On-Water Recreational Boating Skills Standard - SAIL

This SAIL Checklist will enable you to systemically observe and assess the level of proficiency with which a Boat Operator demonstrates the skills identified within the SAIL Standard. It contains the skills (elements) contained within the SAIL Standard.

Instructions:

1. Observe Boat Operator engage in operations, procedures or maneuver.
2. Place a checkmark in boxes next to the sentences that best describe the quality of what you observe (PLACE ONE CHECKMARK PER ROW).
3. If you want to emphasize a particular observation, circle any of the words in the sentences that reflect what you observe.
4. If needed, provide general comment at bottom of each page.
5. Make an overall observation about what you observed during the observation.

NOTES:

1. The standards in the rubric are in numerical order.
2. If you see the operator is about to do something unsafe during their checkout, intervene immediately.

Rubric Checklist			
Date of Observation: **Name of Operator:** **Name of Observer:** **Type of Sailboat used for Demonstration:**			
Operation #1: Prepare to Depart			
1.1A: Determine suitability for departure... ***B: using information gathered about weather conditions, hazards to navigation and other environmental factors relative to departure time and duration of trip.***			
A	Gathers information about weather conditions (e.g., wind speed/direction, air temperature, precipitation, cloud cover, water conditions, etc.).	Gathers incomplete or inaccurate information about weather conditions (e.g., wind speed and direction, air temperature, precipitation, cloud cover, water conditions, etc.).	Does not gather information about weather conditions.
	○	○	○
B	Gathers information about hazards to navigation.	Gathers incomplete or inaccurate information about hazards to navigation.	Does not gather information about hazards to navigation.
	○	○	○

C	Gathers information about other environmental factors.	Gathers incomplete or inaccurate information about other environmental factors.	Does not gather information about other environmental factors.
D	Accurately determines suitability for the trip (makes correct go/no go decision) before trip.	Accurately determines suitability for the trip (makes correct go/no go decision) without considering all the information.	Makes inappropriate determination about suitability for the trip (makes incorrect go/no go decision).
E	Gathers information relative to time and duration of trip.	Gathers information relative to time of departure, but not for duration of trip.	Does not gather information relative to time or duration of trip.
1.2A: Put on a life jacket… ***B: ensuring it is appropriate for the boat/activity, sized correctly, serviceable, and adjusted to fit properly.***			
A	Selects life jacket appropriate for boat/activity.		Selects a life jacket not appropriate for the boat or activity.
B	Ensures life jacket is sized correctly.		Does not ensure life jacket is sized correctly.
C	Ensures life jacket is serviceable.	Ensures life jacket is in good working order, but may miss non-critical flaws (e.g., torn pocket) that do not affect flotation.	Does not ensure life jacket is serviceable.
D	Puts on life jacket.		Does not put on life jacket.
E	Adjusts life jacket to proper fit.	Adjusts life jacket to fit for effective flotation…. but adjusts too loosely or in a way that may affect ability to swim.	Does not adjust life jacket for proper fit (e.g. life jacket may slip off, affect breathing, or inhibit swimming).
1.3A: Confirm that all crew and passengers put on their life jackets… ***B: ensuring the life jackets are appropriate for the boat/activity, sized correctly, serviceable, and adjusted to fit properly.***			
A	Confirms all others on the boat have chosen a life jacket appropriate for the boat/activity.		Does not confirm all others on boat have chosen an appropriate life jacket.

B	Confirms life jackets are sized correctly.	Ensure life jackets are sized correctly.	Does not ensure life jackets are sized correctly.
C	Ensures life jackets are serviceable.	Ensures life jackets are in good working order, but may miss non-critical flaws (e.g., torn pockets) that do not affect flotation.	Does not ensure life jackets are serviceable.
D	Confirms all others on boat have put on life jackets.		Does not confirm that all others on boat have put on life jackets.
E	Confirms all others on boat have adjusted life jackets to fit.	Confirms that all others on boat have adjusted life jackets to fit, but one or more may be adjusted too loosely or in a way that may affect ability to swim.	Does not confirm that all life jackets are adjusted for proper fit (e.g. one or more life jackets may slip off, affect breathing, or inhibit swimming).
1.4A: Board and move about the sailboat… ***B: maintaining balance while keeping boat reasonably stable (e.g., minimal rocking) while boarding and distributing persons/gear appropriately.***			
A	Maintains balance (e.g., no sudden recovery motions) while boarding and moving about the sailboat.	Boards and moves about boat but may require sudden recovery motions.	Loses balance, stumbles or falls while boarding or moving about.
B	Keeps boat reasonably stable (e.g., minimal rocking) while boarding and moving about the boat.	Moves or positions body in a way that causes boat to heel slightly.	Does not board boat, falls in water, or causes boat to rock excessively or capsize while boarding or moving about.
C	Distributes all persons/gear appropriately (e.g., boat has minimal list after distribution of persons/gear).	Distributes most persons/gear appropriately (e.g., causes boat to heel slightly after distribution of persons/gear).	Does not keep boat stable while distributing persons/gear (e.g., causes boat to heel excessively after distribution of persons/gear).
1.5A: Inspect the sailboat… ***B: using a pre-departure checklist to confirm a safe platform and verify required equipment is on board.***			
A	Completely inspects the sailboat (e.g., hull, rigging, sails, lines, cleats, etc.).	Partially inspects the sailboat (e.g., hull, rigging, sails, lines, cleats, etc.).	Does not inspect the sailboat.

B	Verifies all required equipment (e.g., certificate number, life jackets, signal devices, etc.).	Verifies most but not all required equipment (e.g., certificate number, life jackets, signal devices, etc.).	Verifies a few or none of the required equipment (e.g., certificate number, life jackets, signal devices, etc.).
C	Uses a written or memorized checklist.		Does not use a written or memorized checklist.
	1.6A: Rig sails and lines… ***B: following rigging procedures for specific boat, ensuring sail controls are operational, and using proper knots.***		
A	Correctly rigs sail(s).	Correctly rigs sail(s) with difficulty.	Incorrectly rigs sail(s).
B	Correctly rigs all lines.	Correctly rigs some lines.	Incorrectly rigs lines.
C	Uses all proper knots.	Uses some proper knots.	Uses improper knots or does not tie knots
D	Ensures all sail controls (e.g., boom vang, downhaul, outhaul, mainsheet, etc.) are operational.	Ensure some but not all sail controls (e.g., boom vang, downhaul, outhaul, mainsheet, etc.) are operational.	Does not check sail controls (e.g., boom vang, downhaul, outhaul, mainsheet, etc.).
E	Ensures all equipment (e.g., winches, cleats, etc.) is operational.	Ensures some but not all equipment (e.g., winches, cleats, etc.) is operational.	Does not check equipment (e.g., winches, cleats, etc.).
F	Achieves an effective sail shape (if appropriate).	Achieves an adequate sail shape (if appropriate).	Does not achieve adequate sail shape (e.g., loose outhaul).
1.7A: Communicate safety-related information to others on board… ***briefing passengers and crew prior to departure (e.g., location of safety items, key safety concerns, anticipated weather and water conditions, expected behaviors, rescue procedures, etc.).***			
A	Communicates all relevant safety-related information to others on board.	Communicates some safety-related information to others on board.	Does not communicate safety related information to others on board.

1.8A: Ready the sailboat (and crew if applicable) for departure… ***B: positioning boat properly using lines/fenders (if applicable), considering wind and current and communicating departure plan (if applicable).***			
A	Positions boat appropriately considering wind and current.	Positions boat somewhat appropriately considering wind and current.	Does not consider wind and current when positioning boat.
	○	○	○
B	Properly uses docklines/fenders (if applicable).	Uses docklines/fenders (if applicable) but sets them up incorrectly.	Does not use docklines/fenders when they should be used.
	○	○	○
C	Communicates comprehensive departure plan (e.g., sequence of events, crew assignments, etc.).	Communicates departure plan (e.g., event sequence, crew assignments, etc.) but omits important items.	Does not communicate departure plan (e.g., sequence of events, crew assignments, etc.).
	○	○	○
OPERATION #2: Leave Point of Departure (e.g., dock, mooring, shoreline, etc.)			
2.1A: Secure positions of rudder and centerboard (if applicable)… ***B: adjusting centerboard and rudder for departure, ensuring neither comes in contact with the ground or objects in the water.***			
A	Secures rudder position correctly so that there is no contact with the ground or objects in the water.	Secures rudder position in a way that results in slight contact with the ground or objects in the water but makes adjustments to correct.	Positions rudder so that it contacts the ground or objects in the water and does not make corrections, which may impede forward motion or cause damage to boat.
	○	○	○
B	Secures centerboard position correctly with little to no contact with the ground or objects in the water.	Secures centerboard position in a way that results in slight contact with the ground or objects in the water but makes adjustments to correct.	Positions centerboard so that it contacts the ground or objects in the water and does not make corrections, which may impede forward motion or cause damage to boat.
	○	○	○
2.2A: Raise the sails… ***B: positioning boat correctly relative to the wind and conditions (e.g., current), using appropriate sail raising techniques, and maintaining control of the boat and sails throughout.***			
A	Positions boat correctly relative to the wind and conditions.		Does not position boat correctly relative to the wind and conditions.
	○	○	○
B	Raises sails using appropriate sail raising techniques.	Raises sails but uses inefficient techniques or trial and error resulting in starts and stops.	Raises sails using inappropriate techniques or does not raise sails.
	○	○	○

C	Achieves an effective sail shape (if appropriate).		Does not achieve adequate sail shape (e.g., loose outhaul leads to large sail draft; loose halyard or downhaul leads to scallops in luff of sail, etc.) (if appropriate).
	○	○	○
D	Maintains control of boat and sails throughout the process.	Maintains control of boat and sails throughout most of the process.	Loses control of boat or sails during the process (e.g., boat starts to sail without control).
	○	○	○
2.3A: Get underway and start sailing… ***B: checking for clear departure, pushing or turning boat in appropriate direction and coordinating sails and tiller adjustments to get boat under control.***			
A	Performs complete 360-degree scan to confirm a clear path of departure.	Performs an incomplete scan (less than 360 degrees) of the departure area.	Does not scan the departure area.
	○	○	○
B	Identifies all potential conflicts between intended departure path and other boats/activities in the vicinity.	Identifies some but not all potential conflicts between intended departure path and other boats/activities in the vicinity.	Does not identify potential conflicts between intended departure path and other boats/activities in the vicinity
	○	○	○
C	Pushes or turns boat in appropriate direction.		Does not push or turn boat in appropriate direction.
	○	○	○
D	Coordinates proper sail control, tiller movement, and body movement throughout maneuver.	Uses proper sail control, tiller movement, and body movement, but lacks full coordination.	Does not properly coordinate sails, tiller movement or body movement.
	○	○	○
E	Gets boat under control right away.	Gets boat under control after slight delay.	Does not get boat under control or takes so long that risk of collision is possible.
	○	○	○
OPERATION #3: Maneuver in Close Quarters			
3.1A: Turn the sailboat in a 360-degree circle… ***B: using proper tiller, sail, and weight positioning, and turning within a distance of four boat lengths.***			
A	Turns boat through one tack and one jibe and returns to initial point of sail.	Turns boat through one tack and one jibe but does not return to the initial point of sail.	Does not complete a full circle turn.
	○	○	○

B	Completes circle within a distance of four boat lengths.	Completes the circle within a distance of six boat lengths.	Does not complete the turn within six boat lengths.
C	Consistently uses tiller properly to turn boat.	Inconsistently uses tiller properly to turn boat.	Does not use tiller properly
D	Consistently adjusts sails to proper trim.	Inconsistently adjusts sails to proper trim.	Does not adjust sails to correct trim.
E	Consistently positions body weight properly.	Inconsistently positions body weight.	Does not adjust body weight.
3.2A: Turn the sailboat out of a head-to-wind position (i.e., get out of irons)… ***B: getting boat sailing again on intended tack, properly adjusting sails and tiller.***			
A	Turns boat away from wind and gets sailing again on intended tack on first attempt.	Turns boat away from wind and gets sailing again on intended tack on seconds.	Does not turn boat away from the wind (i.e., remains in irons), or gets sailing on unintended tack, or takes more than 2 attempts to get sailing again.
B	Properly adjusts sails.		Does not properly adjust sails.
C	Properly adjusts tiller.		Does not properly adjust tiller.
D	Uses tiller and sail(s) in a coordinated motion.	Uses tiller and sail(s) in a coordinated motion but not well timed for the maneuver.	Does not use tiller and sail(s) in a coordinated motion.
OPERATION #4: Operate in Open Water			
4.1A: Steer the sailboat in a straight line (hold a steady course)… ***B: using sail trim and tiller and adjusting the boat's heading for changes in the wind (speed or direction) to maintain course within +/- 10 degrees for 10 boat lengths.***			
A	Steers straight within +/- 10 degrees.	Steers straight within +/- 20 degrees	Does not steer straight within +/- 20 degrees.
B	Uses effective sail trim to maintain steady course.	Uses sail trim to maintain steady course.	Does not use sail trim to maintain steady course.

C	Uses minimal tiller movement to maintain steady course.	Moves tiller more than necessary to maintain steady course.	Moves tiller excessively.
D	Consistently adjusts boat's heading to accommodate changes in wind speed and wind direction.	Inconsistently adjusts boat's heading to accommodate changes in wind speed and wind direction.	Does not adjust boat's heading to accommodate changes in wind speed and wind direction.
E	Maintains course for 10 boat lengths.	Maintains course for between 5 and 10 boat lengths.	Maintains course for less than 5 boat lengths.
4.2A: Place the sailboat in the safety position (or heave to if applicable for boats with two sails) and then resume sailing on a specific tack… ***B: using proper control of sails and tiller.***			
A	Places boat in the safety position (heaves to if applicable).	Places boat in the safety position (heaves to if applicable).	Does not place boat in the safety position (does not heave to if applicable).
B	Adjusts sails as needed to resume sailing on prescribed tack.	Inconsistently adjusts sails to resume sailing on prescribed tack.	Does not adjust sails to resume sailing on prescribed tack.
C	Properly adjusts tiller.	Does not coordinate sail adjustments with tiller movement.	Does not use tiller movement properly.
4.3 A: Turn the sailboat away from the wind… ***B: adjusting sails and tiller and communicating to crew if appropriate.***			
A	Turns the boat away from the wind.		Does not turn the boat away from the wind.
B	Eases sails in coordination with turn.	Eases sails too little or too much.	Pulls sails in or does not ease sails.
C	Adjusts tiller in a smooth continuous motion.	Adjusts tiller inconsistently.	Adjusts tiller erratically or does not adjust tiller.
D	Communicates properly to crew if appropriate.	Uses some communication if appropriate.	Communicates poorly or does not give commands.

4.4A: Turn the sailboat toward the wind… ***B: adjusting sails and tiller and communicating to crew if appropriate.***			
A	Turns boat toward the wind.		Does not turn boat toward the wind
B	Pulls sails in smoothly in coordination with turn.	Pulls sails in too little or too much.	Eases sails, or does not pull sails in.
C	Adjusts tiller in a smooth, continuous motion.	Adjusts tiller inconsistently.	Adjusts tiller erratically, or does not adjust tiller.
D	Communicates properly to crew if appropriate.	Uses some communication if appropriate.	Communicates poorly or does not give commands.
4.5A: Slow and then accelerate the sailboat maintaining constant heading… ***B: adjusting sails and tiller.***			
A	Slows boat down then accelerates boat.		Does not slow and then accelerate boat.
B	Maintains a constant heading.	Causes boat to go In a slightly different heading but makes course correction.	Causes boat to go in different heading than planned without course correction.
C	Consistently adjusts sails effectively, coordinating with tiller movement.	Inconsistently adjusts sails.	Does not adjust sails to control boat speed.
D	Adjusts tiller in a smooth continuous motion.	Does not coordinate tiller movement with sail adjustments.	Does not adjust tiller to maintain heading.

4.6A: Tack the sailboat… ***B: using proper sail control, tiller movement, and body movement; and communicating to crew (e.g., 2-part command), if appropriate.***			
A	Tacks boat from an upwind point of sail on one tack to an upwind point of sail on the other tack (close haul or close reach) and visa-versa.	Completes tack but does not start from an upwind point of sail (close haul or close reach) or finish on an upwind point of sail, or completes tack from tack to the other in only one direction (i.e., tacks from port to starboard tack or tacks from starboard to port tack, but not both).	Does not complete the tack, or significantly over steers to downwind point of sail upon completion of tack.
	○	○	○
B	Coordinates proper sail control, tiller movement, and body movement throughout maneuver.	Utilizes proper sail control, tiller movement, and body movement, but lacks full coordination.	Does not properly control sails, tiller movement or body movement.
	○	○	○
C	Communicates properly to crew if appropriate (e.g., uses 2-part command, during both tacks).	Uses some communication if appropriate (e.g., uses only one part of 2-part command, or communicates only during one of the tacks).	Communicates poorly or does not give commands.
	○	○	○
4.7A: Sail the boat upwind (i.e., close-hauled or on a shallow close reach)… ***B: using proper sail trim and tiller control.***			
A	Sails the boat upwind (i.e., close-hauled or on a shallow close reach).	Steers boat approximately upwind (i.e., close-hauled or shallow close reach), but tends to pinch into no-sail zone, or sail too far off the wind to efficiently achieve an upwind destination.	Does not steer boat upwind (i.e., close-hauled or shallow close reach).
	○	○	○
B	Consistently trims sails properly.	Inconsistently trims sails properly.	Does not trim sails properly.
	○	○	○
C	Moves tiller just enough to maintain upwind direction of the boat.	Moves tiller inconsistently or oversteers but maintains upwind direction of the boat.	Moves tiller in wrong direction or excessively.
	○	○	○
D	Avoids unintentional tack or jibe.	Avoids unintentional tack or jibe.	Unintentionally tacks or jibes.
	○	○	○

4.8A: Sail the boat on a reach (across the wind; i.e., deep close reach, beam reach or shallow broad reach)... ***B: using proper sail trim and tiller control.***			
A	Sails the boat on a reach (across the wind; i.e., deep close reach, beam reach or shallow broad reach).	Steers boat approximately on a reach (across the wind; i.e., close reach, beam reach or broad reach).	Does not steer boat on a reach (across the wind; i.e., deep close reach, beam reach or shallow broad reach).
B	Consistently trims sails properly.	Inconsistently trims sails properly.	Does not trim sails properly.
C	Moves tiller just enough to maintain sailing on a reach.	Moves tiller inconsistently or oversteers but maintains boat sailing on a reach.	Moves tiller in wrong direction or excessively.
D	Avoids unintentional tack or jibe.	Avoids unintentional tack or jibe.	Unintentionally tacks or jibes.
4.9A: Sail the boat downwind (i.e., on a deep broad reach or run)… ***B: using proper sail trim and tiller control.***			
A	Sails the boat downwind (i.e., on a deep broad reach or run).	Steers boat approximately down-wind (i.e., deep broad reach or run), tends to head up to shallow broad reach, sails by-the-lee.	Does not steer boat downwind (i.e., deep broad reach or run).
B	Consistently trims sails properly.	Inconsistently trims sails properly.	Does not trim sails properly.
C	Moves tiller just enough to maintain sailing downwind.	Moves tiller inconsistently or oversteers but maintains downwind direction of the boat.	Moves tiller in wrong direction or excessively.
D	Avoids unintentional tack or jibe.	Avoids unintentional tack or jibe.	Unintentionally tacks or jibes.
4.10A: Sail directly downwind… ***B: avoiding an unintentional jibe for 10 boat lengths.***			
A	Sails boat directly downwind for 10 boat lengths.	Sails boat directly downwind for 5 to 10 boat lengths.	Does not sail directly downwind.
B	Identifies imminent jibe indicators (e.g. jib collapsing, boom lifting, sailing by the lee).		Does not identify imminent jibe indicators (e.g. jib collapsing, boom lifting, sailing by the lee).

C	Proactively avoids unintentional jibe (e.g., anticipates changes in wind direction, etc.).	Reactively avoids (e.g., head up slightly, adjust course to accommodate change in wind direction, etc.) to avoid unintentional jibe (moves tiller suddenly to keep boom from crossing over, etc.).	Unintentionally jibes.
	○	○	○
4.11A: Jibe the sailboat… ***B: using proper sail control, tiller movement, and body movement; and communicating to crew (e.g., 2-part command), if appropriate.***			
A	Jibes boat from a downwind point of sail (broad reach or run) on one tack to a downwind point of sail on the opposite tack, and vice versa.	Completes jibe but does not start from a broad reach or finish on a broad reach, or completes jibe from one tack to the other in only one direction (i.e., jibes from port tack to starboard tack or from starboard tack to port tack, but not both).	Does not complete jibe.
	○	○	○
B	Coordinates proper sail control, tiller movement, body movement throughout maneuver.	Utilizes proper sail control and body movement, but turns too fast or too slowly, or lacks full coordination.	Does not properly coordinate or control sails (e.g., mainsail slams across boat), tiller movement (e.g., significantly over steers to upwind point of sail) or body movement (e.g., boat heels too far).
	○	○	○
C	Communicates properly to crew if appropriate (e.g., uses 2-part command, during both jibes).	Uses some communication if appropriate (e.g., uses only one part of 2-part command, or communicates only during one of the jibes).	Communicates poorly or does not give commands.
	○	○	○
5.1A: Ready the sailboat for arrival… ***B: using appropriate boat position relative to arrival point (e.g., dock, mooring, shoreline, etc.), sail configurations, and docklines/fenders (if applicable), taking wind and current into consideration.***			
A	Positions boat appropriately for arrival, considering wind and current.	Positions boat for arrival but not optimally for wind and current.	Does not position boat appropriately for arrival.
	○	○	○
B	Configures sails appropriately for arrival, considering wind and current.	Configures sails for arrival but not optimally for wind and current.	Does not configure sails appropriately for arrival.
	○	○	○

C	Properly uses docklines/fenders (if applicable).	Uses docklines/fenders (if applicable) but sets them up incorrectly.	Does not use docklines/fenders when they should be used.
	○	○	○
5.2A: Secure positions of rudder and centerboard (if applicable)… ***B: adjusting centerboard and rudder for arrival, ensuring neither comes in contact with the ground or objects in the water.***			
A	Adjusts rudder correctly so that there is no contact with the ground or objects in the water during arrival.	Adjusts rudder resulting in slight contact with the ground or objects in the water but re-adjusts to correct during arrival.	Adjusts rudder resulting in contact with the ground or objects in the water that impedes forward motion of boat during arrival.
	○	○	○
B	Adjusts centerboard correctly with little to no contact with the ground or objects in the water.	Adjusts centerboard resulting in slight contact with the ground or objects in the water but re-adjusts to correct.	Adjusts centerboard resulting in contact with the ground or objects in the water that impedes forward motion of boat during arrival.
	○	○	○
C	Causes no damage to boat during arrival.		Causes damage to boat during arrival
	○	○	○
5.3A: Bring the sailboat to a stop at a specified location… ***B: checking for a clear approach, turning boat in the appropriate direction and using proper control of tiller and sails (if applicable) to arrive smoothly.***			
A	Performs complete 360-degree scan of arrival area.	Performs an incomplete scan (less than 360-degrees) of arrival area.	Does not scan arrival area.
	○	○	○
B	Identifies all potential conflicts between intended arrival path and other boats/activities in the vicinity.	Identifies some but not all potential conflicts between intended departure path and other boats/activities in the vicinity.	Does not identify potential conflicts between intended departure path and other boats/activities in the vicinity
	○	○	○
C	Turns boat in appropriate direction.	Turns boat in appropriate direction.	Does not turn boat in appropriate direction
	○	○	○
D	Uses tiller and sail(s) in a coordinated motion.	Uses tiller and sail(s) in a coordinated motion but not well timed for the maneuver.	Does not use filler and sail(s) in a coordinated motion.
	○	○	○

E	Stops boat smoothly (e.g., slight contact or no contact at all with dock; does not run over mooring ball; boat just touches shoreline, etc.)	Stops boat abruptly, but without damage (e.g., bumps dock abruptly; boat touches mooring ball; stops abruptly at shoreline, etc.)	Stops boat abruptly, resulting in possible damage or injury (e.g., boat slams into dock, impact causes operator to be thrown off balance; hard ramming stop at shoreline, etc.)
	○	○	○
F	Stops within a distance allowing boat to be secured easily (e.g., dock within a 1 foot; mooring ball within hook reach; shoreline where operator can step out on to beach or into shallow water).	Stops within a distance allowing boat to be secured with slight difficulty (e.g., dock within a 2-3 feet; mooring ball just outside of comfortable boat hook reach; shoreline where operator steps out into knee-deep water).	Does not stop boat within a distance allowing boat to be secured.
	○	○	○
G	Uses appropriate method to toss a line (if applicable).	Uses appropriate method to toss a line (if applicable).	Does not use appropriate method to toss line, or line becomes tangled during toss (if applicable).
	○	○	○
H	Uses appropriate method to receive a tossed line (if applicable).	Uses appropriate method to receive a tossed line (if applicable).	Does not receive an accurately tossed line, or drops line (if applicable).
	○	○	○
5.4A: Lower the sails… ***B: positioning boat correctly relative to the wind using appropriate sail lowering techniques and maintaining control of the boat and sails throughout.***			
A	Positions boat correctly relative to the wind.		Does not position boat correctly relative to wind.
	○	○	○
B	Lowers sails using appropriate sail lowering techniques.	Lowers sails but uses inefficient techniques or trial and error resulting in starts and stops.	Lowers sails using inappropriate techniques or does not lower the sails.
	○	○	○
C	Maintains control of boat and sails throughout the process.	Maintains control of boat and sails and throughout most of the process.	Loses control of boat or sails during the process (e.g., boat continues to sail without control).
	○	○	○
OPERATION #6: Secure the Boat (preparing to leave the craft unattended)			
6.1A: Secure the sailboat… ***B: using appropriate lines, knots, and proper fender positioning (if applicable), allowing for possible changes in wind, current and tide.***			
A	Secures boat.		Does not secure boat.
	○	○	○

B	Uses appropriate lines and knots.	Utilizes some appropriate lines and knots.	Does not use appropriate lines and knots.
C	Uses appropriate line lengths allowing for possible changes in wind, current and tide.	Does not use appropriate line lengths that would allow for possible changes in wind, current and tide.	Does not set lines to allow for changes in wind, current and tide.
D	Uses proper fender positioning (if applicable).	Uses fenders but does not position them correctly (if applicable).	Does not use fenders (if applicable).
6.2A: Ready the sailboat to be left unattended… ***B: stowing properly all equipment/gear, lines, and sails.***			
A	Properly stows all equipment/gear, lines and sails.	Properly stows some but not all equipment/gear, lines and sails.	Does not stow equipment/gear, lines, or sails.
6.3A: Get off the sailboat… ***B: keeping the boat reasonably stable (e.g., minimal rocking) while offloading persons and gear.***			
A	Gets off boat keeping it reasonably stable with no sudden recovery motions.	Gets off boat keeping it somewhat stable, but may require sudden recovery motions.	Does not get off boat, falls in water, or causes boat to rock excessively or capsize.
B	Keeps boat reasonably stable while offloading persons/gear.	Keeps boat somewhat stable while offloading persons/gear.	Does not keep boat stable while offloading persons/gear.
7.1A: Depower the sailboat quickly… ***B: adjusting sails and tiller appropriately to control the boat.***			
A	Depowers boat quickly with no delay.	Depowers boat after slight delay.	Does not depower the boat (i.e., boat remains at same speed, or does not slow down enough).
B	Adjusts sails quickly.	Adjusts sails after slight delay.	Does not adjust sails
C	Adjusts tiller appropriately to maintain control of boat (e.g., holds tiller steady if sailing upwind, heads quickly upwind to depower boat if sailing downwind, etc.).	Adjusts tiller inappropriately but effectively to maintain control of boat (e.g., moves tiller slightly more than needed if sailing upwind, heads upwind after slight delay, etc.).	Does not adjust tiller (e.g., moves tiller excessively if sailing upwind, does not turn boat upwind if sailing downwind, etc.).

7.2A: Avoid collisions… ***B: by maintaining a proper lookout, assessing potential risk of collision and taking early and substantial action.***			
A	Maintains a proper lookout.	Inconsistently maintains a proper lookout (infrequent or incomplete horizon scan).	Does not maintain a proper lookout.
	○	○	○
B	Consistently maintains safe speed.		Inconsistently maintains safe speed
	○	○	○
C	Assesses potential risks of collision.		Does not assess risks of collision.
	○	○	○
D	Consistently takes appropriate action (e.g., maintains course and speed if stand-on vessel, takes early and substantial action to keep well clear if give-way vessel, etc.).	Inconsistently takes appropriate action (e.g., maintains course and speed if stand on vessel, takes early and substantial action to keep well clear if give-way vessel, etc.).	Does not take appropriate action.
	○	○	○
E	Keeps well clear of other boats and completely avoids potential collision.	Avoids potential near potential collision, or may cause the stand-on vessel to alter course.	Collides with other boat.
	○	○	○
7.3A: Accept a single line or side tow… ***B: maneuvering safely for at least 20 boat lengths***			
A	Readies boat for tow by demonstrating safety and hazard awareness of sails, booms, sheets, and centerboard/ daggerboards.		Does not demonstrate safety or hazard awareness of sails, booms, sheets, and centerboard/daggerboards.
	○	○	○
B	Catches/throws tow line.	Makes more than one attempt to catch/throw towline.	Does not catch/throw tow line.
	○	○	○
C	Properly secures boat to tow, including fenders, spring lines, etc., if needed.	Improperly secures boat to tow, including fenders, spring lines, etc., if needed.	Does not secure boat to a tow.
	○	○	○
D	Safely maneuvers behind towboat for at least 20 boat lengths.	Inconsistently maneuvers safely behind towboat for 10-20 boat lengths.	Causes boat to meander, or does not track or maneuver safely behind towboat.
	○	○	○

7.4A: Return to man overboard (MOB)… ***B: using a suitable method to maneuver boat (e.g., Figure-8, Quick Stop, Quick Turn) and stopping the boat at a reasonable distance from mob (e.g., arms' reach for sailing dinghy; ½ boat length for keelboat) in a reasonable period of time for the situation (i.e., boat size/configuration, wind/water conditions).***			
A	Uses suitable method (e.g., Figure-8, Quick Stop, Quick Turn) to maneuver boat.	Uses suitable method (e.g., Figure-8, Quick Stop, Quick Turn) to maneuver boat.	Does not use suitable method (e.g., Figure- 8, Quick Stop, Quick Turn) to maneuver boat.
B	Stops boat at a reasonable distance from MOB (e.g., arms' reach sailing dinghy, 1/2 boat length for keelboat).	Slows boat to a near stop (i.e., boat speed less than 1 knot) within arms' reach of MOB, or stops boat a distance just beyond boathook reach of the MOB.	Does not stop boat, OR stops boat at a distance of more than one-half boat length from MOB.
C	Returns to MOB within a reasonable period of time for the situation.	Returns to MOB within a reasonable period of time for the situation.	Takes longer to return to MOB than reasonable for the situation.
7.5A: Recover a capsized sailboat… ***B: using proper techniques to return the boat to an upright position, re-enter boat, and ready boat for sailing). Note: This skill applies to boat types that allow for unaided capsized recovery and re-boarding without assistance***.			
A	Returns boat to upright position without assistance in one attempt using appropriate and effective techniques (e.g., position front of boat toward wind prior to righting).	Returns boat to upright position without assistance using more than one attempt or using inappropriate but effective techniques.	Does not return boat to upright position or requires assistance to right boat.
B	Re-enters boat on first attempt without assistance, using proper techniques.	Re-enters boat using proper techniques after more than one attempt, without assistance using proper techniques.	Does not ready boat for sailing (e.g. water not removed, gear not recovered or stowed, lines not ready, etc.).
C	Completely readies boat for sailing (e.g., removes all water, re-stows gear, readies lines, etc.).	Mostly readies boat for sailing (e.g., partially removes water, puts gear in boat but now stowed properly, lines are disorderly, etc.).	Does not ready boat for sailing (e.g. water not removed, gear not recovered or stowed, lines not ready, etc.).

DATA COLLECTORS MAKE AN OVERALL OBSERVATION

Looking back on your observations from this session, please CHECK THE ONE CIRCLE BELOW that best describes to the Sailboat Operator you just observed:

◯	Overall, I believe this Operator DEMONSTRATED ADVANCED skills and behaviors BEYOND those of an entry-level (SAFE boating) recreational Sailboat Operator.
◯	Overall, I believe this Operator DEMONSTRATED ENTRY-LEVEL (SAFE boating) skills and behaviors of an entry-level recreational Sailboat Operator.
◯	Overall, I believe this Operator DID NOT DEMONSTRATE Entry-level (SAFE boating) skills and behaviors of an entry-level recreational Sailboat Operator.