

# vZJX Training Department

## Practical Test Evaluation Standards

<b>Test:</b>	<b>Class B Ground</b>	
<b>Student Name</b>	<b>Date</b>	<b>Position Tested At</b>

Item #	Standard	P	O	Remarks
<b>General</b>				
1	Demonstrates SOP/Policy Knowledge and Adherence			
2	Selects appropriate frequency for position			
3	Controller ATIS IAW SOP			
4	Possesses all airport information for position			
5	Understands common METAR elements			
6	Position Relief Briefing IAW SOP			
7	Exhibits basic airspace knowledge			
<b>Clearance Delivery</b>				
8	Demonstrates knowledge of Basic VFR Wx Minimums (Ceiling - 1000 Ft Visibility - 3 SM)			
9	Understands altimeter setting and lowest usable Flight Level with IFR clearances			
10	Exhibits basic knowledge of aircraft and equipment types			
11	Issues appropriate VFR departure clearance			
12	Uses proper phraseology			
13	Understands all departure procedures for KMCO			
14	Understands coordination with APP/DEP for all aircraft prior to departure			
15	Describes Published Helicopter Routes and issues clearance with them when applicable.			
16	Properly reviews Flight Plan			
<b>17</b>	<b>Reviews requested FL/ALT (Direction of Flight)</b>			
18	Reviews route of Flight (Complies with Local SOP's/LOA's)			
19	Conveys all flight plan amendments to pilot			
20	Conveys all flight plan amendments for non-standard routes to APP/CTR, as appropriate			
21	Properly amended			
<b>22</b>	<b>Clearance Issued using CRAFT Standards</b>			

23	Demonstrates proper transfer of communications			
<b>24</b>	<b>Proper Readback Received (If not, one is Requested) and confirmed</b>			
<b>Ground Control</b>				
25	Departures receive proper Terminal Information			
26	Demonstrates proper handling for aircraft requesting "Start-Up and Push-back"			
27	Demonstrates knowledge of Ground Controllers area of responsibility (Taxiways/Movement Areas)			
28	Uses proper taxi phraseology			
29	Understands coordination required between Ground and Tower for all Runway crossings			
30	Arrivals are taxied to the appropriate parking assignment using taxiway instructions			
31	Demonstrates knowledge of Taxiway layout			

Item #	Standard	P	O	Remarks
32	Demonstrates knowledge of Helicopter Taxi Operations			
<b>33</b>	<b>Understands importance of "Hold Short"</b>			

## Instructions for use of this Form

Comments/Notes:

Number of Items Passed (Practical and Oral)		
Percentage is: (Number Passed) / 33 * 100 (< 4 wrong)		
Percentage		Percentage
Overall Evaluation	PASS	
	FAIL	
Instructor/Mentor Name:		

Use of this checklist is mandatory for all Controller OTS Exams (Promotion and Re-Qualification) . All 33 items must be covered during the evaluation by either observing the student for each item, or via oral question. Students must pass 90% of all the items listed, with no Critical Task Failures. Regardless of OTS pass/fail status, ALL failed items will be reviewed with the student by the INS/MEN to ensure comprehension.

Place a "√" in each box that is successfully passed. If an item is failed, place an "X" in the appropriate block. If an item is covered in either the Practical or Oral box, place "N/A" in the opposite block. For each "failure" please enter a brief desc

P= Practical  
O= Oral

Bold Red Text=Critical Task