ROYAL CANADIAN AIR CADETS

PROFICIENCY LEVEL ONE

INSTRUCTIONAL GUIDE

EO M129.01 – RECITE THE PHONETIC ALPHABET AND NUMBERS

Total Time: 30 min

PREPARATION

Resources needed for the delivery of this lesson are listed in the lesson specification located in A-CR-CCP-801/PG-001, *Proficiency Level One Qualification Standard and Plan*, Chapter 4. Specific uses for said resources are identified throughout the instructional guide within the TP for which they are required.

Review the lesson content and become familiar with the material prior to delivering the lesson.

PRE-LESSON ASSIGNMENT

Nil.

APPROACH

An interactive lecture was chosen for TP 1 as it orients the cadets to identify the phonetic alphabet and numbers, generates interest and presents basic information.

A game was chosen for TP 2 as it is a fun and challenging way to review the material and have the cadets practice the skills.

INTRODUCTION

REVIEW

Nil.

OBJECTIVES

By the end of this lesson the cadets shall have recited the phonetic alphabet and numbers.

IMPORTANCE

It is important to know how to properly use the phonetic alphabet and numbers while communicating over a radio. This skill mitigates any potential confusion when speaking over a radio. Real danger can occur from misinterpretation of messages. Cadets will use this skill during familiarization flying, airport operations activities and aircrew survival training.

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Teaching point 1 **Describe the phonetic alphabet and identify the phonetic numbers.**

Time: 10 min Method: Interactive Lecture

PHONETIC ALPHABET

The phonetic alphabet is used because letters that sound similar might be confused when said over a radio. An example of similar sounding letters is ‘M’ and ‘N’. Therefore, each letter of the alphabet is associated with a word that is easily understood over the radio.

The phonetic alphabet is as follows:

- A – Alpha.
- B – Bravo.
- C – Charlie.
- D – Delta.
- E – Echo.
- F – Foxtrot.
- G – Golf.
- H – Hotel.
- I – India.
- J – Juliet.
- K – Kilo.
- L – Lima.
- M – Mike.
- N – November.
- O– Oscar.
- P – Papa.
- Q – Quebec.
- R – Romeo.
- S – Sierra.
- T – Tango.
- U – Uniform.
- V – Victor.
- W – Whiskey.
- X – X-Ray.
- Y – Yankee.
- Z – Zulu.

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Use of the phonetic alphabet can be heard on a familiarization flight when the pilot communicates the aircraft's call letters to the tower.

PHONETIC NUMBERS

Phonetic numbers are used to avoid misunderstandings when using radio communication. Numbers are enunciated in the following manner:

- 0 – Zee-ro.
- 1 – Wun.
- 2 – Too.
- 3 – Tree.
- 4 – Fow-er.
- 5 – Fife.
- 6 – Six.
- 7 – Seven.
- 8 – Ait.
- 9 – Nin-er.

Numbers are always spoken as single digits, except for whole thousands. For example, 5 280 would be spoken "fife too ait zee-ro" and 5 000 would be spoken "fife tou-sand."

Symbols are spoken as words over the radio; eg. the word decimal, pronounced "day-see-mal", is used where there is a number with a decimal point.

Air traffic controllers use phonetic numbers to communicate to pilots what runway to use when taking off and landing.

CONFIRMATION OF TEACHING POINT 1

QUESTIONS:

Q1. Why is the phonetic alphabet used?

Q2. How is "Y" pronounced using the phonetic alphabet?

Q3. How is the number four pronounced?

ANTICIPATED ANSWERS:

A1. To avoid confusion between letters that sounds alike.

A2. Yankee.

A3. Fow-er.

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Teaching point 2 **Conduct games where the cadets use the phonetic alphabet and numbers.**

Time: 15 min Method: Game

ACTIVITY

Time: 5 min

OBJECTIVE

The objective of this game is for cadets to spell out their name using the phonetic alphabet and numbers.

RESOURCES

- Whiteboard, and
- Whiteboard markers.

ACTIVITY LAYOUT

Nil.

ACTIVITY INSTRUCTIONS

1. Divide the class into two groups.
2. Alternating groups, have each cadet spell their first and last name using the phonetic alphabet.
3. Give each cadet a number to pronounce.
4. For each cadet that spells their name correctly and provides the correct pronunciation for the number, give the group two points (one point for their name and one point for the number).
5. The group with the most points wins the game.

SAFETY

Nil.

ACTIVITY

Time: 10 min

OBJECTIVE

The objective of this game is to solve hangman words and phrases by asking for the letters and numbers phonetically.

RESOURCES

- Whiteboard, and
- Whiteboard markers.

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ACTIVITY LAYOUT

Provide the cadets with a classroom or training area with a whiteboard placed visible to all the cadets.

ACTIVITY INSTRUCTIONS

1. Divide the class into two groups.

2. Choose a word or phase and write the number of blanks on the whiteboard (incorporate numbers into the word or phrase, eg. Mission Impossible 3).

3. Draw the frame for the man to be hung on.

4. Alternating groups, have each group choose a letter or number phonetically.

5. If the letter or number is in the word or phrase, write it in the proper blank.

6. If the letter is not in the word or phrase, draw the head on the frame and write the letter on the board so it does not get chosen again.

7. Continue drawing the head, body, arms, legs and feet each time a letter is not present in the word or phrase.

8. The first group to guess the word or phrase wins.

9. If the man is completely drawn before the word or phrase is guessed, both groups lose.

10. Repeat steps 3 to 9.

SAFETY

Nil.

END OF LESSON CONFIRMATION

The cadets' participation in the games will serve as the confirmation of this lesson.

CONCLUSION

HOMEWORK / READING / PRACTICE

Nil.

METHOD OF EVALUATION

Nil.

CLOSING STATEMENT

Knowledge of the proper way to use the phonetic alphabet and numbers is essential to ensure radio messages are transmitted and understood. This knowledge ensures the proper use of voice procedures during familiarization flying, airport operations activities and aircrew survival training.

INSTRUCTOR NOTES / REMARKS

Nil.

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REFERENCES

A3-001 A-CR-CCP-263/PT001 *From the ground up: Millennium edition* (2000). Ottawa, ON: Aviation Publishers.

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