



**Federal Aviation  
Administration**

***55054003  
EN ROUTE  
RADAR ASSOCIATE  
CONTROLLER TRAINING PART C:  
ADVANCED CONCEPTS***

**Handout 1: Part-Task Exercise**

**Lesson 17: CPDLC TOC and Message  
Management**

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# PART TASK EXERCISE: CPDLC TOC AND MESSAGE MANAGEMENT

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**Part-Task Exercise**

- **Purpose**
  - Perform CPDLC tasks as follows:
    - Use the Held TOC menu to release a Held TOC
    - Manage the Message Out view
    - Manage the Message Out menu (Mini Mo)
    - Manage the Message History view
- **Materials**
  - TTL part-task exercise: CPDLC TOC and Message Management
- **Directions**
  - This exercise takes approximately 45 minutes to complete. Each student must complete the checklist tasks. No headsets are required.

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## Purpose

Perform CPDLC tasks as follows:

- ⦿ Use the Held TOC menu to release a Held TOC
  - ⦿ Manage the Message Out view
  - ⦿ Manage the Message Out menu (Mini Mo)
  - ⦿ Manage the Message History view
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## Materials



Handout:

- ⦿ TTL part-task exercise: CPDLC TOC and Message Management



TTL Scenario

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## Directions

This exercise takes approximately 45 minutes to complete. Each student must complete the checklist tasks. No headsets are required.

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# PART TASK EXERCISE: CPDLC TOC AND MESSAGE MANAGEMENT CHECKLIST

STUDENT \_\_\_\_\_ INSTRUCTOR \_\_\_\_\_

DATE \_\_\_\_\_

	<b>Task Description</b>
	<b>Instructor Notes</b>
✓	This is an advanced scenario designed to exercise less frequently used capabilities of the system. Scenario runs 45 minutes.
<b>RA</b>	<b>Sector Settings View</b>
	<b>Instructor: At the R Positions open the DC TOC Sector Settings View. Discuss view components. Discuss strategy for setting up the view.</b>
	<b>Held TOCs</b>
	Identify a multiple Held TOC
	Open the Held TOC menu
	Select a sector to uplink the TOC
	Identify an abnormal Held TOC
	Resolve an abnormal Held TOC
	Identify a Disabled Held TOC
	<b>Message Out View</b>
	Open the Message Out view
	Display the full message for an uplink
	Acknowledge an abnormal status entry ( <b>Create an abnormal message by sending an altimeter uplink message for a nonadapted station</b> )
	Acknowledge and delete an abnormal status entry
	Cancel an open entry
	Remove a closed entry
	Display Due to Reason text
	Open the Held TOC menu from the Message Out view
	Remove all closed entries
	Close the Message Out view

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## PART TASK EXERCISE: CPDLC TOC AND MESSAGE MANAGEMENT CHECKLIST *(CONT'D)*

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	Message Out Menu (Mini Mo)
	Open the Message Out menu
	Display the full message for an Altimeter Setting uplink
	Acknowledge an abnormal status entry
	Acknowledge and delete an abnormal status entry
	Cancel an open entry
	Remove a closed entry
	Display Due to Reason text
	Open the Held TOC menu from the Message Out Menu
	Acknowledge a failed session
	History View
	Open the History view
	Enter a FLID in the FLID input area
	Display additional information <b>(TBP or TBE on the message or status with an *)</b>
	Delete all entries

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