

NauticEd ICC, SLC, and Bareboat Charter Master Practical Training Syllabus

Instructions for the Training/Assessment Instructor

This is the practical training syllabus for ICC, SLC, and Bareboat Charter Master. This is NOT the Assessment rubrics. Those are separate documents found in the instructor portal.

In general, by the time a student reaches this level of training, they should already be fully competent to skipper a large sailboat. Bareboat Charter Master is not a weekend or weeklong warrior or Zero to Hero Certificate of Attendance. It is a significant achievement of demonstrated worthy skills, experience and knowledge.

If the student is lacking basic skills, instead consider the Skipper Practical training document instead.

After training, given that you deem they are ready for assessment to prove their competence, use the ICC, SLC, Bareboat Charter Master Rubrics Assessment App or document

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 ICC, SLC, Bareboat Charter Master 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 Student(s) _____

Trained by NauticEd Qualified Instructor _____ Date _____

BOAT SYSTEMS AND INVENTORY

A re-review of boat systems and proper inventory is mandatory for bareboat operations regardless of whether the student has passed Skipper Practical Competency.

Salon:

- | | |
|--|---|
| <input type="checkbox"/> Tool kit | <input type="checkbox"/> Flashlight |
| <input type="checkbox"/> Flares | <input type="checkbox"/> Fire extinguishers |
| <input type="checkbox"/> Location of first aid kit | <input type="checkbox"/> CO2 sensors |
| <input type="checkbox"/> Emergency numbers | <input type="checkbox"/> Bilge: pump / high water alarm |

Heads

- | | |
|---|--|
| <input type="checkbox"/> No bleach in head | <input type="checkbox"/> Head dump only at sea |
| <input type="checkbox"/> Basin Sea Cocks | <input type="checkbox"/> Only limited amount of paper and previously eaten items to be flushed |
| <input type="checkbox"/> Shower Drain Systems | <input type="checkbox"/> Manual and electric head pump Use |
| <input type="checkbox"/> Head "Y" valve operation | |

Galley

- | | |
|---|---|
| <input type="checkbox"/> Stove, igniting and shut off | <input type="checkbox"/> Sink drain seacock |
| <input type="checkbox"/> Trash management | <input type="checkbox"/> Fresh water system and tank change over valves |
| <input type="checkbox"/> Lock all drawers and cabinets before sailing | |

Engine

- | | |
|--|---|
| <input type="checkbox"/> Check oil level | <input type="checkbox"/> Raw water strainers, location and cleaning |
| <input type="checkbox"/> Spare oil | <input type="checkbox"/> Transmission linkages |
| <input type="checkbox"/> Water pump and impeller | <input type="checkbox"/> Engine raw water exhaust |

Electric Panel

- | | |
|--|--|
| <input type="checkbox"/> AC/DC panel explanation | <input type="checkbox"/> DSC Perform simulated distress |
| <input type="checkbox"/> AC versus DC voltage | <input type="checkbox"/> GPS |
| <input type="checkbox"/> Entertainment systems | <input type="checkbox"/> AutoPilot |
| <input type="checkbox"/> Generator and/or Inverter operation | <input type="checkbox"/> Windlass reset |
| <input type="checkbox"/> Air conditioner | <input type="checkbox"/> Fresh water gauge. Ample supply |
| <input type="checkbox"/> Speed and depth transducer location | <input type="checkbox"/> Fuel gauge. Ample supply |
| <input type="checkbox"/> VHF. Perform simulated Mayday and Pan | |

Berths

- | | |
|--|---|
| <input type="checkbox"/> Closing hatches under sail | <input type="checkbox"/> Fire Extinguishers |
| <input type="checkbox"/> Hatches and locking procedure | |

ABOVE DECKS

Amidships / Forward- Discussion of and Identify locations of:

- | | |
|--|--|
| <input type="checkbox"/> Water fill port and refill instructions | <input type="checkbox"/> Windlass usage / reset switch |
| <input type="checkbox"/> Pump out holding tank | <input type="checkbox"/> Shrouds / stays inspection |
| <input type="checkbox"/> Anchor controls | <input type="checkbox"/> Fender placement and attachment |

Aft/cockpit

- | | |
|---|---|
| <input type="checkbox"/> Shore power connect/disconnect | <input type="checkbox"/> GPS Chart Plotter |
| <input type="checkbox"/> High temperature alarms | <input type="checkbox"/> Auto pilot |
| <input type="checkbox"/> Wheel lock | <input type="checkbox"/> EPIRB |
| <input type="checkbox"/> Wind, depth, speed Instruments | <input type="checkbox"/> Lifejacket stowage and usage |
| <input type="checkbox"/> Radar/AIS | |

SAILING AND MANEUVERING

Much of this student's job as the Master of the vessel during a sailing vacation will be to teach inexperienced crew how to assist and how to be safe. Thus, with this training, this student must be able to know how to do the following and also to explain how to do many of the following crew skill appropriate tasks.

SLIP DEPARTURE

The student must be able to properly deliver a full Safety Crew Briefing to the crew. The Safety Crew Briefing document is attached (it is also available in the online NauticEd Bareboat Charter Course).

- Deliver Safety Crew Briefing
- Checked weather forecast
- Reviewed the associated departure requirements for Skipper Practical Competency
- Can use and describe appropriate spring lines

BOAT HANDLING UNDER POWER

- Reviewed the associated maneuvering requirements for Skipper Practical Competency including circles and figure 8's in both forward and reverse, backing in a straight line, and stopping the boat accounting for momentum.
- Mediterranean mooring in crosswind, forward and aft conditions
- Demonstrates and knows safe speeds at appropriate times

HOISTING, DOUSING, FURLING, AND UNFURLING SAILS

- Full understanding of sails, sheets, and control lines and what to look for on an unfamiliar vessel per Skipper Practical Competency requirements

PROPER WINCH TECHNIQUES

- Able to teach and explain proper safe winch techniques and hazards

BOAT HANDLING UNDER SAIL / POINTS OF SAIL

- Full understanding of points of sail with each respective sail setting per Skipper Practical Competency requirements
- Can make appropriate minor sail trim adjustments as needed
- Understand dangers of auto gybing and teach a crew member how not to auto gybe
- Tacking and gybing per Skipper Practical Competency requirements maintaining proper sail trim
- Chicken gybe (tacking through 240 degrees instead of gybing in higher winds)
- 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

STEERING

- Steer a compass course for 5 minutes within +/- 10 degrees of course at all times
- Does not over steer through tacks and gybes
- Demonstrate knowledge of giveaway rules (opposite tack, same tack, sail meeting power, power meeting power and overtaking) and appropriate actions
- Maintains proper lookout at all times including throughout maneuvers

HEAVING-TO / REEFING

- Heave-to on starboard and get underway sailing normally again
- Understand when to reef monohull and catamaran
- Reefing and shaking-out according to Skipper Practical Competency requirements

ANCHORING AND MOORING

- Complete competence in anchoring and leading the crew through the anchoring procedure according to Skipper Practical Competency requirements
- Understands scope taking into account tides
- Can give an effective crew briefing regarding mooring
- Maneuvers appropriately to a mooring ball and can hold in position for 30 seconds
- Can prepare the warp and properly tie to a mooring ball
- Can depart from mooring ball safely

CREW OVERBOARD RECOVERY

- Can perform COB recovery per Skipper Practical Competency requirements

SLIP RETURN

- Perform slip and parallel docking according to Skipper Practical Competency requirements with particular attention to springing onto the dock in adverse wind and current directions.
- Able to direct crew paying particular attention to proper set up of lines and fenders prior to entering the marina area

- Perform proper set up of dock lines and spring lines ready to leave boat unattended taking into account tide change
- Understand side by side boat vessel raft-up with particular attention to fenders, spring lines to account for waves and staggering mast spreaders

KNOWLEDGE BASED SKILLS

KNOTS

These knots must be second nature and the student should be able to teach without hesitation

- | | |
|--|---|
| <input type="checkbox"/> Bowline | <input type="checkbox"/> Round Turn and 2 Half Hitches |
| <input type="checkbox"/> Figure 8 Knot | <input type="checkbox"/> Square (Reef) Knot |
| <input type="checkbox"/> Cleat Hitch | <input type="checkbox"/> Sheet Bend |
| <input type="checkbox"/> Rolling Hitch | <input type="checkbox"/> Clean up and stow of docklines |
| <input type="checkbox"/> Clove Hitch | |

SAILOR

- Appropriate clothing and foul weather gear
- Footwear and Accessories (gloves, sunglasses, sunscreen, etc...)
- Can present dangers and legal ramifications of alcohol and drug use

LIVE ABOARD

- Provisioning food and liquids
- Cooking meals on stove
- Avoiding water pollution
- Use and instruct use of fire blanket
- Use and instruct use of fire extinguisher
- Use and instruct use of VHF, DSC EPIRB, Flares
- Overnight anchoring
- Electronic anchor alarms (NauticEd Anchor Link App) Switching water tanks

CHART (use a real chart)

- Understand hazards including overhead wires, known shallows, drying heights, and underwater hazards
- Point out and correctly identify day marks
- Discuss local commercial shipping and separation lanes and dangers
- Understand scale and distances on the chart

NAVIGATION RULES, MARKS, SOUNDS, AND LIGHTS

- Demonstrate knowledge of giveaway rules for each of: opposite tack, same tack, sailing under power, sail meeting power, power meeting power, overtaking, traffic lanes. Pecking order NRCFSPSW
- Can recognize and understand significance of buoys of the IALA-A and -B system by day and night
- Understands Cardinal Marks
- Recognize the following vessels from their lights: Power driven, sailing vessel, vessel at anchor, tug and tow, fishing vessel, dredger
- Recognize sound signals from the following: power driven vessel, sailing vessel
- Knows responsibilities of a vessel in a narrow channel
- Knows maneuvering signals 1, 2, 3 and 5 short blasts
- Can make and recognize visual distress signals

VESSEL PILOTAGE

- Understands maximum loading of vessel
- Knows sources of information on: local regulations, port entry and departures, customs and Country clear in and clear out
- Can plan a harbor entry/departure, taking account of possible presence of large vessels and avoiding navigational hazards
- Vessel fuel usage and determination of range
- Action in case of collisions, engine failure and running aground, including the sealing of a leak, assistance in cases of emergency

NAVIGATION

- Can plot position by cross bearings
- Can plot position by Latitude and longitude
- Can determine direction and rate of tidal stream from information sources
- Can plot true direction to a landmark
- Can determine magnetic course to steer, making allowances for leeway and tidal stream
- Can determine speed over ground and course over ground taking into account current and leeway
- Can determine time to destination taking into account tacking angles, current, leeway
- Can use a tide table to find times and heights of high and low water at a standard port
- Can use phone/tablet Apps to find tide heights and understands Rule of Twelve's
- Understands use of GPS chart plotter and phone/tablet GPS Apps
- Knowledge of weather systems and dangers

- Local and internet sources of weather and tidal information
- Can use phone/tablet Apps for weather and wind information

Recommended Endorsements

DINGHY ENDORSEMENT

- Engine starting and stopping. Kill switch, safety kill line and wrist strap.
- Engine lift
- Understands required lights for night use
- Fuel management including knowing difference between 2 stroke and 4 stroke engines
- Understands elbow injury when starting against other passengers
- Maneuvering – Forward and reverse. Accurate approach to boat
- Can explain safe boarding procedures to crew
- Can explain dangers of beach waves including danger of sideways to a beach wave
- Identify dinghy mooring balls
- Towing and davit use

NIGHT TIME SAILING ENDORSEMENT (Note: only check after night sailing experience and check out)

- Able to identify significance and location of local lighted marks
- Able to identify correct return to dock using 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 FI G (2+1) 6s
- Anchoring in dark – selecting safe spot with swing room
- General confidence and competence in night sailing ability
- Describe Jackline and MOB prevention

Bareboat Crew Briefing Reminder List

CABIN

- Head use
- Not to pump out when others are swimming if applicable
- Fresh Water tank switch over
- Water conservation. Tell captain when switching over tank.
- Oven and Stove use instructions
- Location of propane shut off
- Position of windlass reset switch.
- Battery isolation switch in case of electrical fire
- Location of fire extinguishes
- No wet bodies inside cabin
- No sand inside cabin
- House tidiness rules: wet clothing, towels, food, cooler, bathrooms
- Hygiene - Soap it up.
- Close hatches in cabin when underway
- Close hatches in salon when raining at night
- Dealing with seasickness – take the helm - eat ginger.
- First aid kit location
- Shower pump switches
- Water pump switches
- Cabin light switches
- VHF emergency broadcast if captain overboard

ON DECK

- Extreme high tension on lines. Be careful when releasing. Wrap lines around the winch first before releasing.
- Open hatches on deck - caution
- Whipping of jib sheet as the boat is tacked
- Sailing downwind: Walk on the boom side of the boat when going forward
- Wind in fishing line when approaching anchorage.
- Bow to helm communication signals
- Man over board routine. Follow my lead.
- Captain overboard. Appoint able body.
- MOB button on chart plotter
- Life jacket location
- Throwable lines and flotation device
- Watch elbows when starting the dinghy engine.
- Pull dinghy up to boat when anchoring or mooring. Watch out for the Dinghy painter before starting the engine
- Windlass use – let boat do the work
- Morning clean up and deck wash down

DOCKING

- Fender Clove Hitch and fender placement
- Fending off the boat with roving fenders **not arms, legs and hands.**
- Stereo off
- The Cleat Hitch
- Follow my lead for line responsibility appointment
- Step don't jump between the dock and boat
- Watch out for dock lines in water before starting engine