

CANDIDATE NAME \_\_\_\_\_ MEMBER NUMBER \_\_\_\_\_

SKILLS	EVALUATION CRITERIA – ADVANCED COASTAL NAVIGATOR	COMMENTS	PASSED
Number of Students	When more than one candidate is on board some activities will be group activities.		
Trip planning and preparation (paper cruise). See NOTE A in the ACN Handbook.	Candidate completes all the cruise preparation sheets and chart plotting before meeting for the OTW demonstration. Create a 3-day cruise and include all the requirements as mentioned in Note A in the ACN Handbook (with one period on the water greater than 24 hours and the necessary watch schedule assuming a 3-person crew).		
Trip Planning (actual one-day cruise)	Any portion of the above “paper cruise” may be used for the actual skill, or a separate cruise plan may be developed. It is required for safety reasons that the cruise will depart and return to the same location. Part of the cruise will be completed at night (see NOTE B in the ACN Handbook).		
Estimate the expected current for each leg from tables or electronically.	Current and wind calculations for the expected trip should be completed and calculations discussed with the certifier. Discussion should include the effects of current and wind when departing from and returning to the slip or dock, as well as during the trip. Calculations will be compared with the actual affect on the boat during the cruise.		
Create the route on a printed chart,	Route lengths should provide adequate time and distance to allow candidate to navigate, taking bearings, and take a running fix. At least one leg should be long enough to demonstrate current effect.		
Enter into electronic navigation instrument(s)	This may be completed at any time prior to the day of the OTW; however, candidate must demonstrate they know how to do this especially if on somebody else’s boat.		

SKILLS	EVALUATION CRITERIA – ACN	COMMENTS	PASSED
Check boat for safety requirements and equipment location (prior to departure).	<p>Candidate explains and/or demonstrates the safety, communications, and navigations to everyone on board.</p> <ul style="list-style-type: none"> <li>• VSC Decal</li> <li>• Float Plan (Filed)</li> <li>• Fire Extinguishers</li> <li>• Navigation lights</li> <li>• First Aid Kit</li> <li>• Radio and other electronics</li> <li>• Flares</li> <li>• Thru-hull locations</li> <li>• Electrical Panel and Master Battery Switch</li> <li>• Throwable flotation device</li> <li>• Jacklines, harnesses and tethers, as appropriate for the vessel</li> <li>• Fuel is adequate (1/3 each way, 1/3 reserve) minimum</li> <li>•</li> </ul> <p>Lifejackets worn at all times by all onboard. Every safety item on the boat must be visibly displayed to all occupants on the boat (such as thru hulls, life jackets, fire extinguishers, etc). It is not enough just to point to a locker or floorboard and say “it is over there.” In some instances the use of safety equipment may need to be demonstrated (such as removing fire extinguisher from bracket, or operating thru hulls).</p>		
Weather Check	Candidate uses WX 1 (or local VHF weather channel), newspaper, radio, internet, television, (or any other reliable means) to confirm weather is within the requirements for ACN and for the boat to be used.		
Communications	Discuss bridge to bridge communication channels and protocols. If waterway is controlled by the Coast Guard, or other authority (VTS) channels and communication protocols are discussed. If appropriate, communication bridge-to-bridge, or to VTS center is conducted.		
Activate route in GPS/Chart Plotter or Laptop Charting Program.	Candidate is able to successfully activate the route created. If the GPS has a night screen, it is recommended the candidate know how to use it or set it on automatic so that as it gets dark, the GPS does not create a night blindness situation for the candidate.		

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Check boat for safety requirements and requirements (departure).	Candidate acquaints himself or herself with the vessel controls and systems. Proper ventilation times and checks are observed. Vessel fuel level is checked. Boat is verified to be in neutral. Once engine is running, applicable gauges and alarms are checked to verify proper system functioning (temperature, charging and oil pressure, etc). Outboard water flow is verified if visible. Specific vessel or generic checklist should be a part of the validation process.		
Safe Operation	Candidate operates the boat safely during the trip.		
Depart from slip or dock	Candidate communicates intent to depart dock and what his or her role is to others onboard and nearby boat(s). Candidate should leave the dock in a controlled fashion with minimal contact. Fenders are removed from the exterior of the boat once safely away from the dock or slip. Appropriate departure signals shall be demonstrated or simulated. Group activity.		
Plot GPS and abeam Fixes	Each candidate properly plots GPS and abeam fixes on the printed chart as they are reached. Candidate also uses two bearings to obtain a fix, when needed to supplement the other fixes.		
Hand Steer following route	Without the use of an autopilot, each candidate can follow at least one leg of the route using the GPS/Chartplotter/laptop in chart view.		
Use GPS Highway display to determine if you are on course (optional)	If GPS is so equipped, use the “Highway” screen to determine corrections needed to stay, or return to course.		
One leg will be completed using DR.	Without using the electronic navigation instruments, one leg will be completed using compass, printed chart, and traditional navigation tools only.		

SKILLS	EVALUATION CRITERIA – ACN	COMMENTS	PASSED
<p>Restricted visibility and night operation Return to dock</p> <p>See NOTE B in ACN Handbook</p>	<p>Part of the return trip is to be completed after dark. The distance travelled at night may be limited, but should include portions that include some night navigation (holding station just off the marina and then proceeding in is not sufficient). Candidate should instruct all on board on nighttime safety requirements.</p>		
<p>Man Overboard (MOB)</p> <p>See NOTE C in ACN Handbook.</p>	<p>The MOB is announced as soon as it hits the water. The candidate will execute a quick stop maneuver, turning the boat 90 degrees and simultaneously pulls the throttle back to idle. The candidate then directs the crew and maneuvers the vessel for an expeditious recovery.</p>		
<p>Approaching dock</p>	<p>Candidate appropriately directs or performs the following: Candidate deploys fenders prior to approaching dock or slip. Candidate correctly uses the wind and current to assist docking to the extent possible and is able to safely bring the boat into a dock or slip. Speed during docking is judged to be the minimum required to maintain control of the boat. Using the controls, the boat's forward progress is stopped by the candidate, so that lines can be safely secured to the dock. Candidate uses methods appropriate for the area and conditions to secure the boat to the dock or slip. Group activity.</p>		
<p>Complete the trip plan</p>	<p>Candidate reviews completed certification routines and discusses any concerns or question with the ACN Certifier. Discuss any lessons learned.</p>		
<p>Complete paperwork</p>	<p>The ACN Certifier completes the candidate's OTW skill on the passport as appropriate, and submits the documentation to the Regional Director.</p>		

NOTES \_\_\_\_\_

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SKILLS REMAINING TO BE DEMONSTRATED (or none) \_\_\_\_\_

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SAIL ENDORSEMENT ATTEMPTED/COMPLETED \_\_\_\_\_

CANDIDATE NAME (print name) \_\_\_\_\_ MEMBER NUMBER \_\_\_\_\_

CANDIDATE SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

ACN CERTIFIER (print name) \_\_\_\_\_ MEMBER NUMBER \_\_\_\_\_

SIGN \_\_\_\_\_ DATE \_\_\_\_\_