Quick Steps for Ag WINGS

- 1. Go to the WINGS web site at <u>www.FAASafety.gov</u>
- 2. If you already have an account, log in. If you do not have an account, create one, and then log in. Here is the log in section on the Home page, one screen shot before logging in and the other after logging in.



- Set (or confirm) your WINGS Profile by answering "Yes" that you are choosing to participate in the WINGS Program. Select <u>only</u> "Airplane Single Engine Land" (or <u>only</u> "Rotorcraft – Helicopter," if flying a helicopter) in the *Aircraft Categories and Classes* box.
- 4. In the *Certificates* box, please select "Private Pilot" <u>and</u> "Commercial Pilot" (<u>and</u> "Airline Transport Pilot", if appropriate). This is necessary in order for you to see all the possible choices.
- 5. You may enter your last Flight Review date if you wish, but this is not required.
- 6. Click on "Save" at the bottom of that page.
- 7. You should now be on the page titled, "My WINGS." If not, hover your cursor over the word "Pilots" in the blue banner at the top of the page, and click on "My WINGS".
- 8. You will now set up your WINGS Checklist of activities. There are both Knowledge and Flight activities required to complete the WINGS Program for Ag Pilots.
 - a. In the "Knowledge Topic 1" row, you may accept the default course, or you can click on the "Search" link under the "More" column to select a different course. Or, if the Aeronautical Decision Making topic was completed during a Knowledge and Skills test, click on the "Search" link under the "More" column and then click on the "Select" button next to Activity A111128-1, Ag Pilots Aeronautical Decision Making. This brings you back to your My WINGS page.
 - b. In the "Knowledge Topic 2" row, you may accept the default course, or you can click on the "Search" link under the "More" column to select a different course. Or, if the Performance and Limitations topic was completed during a Knowledge and Skills test, click on the "Search" link under the "More" column and then click on the "Select" button next to Activity A111128-2, Ag Pilots Performance and Limitations. This brings you back to your My WINGS page.
 - c. In the "Knowledge Topic 3" row, click on the "Search" link under the "More" column. Click on the "Select" button next to Activity A111012-1, *Ag Pilots – Knowledge and Flight*. This brings you back to your My WINGS page.

9. Now print your Checklist from your My WINGS page!



You may also print your Checklist by clicking on the Quick WINGS link in the WINGS Portal on the Home page.



10. To see a summary of the completion requirements, click on each of the individual titles, *Ag Pilots – Knowledge and Flight*, or *Ag Pilots Aeronautical Decision Making*, or *Ag Pilots Performance and Limitations*.

WINGS Credit Validation Steps for the Supervisor of Agricultural Operations

- When the pilot has completed all the requirements listed in the Activity Description to your satisfaction, find a computer and go to <u>www.FAASafety.gov</u>. If you have an account, log in. However, this is not necessary.
- 2. From the Home page, click on the middle link in the Instructor Portal and follow the instructions on the following pages. You will need the pilot's email address that he uses on FAASafety.gov.



- 3. If you choose to enter the Instructor Portal, then on the next page, click on "Activity Validation Give Credit."
- 4. Follow the steps as outlined. You will need the pilot's email address that he uses on FAASafety.gov.
- 5. When asked to enter an Activity Number, enter A111012-1, A111128-1, and/or A111128-2, as appropriate.
- 6. If the system says it cannot find you as an instructor, click "Other" on that page, and continue.