



**Federal Aviation
Administration**

Initial En Route Qualification Training

**Handout 00
ERAM SOP
Worksheets 1 – 4**

Course 50148001

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ERAM SOP Worksheet 1

1. For flights in hold, use EDST Hold annotations. Hold annotations must be _____ when aircraft is cleared from holding.
2. A departure strip is deadwood when the aircraft is _____ and the blocked airspace cancelled (if needed).
3. Routing issued to aircraft must be entered in the _____ or _____.
4. Although a track is over the airport, a point-out can only be made once an aircraft is _____.
5. Visual separation between an arrival and a departure is a delay if the arrival is not _____.
6. Students must not point out aircraft unnecessarily when there is assurance by looking at the _____ or reading the _____ that a point out is not required.
7. The student must not suppress the alert or send an amendment until the clearance is actually _____ and _____.
8. The student should interrupt the briefing only to perform _____.
9. The following are examples of approved free text abbreviations.

___ = got control	___ = turns	___ = speed	___ = descent
___ = climb	___ = gave control		
10. When a final altitude or routing other than what was requested is issued to an aircraft departing a secondary airport, the flight plan must be _____ prior to track acquisition.
11. Students must perform the correct _____ concerning APREQs, Point Outs, and requesting control.

ERAM SOP Worksheet 1 (continued)

12. List the location identifiers or Facility:

	ABI	Cincinnati, KY VORTAC	
	KADS	Cincinnati, KY ARPT	
	KABQ	College Station, TX	
Alexandria, LA Intl			IRQ
Alexandria, LA Esler Field			KCOU
Altus, OK			KCAE
	KAMA	Columbus AFB, MS	
	KADW	Corpus Christi, TX	
	KADM	Corsicana, TX ARPT	
Atlanta, GA			CEW
Atlantic City, NJ			LDK
Augusta, GA			CNG
	KARR	Daisetta VORTAC, TX	
	KAUS	Dallas Fort Worth	
	KBWI	Dallas Love Field, Dallas, TX	
Barkley Regional, Paducah, KY			KDWH
Barksdale AFB, Bossier City, LA			KPDK
Batesville, AR			KDEN
Baton Rouge, LA			KDSM
Beaumont Port Arthur, TX			KDTS

ERAM SOP Worksheet 2

1. For flights in hold, use the Hold template to record instructions and then display holding instructions on the _____ for the sector team.
2. The student must advise the _____ immediately after accepting a handoff or point out.
3. _____ an entry on the ACL or DL can be used to indicate the flight requires an action or special attention.
4. EDCT, EDC and EFC times must be _____ before they expire.
5. Students must complete tasks in the order of highest _____ first.
6. Students are required to _____ the use of coordinated airspace when it is no longer needed.
7. Emergencies; The student must coordinate with the appropriate sectors/facilities and inform the Supervisor (including information that the aircraft is also a _____ if appropriate).
8. Blank strips may be used to record reroute or other pertinent information before it is updated in the _____.
9. A student can get control of a OM8 arrival as soon as there is a _____ data block on the radar display.
10. A total altitude change of more than _____ feet is an error and indicates that a reroute or vector is more appropriate.
11. The student must write down all flight information on a _____ when receiving a manually passed flight plan.
12. Students are _____ to adhere to flow control procedures and TMU reroutes.

ERAM SOP Worksheet 2 (continued)

13. List the location identifiers or Facility:

Belcher VORTAC, Shreveport, LA			KDTW
Bellaire, OH VOR			KIAD
Bessemer, AL			KDYR
Bigbee VORTAC, MS			LBY
Birmingham, AL			ELD
	KBYH		EMG
	BVT		KEVV
	BYP		KFAM
	KBWG		KFYE
	BDF		3AL7
Brickyard VOR, IN			FTZ
Brookwood VORTAC, Brookwood, AL		Forrest City, AR ARPT	
Bunkie, LA NDB		Fort Campbell, Hopkinsville, KY	
Byerley Airport, LA		Fort Polk, LA	
Callender Field, New Orleans, LA		Fort Smith, AR	
	KCGI	Fulton County Airport, Atlanta, GA	
	CQY	Galveston, TX	
	KCLT	Garden City VORTAC, Garden City, KS	
	KCHA	George Bush Intercontinental, Houston, TX	
	KORD	Golden Triangle, MS ARPT	

ERAM SOP Worksheet 3

1. Communication is extremely important to an effective radar team. When not using the communication system to perform other required duties, students are required to monitor frequencies, to actively listen, and to process information and requests.
 - A. If the student asks the R-side to repeat/confirm information _____ or more times during a scenario an error has occurred.
2. The student is responsible for board management including the removal of _____.
3. Aircraft inbound to KSTF, KTUP, KGTR, KCBM, and KUBS that are in conflict with the MEI 1 West MOA/ATCAA must be routed around the _____ side of the restricted area.
4. Students _____ perform duties in order of their importance.
5. A departure clearance resulting in a loss of separation is effective upon _____ of the call.
6. Student must not set up the EDST until the briefing is complete and any _____ items are addressed.
7. Students must enter a Remove Strip (RS) message after the receipt of an _____ or the _____ and all coordination has been accomplished for aircraft landing at KVKs, KGWO and 0M8.
8. The strip must be placed in the _____ prior to issuing the clearance.
9. When a student approves an altitude change that allows an aircraft to climb or descend into the sector, the student must update the _____ and advise the Radar Controller.
10. The student is _____ for changing and issuing the correct assigned altitude for 0M8, KVKs, and KGWO departures requesting FL180 when it is unusable and requested.
11. Students must complete point outs at a reasonable distance (not more than _____ miles from the point where an aircraft will conflict with the next sector's protected airspace).

ERAM SOP Worksheet 3 (continued)

12. List the location identifiers or Facility:

	GHM	Lambert Field, St. Louis, MO	
	KGCV	Las Vegas, NV	
	KGSO	Laurel, MS ARPT	
	KPRN	Laurel, MS NDB	
	KGLH	Liberal, KS VOR	
	GRD	Lincoln, NE ARPT	
	KGWO	Little Rock AFB, Little Rock, AR	
	GGG/KGGG	Little Rock, AR	
	KGNF	Los Angeles, CA	
	KGUS	Louis Armstrong, New Orleans, LA	
Gulf Port, MS			KSDF
Hammond, LA			KUBS
Hattiesburg, MS			KLFK
Hattiesburg/Laurel Regional Airport, MS			RZO
Hawkins Field, Jackson, MS			MHZ
Hodge NBD, Jonesboro, LA			KAGO
Hohenwald NDB, Hohenwald, TN			UJM
Holly Springs Airport, MS			KMCB
Holly Springs VORTAC, MS			KTYS
Hot Springs, AR			KWRI

ERAM SOP Worksheet 4

1. Grayed-out entries in the ACL must be _____ only when aircraft are no longer on frequency. Do not use the “clean up” button.
2. Students must negotiate an altitude with the R-side concerning arrival aircraft before releasing/clearing a departure from the same airport if:
The arrival is _____ or less from the NAVAID serving the airport and Sector 66 has control of the aircraft.
3. The student must promptly inform the Supervisor of any event which has a significant impact to the _____ of the sector.
4. IAFDOF color coding must only be _____ once coordination has been accomplished or the student determines the LOA altitude overrides the IAFDOF.
5. It is the _____ of the student to perform all point outs to the correct sector using the correct format and phraseology. The Data block is to be “sent” and then the sector is called. A point out is complete when the words “_____” have been received.
6. Multiple departures from different secondary airports whose lateral airspace overlaps, at any point, must be separated using _____ separation.
7. After a missed approach, _____ must be written under the approach name.
8. Students must start a _____ using the _____ on KVKS and 0M8 departures after the clearance has been issued and enter the (interim) altitude issued to the aircraft.
9. The student must answer _____ when there is no other higher priority duty (the sequential display or checking of route lines on the GPD is not a high priority duty).

ERAM SOP Worksheet 4 (continued)

10. When relaying information; Students must convey the exact _____ to the R-side, next controller and/or supervisor.

11. List the location identifiers or Facility:

	KOMA	Sioux Falls, SD	
	KORL	Spartanburg, SC ARPT/VORTAC	
Orlando International (McCoy), Orlando, FL		Spirit of St. Louis Airport, St. Louis, MO	
Oxford, MS		Springfield, MO	
	KPSN	Starkville, MS	
	KPSP	Sterling, CO ARPT	
Panama City, FL		Stuttgart, AR	
Patrick AFB, Cocoa Beach, FL			KSGR
	M13		KTLH
	KPLR		KTPA
Pensacola Gulf Coast Airport, Pensacola, FL			KTXK
Philadelphia International, Philadelphia, PA			KTIK
	KPHX		KTUL
	KMJD		KTUP
Picayune, MS VOR/DME			OTB
Pine Bluff, AR		Tuscaloosa, AL ARPT	
	KPIT	Twenty Nine Palms, CA VOR	
	PXV	Tyler, TX	
Polk VORTAC, Fort Polk, LA		Union City, TN	
Portland International, Portland, OR		Vicksburg, MS	