Federal Aviation Administration

Initial En Route Qualification Training

Lesson 06
Recording Clearances and Control Information

Course 50148001

LESSON PLAN DATA SHEET

COURSE NAME:	INITIAL EN ROUTE QUALIFICATION TRAINING
COURSE NUMBER:	50148001
LESSON TITLE:	RECORDING CLEARANCES AND CONTROL INFORMATION
DURATION:	6+00 HOURS
DATE REVISED:	2022-02
VERSION:	V.2022-02
REFERENCE(S):	FAA ORDERS JO 7110.65, AIR TRAFFIC CONTROL, AND JO 7340.2, CONTRACTIONS
HANDOUT(S):	stripmrk.f2k – STRIPMARKING EXERCISE STRIPS
EXERCISE(S)/ ACTIVITY(S):	ACTIVITY 1: IDENTIFYING ABBREVIATIONS ACTIVITY 2: IDENTIFYING CONTROL INFORMATION SYMBOLS EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION EXERCISE 2: STRIPMARKING
END-OF-LESSON TEST:	YES
PERFORMANCE TEST:	NONE
MATERIALS:	NONE
OTHER PERTINENT INFORMATION:	

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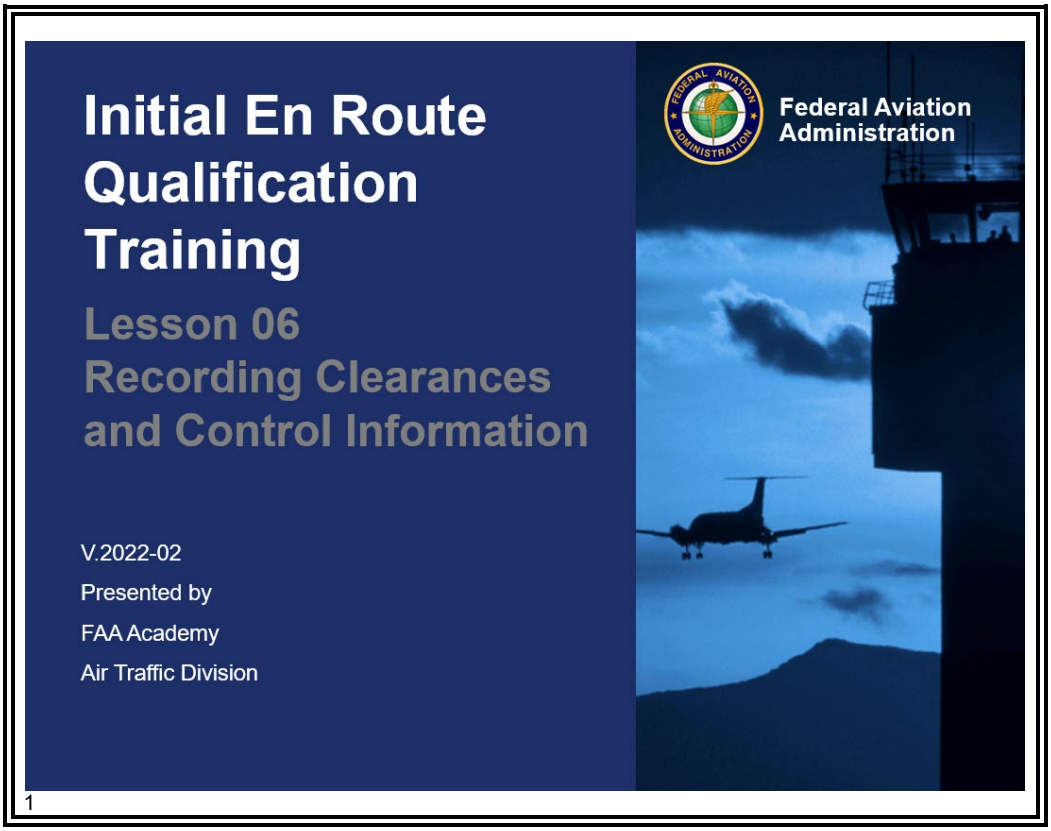
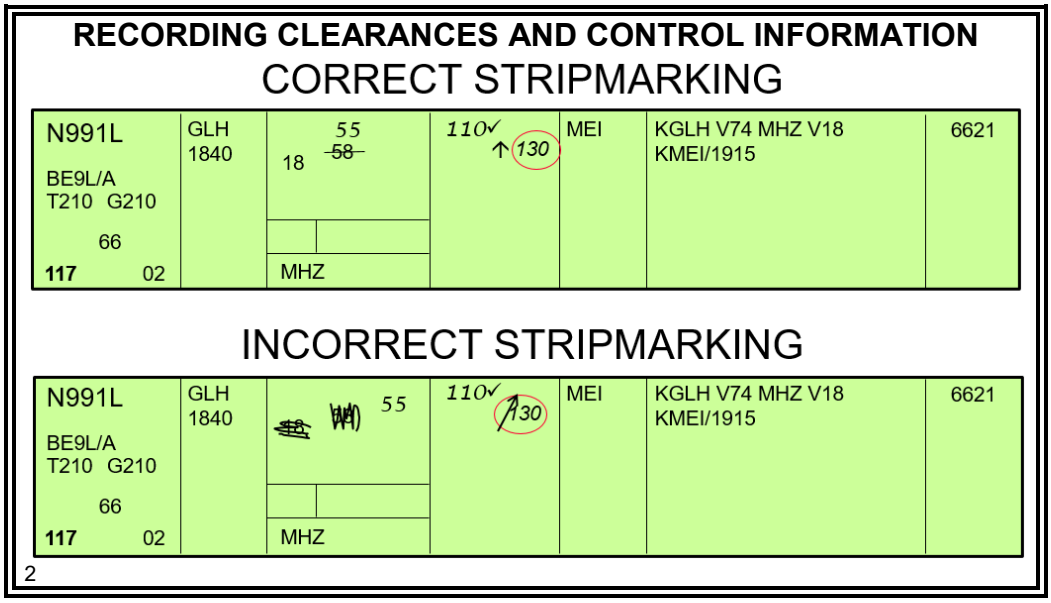
INTRODUCTION



Correctly issuing and recording clearances and control information is essential to the safe and expeditious flow of traffic in a nonradar environment. Failure to properly record clearance information in a timely manner can lead to subsequent clearances which can result in a loss of separation or an aircraft accident. In this lesson, you will build on your knowledge of flight progress strips by learning control symbology and recording information in the correct spaces.

INTRODUCTION *(Continued)*



Purpose

The material in this lesson will demonstrate correct stripmarking, which will help you maintain the current status of each aircraft in your sector.

INTRODUCTION *(Continued)*

Lesson Objectives

LESSON OBJECTIVES

- On an End-of-Lesson Test, and in accordance with FAA Order JO 7110.65 and JO 7340.2, you will identify:
  - Select stripmarking symbology
  - Select stripmarking abbreviations
  - Procedures for recording clearance and control information on flight strips

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CONTROL SYMBOLOGY

General Information
JO 7110.65, pars. 2-3-9, 2-3-10

⊙ Use authorized symbols or abbreviations for recording:

- Clearances
- Reports
- Instructions

⊙ You may use:

- Plain language markings when necessary for clarification
- Locally approved identifiers/abbreviations within your facility

⊙ Use appropriate clearance symbol followed by a dash (-) and other information to show status of aircraft.

NOTE: The upcoming sections give more detailed information about the various abbreviations and symbols for use when marking strips.

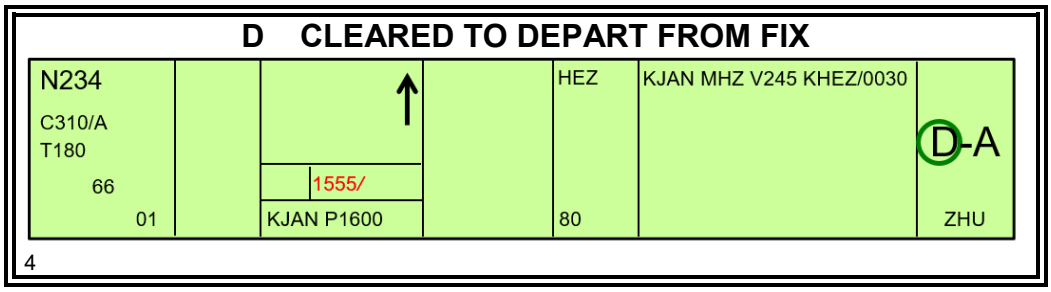
CLEARANCE AND MISCELLANEOUS ABBREVIATIONS

Clearance Abbreviations
JO 7110.65, par. 2-3-10, table 2-3-11

⊙ Clearance abbreviations include:

- D – Cleared to Depart from Fix
- A – Cleared to Destination Airport
- F – Cleared to Fix
- H – Cleared to Hold and Instructions Issued
- V – Cleared Over Fix
- Z – Tower Jurisdiction
- PD – Cleared to Climb/Descend at Pilot's Discretion

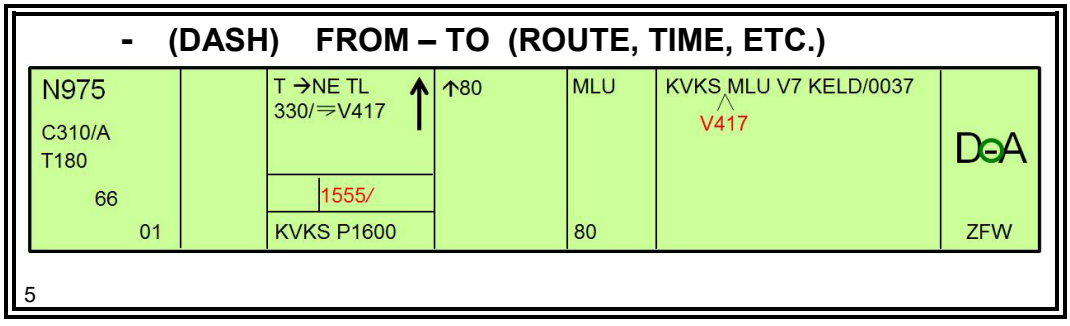
Cleared to Depart from Fix
JO 7110.65, par. 2-3-10



⊙ Used in space 28 on originating IFR clearance strip **only**

- Departing from airport
- Airfile

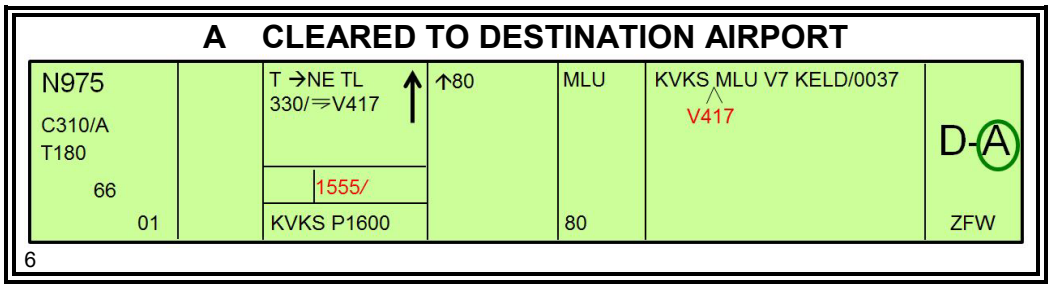
Dash From – To
JO 7110.65, par. 2-3-10



⊙ Follows "D" in space 28

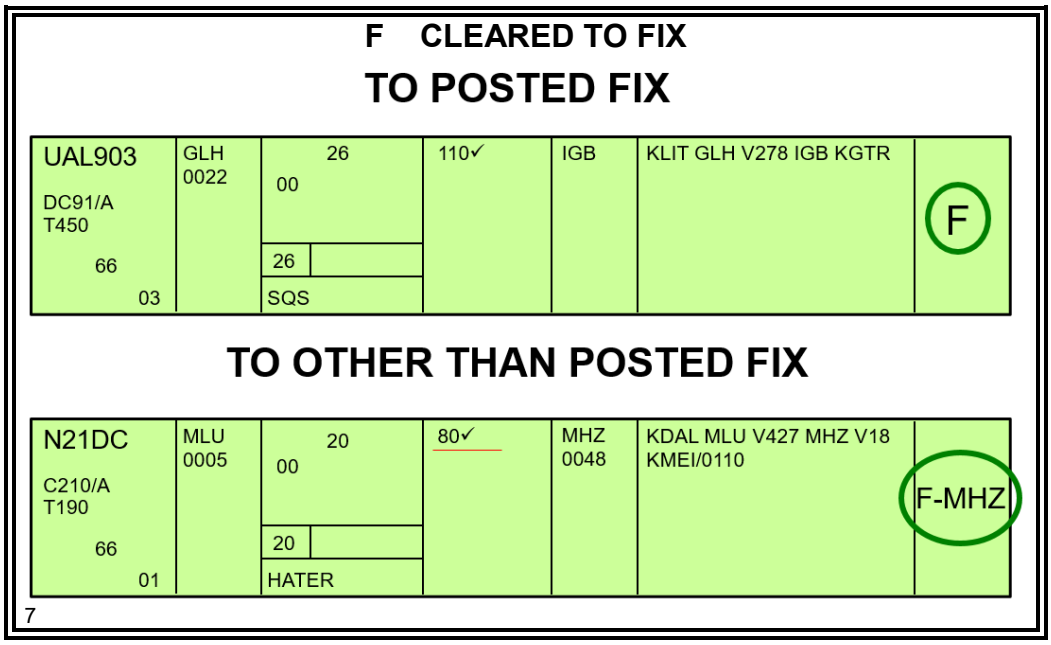
CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Cleared to Destination Airport
JO 7110.65,
par. 2-3-10



⊙ Follows "- (Dash)" in space 28

Cleared to Fix
JO 7110.65,
par. 2-3-10



⊙ Used in space 28

⊙ "F – (fix)" is used when clearance limit is other than the posted fix.

⊙ Fix need **not** be recorded if:

- The aircraft is cleared to the posted fix
- Holding instructions have been issued and recorded

CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Cleared to Hold and Instructions Issued
JO 7110.65, par. 2-3-10, 4-6-1, 4-6-4

H CLEARED TO HOLD AND INSTRUCTIONS ISSUED

(FIX)

(LEG)

UAL36 B721/A T420 66 02	GLH 1636	41 16 41 SQS	100✓	IGB	KDAL GLH V278 IGB KGTR	H 20 10 NE 086 1650

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✈ **Phraseology Example**

"UNITED THIRTY-SIX CLEARED TO SIDON ZERO EIGHT SIX RADIAL TWO ZERO MILE FIX. HOLD NORTHEAST ON THE ZERO EIGHT SIX RADIAL ONE ZERO MILE LEG. EXPECT FURTHER CLEARANCE ONE SIX FIVE ZERO."

- Used in space 28
- Holding instructions **must** include:
  - Direction from fix
  - Holding fix, if **not** posted fix
    - Upper portion of "H" indicates distance from the station to the fix
  - Radial, course, azimuth, or route on which aircraft will hold
  - Leg length, if other than standard
    - Indicated in lower portion of H and shown in:
      - → Minutes, or
      - → Miles if DME is used
  - Direction of turns
- Additional information, such as holding airspeed or Expect Further Clearance (EFC) time, is sometimes included in holding instructions.

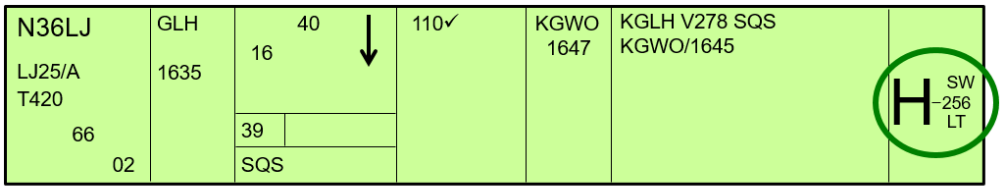
Continued on next page

CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Cleared to Hold and Instructions Issued (Cont'd)
JO 7110.65, par. 2-3-10
4-6-1, 4-6-4

✈ **Phraseology Example**

H CLEARED TO HOLD AND INSTRUCTIONS ISSUED (CONT'D)



"LEAR THREE SIX LIMA JULIETT, CLEARED TO SIDON VORTAC. HOLD SOUTHWEST ON THE TWO FIVE SIX RADIAL, LEFT TURNS. NO DELAY EXPECTED."

9

Continued on next page

CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Cleared Over Fix
JO 7110.65, par. 2-3-10

V CLEARED OVER FIX

Cancels previously issued clearance limit and holding instructions.

UAL36 B721/A T420 66 02	GLH 1636	41 16 41 SQS	170✓	IGB	KDAL GLH V278 IGB KGTR	H V S 180

✈ **Phraseology Example**

"UNITED THIRTY-SIX, CLEARED TO GOLDEN TRIANGLE AIRPORT VIA VICTOR TWO SEVENTY-EIGHT BIGBEE DIRECT."

OR

"UNITED THIRTY-SIX, CLEARED TO GOLDEN TRIANGLE AIRPORT VIA LAST ROUTING CLEARED."

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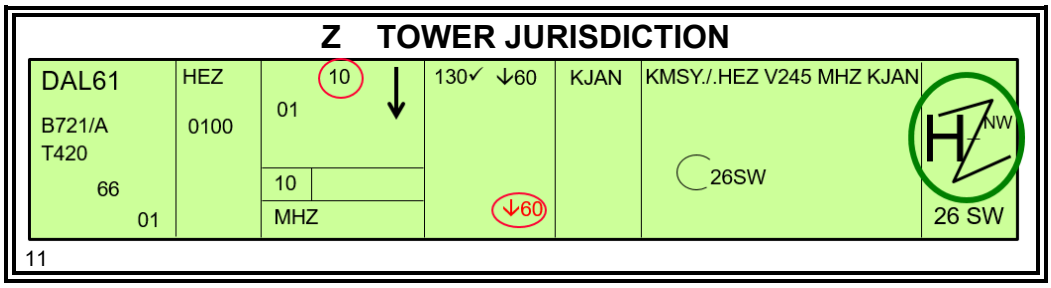
⊙ Used in space 28 to mark over:

- F – Clearance limit
- H – Holding instructions

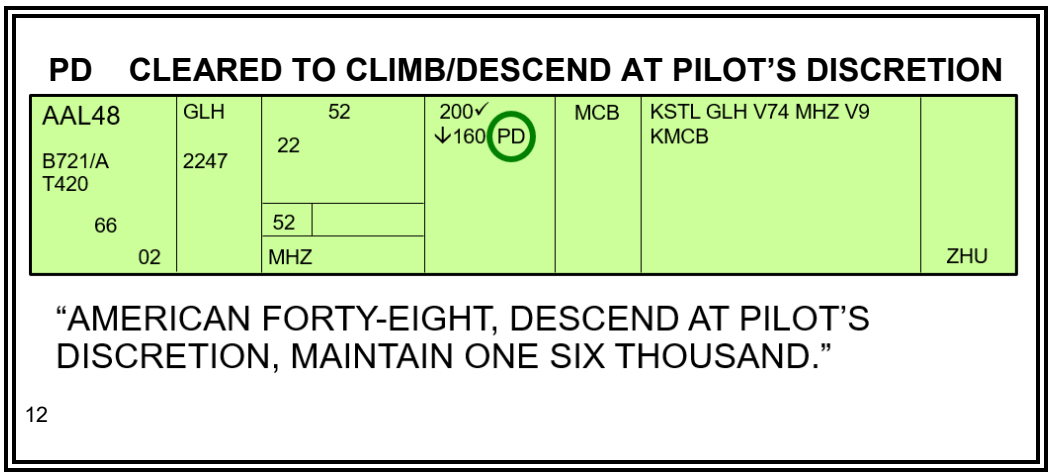
CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Tower Jurisdiction
JO 7110.65, par. 2-3-10



⊙ Used in space 28

Cleared to Climb/ Descend at Pilot's Discretion
JO 7110.65, par. 2-3-10



Phraseology Example

⊙ Used in space 20

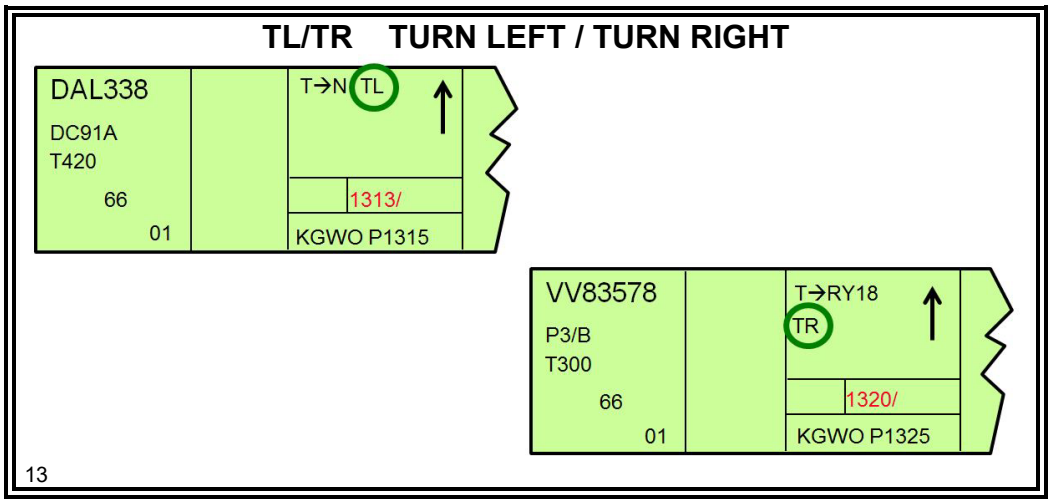
Miscellaneous Abbreviations
JO 7110.65, par. 2-3-10 ; JO 7340.2

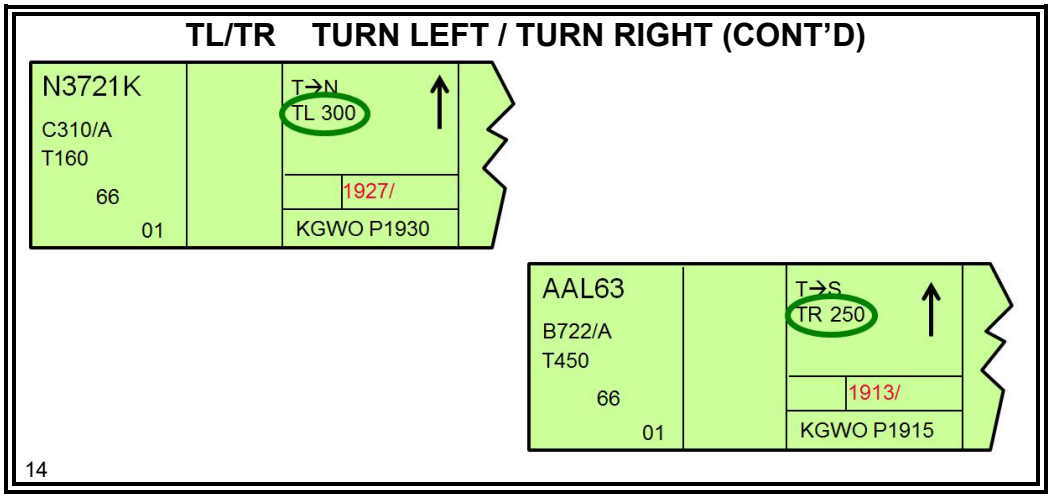
⊙ Miscellaneous abbreviations include:

- TL/TR – Turn Left/Turn Right
- HFR – Hold for Release
- RLS – Release
- SYD – Release Subject Your Discretion
- RR/RL/RP/RX – Request for Altitude/Fix Reports

CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Turn Left/Turn Right
JO 7110.65, par. 2-3-10
TBL2-3-12





⊙ Used in space 15 with magnetic heading to be flown

- 001 through 360

CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Hold For Release
JO 7110.65, par. 4-3-4;
JO 7340.2

HFR HOLD FOR RELEASE

N234 C310/A T180 66 01		T →SW TR 240 / ⇒ V11 ↑ HFR KGWO P1600	↑90	MHZ 90	KGWO SQS V11 MHZ V18 KMEI/0100	D-A

15

- Used in space 15 in conjunction with departure clearances
- Issued to FDU or tower

Release
JO 7340.2

RLS RELEASE

N234 C310/A T180 66 01		T →SW TL 150/ ⇒V278 ↑ RLS 1 MIN<N456 1558/ KGWO P1600	↑90	IGB 90	KGWO SQS V278 IGB KUBS/0035	D-A
N456 C310/A T180 66 01		T →SW TR 240/ ⇒V278 ↑ 1557/ KGWO P1600	↑80	GLH 80	KGWO SQS V278 KGLH/0014	D-A

Phraseology Example

"TWIN CESSNA TWO THREE FOUR, RELEASED ONE MINUTE AFTER TWIN CESSNA FOUR FIVE SIX DEPARTS."

16

- Used in space 15 in conjunction with departure clearance
  - When aircraft can be released for departure
- Issued to tower

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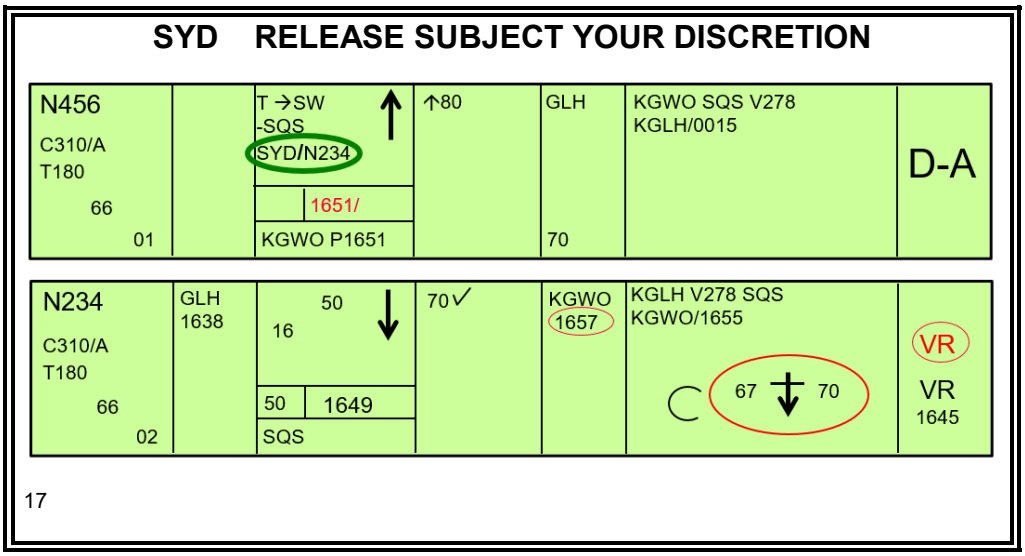
CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Release Subject Your Discretion
JO 7340.2



Phraseology Example

- Used in space 15
- Issued to tower when using visual separation

CLEARANCE AND MISCELLANEOUS ABBREVIATIONS
(Continued)

Request for Altitude/Fix Reports
JO 7110.65, par. 2-3-10; JO 7340.2

RL REPORT LEAVING

N31B BE55/A T190 66 02	IGB 1501	35 15 34 1535 MHZ	120↓40 RL 60	HEZ	KSTF IGB V245 KHEZ/1600 26SW/1544	ZHU

✈ **Phraseology Example**

"…REPORT LEAVING SIX THOUSAND…"

18

RR REPORT REACHING

N45T BE65/A T175 66 02	GLH 1600	12 16 12 SQS	110 ↓60 RR	IGB 1644	KTXK V278 IGB KUBS/1705	

✈ **Phraseology Example**

"…REPORT REACHING SIX THOUSAND…"

19

⊙ Used in space 20 with altitude reports

- RL – Report Leaving
- RR – Report Reaching

Continued on the next page

CLEARANCE AND MISCELLANEOUSABBREVIATIONS
(Continued)

Request for Altitude/Fix Reports (Cont'd)
JO 7110.65, par. 2-3-10; JO 7340.2

RP REPORT PASSING
RX REPORT CROSSING

N234 C310/A T180 66 01	MLU 1600 1606	13 16 13 1613 STUEE	110✓	MHZ	KMLU V18 MHZ KJAN/1645 RP DINKY/ RX SQS194R/	

"TWIN CESSNA TWO THREE FOUR, REPORT PASSING DINKY INTERSECTION, REPORT CROSSING SIDON ONE NINER FOUR RADIAL."

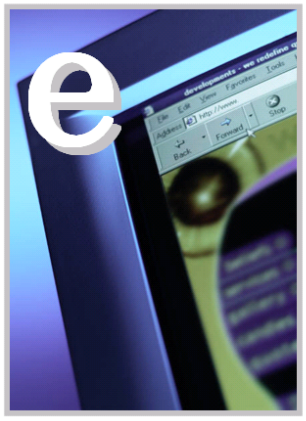
20

- Used in space 26 with fix, radial, or DME reports
  - RP – Report Passing
  - RX – Report Crossing
- When the report is received from the pilot, the current time is recorded after the slant (/) in four digits.

ACTIVITY 1: IDENTIFYING ABBREVIATIONS

Activity 1

IDENTIFYING ABBREVIATIONS ACTIVITY



Purpose: to practice identifying and using the clearance and miscellaneous abbreviations used in stripmarking

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Description

This eLearning activity will provide you with a chance to practice identifying the clearance and miscellaneous abbreviations used in stripmarking. You will answer a total of 21 questions by selecting applicable abbreviations from the image displayed.

Directions

Access the IET eLearning menu. Select **Lesson 6 – Recording Clearances and Control Information**. Click on the title to launch the **Identifying Abbreviations** activity.

Turn on the Cap Lock feature on your keyboard.

Time Allotted

10 minutes

CONTROL INFORMATION SYMBOLS

Control Information Symbols
JO 7110.65, par. 2-3-10

⊙ Control information symbols include:

T →	Depart (Direction, if Specified)
/	Until
⥤	Join or Intercept Airway/Jet Route/Track or Course
———	Restriction Bar
↑ ↓	Climb/Descend and Maintain Arrows
X	Cross
‡ or ‡	At or Above/Below
— (Dash)	From-To
V < (time)	Clearance Void if Aircraft **not** off Ground by (Time)
( )	Alternate Instructions
C	Communications Transfer
> <	Before and After
→	Cruise
↗ ↘	Direction of Flight Indicator
(alt)	Aircraft Reported at Other than Assigned Altitude
alt (underline in red)	Inappropriate Altitude for Direction of Flight (IAFDOF)
✓	Aircraft Reported at Assigned Altitude
E (red)	Emergency
W (red)	Warning

Continued on next page

CONTROL INFORMATION SYMBOLS *(Continued)*

Control Information Symbols (Cont'd)
JO 7110.65, par. 2-3-10

⬭ (red)	Information Revised/Information Forwarded
℄	Pilot Canceled Flight Plan
(alt) B (alt)	Block Altitude Assignment
R (alt)	Requested Altitude
R	Radar Contact
R̸	Radar Service Terminated
R̸	Radar Contact Lost
Ⓡ	Radar Handoff
RV	Radar Vector
RW̸	Pilot Resumed Own Navigation
P	Point Out Initiated
	Enter Control Area

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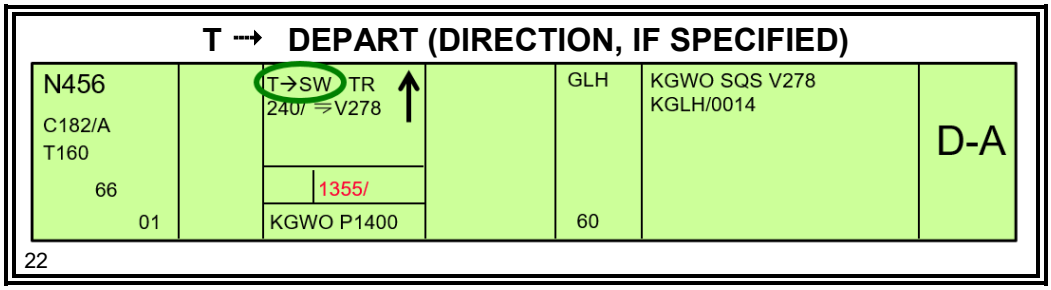
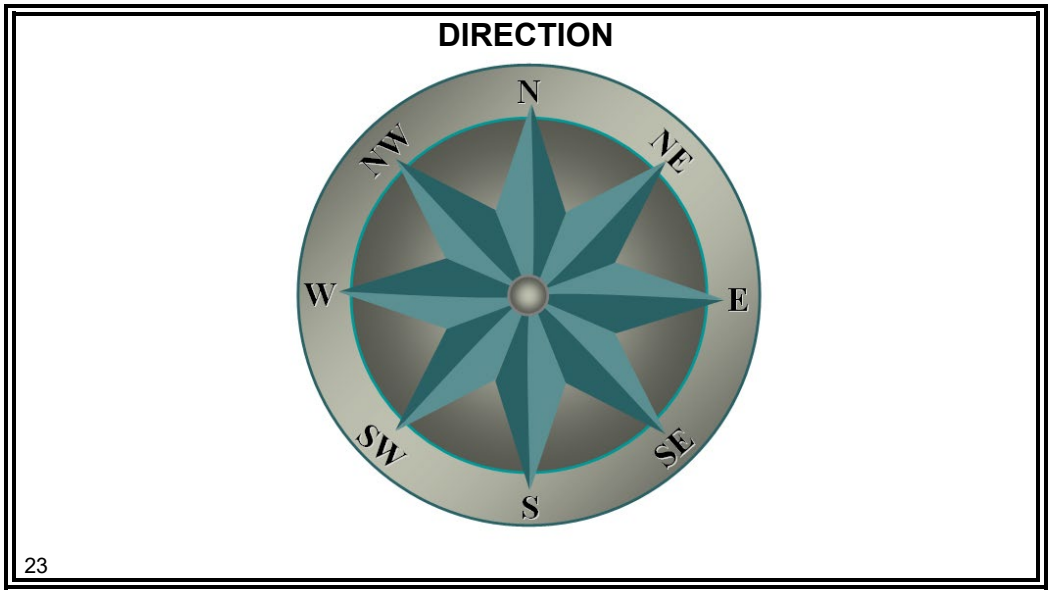
CONTROL INFORMATION SYMBOLS *(Continued)*

Depart (Direction, if Specified)
JO 7110.65, pars. 2-3-10, 4-3-2



- Used **only** at airports within Class D or E surface areas
- Used in space 15 on departure strip **only**

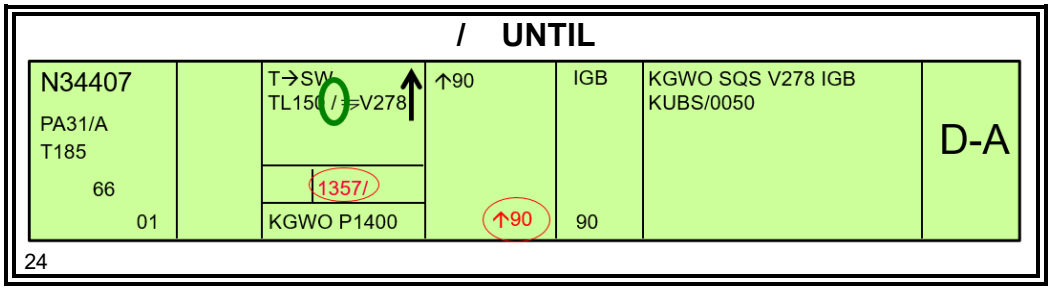
Direction
JO 7110.65, pars. 2-3-10, 4-3-2



- Direction of departure is specified:
  - To provide separation
  - Using eight compass points

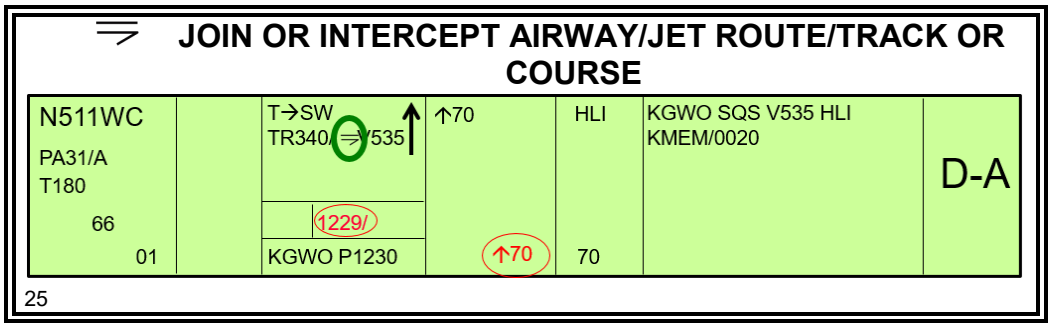
CONTROL INFORMATION SYMBOLS *(Continued)*

Until
JO 7110.65,
par. 2-3-10



- Used:
  - In any space
  - Usually with (time)/(fix)
  - As separator between route of flight and ETA/ETE for general aviation aircraft

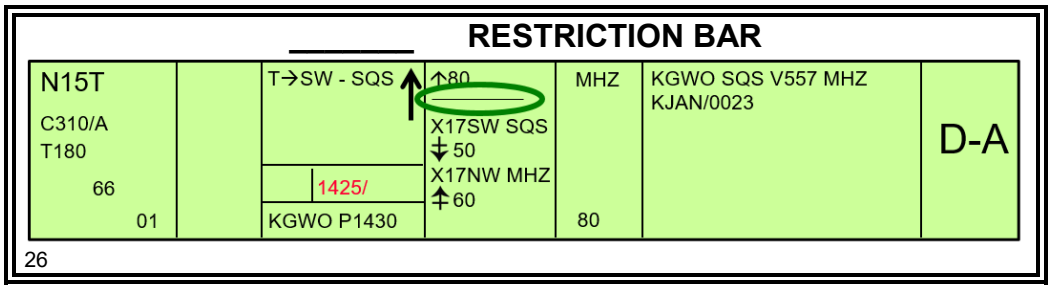
Join or Intercept Airway/Jet Route/Track or Course
JO 7110.65,
par. 2-3-10



- Used in spaces 15 or 25

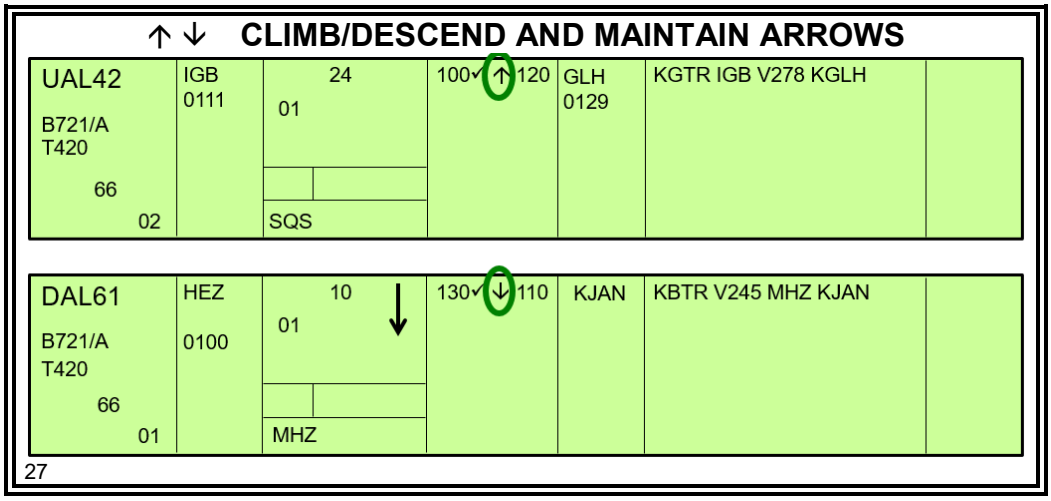
CONTROL INFORMATION SYMBOLS *(Continued)*

Restriction Bar
JO 7110.65, par. 2-3-10



- Used in space 20 to separate altitude assignments from altitude restrictions
  - Restrictions on how to get to assigned altitude

Climb/ Descend and Maintain Arrows
JO 7110.65, par. 2-3-10



- Used in space 20

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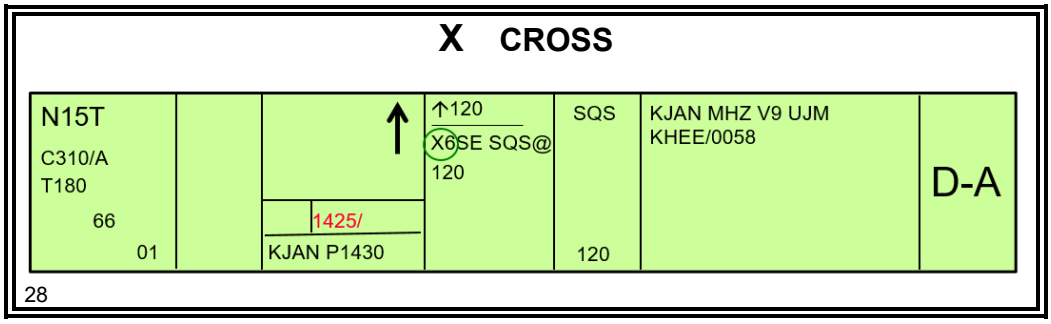
CONTROL INFORMATION SYMBOLS *(Continued)*

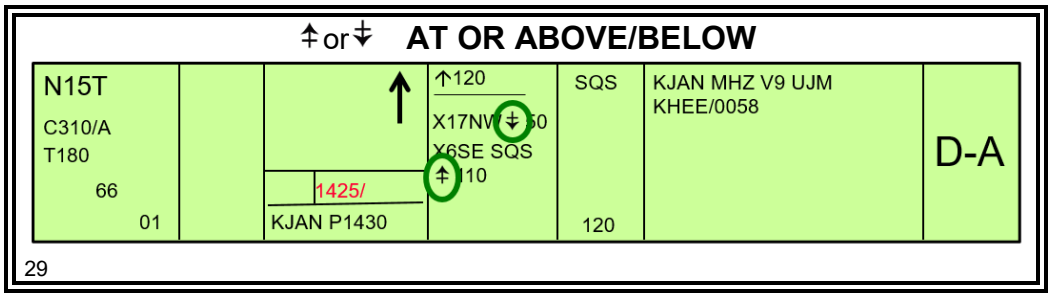
Cross
JO 7110.65,
par. 2-3-10



⊙ Used in space 20 to cross a fix/radial/airway

- Followed by a restriction

At or Above/Below
JO 7110.65,
par. 2-3-10



⊙ Used in space 20 followed by an altitude

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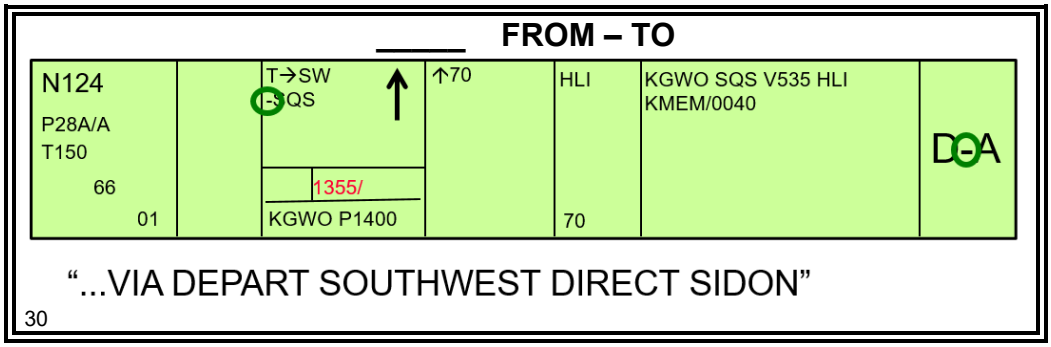
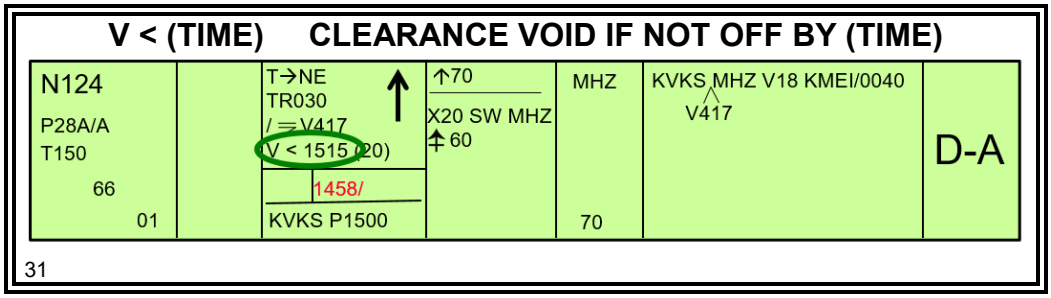
CONTROL INFORMATION SYMBOLS *(Continued)*

From-To
JO 7110.65,
par. 2-3-9, 2-3-10



- When used in space 15 and 25, it is spoken as "direct."
- When used in space 28, the dash follows an appropriate control symbol and precedes pertinent control information.

Clearance Void if Not Off by (Time)
JO 7110.65,
par. 2-3-10



- Used:
  - In space 15 followed by a time
  - To avoid delay for other traffic at airports:
    - Where communications with aircraft are difficult until airborne
    - **Not** served by control towers

      → Provide alternate instructions requiring pilots to advise ATC of intentions

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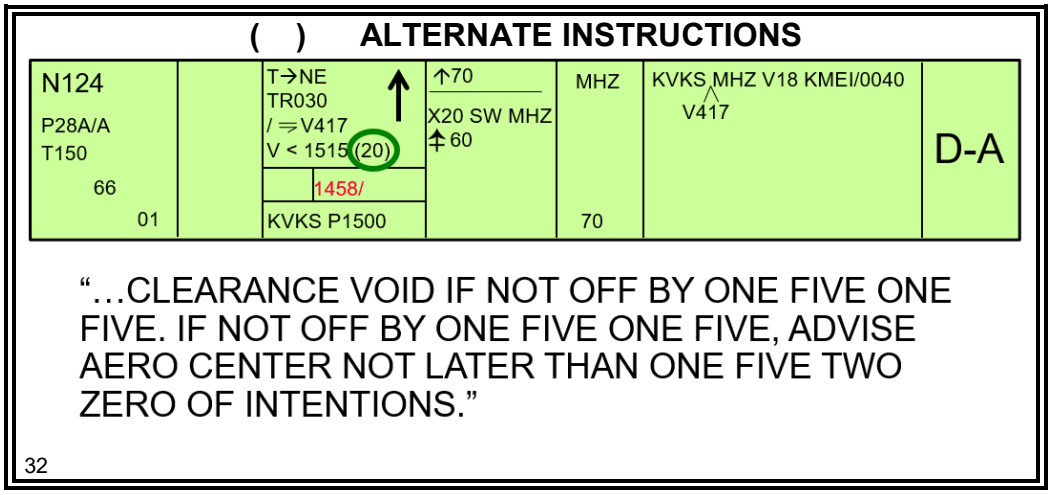
CONTROL INFORMATION SYMBOLS *(Continued)*

Alternate Instructions
JO 7110.65, par. 2-3-10



✈ **Phraseology Example**

⊙ Used in space 15 here, can be used in other spaces.

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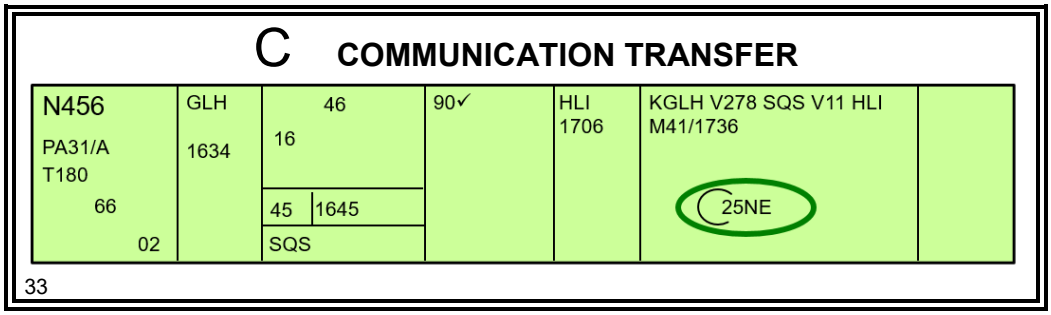
CONTROL INFORMATION SYMBOLS *(Continued)*

Communications Transfer
JO 7110.65,
par. 2-3-10



⊙ Used in space 26

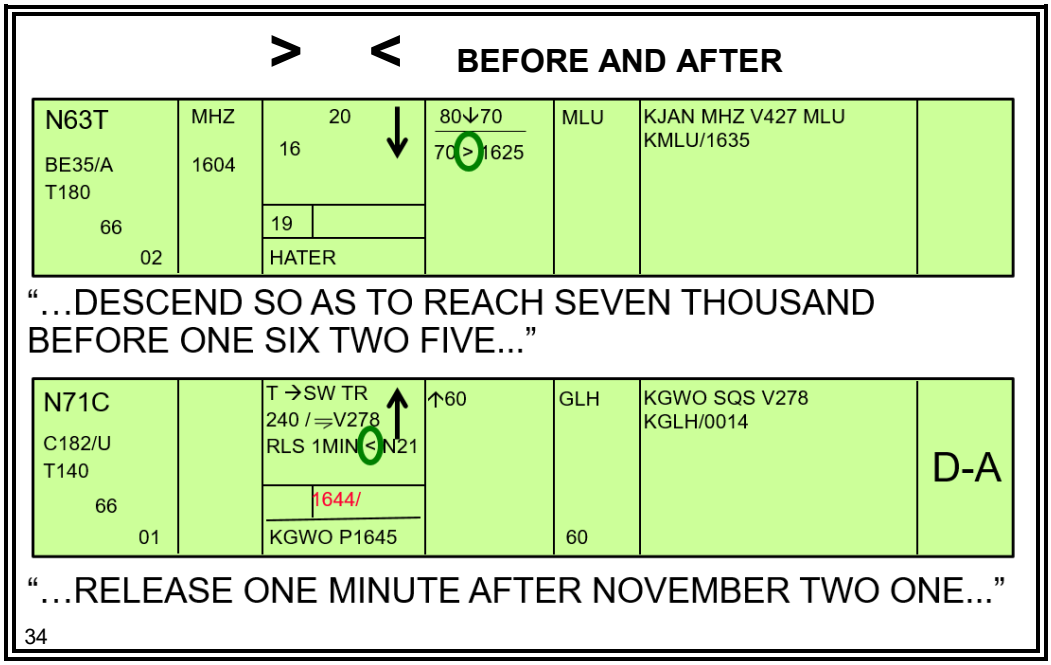
- Include time, fix, or altitude unless compliance is expected upon receipt
- Insert frequency when other than standard
- Frequency is assigned when clearance is issued through:
  - FDU
  - Tower, unless covered in LOA

⊙ Approach Controls will assign frequency as part of communications transfer

- Provided it is covered in LOA

CONTROL INFORMATION SYMBOLS *(Continued)*

Before and After
JO 7110.65, par. 2-3-10



Phraseology Examples

⊙ Used in any space

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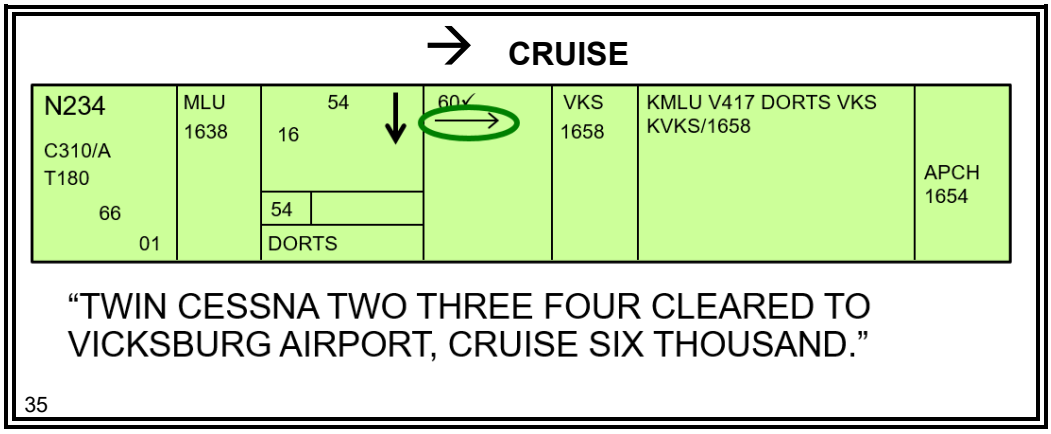
CONTROL INFORMATION SYMBOLS *(Continued)*

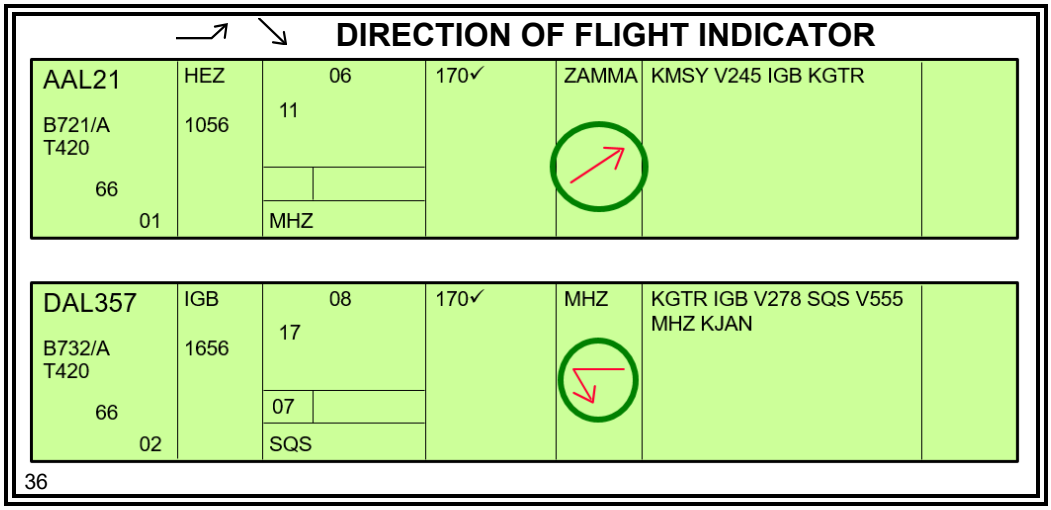
Cruise
JO 7110.65,
par. 2-3-10



Phraseology Example

⊙ Used in space 20

Direction of Flight Indicator
JO 7110.65,
par. 2-3-10



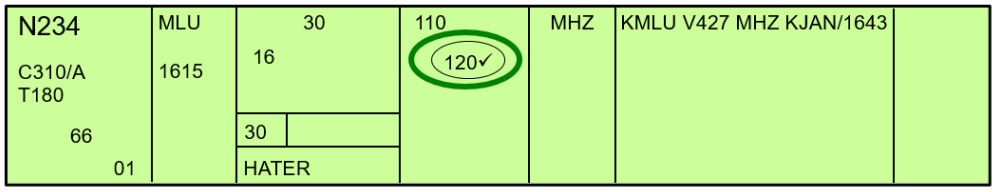
⊙ Used in space 23

Continued on next page

CONTROL INFORMATION SYMBOLS *(Continued)*

Aircraft Reported at Other Than Assigned Altitude
JO 7110.65, par. 2-3-10

AIRCRAFT REPORTED AT OTHER THAN ASSIGNED ALTITUDE



The aircraft was assigned 110, but reported on frequency level at 120.

37

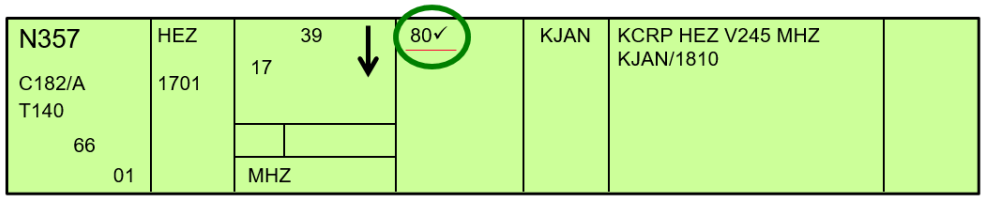
NOTE: In some cases, an aircraft may have been assigned an altitude by another controller without proper coordination.

⊙ Used in space 20

- Write reported altitude and circle it in black

Inappropriate Altitude for Direction of Flight (IAFDOF)
JO 7110.65, par. 2-3-10

alt **INAPPROPRIATE ALTITUDE FOR DIRECTION OF FLIGHT**



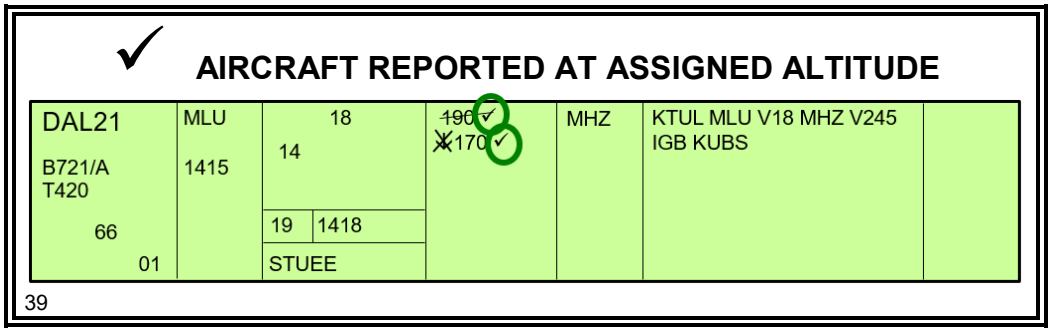
38

⊙ Used in spaces 20 or 24

⊙ Underlined in red

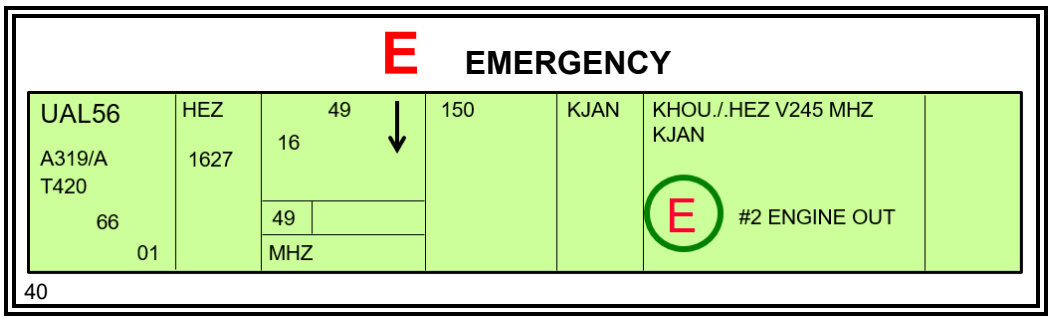
CONTROL INFORMATION SYMBOLS *(Continued)*

Aircraft Reported at Assigned Altitude
JO 7110.65, par. 2-3-10



- Used in space 20

Emergency
JO 7110.65, par. 2-3-10

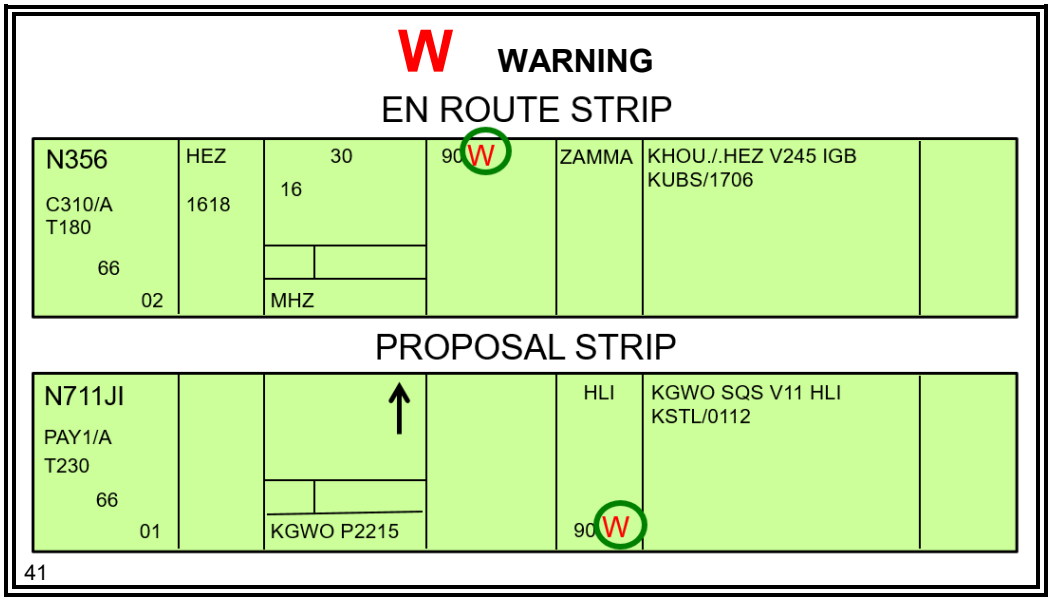


- Used in space 26 at Aero Center
- Written in red
  - Information describing the emergency is written in black

Continued on next page

CONTROL INFORMATION SYMBOLS *(Continued)*

Warning
JO 7110.65,
par. 2-3-10

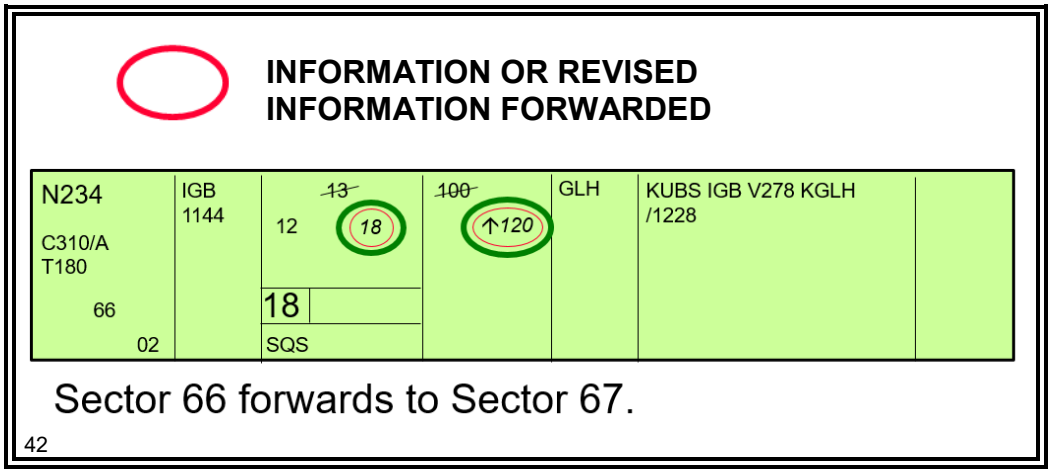


- Used in space 20 to alert controller that action **must** be taken
- Usually adjacent to altitude
- Written in red

Continued on next page

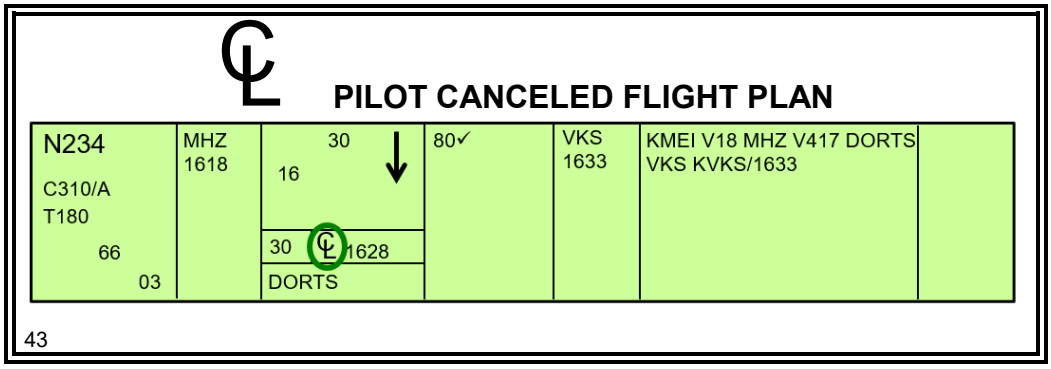
CONTROL INFORMATION SYMBOLS *(Continued)*

Information or Revised Information Forwarded
JO 7110.65, par. 2-3-10



- Used in any space
- Circle control information in red when forwarded

Pilot Canceled Flight Plan
JO 7110.65, par. 2-3-10

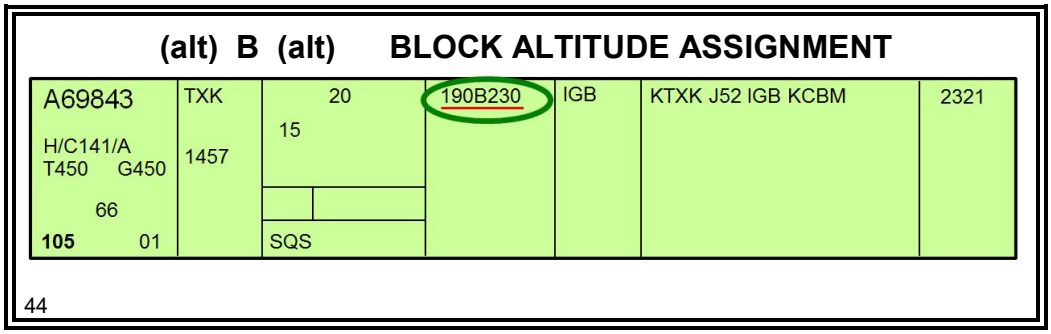


- Used in space 18 with a four-digit time

Continued on next page

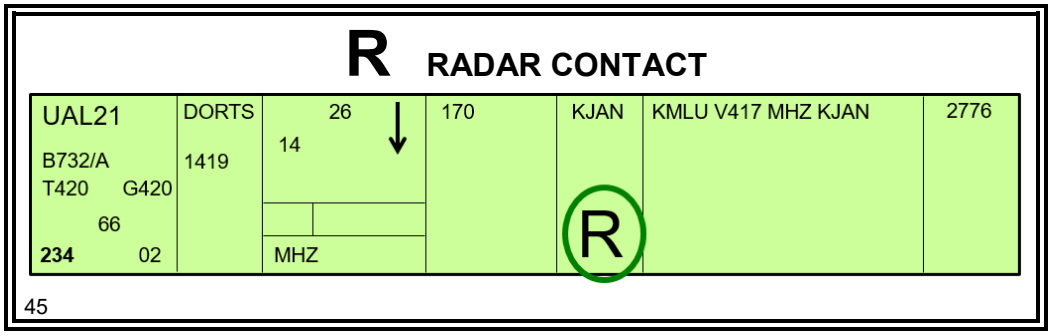
CONTROL INFORMATION SYMBOLS *(Continued)*

Block Altitude Assignment
JO 7110.65,
par. 2-3-10



- ⊙ Used in space 20
- ⊙ Altitudes are inclusive
  - First altitude **must** be lower than the second

Radar Contact
JO 7110.65,
par. 2-3-10



- ⊙ Normally used in spaces 22, 23, or 24
  - Space may be locally adapted for each facility

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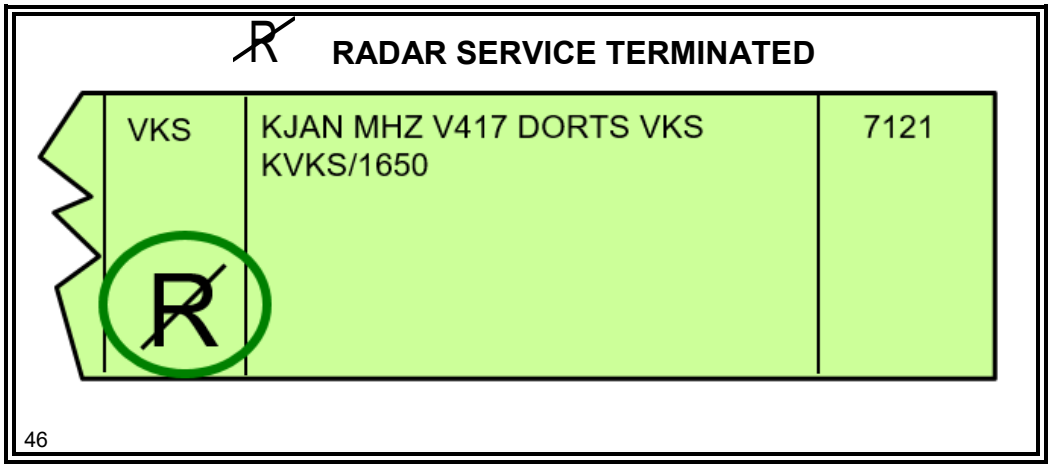
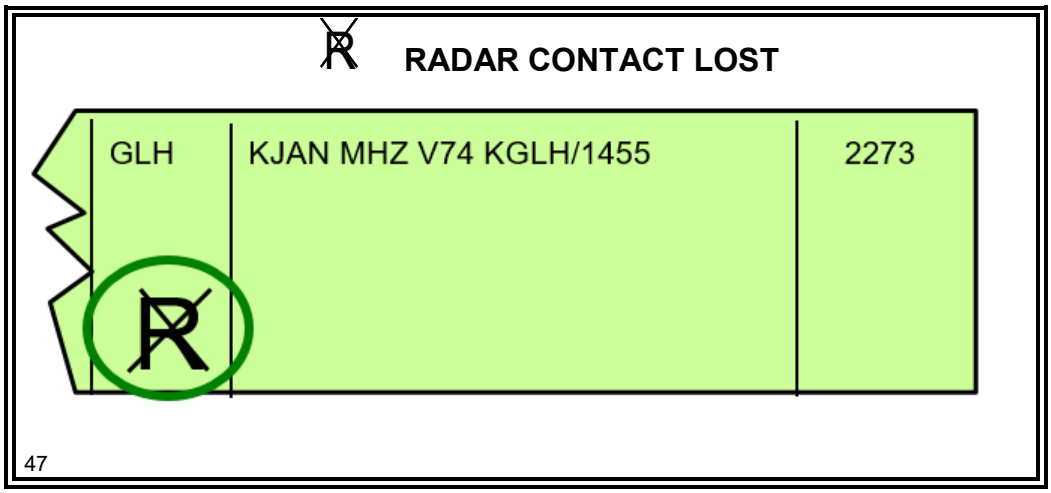
CONTROL INFORMATION SYMBOLS *(Continued)*

Radar Service Terminated
JO 7110.65,
par. 2-3-10



Radar Contact Lost
JO 7110.65,
par. 2-3-10



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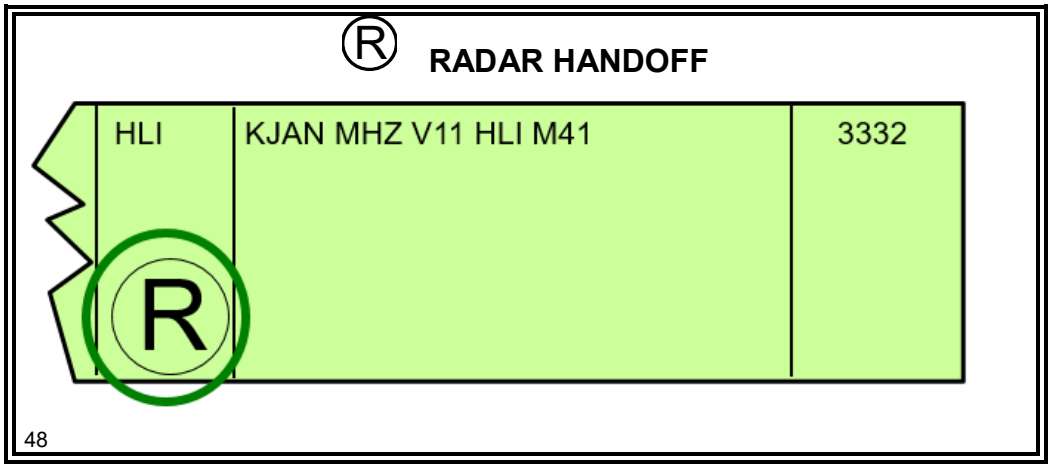
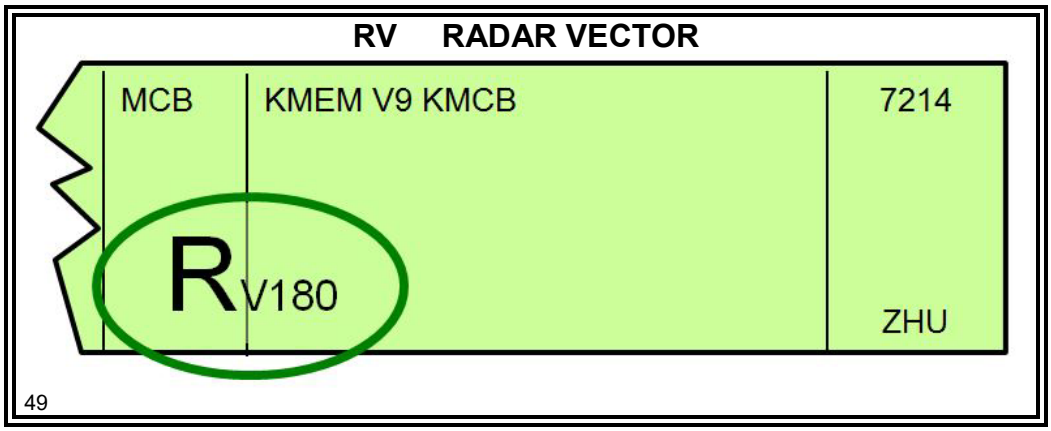
CONTROL INFORMATION SYMBOLS *(Continued)*

Radar Handoff
JO 7110.65,
par. 2-3-10



⊙ Circle “R” in black when handoff is completed.

Radar Vector
JO 7110.65,
par. 2-3-10



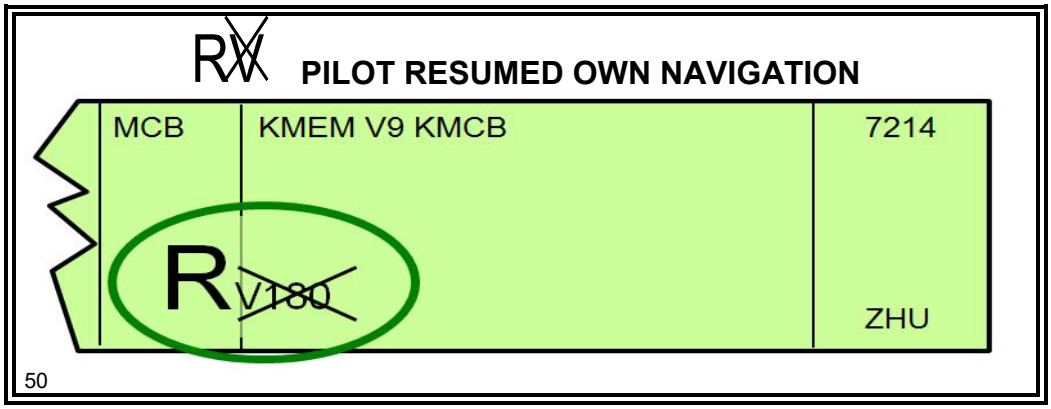
⊙ Add “V” after “R” when assigning a vector to an aircraft.

- Assigned heading follows the “V”

Continued on next page

CONTROL INFORMATION SYMBOLS *(Continued)*

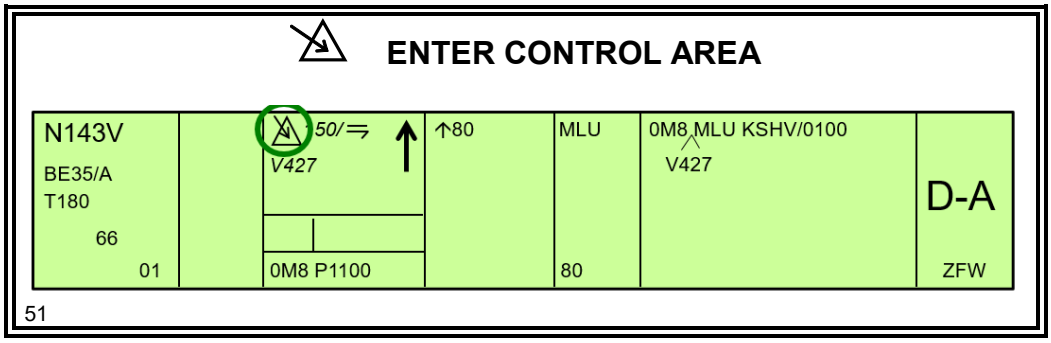
Pilot Resumed Own Navigation
JO 7110.65, par. 2-3-10



- Draw an X through “V” and heading when the aircraft is taken off the vector and returned to its own navigation.

CONTROL INFORMATION SYMBOLS *(Continued)*

Enter Control Area
JO 7110.65, par. 2-3-10



⊙ Used:

- In space 15
- For aircraft requesting clearance in other than Class A, B, C, D, and E areas

Continued on next page

CONTROL INFORMATION SYMBOLS *(Continued)*

Knowledge Check

QUESTION: How is the word “depart” recorded in space 15?

A. T

B. D

C. T→

52

QUESTION: What does the abbreviation/symbol T→N TL in space 15 mean?

A. “Take off north, left turn.”

B. “Depart now, turn left.”

C. “Depart north, turn left.”

53

Continued on next page

CONTROL INFORMATION SYMBOLS *(Continued)*

Knowledge Check (Cont'd)

QUESTION: An aircraft has been cleared from 140 to 80 and requested to report leaving 140 and reaching 80. How and where should these reports be recorded?

54

QUESTION: When an aircraft reports at an altitude other than its assigned altitude, the altitude is _____.

A. Circled in red

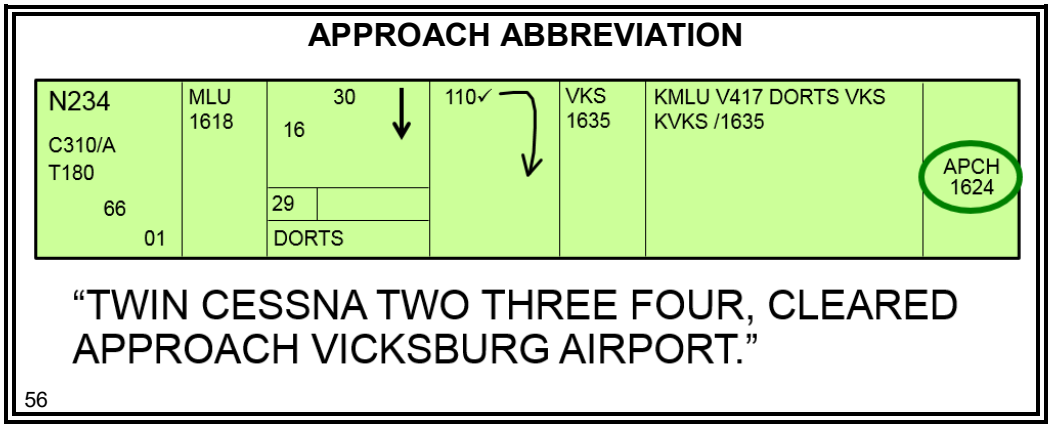
B. Circled in black

C. Underlined in black

55

APPROACH ABBREVIATIONS

Approach Abbreviations
JO 7110.65, par. 2-3-10; JO 7340.2



✈ Phraseology Example

⊙ APCH – Approach

- Used in space 28
  - – Circle in red when coordinated
  - – Write in black when aircraft is cleared for approach
    - → Including four-digit time when aircraft was cleared for approach
- Implies pilot may execute approach of his/her choice

Specific Approach Procedure Abbreviations
JO 7110.65, par. 2-3-10

⊙ The following specific approach procedure abbreviations are entered in space 28:

- VR – VOR approach
- ILS – ILS approach
- NDB – Nondirectional Radio Beacon approach
- VA – Visual approach
- GPS – GPS approach

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION

Exercise 1

RECORDING CLEARANCES AND CONTROL INFORMATION EXERCISE

Purpose: to practice recording clearances and control information on flight strips

Directions: record the clearances and control information on the flight progress strips using the clearance/request provided

57

Directions

For items 1-13, use approved stripmarking and record the clearances and control information on the flight progress strips using the clearance/request preceding each strip.

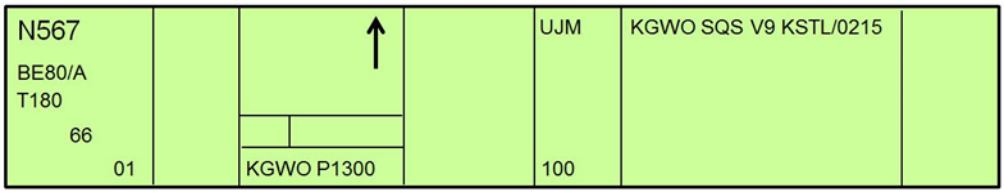
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions

1. “Queen Air Five Six Seven, cleared to St. Louis Airport via depart southwest, turn right fly heading two niner zero until joining Victor Niner, Victor Niner. Cross niner miles northwest Sidon VORTAC established on Victor Niner at or below six thousand, climb and maintain one zero thousand.”

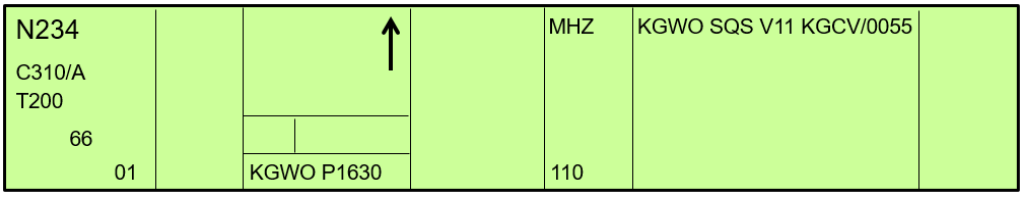
EXERCISE 1 – QUESTION 1



58

2. “Cessna Two Three Four, cleared to Leakesville Airport via direct Sidon, Victor Eleven. Cross one seven miles southeast Sidon VORTAC at or below six thousand, cross one seven miles northwest Magnolia VORTAC at or above eight thousand, climb and maintain one one thousand.”

EXERCISE 1 – QUESTION 2



59

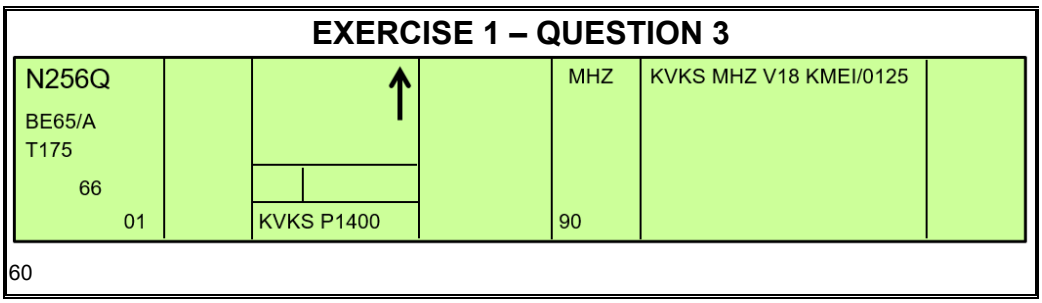
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

3. "Queen Air Two Five Six Quebec, cleared from Vicksburg Airport to Meridian Airport, via depart northeast turn right, fly heading zero three zero until joining Victor Four Seventeen, Victor Four Seventeen Magnolia then as filed, Cross two zero miles southwest Magnolia VORTAC established on Victor Four Seventeen at or above six thousand, climb and maintain niner thousand. Clearance void if **not** off by one four one zero. If **not** off by one four one zero advise Aero Center **not** later than one four one five of intentions. Verify this clearance will allow compliance with local traffic pattern and terrain or obstruction avoidance. Advise, Queen Air Two Five Six Quebec Released for Departure, Contact AERO Center One Two Five Point Zero."

EXERCISE 1 – QUESTION 3



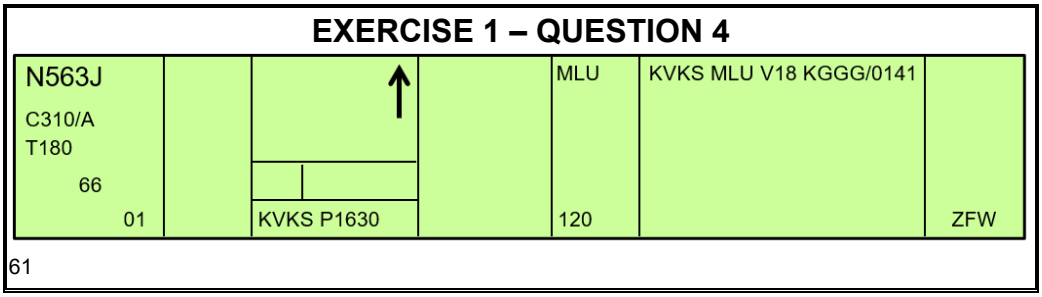
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

4. "Cessna Five Six Three Juliett, cleared from Vicksburg Airport to East Texas Regional Airport via depart northeast, turn left, fly heading three three zero until joining Victor Four Seventeen, Victor Four Seventeen Monroe, then as filed, Cross three one miles southeast Monroe VORTAC established on Victor Four Seventeen at or above seven thousand. Climb and maintain one two thousand. Hold for release."

EXERCISE 1 – QUESTION 4



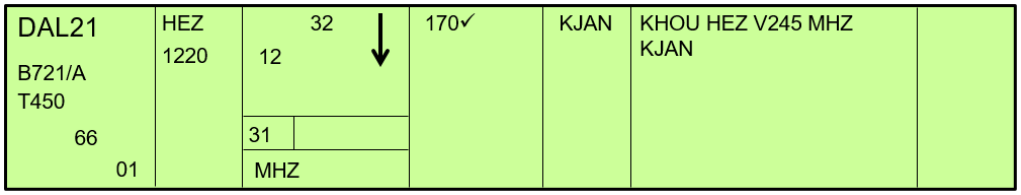
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

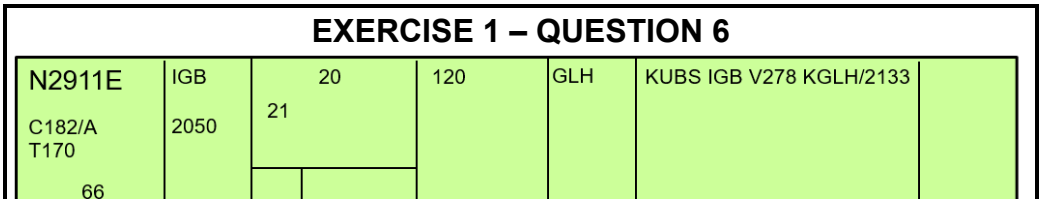
5. "Delta Twenty-One, cleared to Magnolia VORTAC, descend and maintain six thousand, hold northwest as published, **no** delay expected. Contact Jackson Approach one one niner point two at one two three zero."

EXERCISE 1 – QUESTION 5



6. "Aero Center, Cessna Two Niner One One Echo estimating Sidon VORTAC two one one niner at one zero thousand."

EXERCISE 1 – QUESTION 6



Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

7. "United Five Zero One, cleared to Meridian Airport via last routing cleared."

EXERCISE 1 – QUESTION 7

UAL501 DC91/A T420 66 01	HEZ 1221	32 12 31 MHZ	190✓	MEI	KHOU HEZ V245 MHZ V18 KMEI	H NW

64

8. "Air Force Six Seven Niner Three Four, maintain one two thousand until one four miles northeast Sidon VORTAC, cross Sidon VORTAC at or above one three thousand, climb and maintain block flight level one eight zero through flight level two zero zero."

EXERCISE 1 – QUESTION 8

A67934 3/C130/A T300 66 02	IGB 2103	20 21 20 SQS	120✓	GLH	KCBM IGB V278 GLH KLRF	

65

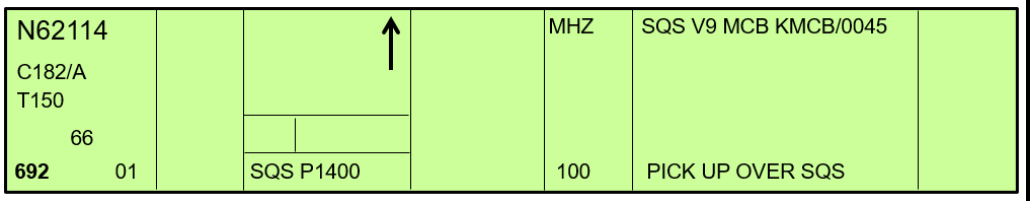
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

9. "Cessna Six Two One One Four, cleared to McComb Airport via direct Sidon, Victor Niner. Climb and maintain one zero thousand."

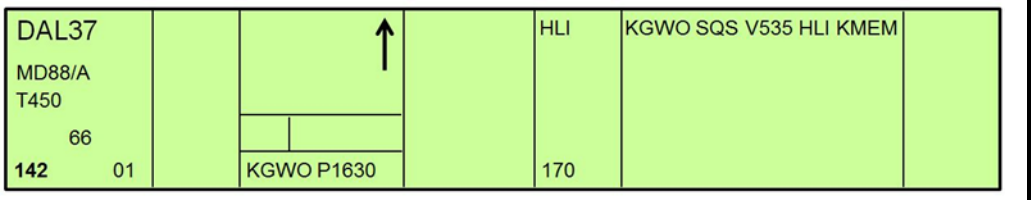
EXERCISE 1 – QUESTION 9



66

10. "Delta Thirty-Seven, cleared to Memphis Airport via direct SQS as filed. Climb and maintain one zero thousand, expect one seven thousand one zero minutes after departure."

EXERCISE 1 – QUESTION 10



67

Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

11. "November Five Six Six maintain seven thousand until one three miles northwest of Sidon VORTAC, cleared VOR runway five approach circle to runway two three."
    TIME: 0124

EXERCISE 1 – QUESTION 11

N566 BE80/A T180 66 02	GLH 0118	30 01 ↓ 29 SQS	70✓	KGWO 0137	KGLH V278 SQS KGWO/0135 67 ↓70	VR

68

NOTE: Arrival information **must** be forwarded to GWO Tower before approach clearance is issued. This is indicated on the strip by circling the GWO estimate in red and by writing and circling VR in red in space 28.

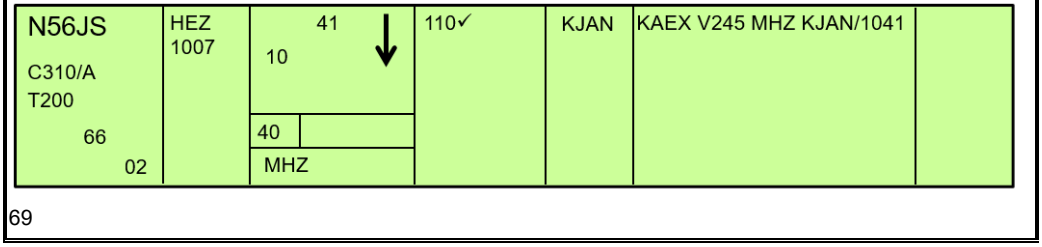
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

12. "November Five Six Juliett Sierra, cleared to Magnolia VORTAC, maintain one one thousand until two zero miles northeast Natchez VOR/DME, descend and maintain six thousand, hold northwest as published, **no** delay expected.

EXERCISE 1 – QUESTION 12



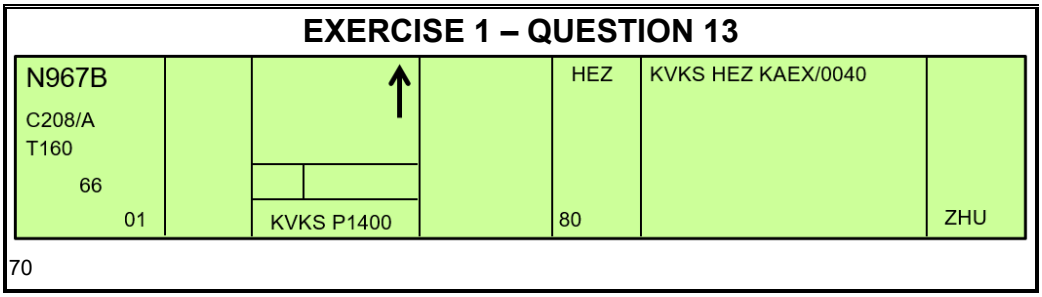
Continued on next page

EXERCISE 1: RECORDING CLEARANCES AND CONTROL INFORMATION *(Continued)*

Questions (Cont'd)

13. "Cessna Niner Six Seven Bravo cleared from the Vicksburg Airport to the Alexandria Airport via the Natchez Zero Two Six Radial, Natchez, then as filed. Climb and maintain eight thousand, report leaving six thousand. Clearance void if not off by one four one zero. If not off by one four one zero, advise Aero Center not later than one four one five of intentions. Verify this clearance will allow compliance with local traffic pattern and terrain or obstruction avoidance. Advise, Cessna Niner Six Seven Bravo Released for Departure, Contact AERO Center One Two Five Point Zero."

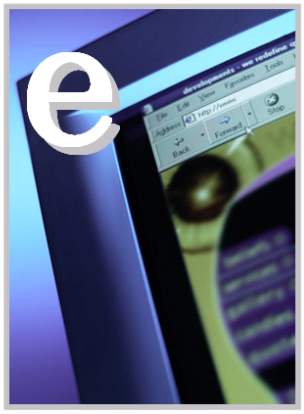
EXERCISE 1 – QUESTION 13



ACTIVITY 2: IDENTIFYING CONTROL INFORMATION SYMBOLS

Activity 2

IDENTIFYING CONTROL INFORMATION SYMBOLS ACTIVITY



Purpose: to practice using control information symbology used in stripmarking

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Description

This exercise provides you with opportunities to practice identifying the control information symbols used in stripmarking. The first activity consists of a set of electronic flash cards that allows you to test yourself on how well you know the symbols. You will have one flash card per symbol and will click the card to view the description of the symbol.

Directions

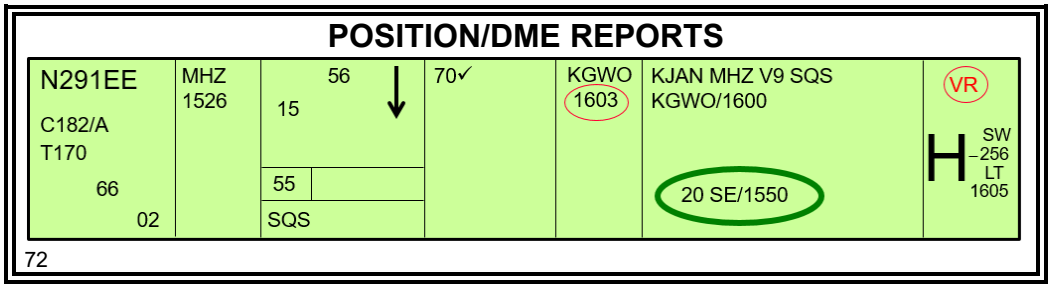
Access the IET eLearning menu. Select **Lesson 6 – Recording Clearances and Control Information**. Click on the title to launch the **Identifying Control Information Symbols** activity.

Time Allotted

10 minutes

RECORDING REPORTS/TIMES ON FLIGHT PROGRESS STRIPS

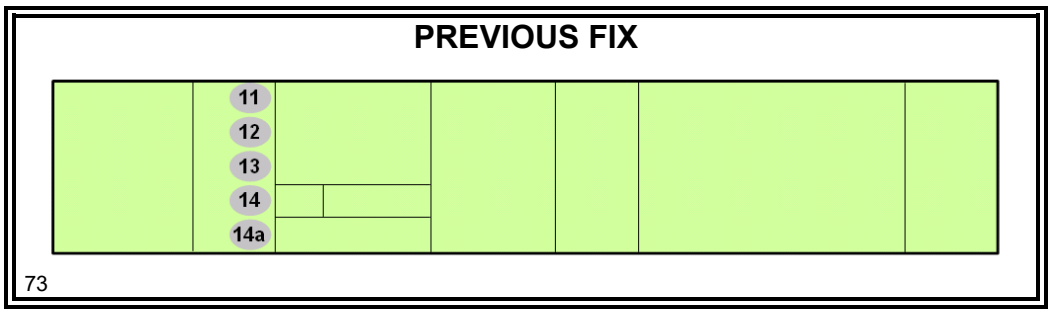
Position/DME Reports
JO 7110.65, par. 2-3-2



⊙ Record reports in space 26 followed by:

- Slant (/)
- Time reported by pilot

Times
JO 7110.65, par. 2-3-2



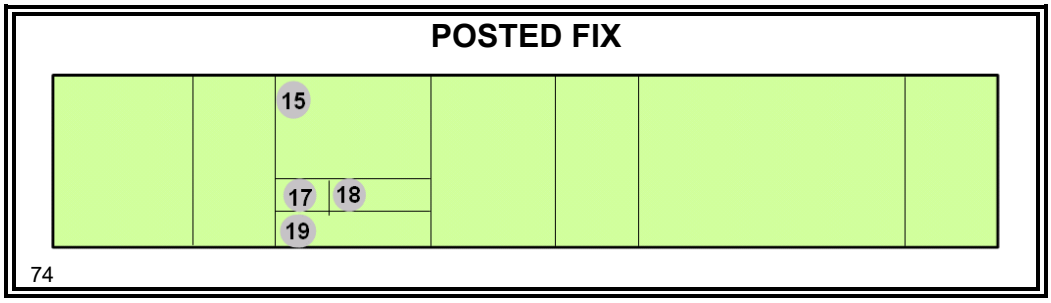
⊙ Spaces 11 – 14

- Space 11 - Previous fix
- Space 12 - Previous fix estimated time
- Space 13 - Revised previous fix estimated time
- Space 14 - Previous fix actual time
  - Actual departure time on first fix posting after departure
- Space 14a - Plus time (in minutes) from previous fix to posted fix

Continued on next page

RECORDING REPORTS/TIMES ON FLIGHT PROGRESS STRIPS *(Continued)*

Times (Cont'd)
JO 7110.65, par. 2-3-2

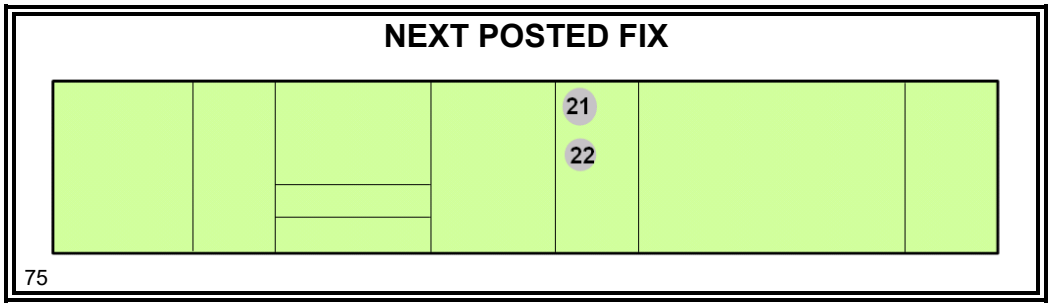


- Spaces 15, 17, 18, and 19
  - Space 15 - Center-estimated time over posted fix
  - Space 17 - Pilot-estimated time over posted fix
    - Written in two digits (minutes)
  - Space 18
    - Actual time (pilot-reported) over posted fix
    - Time entered/leaving holding fix
    - Arrival time (at nonapproach control airport) if posted fix in space 19 is the airport.
    - Cancellation of IFR
    - Departure time
      - → Actual (written in black), or
      - → Assumed (written in red)
- Space 19 - Posted fix

Continued on next page

RECORDING REPORTS/TIMES ON FLIGHT PROGRESS STRIPS *(Continued)*

Times (Cont'd)
JO 7110.65, par. 2-3-2



⊙ Spaces 21 and 22

- Space 21 - Next posted fix, write airport ID, if not already in space 19 or 21.
- Space 22 - Pilot's estimate at next fix, or arrival time (at non approach control airport) if airport in space 21.

  – Pilot will give estimate of this fix when they report progressing the posted fix

EXERCISE 2: STRIPMARKING

Exercise 2

STRIPMARKING EXERCISE

Purpose: to practice marking flight progress strips

Directions: complete the strips based on information provided by instructor

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Directions

Your instructor will read 14 clearances aloud. You should record each clearance on a different flight progress strip provided by your instructor.

Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips

1. JAN Approach requests clearance, Delta One-Fifty, to MSY Airport. (Coordination has been completed.)

EXERCISE 2 – QUESTION 1

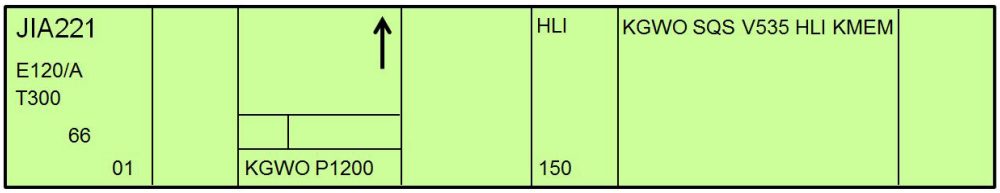
Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

2. Greenwood Tower requests clearance Blue Streak Two Twenty-One, to Memphis Airport. (Coordination has been completed.)

EXERCISE 2 – QUESTION 2



NOTE: Assumed departure time is written in red in space 18.

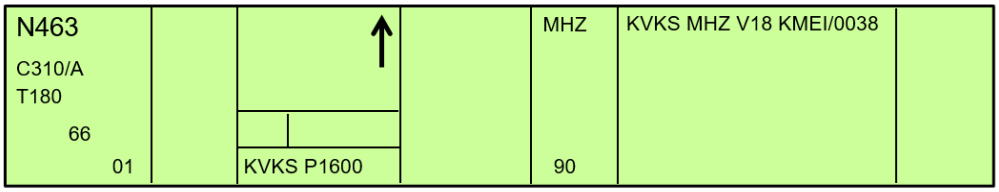
Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

3. Aero Center Flight Data requests clearance, Twin Cessna Four Six Three, from Vicksburg Airport to Meridian Airport. (Coordination has been completed.)

EXERCISE 2 – QUESTION 3



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Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

4. N156 is estimating Sidon VORTAC two three five zero, level at one one thousand.

EXERCISE 2 – QUESTION 4

N156 PA27/A T180 66 02	MHZ 2330	49 23 SQS	110	KGWO 2352	KMSY./.MCB V9 SQS KGWO/2352	

80

5.

EXERCISE 2 – QUESTION 5

N234 C310/A T180 66 04	IGB 1601	30 16 SQS	100	GLH	KBNA V278 GLH KTXK/1736	

81

N234 C310/A T180 66 04	IGB 1601	30 16 29 SQS	100✓	GLH	KBNA V278 GLH KTXK/1736	

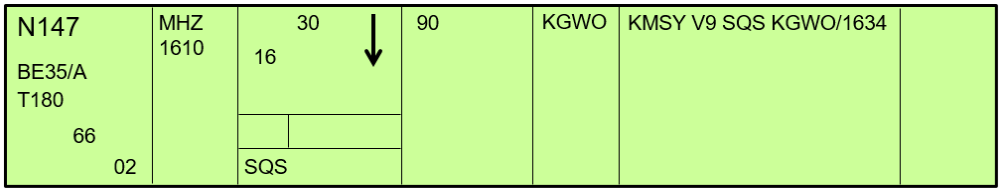
Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

6. N147 is estimating Sidon VORTAC one six three one, level at niner thousand.

EXERCISE 2 – QUESTION 6



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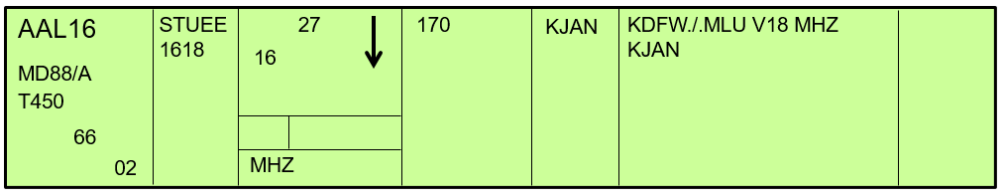
7. Indicate that AAL16 estimated Magnolia VORTAC one six two seven, at one seven thousand and has declared an emergency due to a fuel leak.

EXERCISE 2 – QUESTION 7



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EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

8.

EXERCISE 2 – QUESTION 8

AAL431 MD82/A T450 66 04	SQS 1519	26 15 MHZ	160✓	HEZ	KMEM UJM V9 SQS V557 MHZ V245 HEZ KDFW	ZHU

84

9.

EXERCISE 2 – QUESTION 9

DAL412 B753/A T480 66 01	MCB 2121	30 21 MHZ	150	SQS	KMSY V9 SQS V535 HLI KMEM	

85

Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

10.

EXERCISE 2 – QUESTION 10

N16S BE35/A T180 66 02	ZAMMA 1615	30 16 MHZ	120	STUEE	KUBS IGB V245 MHZ V18 MLU KMLU/1703	

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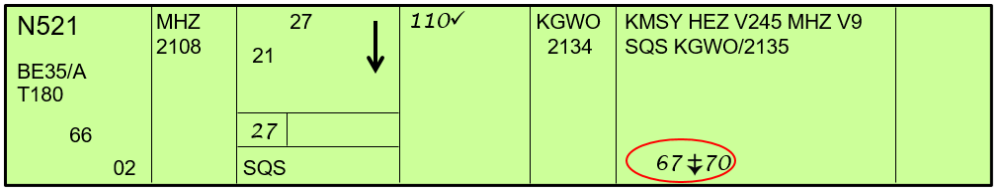
Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

11. N521 is level at one one thousand.

EXERCISE 2 – QUESTION 11



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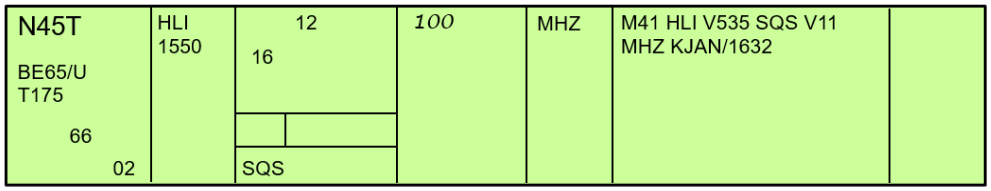
EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

12.

EXERCISE 2 – QUESTION 12



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EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

13. Greenwood Tower requests clearance Lear Two Two Lima Juliett, to Atlanta Airport. (Coordination has been completed.)

EXERCISE 2 – QUESTION 13

89

NOTE: Assumed departure time is written in red in space 18.

Continued on next page

EXERCISE 2: STRIPMARKING *(Continued)*

Flight Strips (Cont'd)

14.

EXERCISE 2 – QUESTION 14

N125X C310/A T180 66 01	MCB 1245	10 13 10 MHZ	130✓	MEI	KMCB V557 MHZ V18 KMEI/1357	

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IN CONCLUSION

Lesson Review

LESSON REVIEW

The following topics were covered in this lesson:

- Control symbology
- Clearance and miscellaneous abbreviations
- Control information symbols
- Approach abbreviations
- Recording reports/times on flight progress strips

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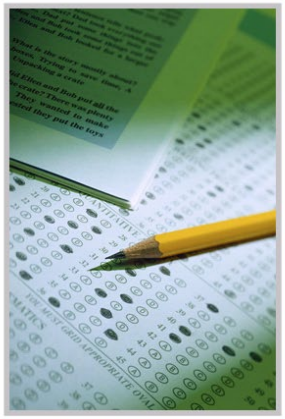
End-of-Lesson Test

END-OF-LESSON TEST

Recording Clearances and Control Information



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APPENDIX A: ABBREVIATIONS TABLE

Abbreviations
JO 7110.65,
par. 2-3-10, table
2-3-11

Abbreviation	Meaning
A	Cleared to airport (point of intended landing)
B	Center clearance delivered
C	ATC clears (when clearance relayed through non–ATC facility)
CAF	Cleared as filed
D	Cleared to depart from the fix
F	Cleared to the fix
H	Cleared to hold and instructions issued
L	Cleared to land
N	Clearance not delivered
O	Cleared to the outer marker
PD	Cleared to climb/descend at pilot's discretion
Q	Cleared to fly specified sectors of a NAVAID defined in terms of courses, bearings, radials or quadrants within a designated radius.
T	Cleared through (for landing and takeoff through intermediate point)
V	Cleared over the fix
X	Cleared to cross (airway, route, radial) at (point)
Z	Tower jurisdiction

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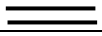
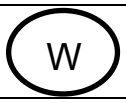
APPENDIX A: ABBREVIATIONS TABLE *(Continued)*

Miscellaneous Abbreviations
JO 7110.65, par. 2-3-10, table 2-3-12

Abbreviation	Meaning
BC	Back course approach
CT	Contact approach
FA	Final approach
FMS	Flight management system approach
GPS	GPS approach
I	Initial approach
ILS	ILS approach
MA	Missed approach
MLS	MLS approach
NDB	Nondirectional radio beacon approach
OTP	VFR conditions–on–top
PA	Precision approach
PT	Procedure turn
RA	Resolution advisory (Pilot reported TCAS event)
RH	Runway heading
RNAV	Area navigation approach
RP	Report immediately upon passing (fix/altitude)
RX	Report crossing
SA	Surveillance approach
SI	Straight–in approach
TA	TACAN approach
TL	Turn left
TR	Turn right
VA	Visual approach
VR	VOR approach

APPENDIX B: CONTROL INFORMATION SYMBOLS TABLE

Control Information Symbols (Part I)
JO 7110.65, par. 2-3-10, figure 2-3-7

Symbols	Meaning
T → ( )	*Depart (direction, if specified)*
↑	*Climb and Maintain*
↓	*Descend and Maintain*
→	*Cruise*
@	*At*
X	*Cross*
M →	*Maintain*
	*Join or intercept airway/jet route/track or course*
	*While in controlled airspace*
	*While in control area*
	*Enter control area*
	*Out of control area*
NW   NE E	*Cleared to enter, depart or through surface area. Indicated direction of flight by arrow and appropriate compass letter. Maintain Special VFR conditions (altitude if appropriate) while in surface area.*
250 K	*Aircraft requested to adjust speed to 250 knots.*
-20 K	*Aircraft requested to reduce speed 20 knots*
+30 K	*Aircraft requested to increase speed 30 knots*
 W	*Local Special VFR operations in the vicinity of (name) airport are authorized until (time). Maintain special VFR conditions (altitude if appropriate)*
>	*Before*
<	*After or past*
170 (red)	*Inappropriate altitude for direction of flight. (Underline assigned altitude/flight level in red).*
/	*Until*
( )	*Alternate instructions*
Restriction	*Restriction*
	*At or Below*
	*At or Above*
- (Dash)	*From-to (route, time, etc.)*
(Alt)B(Alt)	*Indicates a block altitude assignment. Altitudes are inclusive, and the first altitude shall be lower than the second. Ex: 310B370*
V <	*Clearance void if aircraft not off ground by (time)*
	NOTE: The absence of an airway route number between two fixes in the route of flight indicates "direct"; no symbol or abbreviation is required.

Continued on next page

APPENDIX B: CONTROL INFORMATION SYMBOLS TABLE *(Continued)*

Control Information Symbols (Part II)
JO 7110.65, par. 2-3-10, figure 2-3-8

℄	Pilot cancelled flight plan
✓	EN ROUTE: Aircraft has reported at assigned altitude, Example; 80
✓	TERMINAL/FSS: Information forwarded (indicated information forwarded as required
○ (red)	EN ROUTE: Information or revised information forwarded. (altitude/flight level for direction of flight or other control inforr Also circle, in red, the time (Minutes and altitude when a flig forwarded. Use method in both inter-center and intra-center
(50)	Other than assigned altitude reported (circle reported altitude)
10 / 6	DME holding (use with mileages)(Upper figure indicates distance from station to DME fix, lower figure indicates length of holding pattern.) In the example, the DME fix is 10 miles out with a 6 mile pattern indicated.
(mi.)(dir.)	DME arc of VORTAC, TACAN, or MLS.
C (freq.)	Contact (facility) or (Freq.), (time, fix, or altitude if appropriate). Insert frequency only when it is other than standard.
R	Radar contact
R	EN ROUTE: Requested altitude (preceding altitude information)
R̸	Radar service terminated
R̸	Radar contact lost
RV	Radar vector
RV̸	Pilot resume own navigation
(R)	Radar handoff (circle symbol when handoff completed)
E (red)	EMERGENCY
W (red)	WARNING
P	Point out initiated. Indicate the appropriate facility, sector or position. Example: PZFW.
FUEL	Minimum fuel
	NOTE: The absence of an airway route number between two fixes in the route of flight indicates “direct”; no symbol or abbreviation is required.