

TABLE OF CONTENTS
SECTION 4
NORMAL PROCEDURES

Paragraph No.		Page No.
4.1	General	4-1
4.3	Airspeeds for Safe Operations.....	4-1
4.5	Normal Procedures Checklist.....	4-3
	Preflight Check.....	4-3
	Before Starting Engine	4-4
	Starting Engine When Cold.....	4-4
	Starting Engine When Hot	4-5
	Starting Engine When Flooded	4-5
	Starting With External Power Source.....	4-5
	Warm-Up	4-6
	Taxiing	4-6
	Ground Check	4-6
	Before Takeoff.....	4-6
	Takeoff.....	4-7
	Climb	4-8
	Cruising	4-8
	Descent	4-8
	Approach and Landing	4-8
	Stopping Engine	4-9
	Parking.....	4-9
4.7	Amplified Normal Procedures (General)	4-10
4.9	Preflight Check.....	4-10
4.11	Before Starting Engine	4-12
4.13	Starting Engine	4-12
4.15	Warm-Up	4-14
4.17	Taxiing	4-14
4.19	Ground Check	4-15
4.21	Before Takeoff.....	4-16
4.23	Takeoff.....	4-17

REPORT: VB-1120

TABLE OF CONTENTS (cont)

SECTION 4 (cont)

Paragraph No.		Page No.
4.25	Climb.....	4-17
4.27	Cruising.....	4-17
4.29	Descent.....	4-18
4.31	Approach and Landing.....	4-19
4.33	Stopping Engine.....	4-20
4.35	Parking.....	4-20
4.37	Stalls.....	4-21
4.39	Turbulent Air Operation.....	4-21
4.41	Weight and Balance.....	4-22

SECTION 4

NORMAL PROCEDURES

4.1 GENERAL

This section describes the recommended procedures for the conduct of normal operations for the Archer II. All of the required (FAA regulations) procedures and those necessary for operation of the airplane as determined by the operating and design features of the airplane are presented.

Normal procedures associated with those optional systems and equipment which require handbook supplements are provided by Section 9 (Supplements).

These procedures are provided to present a source of reference and review and to supply information on procedures which are not the same for all aircraft. Pilots should familiarize themselves with the procedures given in this section in order to become proficient in the normal operations of the airplane.

The first portion of this section consists of a short form check list which supplies an action sequence for normal operations with little emphasis on the operation of the systems.

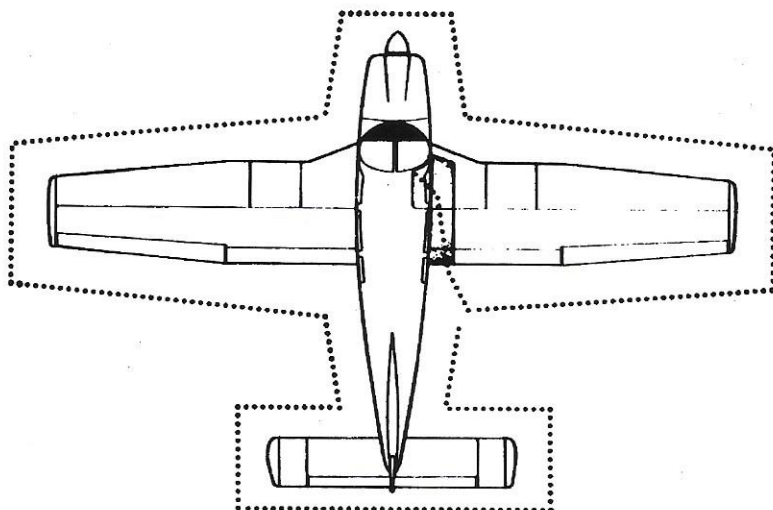
The remainder of the section is devoted to amplified normal procedures which provide detailed information and explanations of the procedures and how to perform them. This portion of the section is not intended for use as an in-flight reference due to the lengthy explanations. The short form check list should be used for this purpose.

4.3 AIRSPEEDS FOR SAFE OPERATIONS

The following airspeeds are those which are significant to the safe operation of the airplane. These figures are for standard airplanes flown at gross weight under standard conditions at sea level.

Performance for a specific airplane may vary from published figures depending upon the equipment installed, the condition of the engine, airplane and equipment, atmospheric conditions and piloting technique.

- | | |
|--|----------|
| (a) Best Rate of Climb Speed | 76 KIAS |
| (b) Best Angle of Climb Speed | 64 KIAS |
| (c) Turbulent Air Operating Speed (See Subsection 2.3) | 113 KIAS |
| (d) Maximum Flap Speed | 102 KIAS |
| (e) Landing Final Approach Speed (Flaps 40) | 66 KIAS |
| (f) Maximum Demonstrated Crosswind Velocity | 17 KTS |



WALK-AROUND

Figure 4-1

4.5 NORMAL PROCEDURES CHECK LIST

PREFLIGHT CHECK

Control wheel	release belts
Avionics	OFF
Master switch	ON
Fuel quantity gauges	check
Master switch	OFF
Ignition	OFF
Exterior	check for damage
Control surfaces	check for interference -
	free of ice, snow, frost
Hinges	check for interference
Wings	free of ice, snow, frost
Stall warning	check
Fuel tanks	check supply
	visually - secure caps

Fuel tank sumpsdrain and check for
water sediment and proper fuel
Fuel ventsopen
Main gear strutsproper inflation (4.50 in.)
Tirescheck
Brake blockscheck
Pitot headremove cover - holes clear
Windshieldclean
Propeller and spinnercheck
Fuel and oilcheck for leaks
Oilcheck level
Dipstickproperly seated
Cowlingsecure
Inspection coverssecure
Nose wheel tirecheck
Nose gear strutproper inflation (3.25 in.)
Air inletsclear
Alternator beltcheck tension
Tow bar and control locksstow
Baggagestowed properly - secure
Baggage doorclose and secure
Fuel strainerdrain and check for
water sediment and proper fuel
Primary flight controlsproper operation
Cabin doorclose and secure
Required paperson board
Seat belts and harnessfasten/adjust-
check inertia reel

BEFORE STARTING ENGINE

Brakesset
Carburetor heatfull COLD
Fuel selectordesired tank
RadiosOFF

STARTING ENGINE WHEN COLD

Throttle1/4" open
Master switchON
Electric fuel pumpON
Mixturefull RICH

Starter.....engage
Throttleadjust
Oil pressure.....check

If engine does not start within 10 sec. prime and repeat starting procedure.

STARTING ENGINE WHEN HOT

Throttle.....1/2 open
Master switchON
Electric fuel pumpON
Mixture.....full RICH
Starter.....engage
Throttleadjust
Oil pressure.....check

STARTING ENGINE WHEN FLOODED

Throttleopen full
Master switchON
Electric fuel pump.....OFF
Mixture.....idle cut-off
Starter.....engage
Mixture.....advance
Throttleretard
Oil pressure.....check

STARTING WITH EXTERNAL POWER SOURCE

Master switch.....OFF
All electrical equipment.....OFF
Terminalsconnect
External power plug.....insert in fuselage

Proceed with normal start

Throttle.....lowest possible RPM
External power plug.....disconnect from fuselage
Master switch.....ON - check ammeter
Oil pressure.....check

WARM-UP

Throttle800 to 1200 RPM

TAXIING

Chocksremoved

Taxi areaclear

Throttleapply slowly

Brakescheck

Steeringcheck

GROUND CHECK

Parking brakeset

Throttle2000 RPM

Magnetosmax. drop 175 RPM -

max. diff. 50 RPM

Vacuum5.0" Hg. \pm .1

Oil tempcheck

Oil pressurecheck

Air conditionercheck

Annunciator panelpress-to-test

Carburetor heatcheck

Engine is warm for takeoff when throttle can be opened without engine faltering.

Electric fuel pumpOFF

Fuel pressurecheck

Throttleretard

BEFORE TAKEOFF

Master switchON

Flight instrumentscheck

Fuel selectorproper tank

Electric fuel pumpON

Engine gaugescheck

Carburetor heatOFF

Seat backserect

Mixtureset

Primerlocked

Belts/harness.....fastened/adjusted
Empty seats.....seat belts snugly fastened
Flaps.....set
Trim tab.....set
Controls.....free
Doorslatched
Air conditioner.....OFF

TAKEOFF

NORMAL

Flaps.....set
Tabset
Accelerate to 52 to 65 KIAS
Control wheel.....back pressure to rotate
to climb attitude

SHORT FIELD, OBSTACLE CLEARANCE

Flaps25 (second notch)
Accelerate to 41 to 49 KIAS depending on aircraft weight.
Control wheel.....back pressure to rotate
to climb attitude
After breaking ground, accelerate to 45 to 54 KIAS depending on aircraft weight.
Accelerate to best flaps up angle of climb speed - 64 KIAS, slowly retract the flaps and climb past the obstacle.
Accelerate to best flaps up rate of climb speed - 76 KIAS.

SOFT FIELD

Flaps25 (second notch)
Accelerate to 41 to 49 KIAS depending on aircraft weight.
Control wheel.....back pressure to rotate
to climb attitude
After breaking ground, accelerate to 45 to 54 KIAS depending on aircraft weight.
Accelerate to best flaps up rate of climb speed 76 KIAS.
Flapsretract slowly

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REPORT: VB-1120
4-7

CLIMB

Best rate (flaps up) 76 KIAS
Best angle (flaps up) 64 KIAS
En route 87 KIAS
Electric fuel pump OFF at desired altitude

CRUISING

Reference performance charts and Avco-Lycoming Operator's Manual.

Normal max. power 75%
Power set per power table
Mixture adjust

DESCENT

NORMAL

Throttle 2500 rpm
Airspeed 122 KIAS
Mixture RICH
Carburetor heat ON if required

POWER OFF

Carburetor heat ON if required
Throttle closed
Airspeed as required
Mixture as required
Power verify with throttle
every 30 seconds

APPROACH AND LANDING

Fuel selector proper tank
Seat backs erect
Belts/harness fasten/adjust
Electric fuel pump ON
Mixture set

Flapsset - 102 KIAS max
Air conditionerOFF
Trim to 75 KIAS.
Final approach speed (flaps 40°)66 KIAS

STOPPING ENGINE

Flapsretract
Electric fuel pumpOFF
Air conditionerOFF
RadiosOFF
Throttlefull aft
Mixtureidle cut-off
MagnetosOFF
Master switchOFF

PARKING

Parking brakeset
Control wheelsecured with belts
Flapsfull up
Wheel chocksin place
Tie downssecure

4.7 AMPLIFIED NORMAL PROCEDURES (GENERAL)

The following paragraphs are provided to supply detailed information and explanations of the normal procedures necessary for the safe operation of the airplane.

4.9 PREFLIGHT CHECK

The airplane should be given a thorough preflight and walk-around check. The preflight should include a check of the airplane's operational status, computation of weight and C.G. limits, takeoff distance and in-flight performance. A weather briefing should be obtained for the intended flight path, and any other factors relating to a safe flight should be checked before takeoff.

CAUTION

The flap position should be noted before boarding the aircraft. The flaps must be placed in the UP position before they will lock and support weight on the step.

Upon entering the cockpit, release the seat belts securing the control wheel. Turn OFF all avionics equipment. Turn ON the master switch and check the fuel quantity gauges for sufficient fuel. After the fuel quantity check is made turn the master switch OFF and check that the ignition switch is OFF.

To begin the exterior walk-around, check for external damage and operational interference of the control surfaces or hinges. Insure that the wings and control surfaces are free of snow, ice, frost or any other foreign materials.

An operational check of the stall warning system should now be made. Turn the master switch ON. Lift the detector while checking to determine if the horn is actuated. The master switch should be returned to the OFF position after the check is complete.

A visual check of the fuel tank quantity should be performed. Remove the filler cap from each tank and visually check the supply and color. Be sure to secure the caps properly after the check is complete.

The fuel system sumps and strainer should be drained daily prior to the first flight and after refueling. Check for proper fuel and the accumulation of contaminants such as water or sediment. Each fuel tank is equipped with an individual quick drain located at the lower inboard rear corner of the tank. The fuel strainer is equipped with a quick drain located on the front lower corner of the firewall. Each of the fuel tank sumps should be drained first. Then the fuel strainer should be drained twice, once with the fuel selector valve on each tank. Each time fuel is drained, sufficient fuel should be allowed to flow to ensure removal of contaminants. This fuel should be collected in a suitable container, examined for contaminants, and then discarded.

CAUTION

When draining any amount of fuel, care should be taken to ensure that no fire hazard exists before starting the engine.

Each quick drain should be checked after closing it to make sure it has closed completely and is not leaking.

Check all of the fuel tank vents to make sure they are open.

Next, complete a check of the landing gear. Check the main gear shock struts for proper inflation. There should be 4.50 inches of strut exposure under a normal static load. The nose gear should be checked for 3.25 inches of strut exposure. Check all tires for cuts and wear and insure proper inflation. Make a visual check of the brake blocks for wear or damage.

Remove the cover from the pitot head on the underside of the left wing. Check the pitot head to make sure the holes are open and clear of obstructions.

Don't forget to clean and check the windshield.

The propeller and spinner should be checked for defects or nicks.

Lift the cowling and check for any obvious fuel or oil leaks. Check the oil level. Make sure that the dipstick has properly seated after checking. Secure the cowling and check the inspection covers.

Check the air inlets for foreign matter and the alternator belt for proper tension.

Stow the tow bar and check the baggage for proper storage and security. The baggage compartment doors should be closed and secure.

Upon entering the aircraft, ascertain that all primary flight controls operate properly. Close and secure the cabin door and check that all the required papers are in order and in the airplane.

Fasten and adjust the seat belts and shoulder harness and check the function of the inertia reel by pulling sharply on the strap. Fasten seat belts on empty seats.

NOTE

If the fixed shoulder harness (non-inertia reel type) is installed, it must be connected to the seat belt and adjusted to allow proper accessibility to all controls, including fuel selector, flaps, trim, etc., while maintaining adequate restraint for the occupant.

If the inertia reel type shoulder harness is installed, a pull test of its locking restraint feature should be performed.

4.11 BEFORE STARTING ENGINE

Before starting the engine the brakes should be set ON and the carburetor heat lever moved to the full COLD position. The fuel selector should then be moved to the desired tank. Check to make sure that all the radios are OFF.

4.13 STARTING ENGINE

(a) Starting Engine When Cold

Open the throttle lever approximately 1/4 inch. Turn ON the master switch and the electric fuel pump.

Move the mixture control to full RICH and engage the starter by rotating the magneto switch clockwise. When the engine fires, release the magneto switch, and move the throttle to the desired setting.

If the engine does not fire within five to ten seconds, disengage the starter, prime the engine and repeat the starting procedure.

(b) Starting Engine When Hot

Open the throttle approximately 1/2 inch. Turn ON the master switch and the electric fuel pump. Move the mixture control lever to full RICH and engage the starter by rotating the magneto switch clockwise. When the engine fires, release the magneto switch and move the throttle to the desired setting.

(c) Starting Engine When Flooded

The throttle lever should be full OPEN. Turn ON the master switch and turn OFF the electric fuel pump. Move the mixture control lever to idle cut-off and engage the starter by rotating the magneto switch clockwise. When the engine fires, release the magneto switch, advance the mixture and retard the throttle.

(d) Starting Engine With External Power Source

An optional feature called the Piper External Power (PEP) allows the operator to use an external battery to crank the engine without having to gain access to the airplane's battery.

Turn the master switch OFF and turn all electrical equipment OFF. Connect the RED lead of the PEP kit jumper cable to the POSITIVE (+) terminal of an external 12-volt battery and the BLACK lead to the NEGATIVE (-) terminal. Insert the plug of the jumper cable into the socket located on the fuselage. Note that when the plug is inserted, the electrical system is ON. Proceed with the normal starting technique.

After the engine has started, reduce power to the lowest possible RPM, to reduce sparking, and disconnect the jumper cable from the aircraft. Turn the master switch ON and check the alternator ammeter for an indication of output. DO NOT ATTEMPT FLIGHT IF THERE IS NO INDICATION OF ALTERNATOR OUTPUT.

NOTE

For all normal operations using the PEP jumper cables, the master switch should be OFF, but it is possible to use the ship's battery in parallel by turning the master switch ON. This will give longer cranking capabilities, but will not increase the amperage.

CAUTION

Care should be exercised because if the ship's battery has been depleted, the external power supply can be reduced to the level of the ship's battery. This can be tested by turning the master switch ON momentarily while the starter is engaged. If cranking speed increases, the ship's battery is at a higher level than the external power supply.

4.15 WARM-UP

Warm-up the engine at 800 to 1200 RPM for not more than two minutes in warm weather and four minutes in cold. Avoid prolonged idling at low RPM, as this practice may result in fouled spark plugs.

Takeoff may be made as soon as the ground check is completed, provided that the throttle may be opened fully without backfiring or skipping, and without a reduction in engine oil pressure.

Do not operate the engine at high RPM when running up or taxiing over ground containing loose stones, gravel or any loose material that may cause damage to the propeller blades.

4.17 TAXIING

Before attempting to taxi the airplane, ground personnel should be instructed and approved by a qualified person authorized by the owner. Ascertain that the propeller back blast and taxi areas are clear.

Power should be applied slowly to start the taxi roll. Taxi a few feet forward and apply the brakes to determine their effectiveness. While taxiing, make slight turns to ascertain the effectiveness of the steering.

Observe wing clearances when taxiing near buildings or other stationary objects. If possible, station an observer outside the airplane.

Avoid holes and ruts when taxiing over uneven ground.

Do not operate the engine at high RPM when running up or taxiing over ground containing loose stones, gravel or any loose material that may cause damage to the propeller blades.

4.19 GROUND CHECK

Set the parking brake.

The magnetos should be checked at 2000 RPM. Drop off on either magneto should not exceed 175 RPM and the difference between the magnetos should not exceed 50 RPM. Operation on one magneto should not exceed 10 seconds.

Check the vacuum gauge; the indicator should read $5.0" \pm .1"$ Hg at 2000 RPM.

Check the annunciator panel lights with the press-to-test button. Also check the air conditioner.

Carburetor heat should also be checked prior to takeoff to be sure the control is operating properly and to clear any ice which may have formed during taxiing. Avoid prolonged ground operation with carburetor heat "ON" as the air is unfiltered.

The electric fuel pump should be turned OFF after starting or during warm-up to make sure that the engine driven pump is operating. Prior to takeoff the electric pump should be turned ON again to prevent loss of power during takeoff should the engine driven pump fail. Check both oil temperature and oil pressure. The temperature may be low for some time if the engine is being run for the first time of the day. The engine is warm enough for takeoff when the throttle can be opened without the engine faltering.

4.21 BEFORE TAKEOFF

All aspects of each particular takeoff should be considered prior to executing the takeoff procedure.

Turn ON the master switch and check and set all of the flight instruments as required. Check the fuel selector to make sure it is on the proper tank (fullest). Turn ON the electric fuel pump and check the engine gauges. The carburetor heat should be in the OFF position.

All seat backs should be erect.

The mixture should be set and the primer checked to insure that it is locked. The seat belts and shoulder harness should be fastened and adjusted. Fasten the seat belts snugly around the empty seats.

NOTE

If the fixed shoulder harness (non-inertia reel type) is installed, it must be connected to the seat belt and adjusted to allow proper accessibility to all controls, including fuel selector, flaps, trim, etc., while maintaining adequate restraint for the occupant.

If the inertia reel type shoulder harness is installed, a pull test of its locking restraint feature should be performed.

Exercise and set the flaps and trim tab. Insure proper flight control movement and response.

All doors should be properly secured and latched.

On air conditioned models, the air conditioner must be OFF to insure normal takeoff performance.

4.23 TAKEOFF

The normal takeoff technique is conventional for the Archer II. The tab should be set slightly aft of neutral, with the exact setting determined by the loading of the airplane. Allow the airplane to accelerate to 48 to 53 KIAS depending on the weight of the aircraft and ease back on the control wheel to rotate to climb attitude.

The procedure used for a short field takeoff with an obstacle clearance or a soft field takeoff differs slightly from the normal technique. The flaps should be lowered to 25 (second notch). Allow the aircraft to accelerate to 41 to 49 KIAS depending on the aircraft weight and rotate the aircraft to climb attitude. After breaking ground, accelerate to 45 to 54 KIAS, depending on aircraft weight. Continue to climb while accelerating to the flaps-up rate of climb speed, 76 KIAS if no obstacle is present or 64 KIAS if obstacle clearance is a consideration. Slowly retract the flaps while climbing out.

4.25 CLIMB

The best rate of climb at gross weight will be obtained at 76 KIAS. The best angle of climb may be obtained at 64 KIAS. At lighter than gross weight these speeds are reduced somewhat. For climbing en route, a speed of 87 KIAS is recommended. This will produce better forward speed and increased visibility over the nose during the climb.

When reaching the desired altitude, the electric fuel pump may be turned off.

4.27 CRUISING

The cruising speed of the Archer II is determined by many factors, including power setting, altitude, temperature, loading and equipment installed in the airplane.

The normal maximum cruising power is 75% of the rated horsepower of the engine. Airspeeds which may be obtained at various altitudes and power settings can be determined from the performance graphs provided by Section 5.

Use of the mixture control in cruising flight reduces fuel consumption significantly, especially at higher altitudes. The mixture should be leaned during cruising operation above 5000 ft. altitude and at pilot's discretion at lower altitudes when 75% power or less is being used. If any doubt exists as to the amount of power being used, the mixture should be in the full RICH position for all operations under 5000 feet.

To lean the mixture, disengage the lock and pull the mixture control until the engine becomes rough, indicating that the lean mixture limit has been reached in the leaner cylinders. Then enrich the mixture by pushing the control towards the instrument panel until engine operation becomes smooth.

If the airplane is equipped with the optional exhaust gas temperature (EGT) gauge, a more accurate means of leaning is available to the pilot. Best economy mixture is obtained by moving the mixture control aft until peak EGT is reached. Best power mixture is obtained by leaning to peak EGT and then enriching until the EGT is 100F. rich of the peak value. Under some conditions of altitude and throttle position, the engine may exhibit roughness before peak EGT is reached. If this occurs, the EGT corresponding to the onset of engine roughness should be used as the peak reference value.

Always remember that the electric fuel pump should be turned ON before switching tanks, and should be left on for a short period thereafter. In order to keep the airplane in best lateral trim during cruising flight the fuel should be used alternately from each tank. It is recommended that one tank be used for one hour after takeoff, then the other tank be used for two hours; then return to the first tank, which will have approximately one and one half hours of fuel remaining if the tanks were full at takeoff. The second tank will contain approximately one half hour of fuel. Do not run tanks completely dry in flight. The electric fuel pump should be normally OFF so that any malfunction of the engine driven fuel pump is immediately apparent. If signs of fuel starvation should occur at any time during flight, fuel exhaustion should be suspected, at which time the fuel selector should be immediately positioned to the other tank and the electric fuel pump switched to the ON position.

4.29 DESCENT

NORMAL

To achieve the performance on Figure 5-29 the power on descent must be used. The throttle should be set for 2500 RPM, mixture full rich and maintain an airspeed of 122 KIAS. In case carburetor ice is encountered apply full carburetor heat.

POWER OFF

If a prolonged power off descent is to be made, apply full carburetor heat prior to power reduction if icing conditions are suspected. Throttle should be retarded and mixture control leaned as required. Power response should be verified approximately every 30 seconds by partially opening and then closing the throttle (clearing the engine). When leveling off enrich mixture, set power as required and select carburetor heat off unless carburetor icing conditions are suspected.

4.31 APPROACH AND LANDING

Check to insure the fuel selector is on the proper (fullest) tank and that the seat backs are erect. The seat belts and shoulder harness should be fastened and adjusted and the inertia reel checked.

NOTE

If the fixed shoulder harness (non-inertia reel type) is installed, it must be connected to the seat belt and adjusted to allow proper accessibility to all controls, including fuel selector, flaps, trim, etc., while maintaining adequate restraint for the occupant.

If the inertia reel type shoulder harness is installed, a pull test of its locking restraint feature should be performed.

Turn ON the electric fuel pump and turn OFF the air conditioner. The mixture should be set in the full RICH position.

The airplane should be trimmed to an initial approach speed of about 75 KIAS with a final approach speed of 66 KIAS with flaps extended. The flaps can be lowered at speeds up to 102 KIAS, if desired.

The mixture control should be kept in full RICH position to insure maximum acceleration if it should be necessary to open the throttle again. Carburetor heat should not be applied unless there is an indication of carburetor icing, since the use of carburetor heat causes a reduction in power which may be critical in case of a go-around. Full throttle operation with carburetor heat on can cause detonation.

The amount of flap used during landings and the speed of the aircraft at contact with the runway should be varied according to the landing surface and conditions of wind and airplane loading. It is generally good practice to contact the ground at the minimum possible safe speed consistent with existing conditions.

Normally, the best technique for short and slow landings is to use full flap and enough power to maintain the desired airspeed and approach flight path. Mixture should be full RICH, fuel on the fullest tank, and electric fuel pump ON. Reduce the speed during the flareout and contact the ground close to the stalling speed. After ground contact hold the nose wheel off as long as possible. As the airplane slows down, gently lower the nose and apply the brakes. Braking is most effective when flaps are raised and back pressure is applied to the control wheel, putting most of the aircraft weight on the main wheels. In high wind conditions, particularly in strong crosswinds, it may be desirable to approach the ground at higher than normal speeds with partial or no flaps.

4.33 STOPPING ENGINE

At the pilot's discretion, the flaps should be raised and the electric fuel pump turned OFF.

NOTE

The flaps must be placed in the UP position for the flap step to support weight. Passengers should be cautioned accordingly.

The air conditioner and radios should be turned OFF, and the engine stopped by disengaging the mixture control lock and pulling the mixture control back to idle cut-off. The throttle should be left full aft to avoid engine vibration while stopping. Then the magneto and master switches must be turned OFF.

4.35 PARKING

If necessary, the airplane should be moved on the ground with the aid of the nose wheel tow bar provided with each airplane and secured behind the rear seats. The aileron and stabilator controls should be secured by looping the safety belt through the control wheel and pulling it snug. The flaps are locked when in the UP position and should be left retracted.

Tie downs can be secured to rings provided under each wing and to the tail skid. The rudder is held in position by its connections to the nose wheel steering and normally does not have to be secured.

4.37 STALLS

The stall characteristics of the Archer II are conventional. An approaching stall is indicated by a stall warning horn which is activated between five and ten knots above stall speed. Mild airframe buffeting and gentle pitching may also precede the stall.

The gross weight stalling speed of the Archer II with power off and full flaps is 49 KIAS. With the flaps up this speed is increased 6 KTS. Loss of altitude during stalls varies from 100 to 350 feet, depending on configuration and power.

NOTE

The stall warning system is inoperative with the master switch OFF.

During preflight, the stall warning system should be checked by turning the master switch ON, lifting the detector and checking to determine if the horn is actuated. The master switch should be returned to the OFF position after the check is complete.

4.39 TURBULENT AIR OPERATION

In keeping with good operating practice used in all aircraft, it is recommended that when turbulent air is encountered or expected, the airspeed be reduced to maneuvering speed to reduce the structural loads caused by gusts and to allow for inadvertent speed build-ups which may occur as a result of the turbulence or of distractions caused by the conditions. (See Subsection 2.3)

4.41 WEIGHT AND BALANCE

It is the responsibility of the owner and pilot to determine that the airplane remains within the allowable weight vs. center of gravity envelope while in flight.

For weight and balance data, refer to Section 6 (Weight and Balance).