










# eFIRC User's Guide

## Course Accessibility:

- **AOPA account login.** AOPA members and users with an existing AOPA Web Account, like the one used for other Air Safety Institute courses, please use your existing login. **You do not need to be an AOPA Member** to take the Air Safety Institute eFIRC, but you will need to set up a free AOPA Web Account. Visit <https://www.aopa.org/login/> to set up an account if you do not have an existing one.
- The course is available from the date of purchase/enrollment until your **CFI expiration date**.

## Computer / Tablet Requirements:

FULLY SUPPORTED BROWSERS	
MOBILE DEVICES	DESKTOP BROWSERS
 Google Chrome	 Google Chrome
 Apple Safari	 Apple Safari
 Android	 Mozilla Firefox
	 Microsoft Edge

- **Internet Connection** is required, broadband is suggested.
- **Ability to view videos** hosted from YouTube.com.
- **Speakers or headphones** for videos throughout the course.
- **JavaScript enabled**, most current browsers have it preinstalled and active.
- **Ability to turn off pop-Up blockers.** This is required when filling out your IACRA application for renewal and for viewing your transcript and certificates in some browsers. Step-by-step instructions are available in the course for the most common browsers.

## eFIRC Course Completion Requirements:












- All **13 mandatory** modules
- **4 elective** modules of the 10 available
- **Pass all module quizzes** with at least 70%

## General Notes for Navigating in the Course:

The course is made up of topic specific modules that each contain several lessons and a module quiz. Each lesson contains pages that feature the FIRC materials such as copy, videos and interactive pieces. As the FAA has mandatory time requirements for FIRC completion, there is an **eight second delay** built into each page, before the next button appears and allows you to advance to the next page within the lesson. All videos must be watched to completion before that page's next button will appear. If the delay seems to be taking longer than 8 seconds for a standard page view, confirm your internet connection speed. Slower connections or interruptions in service may result in longer delays.

If you stop in the middle of the lesson, when you resume the course, you will be returned to your last viewed page in that lesson.

Track your course completion with these module and lesson listing progress icons.

<p>Module Not Started</p>		<p>A Changing World </p> <p><b>Entering the Age of GPS</b></p> <p> The Age of GPS</p>	<p>← Lesson Completed</p> <p>← Lesson Selected: Incomplete lessons do not have any icons.</p>
<p>Module In Progress</p>		<p> TAA: The Way of the Future</p> <p> Becoming Part of the Solution</p> <p> Transitioning to Glass</p>	<p>← Lesson Locked: Each module's set of lessons must be completed in order. Lessons will be locked until the lesson before it has been completed.</p>
<p>Module Completed</p>		<p> Tablet Computers &amp; Aviation</p> <p> The Future: NextGen</p> <p> Lesson Quiz</p>	<p>← Once all lesson are completed the lesson quiz will be unlocked.</p>

## Quiz Remediation:

Each module has a required module quiz that needs to be passed with a score of 70% or greater to have that module marked as complete. After the quiz is graded, you will be presented with any missed question with the correct answer highlighted and then a “review content” button (#1 below).

Clicking this button will return you to the slide in the module that featured the content based on the question’s topic for review. Use the orange “Next” button (#2), the same one you navigated the course with, to navigate through the slide(s) and then you be automatically returned to the quiz to review any remaining missed questions.

If you did not pass the quiz, you are **required to review all the missed questions** before being able to retake the module quiz. You will see the quiz review progress boxes below the questions. Once the review is complete, there are checks in each box of the progress indicators, you will see a “retake quiz” button (#3).

If you passed the quiz, the content review of any missed questions is not required before proceeding with the course but is recommended for general review.

**Quiz Failed: 62%**  
Attempt: 1 of 2 | Correct Answers: 5 of 8

**IMPORTANT:** Review the lesson content based on the questions you missed using the 'Review Content' button below. Once you have reviewed the lesson content, click to 'Next' on the content slide to return to the quiz and complete your review of the remaining questions.

**Question 1:**  
What is the Examiner's responsibility in putting together a plan of action (POA) for conducting the practical test?

- The POA must include every Area of Operation, Task and Element in the appropriate ACS
- The POA is made up of the Tasks the Examiner feels are most important to evaluate the pilot's abilities and knowledge
- The POA must include a scenario that evaluates as many of the required Areas of Operations and Tasks as possible

**1** REVIEW CONTENT NEXT

YOUR QUIZ REVIEW PROGRESS:

Review the content below related to your missed quiz questions. Use the orange "Next" button to move through the slide(s) and you will be redirected back to quiz results.

AOPA AIR SAFETY INSTITUTE    Instructing with the Airman Certification Standards    12.5.5

**Checkride Success with the ACS**

### Plan of Action

Evaluators must develop a plan of action (POA) to conduct the practical test and it must include all the required Areas of Operation and Tasks. For each Task, the evaluator must test at least one Knowledge element, at least one Risk Management element, and all Skill elements.

The POA must include a scenario that evaluates as many of these Areas and Tasks as possible. Over the course of the scenario, the evaluator will introduce problems and emergencies that the applicant must manage.

**BACK**

**VIII. Basic Instrument Maneuvers**

Task	D. Turns to Headings
<b>References</b>	FACH-S05S-2, FACH-S05S-3, FACH-S05S-4
<b>Objective</b>	To determine that the applicant exhibits satisf skills associated with attitude instrument flyin
<b>Knowledge</b>	The applicant demonstrates understanding of
PA VIII D K1	Flight instruments as related to:
PA VIII D K1a	a. Sensitivity, limitations, and potential erro
PA VIII D K1b	b. Correlation (pitch instruments/bank instr
PA VIII D K1c	c. Function and
PA VIII D K1d	d. Proper in
<b>Risk Management</b>	The applicant encompasses
PA VIII D R1	Instrument control, fail
PA VIII D R2	Failure to se
PA VIII D R3	Collision haz
PA VIII D R4	Distractions, loss of awareness, ar
<b>Skills</b>	The applicant demonstrates the ability to:
PA VIII D S1	Demonstrate turns to
	feet and maintain a
	maintain airspeed ±1

2

**NEXT**

**Quiz Failed: 62%**  
Attempt: 1 of 2 | Correct Answers: 5 of 8

**Question 8:**  
When preparing your student for a practical exam using the ACS, what should they know about the risk management elements?

- Only that they are there for the flight instructor to use during training, they will not need to know this information on the check ride
- That the risk management elements are tested during the knowledge examination and will only briefly be discussed in the oral portion of the check ride
- That at least one risk management element from each task will be tested during both the ground and flight portions of the practical exam

PREVIOUS REVIEW CONTENT RETAKE QUIZ **3**

YOUR QUIZ REVIEW PROGRESS:

## **Course Progress Transcript and Certificates:**

You can view your overall course progress in detail in your course transcript at any time. You will find a profile icon in the upper right-hand corner, in the orange bar of the eFIRC. Click on the icon and select "My Profile." Here you will find your course progress transcript listed under "My Courses" on the left side of the page, click on the blue download icon to view. You can also access your certificates, including your TSA completion certificate, eFIRC completion and graduation certificates once they are issued, under "My Certificates" here in your profile.

## **ASI Elective Units that Incorporate ASI Online Courses:**

Certain electives are built off existing ASI safety online courses.

If you have completed these courses on the ASI website within the 24 months prior to your CFI expiration date, you will receive credit in the eFIRC for those specific lessons. You will still need to complete a teaching the topic lesson, within the module, on how to use the information as a CFI and complete a module quiz at the end. The quiz within the ASI safety online course does not count as the entire module's quiz, it only counts as part of the completion of the single lesson that features the online safety course.

All the ASI courses were developed in HTML5 and should work on Apple iPads, Android tablets and all internet browsers, there is no need to install the Adobe Flash player for the eFIRC.

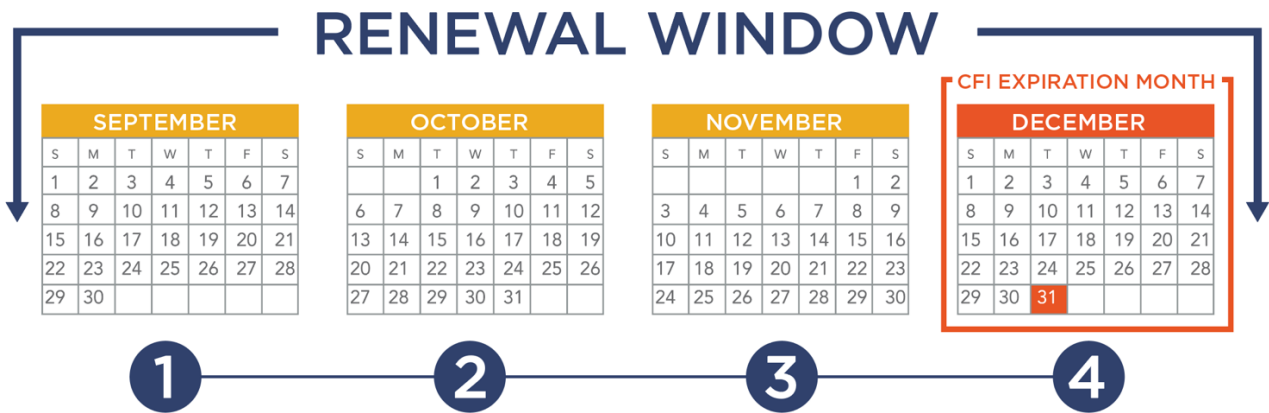
## **Security Awareness Training Certificate of Completion:**

The TSA lesson covers all of the requirements for initial or recurrent security awareness training for the TSA. When the lesson is successfully complete, you will receive your course completion certificate. This certificate will be listed in your user profile with other course completion certificates.

## **Course Completion for Renewal Timeline Tips:**

If you want to maintain your current CFI renewal cycle (expiration month):

- Do not complete more than 8 lessons until you are less than one year from expiration.
- Do not complete the last of the mandatory modules until you are inside your renewal window – within the three months preceding the month of expiration as per FAR 61.197, see illustration below.



Of course, you are free to complete the course whenever you'd like so long as it is before your current CFI certificate expires. But understand that if you complete outside of the parameters stated above, you will reset your renewal cycle for the month of course completion.

## Submitting Application for CFI Renewal:

In order to complete the requirements for ASI to issue your graduation certificate and temporary CFI certificate, you need to complete the "Paperwork Submission Instructions" section, under "Intro Modules" to ASI's eFIRC," this includes;

1. Submitting your application for CFI renewal in the FAA's IACRA system at [iacra.faa.gov](http://iacra.faa.gov).
2. Completing the ASI form for processing. This includes uploading a legible digital image, color requested if possible, of your CFI certificate front and back and government issued photo ID (US state-issued driver's license, passport, etc.)

There is also the Air Safety Institute's [eFIRC Guide to Completing Application for Renewal](#) and [how to video](#) in the resources section that will help you step through the renewal requirements and completing the IACRA online form.

## Customer Support:

If you have any questions, please contact us by email at [efircsupport@aopa.org](mailto:efircsupport@aopa.org) or call 800-USA-AOPA (872-2672) Monday through Friday, 8:30 a.m. to 6:00 p.m., ET.

If you run into an issue or have suggestions for edits or additions to the course please report them online at [www.efirc.org/support](http://www.efirc.org/support). We appreciate any of your feedback on the course.

## Additional eFIRC FAQs

<https://www.aopa.org/training-and-safety/cfis/flight-instructor-resources/cfi-renewal/efirc-faqs>