



Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7

POOLEY'S

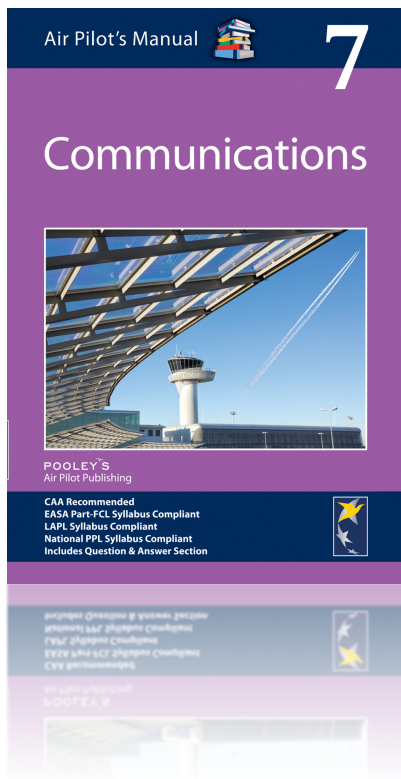
Communications Pooleys EASA PPL Ground School

– To accompany the Air Pilot's Manuals –

Pooleys Flight Equipment Ltd | Elstree Aerodrome | Hertfordshire | WD6 3AW

Tel: **+44(0)20 8953 4870** | Fax: **+44(0)20 8953 2512**

Email: **sales@pooleys.com** | Website: **www.pooleys.com**



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Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7



Index

This Manual is aimed primarily at those wishing to undertake the communication written and practical examinations. At the time of going to press the most recent version of all phraseologies has been included, however as phraseology and procedures are often revised or amended, the current edition CAP 413 and EASA documentation should be referenced.

Instructions

Editorial Team

Introduction

[Index](#)





Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7



Instructions

Welcome to the latest edition of the EASA Communications PowerPoint presentation from Pooleys.

From the “**Index**” page, select the section of the PowerPoint you want to cover during your ground school lesson using the navigation buttons. You can return to the index at any point by pressing the “**home**” button on the bottom right hand corner of every page.

To move forward through the presentation either press the space bar, the right arrow key or you can left click on your mouse. To go back a page just press the left arrow key on your keyboard.

If you want to return to a particular page, right click using the mouse anywhere on the presentation (at any point) and select “**Go,**” then left click on “**Slide Navigator.**” You simply select the page you want and PowerPoint will take you straight to it.

To end the program at any time, just press the “**escape**” key on your keyboard.

We hope you enjoy the presentation!

Now press the “**home**” button in the bottom right hand corner to return to the index.





Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7



Editorial Team

Author: **Helena Hughes BA (Hons)**

Helena Hughes was born into an aviation household, having her first informal “flying lesson” at the age of four. Her late father David was a flying instructor and also flew corporate jets. On leaving University in 1989 Helena went to America to obtain a PPL, converting to a UK licence on return. Shortly afterwards she started work in Air Traffic Control at London Luton Airport earning her Controllers Licence in 1990. Helena continues to be an operational Air Traffic Control Officer and is currently posted to Swanwick working “Luton Radar”, “Thames Radar” and “Heathrow Special.” She is involved in controller training as both an Instructor and Assessor. She holds a CPL/IR(A) and has been a flying instructor since 1996 teaching PPL and associated ratings, Helena also has a PPL(H). She is an ATC, AGCS, Ground and RT Examiner.

Editors: **Dorothy Saul-Pooley LLB (Hons) FRAeS**

Dorothy holds an ATPL (A) and a CPL (H), and is both an instructor and examiner on aeroplanes and an instructor on helicopters. She is Head of Training for a school dedicated to running Flight Instructor courses at Shoreham. She is also a CAA Flight Instructor Examiner. In addition, having qualified as a solicitor in 1982, Dorothy acted for many years as a consultant specialising in aviation and insurance liability issues, and has lectured widely on air law and insurance issues. This highly unusual combination of qualifications led to her appointment as Honorary Solicitor to the Guild of Air Pilots and Navigators (GAPAN). Dorothy is a Fellow of the Royal Aeronautical Society, past Chairman of both the GAPAN Instructor Committee and the Education & Training Committee, as well as serving as a Warden on their Court. She has served as Master Elect of GAPAN, which has now changed its name to the Honourable Company of Air Pilots. Dorothy became the Master from March 2014 for a one year term. In 2003 she was awarded the Jean Lennox Bird Trophy for her contribution to aviation and support of Women in Aviation and the BWPA (British Women Pilots Association). In 2013 Dorothy was awarded the prestigious Master Air Pilot Certificate by GAPAN. A regular contributor to seminars and conferences, Dorothy is the author and editor of a number of flying training books and has published articles in legal and insurance journals.





Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7



Editorial Team

Head of Design: **Daljeet Gill BA (Hons)**

Daljeet is the Head of Design & Development for Pooleys Flight Equipment and the editor of the Air Pilot's Manuals, Pre-flight Briefing and Communications as well as many other publications. Daljeet has been involved with the editing, typesetting and designing of all Pooleys publications and products since she joined us in 2001. Graduating in 1999 with a BA (Hons) in Graphic Design, she deals with the marketing, advertising, exhibition design and technical design of our manufactured products in the UK. She maintains our website and produces our Pooleys Catalogue. Daljeet's Design skills and imaginative approach have brought a new level of clarity and readability to the projects she has touched.

Presentation designed and edited by Kalveer Gill BA (Hons)





Communications

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Introduction

***“I know you think you heard what you thought I said; however;
I don't think you realise what I said is not what you heard.”***

When you are first exposed to the radio you could be forgiven for thinking that a different language is being spoken or at least an incomprehensible list of strange un-associated words and numbers.

With a little experience and gentle exposure to the radio, the mysterious **“gobbledy gook”** begins to unravel and soon begins to make sense. Slowly it becomes a more and more valuable tool that can prove most useful in so many ways.





Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7



Introduction

It puts us in contact with other aircraft enabling us to find out where other people are and what their intentions are. It also provides us with a very useful resource in the form of Air Traffic Control. Their primary goal is to help enable the ***“safe and orderly flow of traffic.”*** Amongst other things they provide emergency assistance, navigational assistance, radar services, traffic alerts and separation from other aircraft both in the air and on the ground and mostly try to help maintain general safety.

In order to make the best possible use of these services, we must try to maintain good communication technique. It is an important part of airmanship and a thorough understanding will be of benefit not only to you but also all those around you who share the airwaves and the airspace.

This presentation is therefore designed to help students develop and improve their Communication skills to a competent level and ultimately to pass the Communications exam which is part of the PPL syllabus.





Communications

Pooleys Ground School – To accompany the Air Pilot's Manual, Volume 7

Communications Index

General Operating
[Procedures](#)

Aerodrome [Procedures](#)

Enroute [Procedures](#)

Emergency [Procedures](#)

Instrument [Departures](#)

Instrument [Arrivals](#)

Aides [Memoire](#)

Transmitting Technique	Placement of Callsigns	Level Instructions	Direction Finding	Conditional Clearances	Final Approach & Landing	Radar Vectoring	Basic Service	VHF Direction Finding (VDF)	Radio Failure	Distress and Diversion Call	ATC Instructions
Transmission of Letters	Transfer of Comms.	RT Callsigns for Aircraft	Automatic Terminal Information	Helicopter Operations	ADDPAR	Orbiting	Procedural Service	Danger Area Crossing Service	Transmitter Failure	Practice PAN	IFR Departures
Transmission of Numbers	Issuance of Clearance	Callsigns for Aeronautical Stations	Aerodrome Information	VFR Departure	VFR Arrival	Traffic Information	Lower Airspace Radar Service	VOLMET	Speechless Code	Emergency Procedures	ILS Phrasology
Transmission of Time	Readback Requirements	ATC	Readability Scale	The Circuit	SafetyCom	Traffic Avoidance	Traffic Service	Distress	Receiver Failure	Instrument Departures	Surveillance Radar Approach
Standard Phrases	Unable to Comply	Flight Information Service (FIS)	Taxi Instructions	Vortex Wake Warnings	Radar Services	Operation of Transponder	Deconfliction Service	MAYDAY Call	Transmitting Blind	Standard Instrument Departures	NDB Approaches
Establishing Comms.	Conditional Clearances	Air/Ground	Take Off	Delaying/Expediting Traffic	Methods of Identification	Secondary Surveillance Radar (SSR)	Military Aerodrome Traffic Zones	Urgency	Radio Failure in Flight Procedures	Standard Departure Routes	Holding Procedures

