

Briefing procedure for new keelboat sailors

1. Ask about sailing experience

- For inexperienced sailors, explain boat will heel, sails will flap, & sailors might get wet

2. Accessibility

- Discuss how you can best involve everyone (e.g. optimize seating)
- Make sure communications work out (hearing impaired: decide on signs; blind: show lines you would like them to handle)

3. Distribute jobs, explain what they entail and ensure person is capable of fulfilling the job requirements

- Dock line handling (person has to be comfortable guiding the boat, get on/off boat safely via shrouds, stop boat if needed using cleat)
- Jib sheet and main sheet handling (person has to be comfortable pulling lines and working with winch)
- Steering (has to be comfortable and know how to operate tiller/wheel, has to know how to steer in wind using windex)

4. Discuss safety

- Always wear PFD!
- Always watch out for boom
- Always have one hand on the boat when walking on deck
- Keep watch for oncoming traffic
- Explain what to do in case of an emergency/crew overboard
- Explain how to operate radio VHF 16 to call for help