

WINNIPEG • MANITOBA

HOGUE'S DRONE ACADEMY

Pilot field workbook

Plan a small-drone flight in visual line of sight. Brief your crew, make a launch decision and explain how you would handle a change in the field.



Red River Floodway, Manitoba

HOGUE DRONE SERVICES flight archive

01 Plan on the ground

Record the mission, check current airspace information, walk the site and sketch the operating area on pages 2 and 3.

02 Practise the decision

Work through a changing-site scenario and rehearse the flight-review skills on pages 4 and 5. Use the aircraft's own operating manual.

03 Check your reasoning

Work through the eight questions on page 6. Compare your choices with the explanations on page 7. Open the official sources from page 8.

LEARNER OR CREW NAME

SESSION DATE

Academy practice materials are for instruction and self-assessment. Transport Canada administers the official knowledge exams and issues Canadian pilot certificates.

Walk the site

Complete this sheet for a small-drone visual line-of-sight (VLOS) exercise. Record what you checked and what would make you move the operation or call it off.

SITE, DATE AND LOCAL TIME

TASK, AIRCRAFT AND OPERATING CATEGORY

AIRSPACE CLASS, APPLICABLE RULES AND BOUNDARIES

NOTAMS, SOURCE, CHECK TIME AND EFFECT

NEARBY AERODROMES, HELIPORTS AND AIRCRAFT TRAFFIC

OBSTACLE LOCATIONS AND HEIGHTS, INCLUDING WIRES

UNINVOLVED PEOPLE, DISTANCES AND CONTROLS

WEATHER NOW, FORECAST, SITE EFFECTS AND LIMITS

ROUTES AND ALTITUDES FOR LAUNCH, APPROACH AND LANDING, INCLUDING AN ALTERNATE

HAND SKETCH • MARK NORTH, SCALE AND OPERATING BOUNDARY

Mark the pilot, access points, flight path, alternate landing area and nearest obstacles.

DECISION • GO, MODIFY OR STOP. RECORD THE CONTROLLING REASON AND WHO VERIFIED IT.

Clearances and crew log

Property access, airspace authorization and pilot privileges answer different questions. Keep the evidence for each with the crew's operating plan.

LAND ACCESS • CONTACT, SCOPE AND REFERENCE

AIRSPACE APPROVAL IF NEEDED • ISSUER AND ID

APPROVAL WINDOW, AREA, ALTITUDE AND CONDITIONS

PILOT, RECENCY AND AIRCRAFT ELIGIBILITY

PILOT AND ALL OTHER CREW NAMES AND ROLES

AIRCRAFT, REGISTRATION AND MANUAL REVISION

BATTERY, WEATHER OR SYSTEM STOP LIMIT

CREW CALLS, BACKUP COMMS AND CONTACTS

ACTUAL FLIGHT • USE ONE ROW PER SORTIE

Sortie	Take-off / zone	Landing / zone	Flight time	Battery / pack ID
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

POST-FLIGHT • DEFECTS, ACTION TAKEN, PERSON ASSIGNED AND RECORD LOCATION

Practice log. Retain the owner's flight and maintenance records required by CAR 901.48. Report and document any occurrence under the rules that apply to the event.

The wind changes at the gate

Read each event aloud. Use the boxes for crew decisions. The numbers below belong to this fictional exercise and apply only to this scenario.

STARTING BRIEF

A crew plans a daytime VLOS photo of a machinery shed in a rural Manitoba yard. The launch area is private. A public path runs past the east gate. The pilot can see the launch pad and alternate landing area.

01 At the aircraft

The crew's written gust limit is 28 km/h. Gusts at the launch site now reach 34 km/h. The customer asks for one quick image before the light changes.

WHAT IS YOUR DECISION? WHAT EVIDENCE WOULD ALLOW A NEW BRIEFING?

02 On a later flight

Conditions have returned within limits. The crew rechecks the site and launches. A cyclist enters the planned approach corridor. Your observer calls "Person at east gate."

WHAT DO YOU ACKNOWLEDGE, AND HOW WILL YOU PROTECT THE PERSON AND AIRCRAFT?

03 At the table after landing

The instructor now says "Command link lost." Rehearse this verbally. Open the aircraft manual and find the expected lost-link behaviour, its limits and the method for regaining control.

RECORD THE EXPECTED ACTION, LAST RELIABLE POSITION, CREW CALLS AND NOTIFICATION TRIGGER.

Debrief against the decision key on page 7. Use a verbal cue for the simulated failure. Keep the command link intact during live training.

Advanced flight-review practice

Use with a coach. For each item, mark R (repeat), C (coached) or I (independent). An authorized reviewer records the actual assessment separately.

EXERCISE	WHAT THE COACH SHOULD SEE OR HEAR	RATING
Plan and survey	Explain airspace, limits, site suitability and authorization evidence.	<input type="text"/>
Abnormal procedures	Identify the checklist, crew roles and incident actions for this aircraft.	<input type="text"/>
Pre-flight checks	Inspect the aircraft and control station. Verify key settings and limits.	<input type="text"/>
Take-off	Clear the area, announce intentions and confirm stable control.	<input type="text"/>
Manual flight	Use pilot control inputs to follow a clear path, judge distance and avoid obstacles.	<input type="text"/>
Lost link	Talk through detection, programmed response, reacquisition and a safe recovery.	<input type="text"/>
Flyaway	Call last position, altitude, heading and time. Identify whom you would notify.	<input type="text"/>
Landing	Assess the landing area, announce the approach and secure the aircraft.	<input type="text"/>

ONE STRONG DECISION AND THE EVIDENCE

ONE SKILL TO REPEAT AND THE NEXT TARGET

BEFORE A FORMAL ADVANCED REVIEW

Pass the official Advanced exam. Coordinate the site and time with the reviewer. Have your exam result, accepted government identification and the aircraft registration certificate ready.

Eight field decisions

Choose one answer for each case. These are original Academy practice questions. Explain your reasoning to a partner before opening the answer key.

01 A small drone will fly where NAV CANADA controls the airspace. The landowner approves access. What is still needed?

- A Any registration only
- B Applicable pilot and aircraft eligibility plus airspace authorization
- C A second landowner

02 During the site walk you find an unmarked wire on the planned approach. What should change?

- A The site survey and route
- B Only the camera angle
- C Nothing if the map omitted it

03 Your pilot can see the aircraft on the controller map. A building now blocks the pilot's direct view during this standard VLOS exercise. What should you do?

- A Continue by video
- B Continue behind the building at lower speed
- C Use a plan that maintains required visual contact

04 A gust exceeds the crew's written limit before launch. Which action controls the risk?

- A Launch and fly faster
- B Hold and reassess against the applicable limits
- C Measure only the average wind

05 An instructor wants to practise loss of the command link. What is the suitable rehearsal here?

- A Power the controller off in flight
- B Pull the antenna cable
- C Use a verbal cue and aircraft-specific procedures

06 A cyclist enters the planned recovery area. Which crew response is most useful?

- A Call out the hazard and use an assessed safe option
- B Keep the original approach
- C Ask the cyclist to catch the drone

07 Which records can the school ask to see for an Advanced review?

- A A course receipt only
- B An expired ID and serial number
- C Passed exam result, valid government ID and aircraft registration certificate

08 A learner finishes an Academy mock exam. Who administers the official knowledge exam and issues the Canadian pilot certificate?

- A The Academy
- B Transport Canada
- C The property owner

YOUR ANSWERS • RECORD ONE LETTER PER QUESTION, IN ORDER FROM 1 TO 8

--

Check your reasoning

Compare the evidence behind each choice. The numbered references correspond to the official publications on page 8.

-
- 01 • B** Land access allows use of the property. Verify the selected operation, pilot privileges and aircraft eligibility, then obtain the applicable authorization for the controlled airspace. [2, 5]
-
- 02 • A** Move the corridor or select another site. Record the wire's location and height, inspect the revised route and brief the crew on the change. [1]
-
- 03 • C** A map and video feed can still work when the pilot has lost the visual contact required by the exercise. Change the route or pilot location before flight, or use the briefed recovery procedure. [2]
-
- 04 • B** The observed gust of 34 km/h exceeds the crew's 28 km/h limit. Record the hold. Recheck the forecast and on-site conditions before deciding whether the revised plan is suitable. [1, 2]
-
- 05 • C** Use the model-specific checklist and a spoken fault cue. Verify programmed behaviour before flight and explain how you would recognize and confirm restored control. [2, 3]
-
- 06 • A** Acknowledge the call, protect separation, and use the alternate area only when it is clear and suitable. If access or separation can no longer be controlled, end the flight safely. [1, 3]
-
- 07 • C** Transport Canada lists the successful exam result, accepted government identification showing name and date of birth, and the aircraft registration certificate. [4]
-
- 08 • B** Academy drills help you learn and diagnose gaps. Transport Canada administers its knowledge exam through the Drone Management Portal and issues the pilot certificate. [2, 4]
-

DEBRIEF THE CHANGING-SITE SCENARIO

- WIND** The gust crosses the written limit. Hold, record observations and recheck the whole plan before resuming.
- PERSON** The pilot acknowledges the observer's call. Keep clear of the approach corridor and use the briefed safe option appropriate to the aircraft and site.
- LINK** Name the actual configured aircraft response and manual reference. Give your last reliable position, identify notification triggers and confirm control before selecting a safe landing.

Carry the right sources

Open the publication titles in a PDF reader. Printed copies include the issuing body and document or section number so you can find the same reference by title.

01 Site survey and flight records

Justice Canada • Canadian Aviation Regulations, sections 901.27 and 901.48

Use the site-survey factors before flight. Keep flight and maintenance records as required for the owner and operation.

Open section 901.48

02 Basic and Advanced knowledge requirements

Transport Canada • TP 15263

Use the knowledge areas to find study gaps in air law, aircraft systems, human factors, weather, navigation, operations, theory of flight and radiotelephony.

03 Flight Reviewer's Guide

Transport Canada • TP 15395, Appendix A

Read the ground and flight exercises, performance criteria and guidance on verbal emergency simulations.

04 Complete a flight review for drones

Transport Canada • Drone pilot licensing

Check candidate documents, how a review is arranged, how the reviewer submits results and what to do after a successful review.

05 Drone flight planning

NAV CANADA • NAV Drone

Check current airspace information and submit a request when NAV CANADA authorization is required. Verify the authority responsible for your planned site.

HOGUE'S DRONE ACADEMY

Need a flight review? Call or text with your preferred time, aircraft and exam status. Location, conditions and reviewer availability are confirmed before a booking.

204-955-8328

eric@hoguedroneservices.ca