

SAILING CLUB MEMBER ONBOARDING PLAN



COMPLETE THE BOATING EXPERIENCE SURVEY

If you have not completed our Boating Survey, please [click here](#) and complete it now. This survey is important to let us know more about your boating background, goals, and to help us prepare the most comprehensive training plan for you.

TRAINING MATERIALS & RESOURCES

- **NauticEd Online Training Courses:** Your online courses are self-paced and available 24 hours a day online. The training courses you will complete on line are SKIPPER RANK BUNDLE (SKIPPER COURSE & MANEUVERING UNDER POWER) and BASIC SAIL TRIM and NAVIGATION RULES OF THE ROAD
- **Welcome Letter:** Once your registration is complete, and your annual fee is paid, you'll receive a welcome letter via email with your log-in to the club site, access to member resources, and all your training materials.
- **On-Line Training/Skill Building Resources:** We've compiled a variety of additional online courses, documents, and videos to assist you in learning. You will find the link to "RESOURCES" once you log into the Boating Club home page.

VISIT THE MEMBER RESOURCES ON OUR BOOKING SITE

BEFORE YOUR FIRST CLASS

- Learn the 4 basic knots you need to know. Get a piece of string or rope and work along with the video training.
- Complete the NauticEd courses: Navigation Rules Clinic and Basic Sail Trim Course
- Watch the systems orientation videos for the boat in the fleet.

AT YOUR LEISURE

- Explore the online how-to's for navigation and electronics.
- Review the VHF phonetic alphabet.
- Review the rules of the road online booklet.
- Check out the tides and currents on SF Bay & places to go.
- Begin your Skipper Course. Curriculum.

OBTAIN YOUR CALIFORNIA BOATERS CARD

You can find out about the California Boaters Card and obtain it online [here](#). This link is also on our Resource page.

ON-THE-WATER LESSONS PROGRAM

All on-the-water classes are broken into 4 or 5 hour segments. We've found this to be a good amount of time to be on the water and assimilate the training without overwhelm.

SCHEDULING YOUR ON-THE-WATER LESSONS

- These will be scheduled directly with us based on your availability. Your instructor will reach out to you to confirm the time after booking.
- Subsequent lessons can be scheduled with the Instructor and confirmed with us for tracking purposes.
- Your lessons will take place on the fleet boats.

SAILBOAT COMPETENCY GOALS THROUGH LESSONS

TRAINING GOALS

Our goal is for you to successfully complete the following competencies and acquire the recommended knowledge so you're able to safely boat with confidence. You should be able to have safe command of the boat in typical Bay conditions. Stronger conditions will be experienced during training times and the goal is for you to safely control the boat with an awareness of limitations in these conditions.

Docking

- Demonstrate the skills for departure and landing at the dock under power: casting off, fending off, and boat handling.
- Be able to demonstrate the appropriate helmsperson and crew communication and coordination.
- Demonstrate the use of docklines, including springlines, for boat control while departing.
- Demonstrate stowing of docklines and fenders.

PRACTICAL SKILLS

Preparation

- Recognize and obtain forecasts of local weather conditions.
- Determine current and wind direction.
- Perform an inspection of running rigging, standing rigging, and hull integrity
- Check inventory, location, and operation of U.S. Coast Guard required safety equipment.
- Check the engine systems: engine controls, mechanical and fluids daily checks, ventilation, and cooling.
- Check electrical system: main battery switch, electrical control panel, and batteries.
- Check bilge pump system: operation of manual and electrical pumps, intake maintenance, and alarms.
- Inspect sails and rigging.
- Inspect anchoring system: anchors, shackles, rode, chafing equipment, and windlass
- Operate a VHF radio including operation of controls, channel usage, procedure words, weather channels, and a radio check.
- Conduct pre-start procedure for engine and equipment used.
- Put on a life jacket.
- Tie and state use of the following knots and line handling techniques: cleat hitch, bowline, clove hitch, half-hitch, and coiling.

Boat Control in Confined Waters

- Demonstrate in close quarters under power: speed and momentum control, windage and prop walk control, and command of the crew.
- Demonstrate ability to maneuver under sail in close quarters: short tacking and controlled jibes.
- Demonstrate a recovery plan for an engine failure in a crowded and busy harbor.

Boat Control in Open Water

- Demonstrate ability to steer a compass course with changes in course to a given destination.
- Demonstrate helm and boat control in a variety of wind and sea conditions.

Heavy Weather Sailing

- Demonstrate proper reefing techniques: determining when to reef, roller furling or changing headsails, reefing the mainsail, dropping sails, shaking out a reef, and rehosting underway.
- Demonstrate helm and boat control while sailing under shortened sail.

Crew Operations and Skills

- Demonstrate winch operation and the proper procedure for clearing a fouled winch.
- Demonstrate tying and use of knots: clove hitch, sheet bend, and rolling hitch. Review stopper knot, bowline, cleat hitch, round turn & two half hitches, and square knot.
- Demonstrate how to heave a line.
- Demonstrate the use of sail controls: halyards, sheets, traveler, outhaul, adjustable backstay (if applicable), furling lines, boom vang, leech lines, jib fairleads, and boom topping lift.
- Demonstrate the operation of a VHF radio: operation of controls, channel usage, call sign, weather channels, and simulate an emergency call.
- Demonstrate a comprehensive crew briefing and plan of responsibilities.

Navigation (Piloting)

- Identify Aids to Navigation in the harbor and local waters.
- Identify chart symbols and corresponding visual observations.
- Demonstrate the following skills using either traditional or electronic methods or a combination, as appropriate: establish your position; plot a safe course to a destination; track your progress; calculate time/speed/distance; take bearings and plot fixes.

Navigation Rules, International-Inland

- Apply Navigation Rules while underway.

Anchoring

- Anchor the boat with the appropriate scope
- Retrieve an anchor.

Emergency Procedures

- Approach and recover safely a simulated person in the water.
- Simulate procedure and operation of VHF radio in emergency situations.

Securing A Boat

- Clean the boat; install any covers.
- Set electrical and bilge systems for dock operation.
- Secure locks, hatches, lockers, dock lines, and fenders.

KNOWLEDGE BASE - ONLINE LEARNING

On-Line Learning Modules - NauticEd:

- **Navigation Rules Clinic**
- **Basic Sail Trim Course**
- **Skipper Course**
- **Maneuvering Under Power Clinic**

Preparation

- Identify weather information sources.
- Understand weather recognition and forecasting techniques for a day cruise.
- Understand the use of a float plan.
- Understand applicable federal, state, and local regulations.
- Understand additional equipment appropriate for the boat and location
- Understand the procedures for crew briefing, including how to move safely around a boat
- Understand the prevention, dangers, and symptoms of cold water immersion and hypothermia.
- Understand the dangers, symptoms, and avoidance practices associated with carbon monoxide poisoning.
- Understand the effects of drinking alcohol or using drugs while boating and the boating laws pertinent to operating a boat while under the influence.
- Understand the prevention, symptoms, and first-aid treatment of heat emergencies, hypothermia and seasickness.

Systems

- Be familiar with nomenclature for basic parts of the boat and engine.
- Briefly describe the fuel and electrical systems; understand troubleshooting for common engine problems.

Sailing Theory

- Describe sailboat dynamics: Center of Effort, Center of Lateral Resistance, and effects and influences of lee and weather helm.
- Describe real and apparent wind, and their relationship to each other.

Docking

- Understand the differences and alternatives for leaving and returning in different wind and current directions.
- Understand how to heave a line.
- Describe the differences and alternatives for leaving under power in upwind, crosswind and downwind situations.

Navigation (Piloting)

- Understand Aids to Navigation (buoys, daymarks, regulatory marks, and other marks) specific to your local waters.
- Be familiar with magnetic influences that may disrupt compass readings.
- Understand variation and describe the use of the compass rose.
- Recognize the limitations in the use of electronic navigation devices.

Navigation Rules, International-Inland

- Understand the concept of constant bearing and decreasing range to avoid collisions.
- Understand basic Navigation Rules, International-Inland, for collision avoidance and appropriate sound signals.
- Understand navigation light requirements for recreational boats.
- Know divers flags and understand appropriate actions.

Anchoring

- Understand anchoring procedures and appropriate amount of scope.
- Understand types of anchors and their advantages and disadvantages.
- Understand how to determine the required scope of an anchor rode.

Emergency Procedures

- Understand person in the water rescues, including: Race Track, Lifesling, Figure 8, Williamson Turn, constant visual contact, communications, rescue plan, the sequence of maneuvers, and boat handling.
- Understand the dangers associated with approaching a person in the water.
- Understand approved distress signals.
- Understand appropriate methods for assisting a conscious person from the water
- Understand the procedure for anchoring in the event of the engine and/or windlass failure.
- Understand procedures after running aground.
- Understand the use of fire fighting equipment on board: regulations, types, location, and operation.
- Understand the requirement to render assistance to a boat in distress to the extent you are able.
- Understand the boating accidents that require an accident report as well as how, when, and where to file the report.

BOOKING APP

Please download the club booking app on your Smartphone. The Boating Club App is available for both the iPhone and Android.

Go to the App Store and look up the Boat Club App and download it on your phone. The log-in you'll receive in your welcome email will be the same for both the desktop and mobile versions.

You will use this app for the check-out and check-in procedures you perform before and after each use. You can also book your reservations from your phone app.



Boat Club App

Boat Club Software Sports

Everyone

You don't have any devices

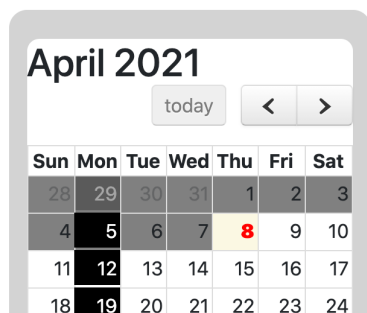
Add to Wishlist

Install

BOOK A BOAT ON YOUR COMPUTER & SMARTPHONE

TO MAKE A BOOKING FROM YOUR COMPUTER

1. Log in and the app will open on your home page.
2. Select your date on the calendar. All available boats for that day show to the right of the calendar.
3. If the boat is available, the box is white. A grey bar underneath it means it's booked.
4. Click on the boat you want to book (the square turns orange and click in any area of the orange) and create your reservation.



To Book:

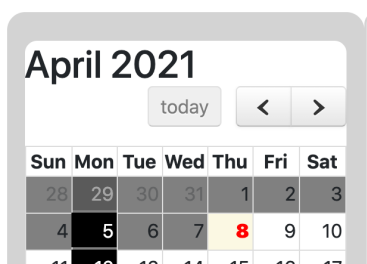
Select the date you would like to make your reservation by using the calendar to the left.

Under the picture of each boat is a bar that shows availability. If the bar shows yellow, that is YOUR reservation. If it shows

Antares 27



Barracuda 27



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Select the date you would like to make your reservation by using the calendar to the left.

Under the picture of each boat is a bar that shows availability. If

Antares 27



Barracuda 27



SMARTPHONE APP CHECK-IN CHECKOUT

MANDATORY CHECK-OUT - CHECK-IN PROCEDURES

PRIOR TO DEPARTING THE DOCK

1. You will complete a check-out form on the phone app. It's a simple checklist but important to your safety and comfort on board.
2. Log in and the app opens on your home page. Your current reservation shows in bright yellow under the calendar. Click on the reservation.
3. Click on the reservation and you arrive at the boat page. At the bottom is a green button that says "Pre Departure". Click on this.
4. The Check-out sheet pops up and you complete it as directed.

UPON RETURNING TO THE DOCK:

1. When you return, you will go through the same steps to get to the "Post Departure: checklist to complete.

#1

NAUTICAL ACCESS BOATING CLUB

April 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

4/8/2021

Add To Wait List

Current Reservations

4/22/2021 8:00 AM
Antares 27
Deborah Reynolds

Antares 27

Barracuda 27

#2

Departure

4/22/2021 8:00 AM

Early Out

Return

4/22/2021 7:00 PM

Late Return

Save

Cancel Reservation

Antares 27

NO PETS

Pre Departure

Notes

Documents

#3

NAUTICAL ACCESS BOATING CLUB

Pre-Departure

Deborah Reynolds
Antares 27
4/22/2021 8:00 AM

Engine Hours: Port

Engine Hours: Starboard

Inventory Blue Equipment Bag

Exterior Damage - Take Photo

Interior Damage - Take Photo

Flares - Handheld/Arial

Horn / Sound - Signal

Blue Type II Life Jackets

Thru-Hull Plugs

First Aid Kit

Fenders

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