z41 Destination Airport: PAAQ

Following the first recommended flight, if you wish to fly it, you are free to choose any single flight from the schedule listing or you can sign up for a series of flights which are tour based. You can find all the active tours listed under the Operations Tab- Tours and an accompanying download for that tour under the Downloads tab – Tour Downloads.

Keeping Your Account Active

As a rule at Alaska Adventures, the pilot must fly at least one flight every 120 days. If you are unable to maintain this rule, you must give notice via email to the VP of Operations who can extend the 120 days.

If there is no email advice your active account may be set to inactive status. When your account is set inactive, you will receive an email from the Alaska Adventures system. You have 30 days from the date of the email to file a PIREP. If no PIREP is filed within those 30 days, your account may be deleted. If your account is deleted, you can re-join Alaska Adventures under a new account. Note: Any flight hours and number of flights that you earned on the previous account are lost when your account is deleted. Under the new account you will commence with 0 flights and 0 hours.

LOA Clause

If you are unable to maintain the one flight per 120 days due to a prolonged absence: due to injury/illness or business/school/university or other circumstances, you may apply for a leave of absence (LOA) via email to the VP of Operations including the expected duration of your absence. In that regard, the VP of Operations will change the status of your account to LOA status for the duration of your stated absence. Following the expiration of your absence duration period, the normal rule of one flight every 120 days will resume.

Joining AKA as Staff

From time to time we have staff vacancies available, and in the future new crew rolls will be made, to keep up with the growth of Alaska Adventures.

The description of staff vacancies will be available on the Alaska Adventures website. We will give current Alaska Adventures the opportunities first. If the vacancies do not get filled in a timely matter, we will look outside of Alaska Adventures.

The CEO-President will always be the person hiring new crew.

Hubs

Alaska Adventures is a Hub based Virtual Airline. We base our routes out of our hubs. Most routes start and end at a hub.

Alaska Adventures operates the following hubs.

Anchorage – PANC, Z41, LHD

Coldbay - PACD

Fairbanks - PAFA

Juneau – PAJN

Hub Transfer

You are free to transfer to a different hub anytime. If you would like to transfer to a different hub, all you need to do is send us an [email](#) and request a hub transfer.

Routes

Routes are based out of hubs. Each unique planes registration is assigned to a certain route. Routes are between 3 and 8 destinations, and always returning to the starting destination.

Example

Z41-PAAQ-PAFA-D66-PAVD-Z41

Each flight will have a separate flight number and all are usually assigned to the same plane.

Fleet

Alaska Adventures has a variety of Freeware and Payware planes as well as payware repaints to choose from. Our system also has an option to freely choose your plane if it is contained in our database. It is recommended that you the scheduled plane for that route but it not mandatory. **Again, we are a small “bush” airline typical of service found Alaska especially during the 60’s 70’s and 80’s and for this reason we fly prop or turbo-prop aircraft but we do not allow use any type of jet aircraft at this VA.**

Flight Crew Position Descriptions

Applicability

The operation control of all Alaska Adventures flights remains with the Flight Crew from commencement of sign – on for duty until the completion of the flight.

Operational Control

For the purpose of defining Flight Crew responsibilities; operational control has been defined as the duty in exercising the authority to make decisions pertaining to:

- 1 – The commencement, continuance, diversion and completion of a flight by the aircraft.
- 2 – The safety and operation of the aircraft.
- 3 – The conduct, behavior and safety of the crew on the aircraft.
- 4 – The safety of the guest and cargo carried on the aircraft.

Operational Support

Various departments may provide operational support, information and recommendations to assist Flight Crew with the conduct of day-to-day flying operations. The Flight Crew however has the final responsibility and authority for the conduct and safety of a flight by the aircraft.

Flight Crew Accountability

The Flight Crew maintains the following accountability during the conduct of a flight by the aircraft.

- 1 – The Flight Crew shall be deemed accountable for the safety of the aircraft, crew, guest, and cargo whilst he/she is acting as Flight Crew and is in a position to do so. The Flight Crew shall take any and all actions necessary to assure and maintain safety whilst on the ground or at any stage of the flight.
- 2 – The Flight Crew shall be deemed to have accepted accountability for an aircraft at the time of physical boarding of the aircraft until such time as he/she passes control of the aircraft to the next operating Flight Crew or to ground support personnel authorized to take control of the aircraft. If no such ground support personnel are available to take control of the aircraft, the Flight Crew shall ensure that the aircraft has been parked, locked, and sealed (including closing down the APU and all electrical systems).
- 3 – The Flight Crew shall ensure compliance with all operational policies, processes, procedures, checklist and advisory notices published by Alaska Adventures. In an emergency situation requiring immediate action to be performed by the Flight Crew, the Flight Crew shall take any such measures he/she considers necessary and appropriate under the circumstances to ensure the safety of the aircraft, the Crew, guest and any cargo.
- 4 – The Flight Crew shall maintain awareness and knowledge of the substance and requirements of any operational policies, processes, procedures, checklist, and advisory notices published by Alaska Adventures.
- 5 – The Flight Crew shall ensure that all Flight Crew Operational Notices are reviewed and acknowledged prior to the operation of any aircraft.

Flight Crew Requirements

Knowledge/Qualifications

Mandatory	Beneficial
Endorsement - Piper Cub PA22	Endorsement - DHC3
Rating - VFR	Membership - FlyakaSky
Knowledge - Alaska Airspace	Knowledge - Alaska Charts

Experience

Mandatory	Beneficial
Piper Cub PA22 Operations & procedures	Previous Virtual Airline Experience
	Online Flying Operations

External Flying Operations

Alaska Adventures does not allow any Flight Crew member to be a member of the management team for any other Virtual Airline without prior knowledge.

Alaska Adventures permits its Flight Crew to operate as Flight Crew for another Virtual Airline provided the following conditions are met.

- 1 – The Flight Crew shall advise the General Manager (Aircraft Operations) of any such operations or intended operations during the recruitment process.
- 2 – The Flight Crew shall operate as Alaska Adventures Flight Crew when flying on any route Alaska Adventures operates.
- 3 – The Flight Crew shall operate as Alaska Adventures Flight Crew during any online event promoted or supported by Alaska Adventures.

Any Flight Crew found to be in breach of these conditions may be terminated without notice at the discretion of the General Manager (Aircraft Operations).

Alaska Adventures places high emphasis on participation and involvement. To ensure that everyone contributes equally to ensuring Alaska Adventures meets and exceeds its strategies and goals, it is important for the Flight Crew to understand the key accountabilities expected of them.

Flight Crew Key Accountabilities

Pilots are accountable for contributing positively and openly to Alaska Adventures on a monthly basis. This contribution may include, but is not limited to:

- 1 – Operating scheduled line flights.
- 2 – Operating scheduled and / or unscheduled tour flights, special flights.
- 3 – Constructively participating and adding value to the discussion in our forums.
- 4 – Developing and enhancing ones skills and abilities through participation in structured training programs.
- 5 – Suggesting and assisting in the development and enhancement of operational support systems.

Flight Procedures

Pre – Flight

Flight Booking:

- 1 – Book your flight on <http://www.flyaka.com>
- 2 – Note flight number
- 3 – Note the assigned aircraft

Simulator:

- 1 – Execute Flight Simulator
- 2 – Locate aircraft at gate / ramp
- 3 – Check engines off
- 4 – Check parking brake SET
- 5 – Set NAV lights on
- 6 – Set LOGO lights on (night flights)
- 7 – Review A/C checklist if available

BlueBox ACARS Client:

- 1 – Execute Client
- 2 - Connect to the Alaska Adventures site
- 3 – Connect to Flight Sim
- 4 – Enter the flight number
- 5 – Select the assigned aircraft.
- 6 – Check that the rest of the fields are filled correctly
- 7 – Connect the BlueBox

Flight Procedures - Continued

Before Engine Start

- 1 - Review A/C checklist if available
- 2 – Copy ATIS
- 3 – Get Clearance
- 4 - Check NAV points and frequencies
- 5 – NAV radio set
- 6 – COM radios SET

Engine Start

- 1 – Review A/C checklist if available
- 2 – Beacon lights on
- 3 – Start engine(s)
- 4 – Check that engine is operating normally
- 5 – Shutdown APU (if applicable)

Flight Procedures - Continued

Before Taxi

- 1 – Review A/C checklist if available
- 2 – Flaps 1 set
- 3 – Check control continuity
 - a) Confirm aileron movement
 - b) Confirm rudder movement
 - c) Confirm full elevator movement
- 4 – Get taxi clearance (if applicable)
- 5 – Set taxi lights on
- 6 – Set seatbelt lights on, and release parking brake.
- 7 – Taxi to departure runway holding point and hold (no more than 20kts)

Flight Procedures - Continued

Before Take Off

- 1 – Review A/C checklist if available
- 2 – Check squawk mode Charlie
- 3 – Set flaps to take off configuration
- 4 – Check that engine(s) are operating normally
- 5 – Check autopilot on (No service engaged)
- 6 – Set IAS 230 knots
- 7 – Report position and request takeoff clearance (if applicable)
- 8 – Set altitude to “cleared to”
- 9 – Set departure heading
- 10 – Reset timer
- 11 – Strobe lights on
- 12 – Request takeoff clearance (if applicable)
- 13 – Taxi and line up into position than hold

Flight Procedures - Continued

Take Off

- 1 – Review A/C checklist if available
- 2 – Landing lights on
- 3 – Set power to maximum thrust (engage TOGO)
- 4 – @V1>Go Abort
- 5 – @VR>Roll gently
- 6 – Positive rate of climb> 500 ft agl. – Gear up
- 7 – Retract flaps properly
- 8 – Contact departure – Report position and expect instructions (if applicable)

After Take Off

- 1 – Review A/C checklist if available
- 2 – Engage auto – throttle
- 3 – Engage heading – Hold
- 4 – Engage altitude – Hold
- 5 – Check gear up
- 6 – Check flaps up
- 7 – Check A/P functioning properly
- 8 – Execute SID if approved (Engage LNAV)

Flight Procedures - Continued

Climb

- 1 – Review A/C checklist if available
- 2 – Set proper rate of climb (Engage VNAV)
- 3 – Check airspeed (below 250 KIAS under 10,000 ft)
- 4 – Set landing light off passing 10,000
- 5 - Check taxi lights are off
- 6 – Seatbelt lights off

Cruise

- 1 – Review A/C checklist if available
- 2 – Check airspeed
- 3 – Ensure on course
- 4 – Prepare landing by revising the arrival airport charts.
- 5 – Review STARRs

Descent

- 1 – Review A/C checklist if available
- 2 – Set altitude to “cleared to”
- 3 – Check to reduce speed below 250 KIAS when operating under 10,000 ft.
- 4 – Set landing lights ON passing below 10,000 ft.
- 5 – Check arrival ATIS
- 6 – Execute STAR or follow ATCO’s radar vector instructions

Flight Procedures - Continued

Before Approach

- 1 – Review A/C checklist if available
- 2 – NAV radio set
- 3 – Review runway charts
- 4 – Review missed approach procedures

Approach

- 1 – Review A/C checklist if available
- 2 – ARM spoilers (if applicable)
- 3 – Set proper approach speed
- 4 – Set proper flaps
- 5 – Check landing configuration at outer marker
- 6 – Set gear down
- 7 – Set flaps full
- 8 – Set auto brakes properly

Landing

- 1 – Review A/C checklist if available
- 2 – Vacate runway at 20 Knots or less.

Flight Procedures - Continued

After Landing

- 1 – Review A/C checklist if available
- 2 – Set squawk mode Standby
- 3 – Retract flaps
- 4 – Set landing lights off
- 5 – Set taxi lights on
- 6 – Set strobe lights off
- 7 – Taxi to ramp/gate

Parking

- 1 – Review A/C checklist if available
- 2 – Set parking brakes
- 3 – Set taxi lights off
- 4 – Seatbelt lights off
- 5 – Engine(s) shutdown
- 6 – Start de-boarding
- 7 – When de-boarding is completed, set NAV lights off
- 8 – Leave aircraft

Reporting Flight Pirep

BlueBox

- 1 – Click Stop Log
- 2 – Click Send Log (BlueBox will send confirmation (pop-up box) that pirep has been sent)
- 3 – Exit BlueBox

Simulator

- 1 – You may now close Flight Simulator

Pirep Approvals

Acceptable Landing Rates and other condition restrictions

Effective March 1, 2016 only landing rates of -600fpm or less will be accepted for approval of Pireps. Any landing in excess of **-600fpm (feet per minute)** will be rejected. Be aware that there are some later tour legs that have intermediate stopover or mid leg stop landing locations as well as a final destination landing: so two landings that are required within one flight leg. For many of these more difficult stopover type of flight legs the acceptable landing rates may be as low as: **- 400fpm* (feet per minute) while the normal standard for other legs is -600fpm. * If there are special landing rate restrictions other than the -600fpm (feet per minute) standard it will be conveyed to you in the tour document contained in the tour download for each tour.**

In addition to landing rates, the following conditions will also result in pirep rejection:

- 1 – In Air Refueling
- 2 – An aircraft over-speed condition lasting more than 1 min and/or occurring more than one time in a flight.
- 3 – Stalls occurring below 3000 feet
- 4 – Crashing during a flight leg either in the air or on the ground
- 5 – If an AFK (Away from keyboard) condition is activated and no AKF response is received for period exceeding 5 mins within a flight leg. (Subject to tour conditions)
- 6 – Resetting time to an earlier or later condition during a flight leg.
- 7 – Using GPS or Autopilot on GPS or Autopilot restricted flight legs.
- 8 – On any flight – No use of autopilot (engaged) or auto-landing. Autopilot must be disengaged before making a landing.
- 9 – Landing at the incorrect intended destination airport (other than in a requested diversion situation)
- 10 – Using a jet propulsion aircraft - No jet aircraft use is permitted.
- 11 – Not using the correct aircraft type/model that is specified to use in an aircraft designated tour. (Aircraft Model/name/type will be designated in the tour titles if applicable). (See explanation under Aircraft Substations on page 24.)
- 12 – Changing the normal 1x Sim rate to a faster time rate in the sim when flying at AKA. Real time 1x must be used and maintained at all times.

In addition the following conditions apply:

You may pause as many times as you like during the flight, but each flight must be completed within 24 hours unless you are running a stop-over flight leg.

You may divert to an alternate airport in Blue Box. (Blue Box 2.0.0.10 is the current version). Note: you will not receive credit for that flight leg completion as you have a varied from the intended destination location, but you will receive credit for the flight hours).

Aircraft Substitutions:

For many tours, you may substitute an airplane different from the tour suggested aircraft as long as it is similar to the suggested aircraft. IE: Passenger or cargo capacity is similar, the aircraft is of similar size and style, number of engines and type of engine is the same: IE: single prop for single prop: twin for twin, turbo to turbo however there are tour exceptions

EXCEPT on Tours that specify an airplane type or aircraft model in the tour title then that is the aircraft to be used for the flight legs contained in that tour.

Although there could be more restrictions in the future, it is our goal to promote realistic flying and not to reject Pireps. If you encounter an unusual circumstance, please make it known in the comment section for pirep consideration.

Tours, Adventures & Events

Aside from our mainline scheduled flights, we also operate events and tours from time to time. This will be announced on the Alaska Adventures website, forums and/or email. Tours can be outside the normal flight schedule.

Tours generally consist of 12 – 20 hops around Alaska and the Canadian Yukon, and will have a range of aircraft. Tours usually last a few months and are mostly themed events. Active tours are found on the tour page. With each tour there is a corresponding tour download which includes tour/adventure details, tour route/map, flight plans as well as SkyVector map links for each leg of the tour.

Flight Legs

AKA (Alaska Adventures) Flight Legs – Overview and Update

Currently, we have almost 2000 various flight legs in our flight schedules database. The following is a brief overview of our revised and renumbered flight legs.

The Flight leg Numbering System

Our flight leg numbering system will follow a simple structure outlined as follows:

The first flight Leg: Flight number AKA001 which, as stated previously, is a new joining pilot's first flight that he/she should fly after joining the site. It is a short and not very complex flight and will be maintained until such time that a new joining procedure is in place.

Adventure/Tour Flight Legs Part 1: Flight Number Format: AKAxxx-T

For tour flight legs from 1-999: Flight legs that are comprised within the structure of our adventure/tours are designated with initials AKA then 3 digits (flight number), followed by –T. IE: AKA001-T through AKA999-T

Adventure/Tour Flight Legs Part 2: Flight Number Format: AKAT-xxx

For tour flight legs from 1000 and above: Flight legs that are comprised within the structure of our adventure/tours are designated with initials AKAT- then 5 digits (flight number), IE: AKAT-01000 through AKAT-99999.

Currently, we have almost 1200 tour flight legs: (AKA001-T through AKA999-T) then again from (AKAT-01000 through AKAT-01147 (currently): These two groups of flight legs make up all of individual flight legs that are designed within the tours or adventures but more are in development so please refer to the Schedules section on the site: (Home page – navigate to the Crew Center Tab > SCHEDULES) which are always a current listing of all the active flight schedules.

Any of these tour flights can be flown as single leg flights but their purpose is to be flown in conjunction with the series of adjoining flight legs which make up the various tours* or adventure components. (*Pilots must be an active participant in the said tour to have these flight legs accumulate towards the completion objective of that said tour.)

Single Cargo Flight Legs: Flight Number Format: AKAC-xxxxx

There are many flight legs which are just single flight legs designated as cargo flights legs that have various routes that pilots may wish to fly cargo. Cargo Payment for flying these cargo flight legs is made based on the weight of assigned cargo.

The Initials for these cargo flights are **AKAC – (for Alaska Adventures CARGO)**. Currently, we have 99 cargo designated flight legs (AKA**C-00001** through AKA**C-00099**). These legs can be flown in sequential order, like sequential tour flight legs: they follow a route and can be flown one after another without having to change your current aircraft position.

Single Passenger Flight Legs: Flight Number Format: AKAPxxx

There are many single flight legs which are just single schedule flight legs designated as passenger flights that have various routes that pilots may want to fly passenger. Passenger payment for flying these passenger flight legs is made based on number of passengers and fare rate per passenger.

These single passenger flight legs are now designated as AKAP + xxx flight number. (**P** indicates passenger flight so they are easily recognizable as single passenger scheduled flights)

Currently we have over 600 single Passenger scheduled flight legs. These single flight legs are currently numbered as AKAP001 through AKAP613.

To view all the active flight legs, after log in, go to: Dispatch - Schedules - then <click> on Find Flights

Online/Offline Flying

Flying online (VATME, VATSIM, etc) is a fun experience, but you should try it when you are an experienced Flight Sim pilot and you are familiar with things like navigation, SID/STAR, charts, METAR reports, etc. If you are not yet, we recommend checking the Learning Center and Flying Lessons within Flight Simulator.

Your call sign when flying online should be:

- AKA + Flight Number (e.g. Call sign AKA254) or your “AKA” Pilot number

A Few Online Regulations

- 1 – Always log in with your real name to the network
- 2 – Connect only when you intend to finish your flight (and not for just a takeoff, etc)
- 4 – Always put your plane at the gates/ramp before you connect to the network.
- 5 – Using the slew mode while online is not accepted
- 6 – Do not pause while online as it may disrupt the normal flow of traffic.
- 7 – You should not leave your computer while flying online.
- 8 – Simulating a hijack is not permitted and may lead to exclusion from the network
- 9 – Don’t use vulgar or offensive language, don’t swear or flame or you will be excluded from the network
- 10 – Don’t increase your flight simulation rate when flying online.
- 11- Don’t exceed 20kts on the ground
- 12 – Don’t exceed 250kts below 10,000 feet
- 13 – Fly a plane that you know well. Don’t experiment with new aircraft or panels while flying on a network
- 14 - If you are using voice, don’t interrupt the transmission of other pilots/controllers. If a controller issues an instruction for another pilot, wait for the pilot to read back before transmitting your message.
- 15 – Remember that you are representing Alaska Adventures, show respect to others.

Abbreviations

A	Aerodrome	AD	F	Feet (3000ft)	FT
	Affirm (yes)	AFM		Filed Flightplan	FPL
	Aircraft	ACFT		Final	FIN
	Altitude	ALT		Flight Information Centre	FIC
	Approach Control	APP		Flight Information Service	FIS
	Approach procedure	APCH		Flight Level	FL
	Approved	APV		Flight Service Station	FSS
	Area Control Centre	ACC		Frequency	FREQ
	Arrival Control	ARR			
			G	Gear Down	GD
C	Cancel	CNL		Glide Path (Glide Slope)	GP
	Clearance or cleared	CLR		Go Ahead	GA
	Climb to or climbing to	CMB		Go Around	GO
	Correct	COR		Ground Control or Ground ...	GND
	Course	CRS			
			H	Hand-Off	HDO
D	Delivery	DEL		Heading	HDG
	Departure	DEP		Hold Position/Pattern	HLDG
	Departure Control	DEP		Hold Short	HGS
	Descend to or descending to .	DES			
	Direct	DCT	I	Inbound	INBD
	Disregard(ignore)	DIS		Information	INFO
	Downwind	DNWD		Initial Approach Fix	IAF
				Instrument Landing System	ILS
E	Established	ETB			
	Expect	EXP	K	Knots	KT

Abbreviations – Continued

K	Landing	LDG	S	Squawk	SQK
	Left Turn / Turn Left	LT		Stand By	SDBY
	Lefthand Circuit	LHC		Standard	STD
	Level	LVL		Standard Instrument Departure ..	SID
	Line-up & Wait	LUW		Start Up	SU
	Localiser	LLZ		Statute Miles	SM
M	Minimum	MMN	T	Take Off	TKOFF
				Taxiway	TWY
N	Nautical Miles	NM		Till... (time)	TL
	Negative (No)	NEG		Tower Control	TWR
				Track	TR
O	Outbound	OUBD		Transition Level	TRL
	Outer Marker	OM			
			V	Vacate / Vacated	VCTD
	Parking	PRKG		Vectors	VECT
	Passengers	PAX			
	Persons On Board	POB	W	Weather	WX
	Position	PSN			
	Push-Back	PB			
R	Radar	RDR			
	Report	REP			
	Report Passing	RP			
	Request	REQ			
	Right Turn / Turn Right	RT			
	Right Hand Circuit	RHC			
	Runway	RWY			

Rules of Thumb Descent

Three Degree Glide slope

1 – Divide groundspeed by 2, than add a 0.

Example: 120kts / 2 =60, add “0”: 600 fpm

2 – To maintain a 3 degree glide scope (eg. ILS) multiply your GS by 5. The resulting number is the rate of the descent to fly.

Example: Groundspeed =110 kts x5 = 550 fpm rate of descent to maintain a 3 degree glide scope.

3 – With glide scope out on an ILS approach with DME, multiply the distance by 300. That should give you the height in feet; you should be above the threshold.

Example: 4 nm to the threshold. Multiply by 300= 1,200 feet.

4 – Add a zero to your indicated speed, divide by two. This should keep you stabilized on the approach.

Example: 150 kts on the GS. 150(0) / 2 = 750 fpm descent. 120(0) / 2 = 600 fpm descent, etc.

5 – Take your AGL height and divide it by three hundred. This is the distance from the threshold you need to start your 3 degree glide path.

Example: 600ft AGL / 300=2nm

Descending Distance & Rate of Descent (RoD)

1 – Take your altitude and multiply it by 3. That equals your distance in miles to begin your descent.

2 – Now take half your ground speed. This is your rate of descent in hundreds of feet.

Example: If you are flying at 12,000 ft at a ground speed of a 150 kts and you need to descend to 2,000 ft, the difference is 10,000 ft. multiply 10x3=30 miles out, you must begin your descent. Half your ground speed is 75, add a zero, and 750 ft per minute is your rate of descent.

Rules of Thumb Glide Ratio Calculation

1 – 100 ft/min is approximately 1 knot. SO to figure your glide ratio: ground speed divided by VSI/100 (take 2 zeros off VSI)

Example: Ground speed = 1—kts

VSI shows -500 ft/min – Drop two zeros: 5 kts

100/5 = 20:1 glide ratio

Top of Descent Distance Calculation

1 - Multiply the number of thousands of feet to lose by 3.

Groundspeed 2x10 will give you your required rate of descent for a 3 degree glide scope.

Example: FL350 to FL100=>25,000 ft down

25x3=75, so start at 75 nm

GS=350 kts?=>350/2x10=1600=>1600 fpm is your desired rate of descent.

2 – Start descent when time to airport equals altitude to lose for 1000 ft/min descent.

Example: 10,000 feet to lose, start descent 10 miles out at 1,000 ft.min

3 – Divide the difference between cruise altitude and descent altitude by the rate of descent. That value is your time to descend. Multiply this by your GS in cruise and divide the result by 60. The result is the DME prior to which you need to begin your descent.

Example: FL360 to 600' = 30,000'/1500 per minute = 20 minutes.

Now, (20x420 knots GS/60=140 nm from the desired point.

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