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Your

Sailing Handbook

For Beginners

FREE



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Learn how to Sail a Sailboat

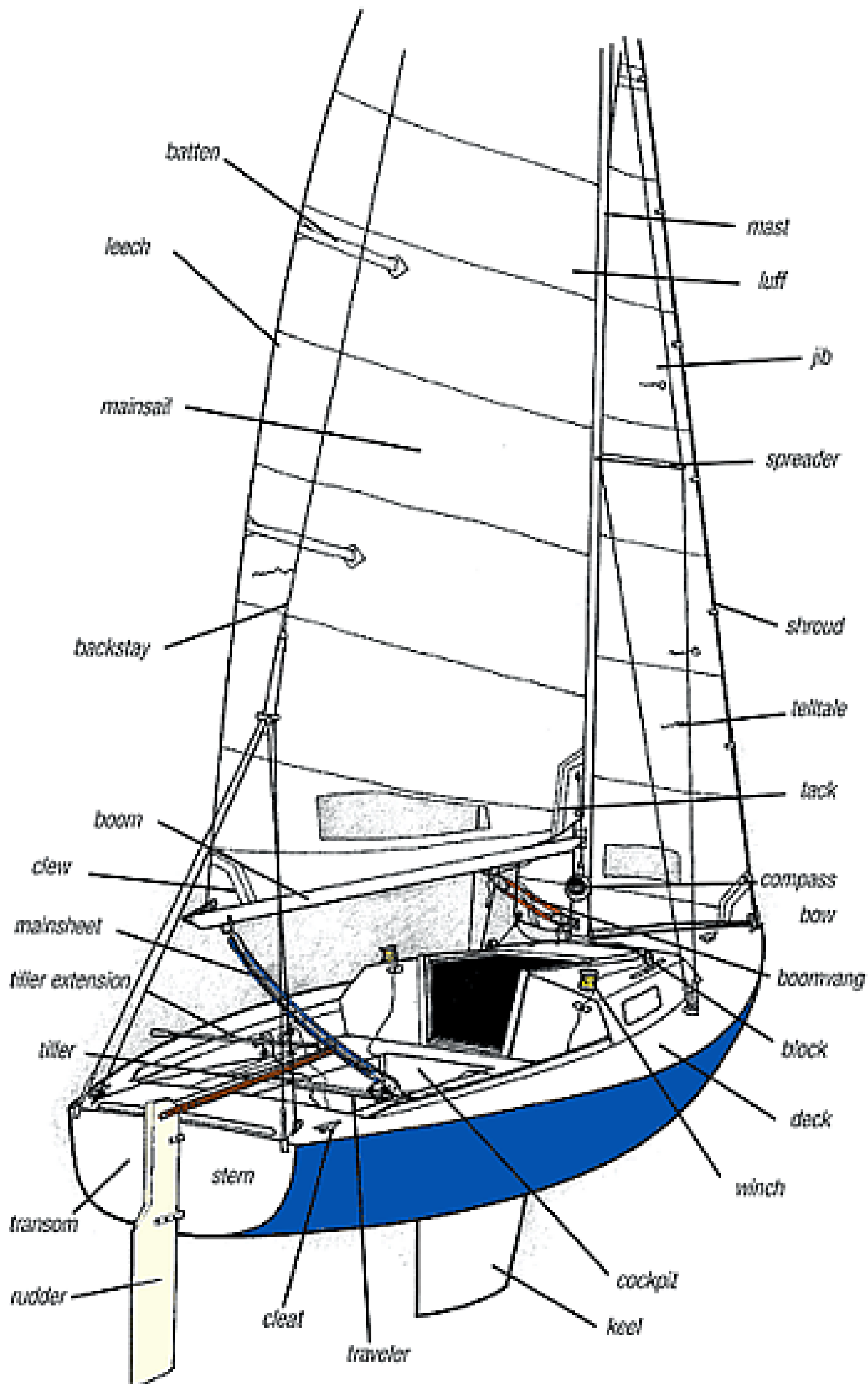
if you are interested in learning how to sail, you have chosen the right place! There are many ways you can learn how to sail, you could get a boat with a friend or teacher and learn by experience or go to a sailing school, anyway, it is useful to understand what is involved in sailing and what precautions you should take before sailing away. Sailing involves a specific set of skills and knowledge. If you are mostly new to sailing this is the right manual for you. Here are some simple points you should understand before sailing.

- Understand the basic terms used in sailing, don't worry too much about memorizing terminology as it will come to you with practice
- Remember some terms used when describing the parts of the boat and the words used to describe each of the parts of the boat.
- After learning how to "rig the boat" you will learn some basic sailing techniques, like tacking and gybing or how to recover from a capsize.



Parts of the boat

- . This diagram is going to help you understand the location of all of the parts of a sailboat. Dont stress yourself about learning them all, remember practice makes perfect.



VOCABULARY

Boom: An horizontal pole, attached to the mast, used to prolong the foot of the mainsail.

Centerboard: Pivoting plate employed to balance the boat and reduce the amount or the angle of drift of the boat.

Block: Nautical terminology for a pulley.

Bow: front section of the boat.

Cleat: Fastening in which lines can be secured.

Hull: Primary structure of a vessel.

Helm: the means by which the sailboat is steered

Line: Any rope found on the boat. The end of the line is either called "working" or "standing" end. The end referred to as working is free and the standing end is secured to something.

Mast: Vertical pole in the centre of the boat used to support sails.

Keel: Permanent underwater part of the boat used for stability.

Stern: The boats after part of the hull.

Jib: The triangular sail attached to the forestay.

Painter: Line used to tie a boat to a dock or another boat.

Dinghy - A type of small sailboat

Shackle: Metal fitting used to connect sails and halyards.

Rudder: Underwater movable steering board.

Shrouds and stays: Wires used to hold the mast upright.

Bearing :A compass direction to a point

Course - The compass direction in which the boat is being steered

Chart - A nautical map showing depths and underwater characteristics

Halyard - Line or wire used to hoist a sail

Bend on - To attach a sail to the boom or forestay

Mainsail - The sail affixed to and behind the mainmast.

Mainmast - The mast.

Mast: A tall vertical pole on a sailboat to support sails and rigging.

Tiller: Usually a metal or wooden stick used to turn the rudder.

Spreader: Struts adhered to the mast to maximise the holding ability of the shrouds.

Beat - To sail close to the wind.

PFD - Personal flotation device .

Wheel: Part of the boat used to steer (Normally not found in small sailing boats).

Transtom: Flat afterpart placed square to its centreline.

Winch: drum- shaped object normally made out of metal which lines are wrapped around to make trimming easier.

Heel: The sideways tipping of the boat due to the wind.

Cleat: fitting around which a line is secured.

Spinnaker: lightweight sail used downwind.

Clew: lower rear corner of a sail.

Stanchion: short metal pole utilized to support the lifelines.

Rudder:appendage below or on the boat's stern that is rotated to steer the boat.

For more sailing terms click **HERE**

Equipment

This is some basic equipment you should make sure you have onboard. For the warmer days you can wear a simple combination of a normal t-shirt and some comfortable trousers/ leggings, or a short wetsuit. If the weather is a bit cold or windy I would suggest wearing a long wetsuit and on top of that a spray top which will give you more protection. Along with that wear some waterproof shoes to prevent slipping and hurting yourself. Remember to wear waterproof sunscreen and sunglasses or a hat. You should also wear a lifejacket, a whistle or another type of sound signal such as a air horn, in case of emergency and gloves (optional) if you don't want to get blisters on your hands.

Some extra equipment your boat should include is a bucket or paddle in case water enters the boat, a buoyant or another throwable floatable device like a life ring or a cushion with straps, navigational lights if you are planning on sailing in conditions with bad visibility.

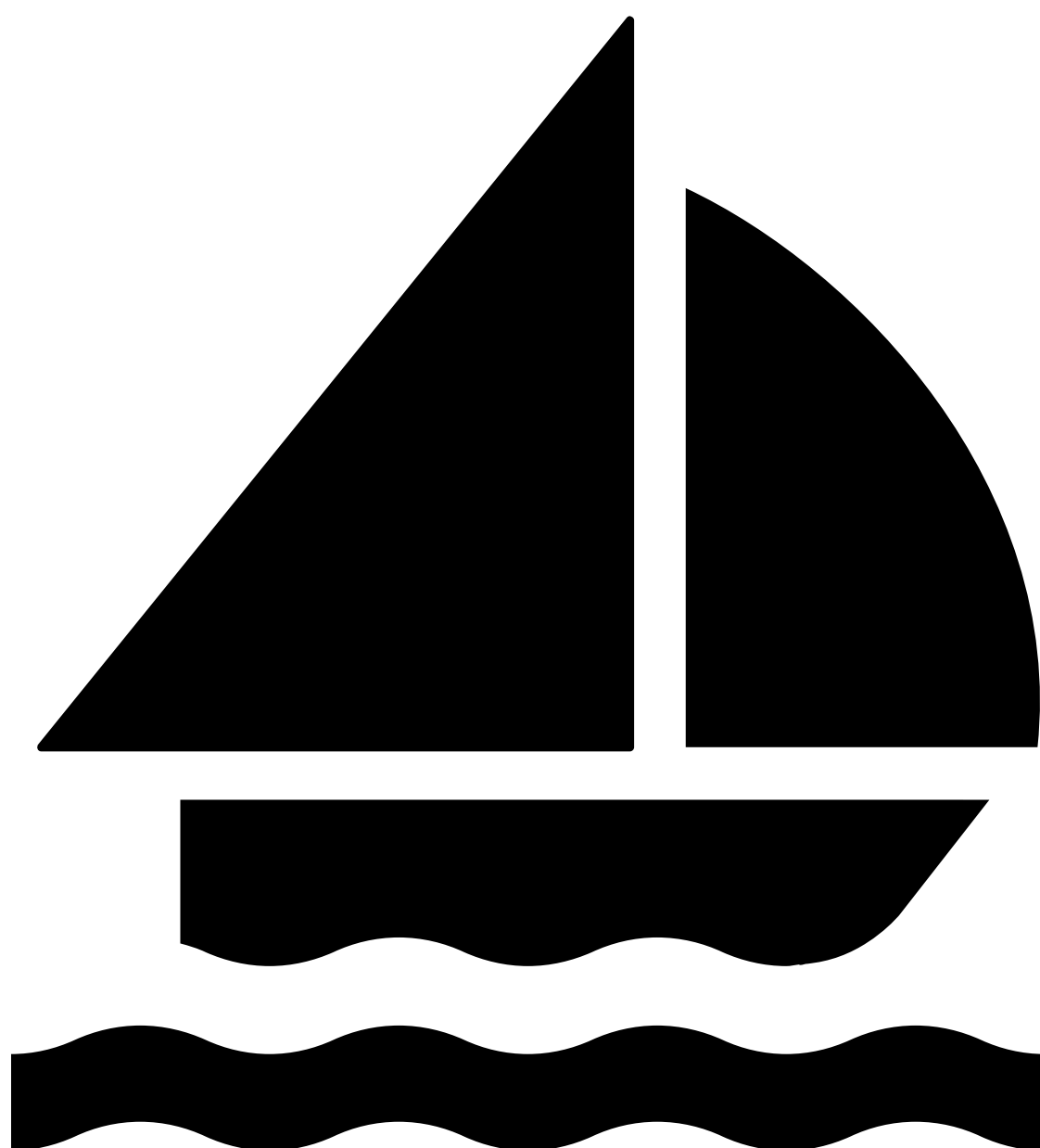
Knot terminology

Bight: Section of the rope between the working end and the standing end.

Loop: Part of the rope that is bent so that its parts come together or cross each other.

Standing end: Part of the rope not being used.

Working end: Part of the rope being used to tie the knot.

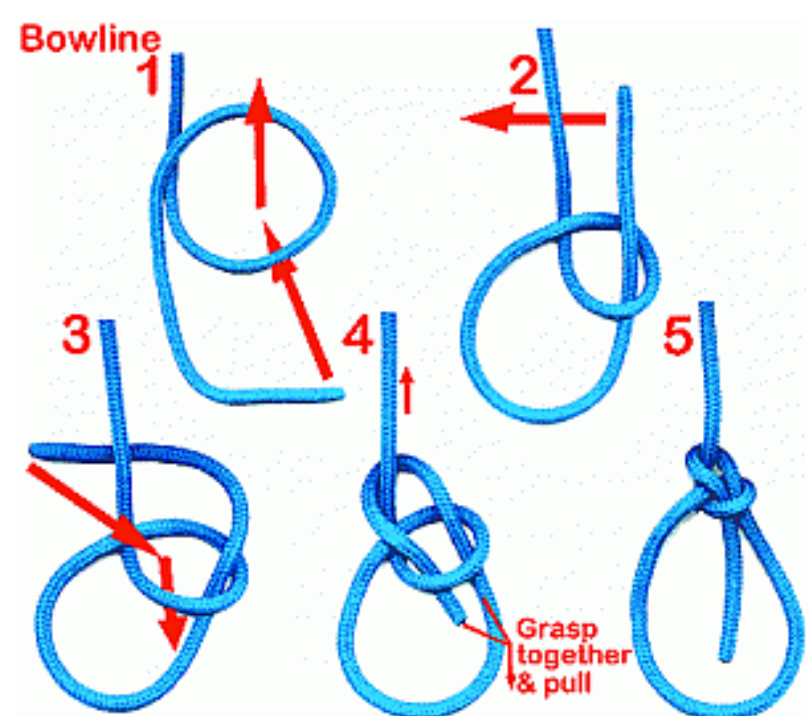
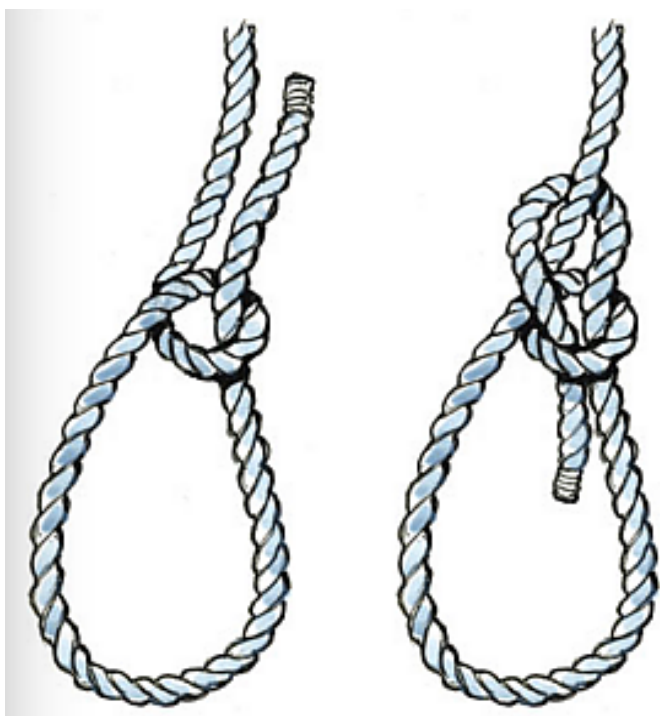


Knots

Knots are an important skill you need to know when you are on a boat. There are different types of knots for whatever task you are carrying out. There are three categories into which knots are segregated into. The first group are the knots which are tied on the end of a line, these are generally called “knots”, the second group consists of those that are used to join two lines together and usually have the word “bend” in their name, and the last group is called “hitches” which are used to secure a line to a piling or to a cleat. The key to mastering a knot is practicing. Here you will be able to encounter seven essential knots that are generally

BOWLINE

This is the most useful knot. It forms a fixed noose at the end of the line, which is regularly used to secure sheets to the clew of the headsail. They can be also used to connect two lines. No matter how tight it is, it can easily be untied. The simplest way of remembering how to tie it is by saying the following sentence, “The rabbit comes out of the hole, goes around back of the tree, and then jumps back into the hole”. The rabbit being the end of the string that moves, and the hole and tree being formed in the standing end. To conclude, pull the tree and the rabbits ears at the same time so the knot keeps its shape.



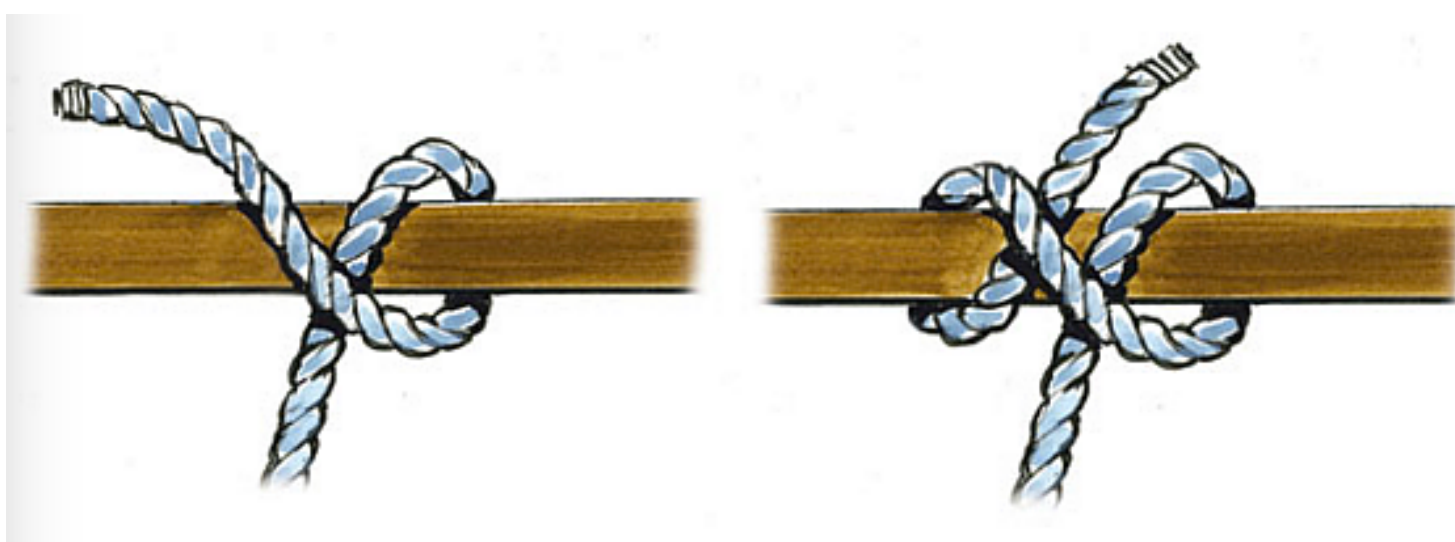
STOPPER KNOT

To make sure a rope doesn't pull through a rope clutch, a knot is tied at the end of it. This type of knot does not come lose easily. Loop the end of the rope twice around the palm of your hand, tucking the working end under the loops and pull the loops off your hand.



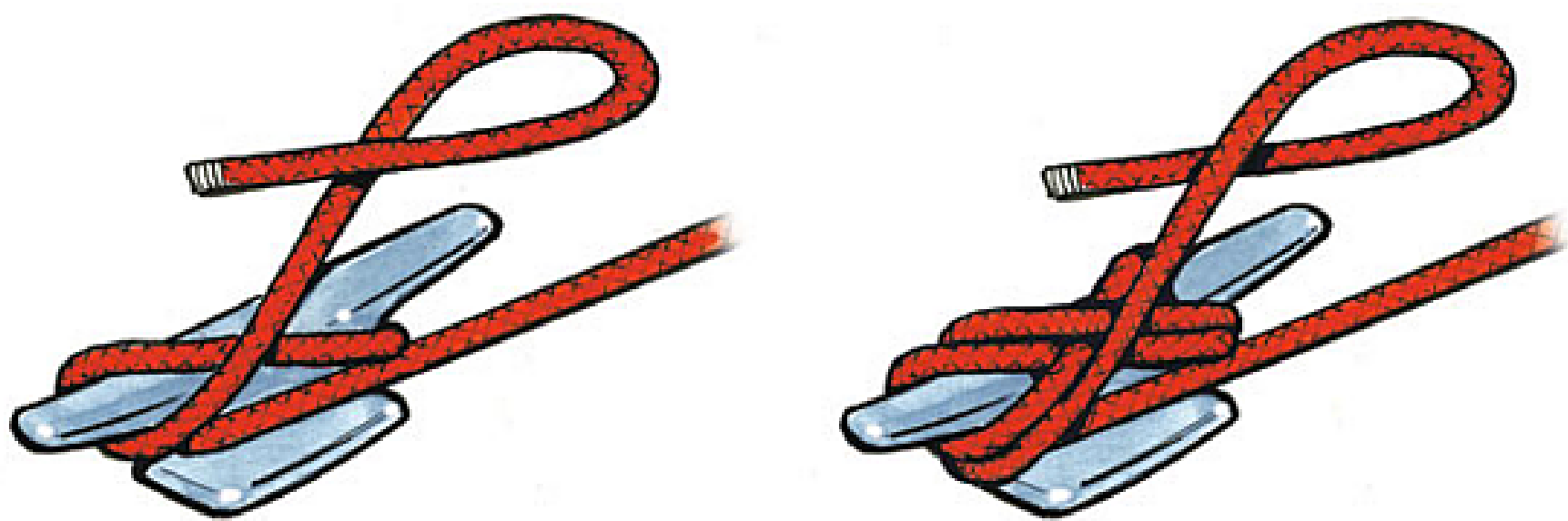
CLOVE HITCH

This knot can be tied very quickly. It is usually used for securing fender whips to a lifeline or a toerail, or to temporarily secure a dock line to a piling. Take one full turn around the object the line is being secured to. Pass the line over itself as you take another turn, and tuck the working end under itself.



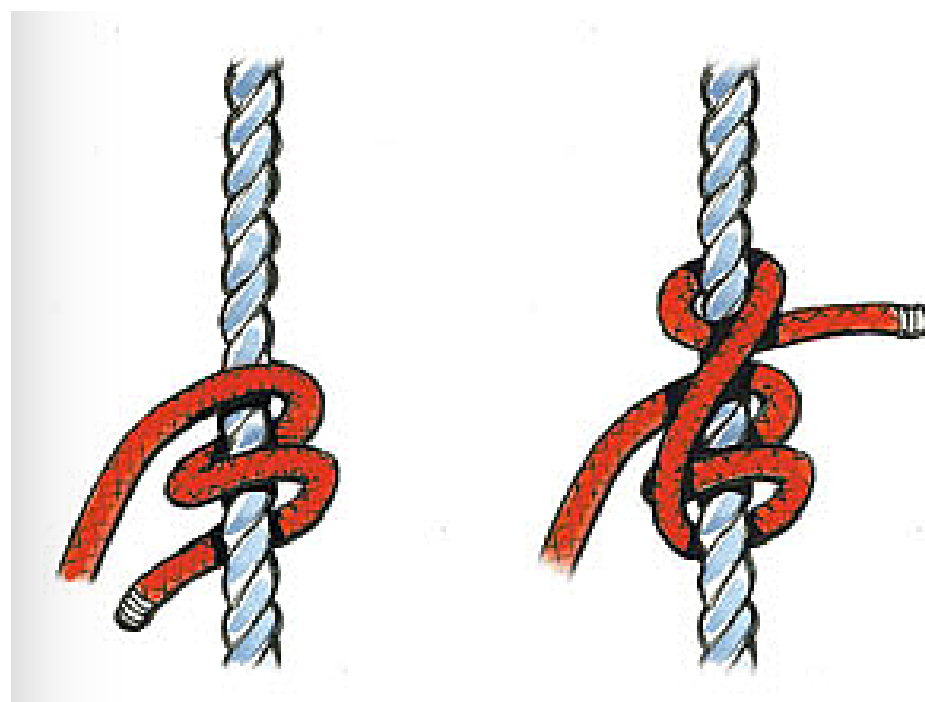
CLEAT HITCH

This knot is used on a cleat on a dock or deck. Take one full turn around the base of the cleat, leading the line so that its standing part runs clear of the cleat. Then take a figure eight turn around first one horn of the cleat, then the other. On the final turn pass the line under itself and pull it tight.



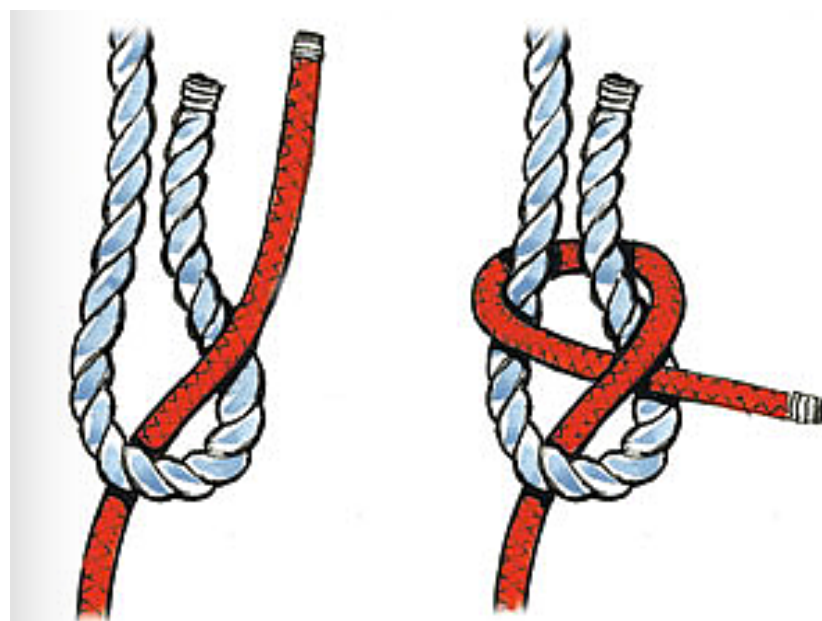
ROLLING HITCH

Designed not to slip, it will keep any line secured to a vertical cylindrical object like a stanchion. Wrap a line around another fixed line or post. Take a third turn by passing the working end of the first line over its standing end and then around the second line above the first two turns. Pull on the standing part of the first line and the hitch will not slip.



SHEET BEND

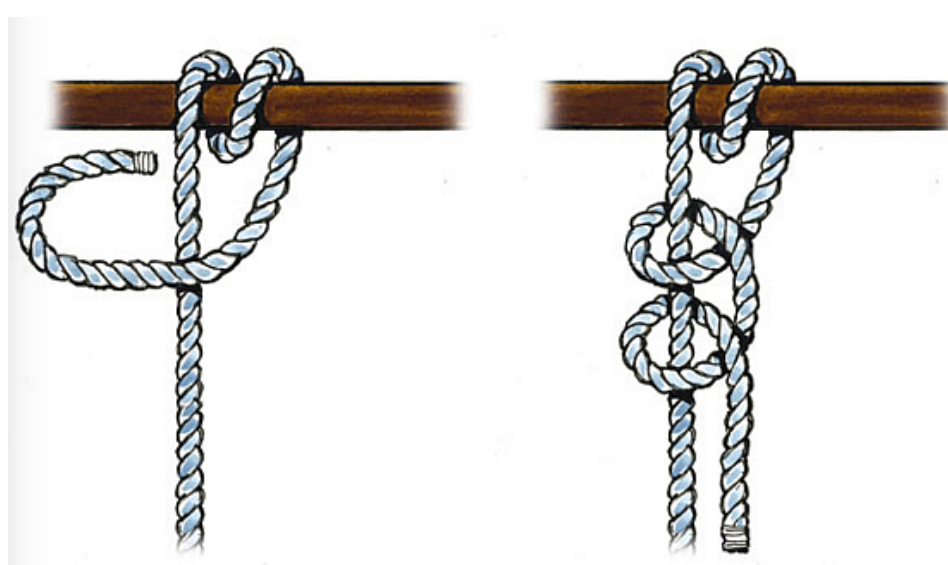
Used to tie two lines together, secure and easy to untie. Form a bight in the end of one line. Pass the end of the other line through the bight from beneath and around behind both parts of the first line. Finish by passing the working end of the second rope under itself, and then pull.



TWO HALF HITCHES

It is easy to tie, forms a running noose that can be made larger or smaller. Perfect use to tie a line tightly around an object.

Used to secure a dock line to a piling. Pass the line twice around the object it is being secured to. Tie one hitch on top of the turns by passing the working end of the line behind the standing end and pulling it through. Repeat to tie the second hitch.



Before sailing away

Before sailing away you should make sure there are no issues with your boat, with the weather or tide, like this most boating accident's could be prevented. If you are fairly new to the sailing world I would highly suggest making a checklist and keep a copy of it on the boat. Here you can find a list of things you should do before heading out.

- Check the forecast, the wind and wave conditions in your local area.
- Make sure to make a "Float Plan". A float plan is basically telling someone when, where you have decided to go out boating, when you will be back, when and where to call for help if not back at destination by a certain time. This is an important step, most sailors do not think about this because it doesn't occur to them that anything will happen to them, this could save thousands of lives.

A float plan is as straightforward as telling a friend " I will be going sailing at the Chichester Harbor this morning, I will be back in the afternoon or I'll call you before the evening, call the club for succor if you don't hear from me by then" , your friend will probably know the general area you are going to, your boat and who to call in case of emergency.

A more elaborate float plan would include: The boat color, size, type, and name. The route, where and at what time the boat is leaving, any planned stops along the journey, and when and where it is expected to arrive. The number of people onboard, contact details and medical conditions.

Coast Guards recommend giving additional information about the equipment of the boat. - All sailboats have specific equipment required by federal law. Make sure you know your country's or state's laws and keep in mind that the requirements may vary depending on the boat's size.

Points of Sail

The Points of Sail is basically knowing where the wind is coming from in relation to the boat. Here are some key points you should remember:

- The boat cannot sail directly into the wind, only about 45° towards it (close hauled), this is called the "no go zone".
- When the sail boat is going across the wind with the wind on either side, the boat is on beam reach.
- When the boat is going at an angle of the wind, but not directly downwind it is called being on broad reach.
- When the sailboat is sailing down wind you are running.

It is important to know your position in relation to the direction of the wind as this will help you distribute weight and how to set the sails.

Sailing at 45°

Sailing between 45° and 50° is called sailing "close hauled" also called "beating". This is as close to the wind it is possible to sail, you have to keep your sails pulled in tight, maintain the boom at the centreline of the boat. By keeping the sails in this position, it forms a curve that generates lift making the boat being pulled forwards. The jib must also be trimmed in for equal wind distribution.

Beam Reach

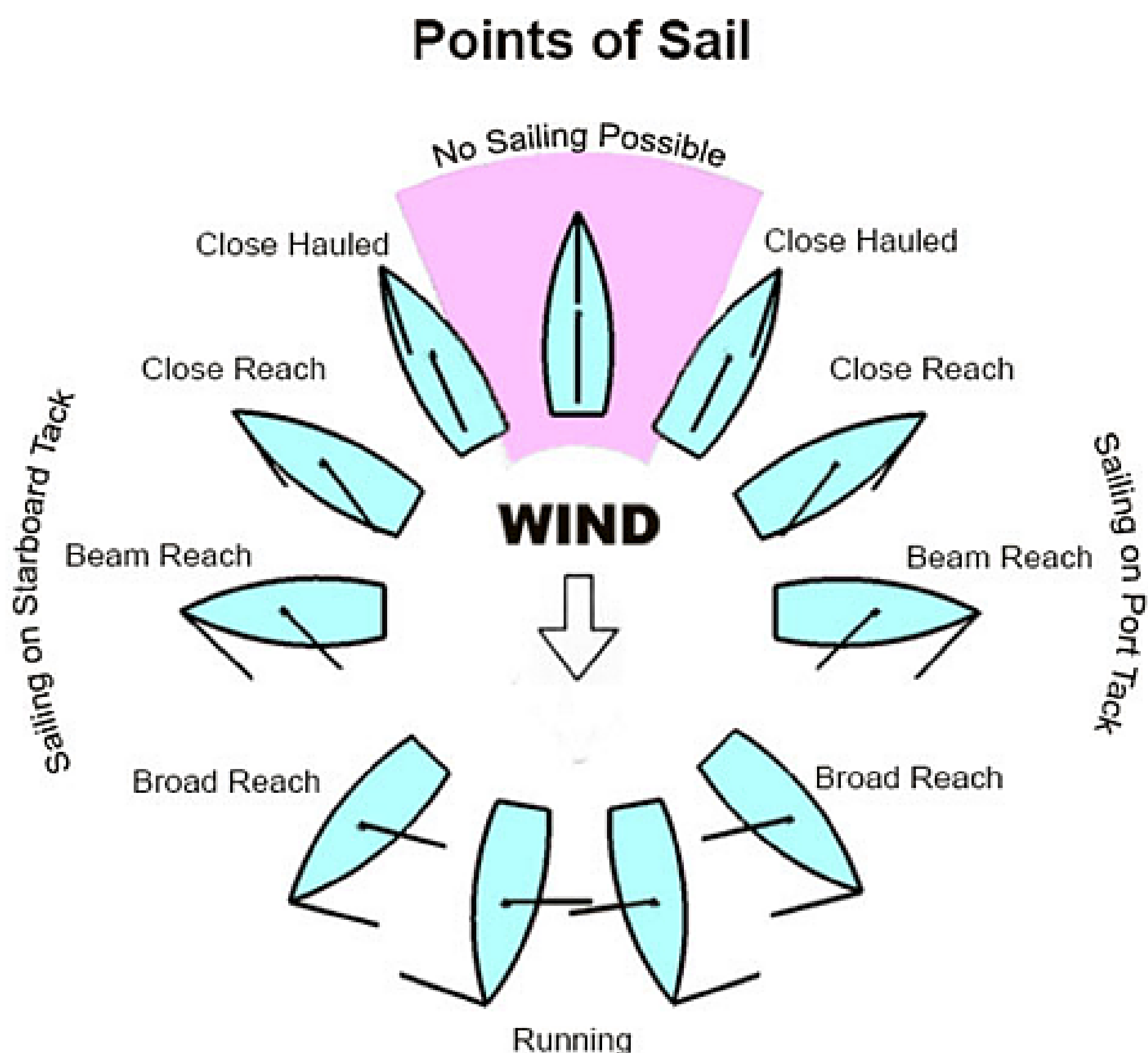
The sail boat sails at a perpendicular angle in relation to the wind and the wind comes across the beam of the boat. Here the sails should be let out further than at close hauled. this is normally the fastest point of sail.

Broad reach

The boat is sailing far off wind, in this position the boom and the jib are let much further out. In this case the boat is being pushed by the wind from behind rather than being pulled forward. in this possition there is a smaller risk of gibing, which occurs when heading downwind.

Wing on Wing

it is not efficient to sail directly downwind with both of the sails on the same side as the main sail will block the jib. In this case you have to sail wing on wing which is basically keeping each sail on the opposite side of each other To make sure the sails are full and keep going downwind a spinnaker pole might be used to hold the jib out to the side. This is considered the slowest point of sail.



How to rig the boat

Place the Rudder

Usually the rudder is removed after sailing. The first step is to install it or make sure that it is firmly attached. On most small boats, the top of the leading edge of the rudder has attached pins (called pintles) that are inserted downward into round rings (called gudgeons) attached to the stern.

Attach the Tiller

If the tiller is already attached to the top of the rudder on your boat, check that it is secure. The tiller is a long, thin steering “arm” mounted to the rudder the tiller. The tiller arm is inserted in a slot at the top of the rudder, A pin is then inserted from above to lock it in position. The pin should be tied to the boat with a lanyard (short light line) to prevent being dropped.

Attach the Jib Halyard

The halyards are used to raise both the jib and mainsail. At the sail’s end of a halyard is a shackle that attaches the grommet at the head of the sail to the halyard. Because sunlight and weather age and weaken sailcloth, the sails should always be removed after sailing, you have to put them back on (called “bending on” the sails) before you get started. First, spread out the sail and identify each of its corners. The “head” is the top of the sail, where the triangle is the most narrow. Attach the jib halyard shackle to this corner; making sure the shackle is closed and secure. Then follow the front edge of the sail (called the “luff”) down to the next corner. The luff of the jib of a small sailboat can be identified by the hanks every foot or so that attach this edge to the forestay. The bottom corner of the luff is called the sail’s “tack.” Attach the grommet in the tack to the fitting at the bottom of the forestay usually with a shackle or pin.

Hank the Jib on the Forestay

First, find the other end of the jib halyard (on the port, or left, side of the mast) and keep a good grip on it with one hand. You will be slowly pulling it in to raise the sail as you hank it on. Beginning with the hank nearest the head of the jib, open it to clip the hank onto the forestay. Then raise the sail a little by pulling on the halyard. Making sure there isn't any twist in the sail, attach the second hank. Raise the sail a little more and move on to the third hank. Keep working your way down the luff, raising the sail a little at a time to make sure it isn't twisted and the hanks are all in order. When all the hanks are attached, lower the jib back down to the deck.

Run the Jib sheets

The jib sail is positioned while sailing by using the jib sheets. The jib sheets are two lines that come back to the cockpit, one on each side of the boat, from the aft lower corner of the sail (the "clew"). In most small sailboats, the jib sheets are left tied to the sail's clew and stay with the sail. On your boat, however, the jib sheets may remain on the boat and need to be tied or shackled to the clew at this stage. Unless there is a shackle on the sheets, use a bowline to tie each to the clew. Then run each sheet back past the mast to the cockpit. Depending on the specific boat and the size of the jib, the sheets may run inside or outside the shrouds.

Attach Mainsail to Halyard

Now we'll attach the mainsail halyard shackle to the head of the mainsail, a process very similar to attaching the jib halyard. First spread the mainsail out to identify its three corners as you did with the jib. The head of the sail, again, is the narrowest angle of the triangle. On many small sailboats, the main halyard does double duty as a topping lift, the line that holds up the boom at the end of the boom when it is not being held up by the sail.

Secure the Mainsail Tack

The forward lower corner of the mainsail, like that of the jib, is called the tack. The grommet of the tack is installed at the front end of the boom, usually by a removable pin inserted through the grommet and secured on the boom. Now the luff (leading edge) of the mainsail is secured at both the head and the tack.

Secure the Mainsail Clew to the Outhaul

The clew (lower corner) of the mainsail is secured to the end of the boom, usually using a line called the outhaul that can be adjusted to tension the foot of the sail. The sail's foot (the bottom edge) itself may or may not be secured directly to the boom. On some boats, a rope sewn into the foot (called the boltrope) slides into a groove in the boom. The clew enters the groove first, forward by the mast, and is pulled back in the groove until the whole sail's foot is held to the boom in this groove. A loose-footed mainsail allows for more sail shaping, but the sail cannot be flattened quite as much.

Insert the Mainsail slug to the Mast

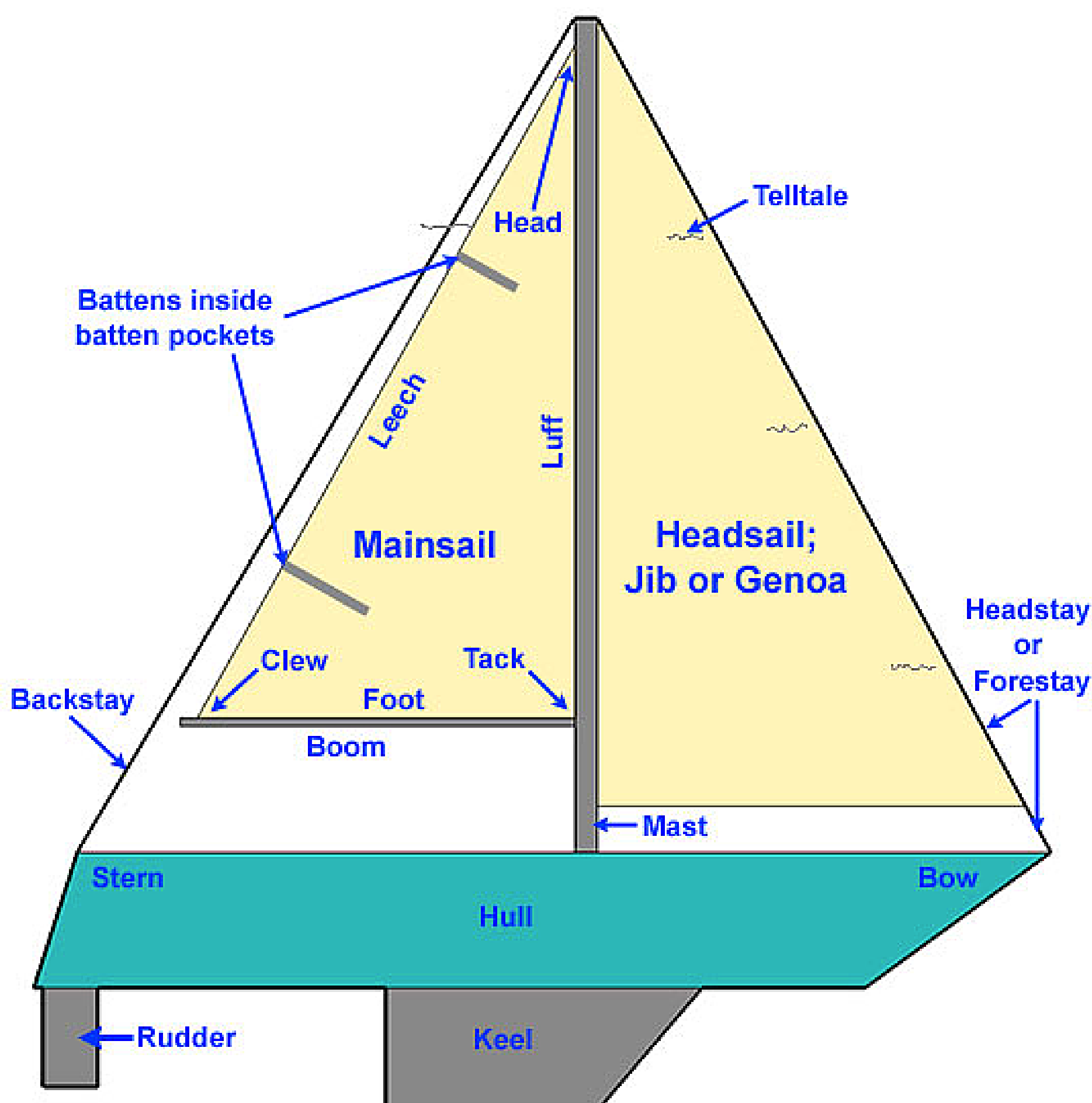
The mainsail's luff (forward edge) is attached to the mast, as the jib's luff is to the forestay but with a different mechanism. On the aft side of the mast is a groove for the mainsail. Some sails have a boltrope on the luff that slides upward in this groove, while others have sail "slugs" mounted every foot or so on the luff. First inspect the whole sail to make sure it's not twisted anywhere. Hold the main halyard in one hand during this process – you will be gradually raising the mainsail as you insert the slugs into the mast groove. Begin with the sail slug at the head. Insert it into the groove, pull the halyard to raise the sail a little, and then insert the next slug. Before completing this process, be sure you're ready to go sailing soon after the mainsail is up. Continue raising the mainsail.

Cleat the main Halyard

When the mainsail is all the way up, pull hard on the halyard to tension the luff. Then tie the halyard to the cleat on the mast, using a cleat hitch. Now you're almost ready to go sailing. This is a good time to lower the centerboard, and raise the jib. Simply pull down on the jib halyard and cleat it on the other side of the mast.

Start Moving

With both sails raised, you're ready to start sailing. One of the first steps to getting underway will be to tighten the mainsheet and one jibsheet to adjust the sails so you can get moving forward. You may also need to turn the boat so that the wind fills the sails from one side.



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