

FLIGHT SETUP

- ✓ FSX: Select aircraft, type, callsign and flight number
- ✓ FSX: Select Airport and parking
- ✓ FSX: Select reset and set time of day as required
- ✓ FSX: Select weather
- ✓ Sky Track: Open, fetch bookings, start recording
- ✓ FMC: Load panel state as required
- ✓ FMC: Set Ground Connections as required
- ✓ FMC: Set fuel and payload as required
- ✓ FS2Crew: Open main panel
- ✓ FS2Crew: Open CFG panel and set up as required
- ✓ FS2Crew: Select RUN PF

PRE-FLIGHT PROCEDURESS

- ✓ Cockpit lights: Set as required
- ✓ IRS mode selectors: Set to NAV, verify ON DC illuminate then extinguish, verify ALIGN illuminates
- ✓ Service interphone switch: Set to ON
- ✓ FMC: Complete FMC preflight
 - POS INIT: Ref airport, Gate, update position
 - RTE: Origin, Dest, Flt no (or Co route if available)
 - DEP ARR: Dep, Rnw, SID
 - RTE: Enter route
 - DEP ARR: STAR, Trans, App/Rnw, Trans
 - LEGS: Check and correct as needed, Activate, EXEC
 - INIT REF: ZFW, Reserves, Cost Index, CRZ Alt, CRZ Wind, Trans Alt, EXEC
 - LEGS: Check that calculated
 - N1 LIMIT: Derate, Temp, CLB Thrust
 - TAKEOFF REF: Flaps, CG, V1, VR, V2, note V2 and TRIM
- ✓ When asked if 'Ready to start boarding?', speak 'YES'
- ✓ *Lights test switch: Set to TEST, verify all lights working, then set to BRT
- ✓ EFIS control panel: Set MINS to BARO/RADIO, set MINS as needed, set local altimeter setting, set NAVAID pointers as needed, set RANGE as needed, activate TFC, activate DATA
- ✓ MCP: Set VOR 1 and VOR 2 course, verify bank angle selector is in 25° position, verify A/P disengage bar UP
- ✓ *Crew oxygen system: Test and set
- ✓ *Clock: Check and set
- ✓ *Nose wheel steering switch: Verify guard closed

- ✓ *Display select panel: Set both selectors to NORM
- ✓ *Disengage light TEST switch: Hold to 1, verify A/P, A/T, FMC light amber.
Hold to 2, verify A/P, A/T light red, FMC light amber
- ✓ *STAB OUT OF TRIM light: Verify extinguished
- ✓ *Flight instruments: Check
- ✓ *Standby instruments: Check and set
- ✓ *Speedbrake: Verify DOWN DETENT
- ✓ *Reverse thrust levers: Verify down
- ✓ *Forward thrust levers: Verify closed
- ✓ *Flaps: Verify UP
- ✓ *Parking brake: Verify set and warning light illuminated
- ✓ *Engine start levers: Verify CUTOFF
- ✓ *Stabilizer trim cutout switches: Verify NORMAL
- ✓ *VHF comm. radios: Tune as needed
- ✓ *VHF NAV radios: Tune as needed
- ✓ *Audio control panel: Set as needed
- ✓ *HGS: Set RNW elevation, set RNW length, set G/S angle, set PRI mode
- ✓ When FO's ready, **speak 'PREFLIGHT CHECKLIST'**
 - Oxygen **Tested, 100 percent**
 - Instrument Xfer & Disp Switches **Normal, Auto**
 - Window Heat **On**
 - Pressurization Mode Selector **Auto**
 - Flight Instruments **Set**
 - Parking Brake **Set**
 - Engine Start Levers **Cutoff**
- ✓ **FS2Crew: Open Brief panel, select PLAY BRIEF**
- ✓ When handed load sheet, **speak ' THANK YOU'**
- ✓ When informed 'Cabin ready to go', **speak ' THANK YOU'**

BEFORE START PROCEDURES

- ✓ When FO's ready, **speak 'BEFORE START PROCEDURE'**
- ✓ FMC: Select TAKEOFF REF page
- ✓ MCP: Arm A/T, set IAS to V2, set HDG to initial heading, set ALT to initial altitude, arm LNAV/VNAV, verify illuminated, the disengage
- ✓ *Complete the Taxi and Takeoff briefing
- ✓ *Flight deck windows: Verify closed and locked
- ✓ Trim: Set trim for takeoff, verify trim is in green band
- ✓ *Rudder and aileron trim: Verify both 0 units

- ✓ When FO's ready, **Speak 'BEFORE START CHECKLIST'**
 - Flight Deck Door **Closed and Locked**
 - Fuel **Pumps On**
 - Passenger Signs **On**
 - Windows **Locked**
 - MCP **Set**
 - Takeoff Speeds **Set**
 - CDU Preflight **Completed**
 - Rudder & Aileron Trim **Free and Zero**
 - Taxi & Takeoff Briefing **Completed**
 - Anti Collision Lights **On**
- ✓ Audio control panel: Select PA, announce **'ARM SLIDES'**
- ✓ Audio control panel: Select SVC
- ✓ **Speak 'GROUND FROM COCKPIT'**
- ✓ **Speak 'WE ARE READY FOR PUSHBACK AND ENGINE START'**
- ✓ Parking brake: Release
- ✓ **Speak 'BRAKES RELEASED'**

ENGINE START PROCEDURES

- ✓ **Speak 'START SEQUENCE IS 2 THEN 1'**
- ✓ **Speak 'START ENGINE 2'**
- ✓ Engine DU: Verify N2 RPM increases.
- ✓ Engine start lever: When N1 rotation is seen and N2 is at 25%, set fuel lever 2 IDLE DETENT
- ✓ Engine DU: Monitor N1, N2, EGT, fuel flow and oil pressure for normal indications
- ✓ When engine 2 is stable, start engine 1, speak **'START ENGINE 1'**
- ✓ Engine DU: At approx 20% N2, set fuel lever 1 IDLE DETENT
- ✓ Parking brake: When told, set brake, verify warning light illuminated, **Speak 'BRAKES SET'**
- ✓ When ready, **Speak 'YOU ARE CLEARED TO DISCONNECT AND GO TO HAND SIGNALS'**
- ✓ Audio control panel: Select VHF 1
- ✓ Flaps: Set takeoff flaps, **Speak 'FLAPS 5'**
- ✓ *Recall: Check
- ✓ *Flight controls: Check with slow and deliberate movements

FLIGHT PROCEDURES

- ✓ When FO's ready, **speak 'BEFORE TAXI CHECKLIST'**
 - Generators **On**
 - Probe Heat **On**
 - Anti-Ice **Off**
 - Isolation Valves **Auto**
 - Engine Start Switches **Continuous**
 - Recall **Checked**
 - Autobrake **RTO**
 - Engine Start Levers **Idle Detent**
 - Flight Controls **Checked**
 - Ground Equipment **Clear**
- ✓ When ready, **speak 'CLEAR ON THE LEFT'**
- ✓ Parking brake: Release
- ✓ *Lights: Set taxi light ON as needed, speak 'SELECT TAXI LIGHT ON'
- ✓ Start taxi

BEFORE TAKEOFF PROCEDURES

- ✓ When informed 'Cabin is secure', **speak 'BEFORE TAKEOFF CHECKLIST'**
 - Flaps **Flaps 5, green light**
 - Stabilizer Trim **Set**
- ✓ *Weather radar/terrain display: Set as needed
- ✓ *HGS: Lower as needed

TAKEOFF PROCEDURES

- ✓ *Verify runway and runway entry point is correct
- ✓ When cleared on to runway, **speak 'RUNWAY ENTRY PROCEDURE'**
- ✓ *Verify airplane heading and runway heading match up
- ✓ Brakes: Apply
- ✓ When informed 'Ready to go', **speak 'TAKEOFF'**
- ✓ Throttle: Advance 40% N1, when stable, release brakes, engage TO/GA, **speak 'TO/GA'**
- ✓ When FO calls '80 knots', **speak 'CHECK'**

CLIMB PROCEDURES

- ✓ Gear: When FO calls 'Positive rate', **speak 'GEAR UP'**
- ✓ At 400ft, **speak 'SELECT LNAV'**
- ✓ At 1500ft or acceleration altitude, **speak 'CLIMB THRUST' and 'FLAPS 1'**
- ✓ Retract flaps on schedule, **speak 'FLAPS UP'**

- ✓ When flap retraction completed, speak 'SELECT VNAV' then 'SELECT COMMAND A'
- ✓ Set altitudes as needed, speak 'SET ALTITUDE/FL___' then 'SELECT ALTITUDE INTERVENE'
- ✓ Speak 'AFTER TAKEOFF CHECKLIST'
 - Engine Bleeds On
 - Packs Auto
 - Landing Gear Up and Off
 - Flaps Up, No Lights
- ✓ When FO calls 'Passing transition altitude', speak 'CHECK'
- ✓ *HGS: Raise as needed

DECENT PROCEDURES

- ✓ FS2Crew: Around 50 to 100nm before T/D, open Brief panel, setup as needed, then PLAY BRIEF
- ✓ EFIS control panel: Set BARO/RADIO MINS as needed
- ✓ MCP: Set approach course, speak 'SET COURSE ON MY SIDE___' then 'SET COURSE ON YOUR SIDE___'
- ✓ *Standby instruments: Set QNH
- ✓ FMC: DES Forecast, Transition Altitude, APP REF, set VREF
- ✓ *VHF comm. radios: Tune as needed
- ✓ VHF NAV radios: Tune for approach
 - *Speak 'SET___ POINT__ ON NAV 1' and 'SET___ POINT__ ON NAV 2'
- ✓ *HGS: Set RNW elevation, set RNW length, set G/S angle, set PRI mode
- ✓ When FO's ready, speak 'DECENT CHECKLIST'
 - Pressurization Landing Alt ___
 - Recall Checked
 - Autobrake ___
 - Landing Data VREF___ Minimums ___
 - Approach Briefing Completed
- ✓ MCP: Passing T/D set G/S intercept altitude, speak 'SET ALTITUDE___'
- ✓ Throttle: Passing T/D, set to idle

TRANSITION LEVEL PROCEDURES

- ✓ EFIS control panel: When FO calls 'Transition level', set local pressure, press STD, speak 'ALTIMETERS___'
- ✓ Passing 10.000ft or T/L, whichever lower, speak 'APPROACH CHECKLIST'
 - i. Altimeters ___ Set

LANDING PROCEDURES

- ✓ *HGS: Lower as needed
- ✓ Speed brake: Set as needed
- ✓ Flaps: Set flaps on schedule, **speak 'FLAPS__'**
- ✓ *VHF NAV radio: Verify ILS freq tuned
- ✓ MCP: When on localizer intercept course, **speak 'ARM LOCALIZER'**
- ✓ MCP: When FO calls 'Localizer alive', **speak 'ARM APPROACH' then 'SELECT COMMAND B'**
- ✓ MCP: Set speed VREF+5
- ✓ *Passing the Outer Marker or Final approach Fix, speak 'OUTER MARKER' or FINAL APPROACH FIX'
- ✓ *When FO calls 'Altitude____', speak 'CHECK'
- ✓ When G/S alive, **speak 'GEAR DOWN' then 'FLAPS 15'**
- ✓ Speed brake: Set ARMED
- ✓ **Speak 'LANDING CHECKLIST'**
 - Engine Start Switches **Continuous**
 - Speed Brake **Armed**
 - Landing Gear **Down**
 - Flaps
- ✓ Flaps: Set landing flaps on schedule, **speak 'FLAPS 30'**
- ✓ MCP: Set missed approach altitude
- ✓ When cleared for landing, **speak 'CLEARED'**
- ✓ When FO calls 'Minimums', **speak 'LANDING'**

AFTER LANDING PROCEDURES

- ✓ MCP: Disengage A/P, **speak 'SELECT AUTOPILOT OFF'**
- ✓ Brakes: Apply manual braking below 60kn, **speak 'MANUAL BRAKING'**
- ✓ Vacate runway and hold, **speak 'OKAY TO CLEAN UP'**
- ✓ *HGS: Raise
- ✓ *Lights: Set taxi light ON as needed, speak 'SELECT TAXI LIGHT ON'
- ✓ Start taxi
- ✓ Parking brake: At gate, set, verify warning light illuminate
- ✓ *Lights: Set taxi light OFF, speak 'SELECT TAXI LIGHT OFF'

SHUTDOWN PROCEDURES

- ✓ Engine start levers: When FO's 'Ready for shutdown', set to CUTOFF
- ✓ When FA calls, **speak 'YES'**
- ✓ Audio control panel: Select PA, announce **'DOORS MAY BE OPENED'**
- ✓ Audio control panel: Select SVC

- ✓ When Ground Crew calls, **speak 'GO AHEAD'**
- ✓ Parking brake: When told, release, **speak 'BRAKES RESEASED'**
- ✓ When FO's ready, **speak 'SHUTDOWN CHECKLIST'**
 - Fuel Pumps **Off**
 - Probe Heat **Off**
 - Hydraulic Panel **Set**
 - Flaps **Up**
 - Parking Brake **Released**
 - Engine Start Levers **Cutoff**
 - Weather Radar **Off**

SECURING PROCEDURES

- ✓ If final flight for the day, **speak 'SECURE THE AIRCRAFT PLEASE'**
- ✓ When FO's ready, **speak 'SECURING AIRCRAFT CHECKLIST'**
 - IRS's **Off**
 - Emergent Exit Lights **Off**
 - Window Heat **Off**
 - Packs **Off**
- ✓ *CAB/UTIL, IFE Galley Power: Set as required
- ✓ *Trim air switch: Set OFF
- ✓ APU switch: Set OFF
- ✓ Battery switch: Set OFF (If APU was operating, wait two minutes after APU GEN OFF BUS light extinguishes)
- ✓ GND Power switch: Set OFF
- ✓ Lights: Set position lights OFF
- ✓ **Sky Track: Stop recording, submit PIREP**

END OF DOCUMENT