

# SMALL SAILBOATS MADE FUN AND EASY



## Sailing Made Simple

Easily remember sailboat terminology  
with the memory techniques used in  
this pocket-sized sailing manual.



By Floyd Jay Winters

# **SMALL SAILBOATS MADE FUN AND EASY**

## **Small Sailboat Pocket Manual With Water Riddles And Memory Tips**

**By Floyd Jay Winters**

**<http://SmallSailboats.net>**

## ***Copyright Notice***

**Copyright © 2016, 2017 by Floyd Jay Winters**

Small Sailboats Made Fun and Easy. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the publisher except for the use of brief quotations in a book review.

Printed in the United States of America  
Bradenton, FL

**I have set up *Small Sailboats Made Fun and Easy* so you can easily save your legal copy to multiple devices that you may own. You can save this PDF file to your desktop PC, laptop, tablet and also to your smartphone. Please do not give this away to your friends.**

**This manual is inexpensive and easy to purchase legally by check or PayPal or online at Etsy.**

**If you have an illegal copy,  
please see: <http://SmallSailboats.net/>  
to purchase your own copy. Thank you.**

## ***About the Author***

**Professor Floyd Jay Winters is a career instructor and coach, with multiple American Sailing Association Certifications, and multiple Sail and Power Squadron Certifications. He coached championship varsity wrestling for 10 years, going undefeated for two years. He currently gives small sailboat lessons at [BiminiBaySailing.com](http://BiminiBaySailing.com) off the beautiful shore of Anna Maria Island, Florida. He also teaches for the Anna Maria Island Sail and Power Squadron.**

**Jay is experienced on small boats and tall boats and in between sailboats. He has taught small sailboat sailing to hundreds of students, ranging in age from as young as 7 to over 70. Over the years, he has taught numerous small sailboat sailing summer camps, and has provided sailing instruction to many students in one-on-one and small group sessions, on the water and in the classroom.**

**Floyd Jay Winters has had several college textbooks published by major publishers. Jay presents the small sailboat material covered in this manual in a friendly and easy-to-understand way. He uses helpful teaching methods, such as mnemonics and association techniques, to help you remember sailing terms and understand sailing maneuvers. This fun and simple pocket-sized manual includes numerous diagrams and figures to help make sailing a safe and enjoyable sport.**

**To contact or find more information on Floyd Jay Winters email [wintersfj@gmail.com](mailto:wintersfj@gmail.com) or visit [BradentonWebsiteDesign.com](http://BradentonWebsiteDesign.com).**

## ***Acknowledgements***

**Special thanks to John C, Gary M, Bruce M, and especially Brian Dahms for their mentoring and help with this project.**

# Table of Contents

Copyright Notice .....	iii
About the Author .....	iv
Acknowledgements .....	iv
<b>Table of Contents .....</b>	<b>V</b>
<b>Introduction.....</b>	<b>1</b>
<b>Main Parts of a Sailboat .....</b>	<b>2</b>
<b>Directions on a Boat.....</b>	<b>4</b>
<b>Sails and Rigging .....</b>	<b>5</b>
<b>Parts of a Sail .....</b>	<b>13</b>
<b>Raising and Storing the Main Sail .....</b>	<b>17</b>
Raising the Main Sail.....	17
Lowering the Main Sail.....	18
<b>How to Sail a Sailboat by Dave Barry :-)</b> .....	<b>18</b>
<b>Points of Sail.....</b>	<b>19</b>
Trim to your Point of Sail .....	21
<b>Points of Sail Diagram .....</b>	<b>23</b>
<b>Apparent Wind .....</b>	<b>24</b>
<b>Tacking .....</b>	<b>25</b>
Tacking with Two Sails and Crew .....	25
Tacking a Small Sailboat with one Sail .....	26
Tacking Diagram.....	28
<b>Jibing (Gybing) .....</b>	<b>29</b>
Controlled Jibe Steps .....	30
Jibing (Gybing) Diagram .....	32
<b>Comparing a Tack and a Gybe (Jibe) .....</b>	<b>34</b>
<b>Preventing a Stall Getting out of a Stall .....</b>	<b>34</b>
Get out of a Stall on a Small Sailboat .....	34
Get out of a Stall on a Larger Sailboat .....	34
<b>Capsize Prevention and Recovery .....</b>	<b>35</b>
Avoid Capsizing a Small Sailboat.....	35
Slow Down or Stop a Sailboat .....	36
After Capsizing a Small Sailboat .....	36

Right a Capsized Boat.....	36
<b>Man Overboard (MOB) / Crew Overboard (COB) .....</b>	<b>37</b>
Man Overboard Broad Reach / Close Reach maneuver.....	38
Simple Man Overboard (MOB) (COB) Diagram .....	39
<b>Heave To .....</b>	<b>40</b>
Heave To Steps .....	40
<b>Basic Anchoring Tips .....</b>	<b>41</b>
<b>Aids To Navigation (ATONS)/Terms .....</b>	<b>42</b>
Navigation Chart Symbols .....	44
<b>Sailing Rules of the Road Right of Way .....</b>	<b>45</b>
Rules for Passing Other Sailboats .....	46
<b>Some Types of Sailboats.....</b>	<b>48</b>
Dinghies .....	49
Sailboat Classifications .....	50
<b>Basic Knots .....</b>	<b>51</b>
Docking and Hitches.....	51
Stop Knots.....	52
Bowline .....	53
<b>Miscellaneous Hints and Notes .....</b>	<b>54</b>
Plan Your Sail .....	54
Very Simple Navigation.....	54
Keep the Wind in Your Sail .....	55
Too much Wind in Your Sail .....	55
Safe Turns .....	55
Before Running Aground Hard.....	56
Docking or Coming to Shore .....	56
Passing Obstacles .....	57
Sculling .....	57
Going Backwards.....	57
Be Safe!.....	58
A few old Sailing Phrases used Today.....	59
Answers to Water Riddles.....	60
Keys to Success.....	60

# Introduction

Small sailboat sailing is absolutely my favorite pastime. I must use my mind, hands, eyes, balance, and even my backside as I change from side to side during a tack. Every part of me becomes magically in sync. Yeah, you must work to make a boat sail, but in the end, you are in complete control, working with and against one of the most primal, basic forces of nature — the wind. That’s really cool, and empowering, whether you’re 9 or 69 years old. And unlike a powerboat, as soon as I raise my sails, I have arrived at my destination — because my destination is the journey, not some piece of land “over there” that I must rush to get to. No gas, no noise, no fumes, no pollution. Just the peaceful lapping of the water against the bow of my boat.

Yet, I vividly remember my first learning experiences on a small sailboat. Although I knew what a mast, tiller and rudder was, I was so woefully unprepared. And my instructor started throwing all these new terms and commands at me. She’d start barking instructions like,  
“Ease the main to slow down.”  
“Your sail is luffing; fall off.”  
“Push the tiller to port before you hit that channel marker, you idiot.”

I needed a short simple manual to quickly present the basic terms and sailing concepts in a way that I could easily remember and understand. I wanted well labeled photos and illustrations. I also needed a manual that I could put on my smartphone and have on me for quick reference. Goldie Locks like. Not too big, not too short.

I could not find exactly what I needed, so I started writing my own short, fun and simple-to-understand manual for both my personal use and for my students. And as a career educator, coach and author who had already published several instructional books, the rest is history.

So, this book will start with the most basic terms and I’ll share many of my **memory tips** and fun water **riddles** (**shown in bold purple**) to help you remember them.

# Main Parts of a Sailboat

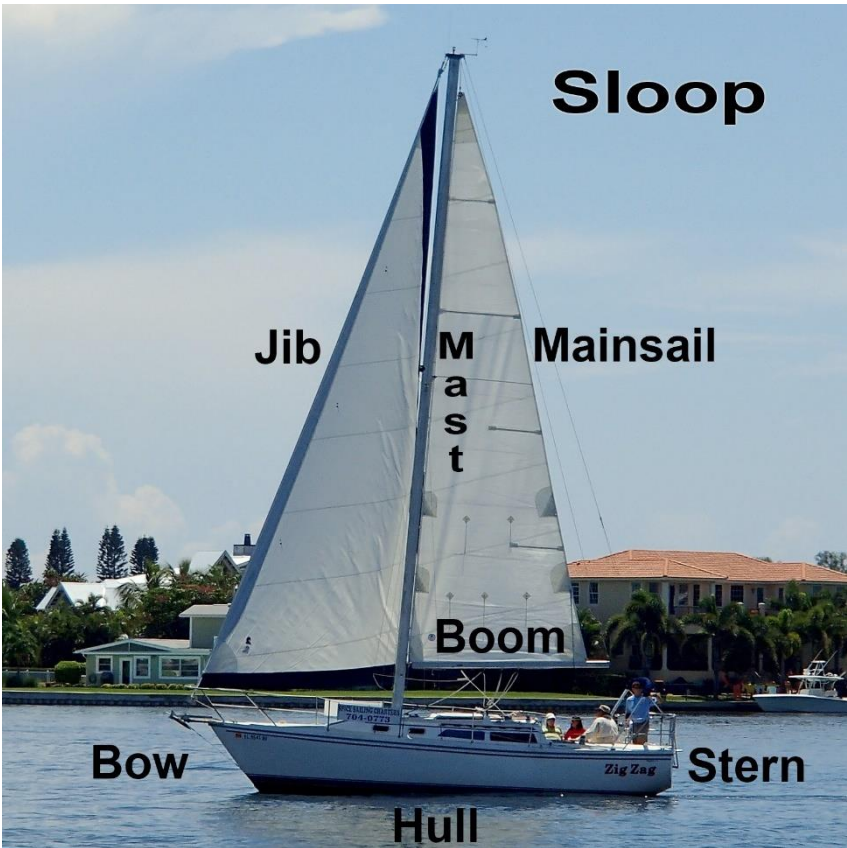
**BOW** – The **front** part of a boat. (**You bow to the front**)

**HULL** – The main watertight floating body or shell of a boat. (shell/hull)

**DECK** – The part of boat that sits on top of the hull. (**Think sundeck**)

**MAST** – The tall vertical **pole** that supports the sails. (**Both a flag and a sail are raised up a mast**)

**BOOM** – A horizontal pole connected to the mast; it supports the bottom of the sail. (If you are not careful, **it can go boom on your head**)



The main parts of a sailboat, 30 foot Catalina (a Sloop)



**DAGGERBOARD** – A 3 to 4-foot removable lightweight wood or fiberglass **keel** used to stabilize a *small* sailboat and keep it from drifting sideways. It is pulled up in shallow water, as shown at right. (**It is inserted like a dagger through the center of the hull**)



**CENTERBOARD** – A rotating wood or fiberglass **keel** used to stabilize a *mid-sized* sailboat. It is secured in the **center** of the hull and can be rotated or **pivoted** down in deeper water. It may be brought up in shallow water or when sailing downwind.

**KEEL** – A weighted fin-like **spine** on the bottom of a *larger* sailboat designed to reduce **Drift** or **Sliding** when the wind blows from the side. **Keel boats** have heavy lead-filled keels to provide **Ballast** for **stability**, greatly reducing the chance of a capsizing when a boat **HEELS** to one side. (**A keel keeps a keel boat from keeling over**)



**TILLER** – A pole attached to the **rudder** used to steer smaller boats. A tiller is moved in the **opposite** direction of which the bow of the boat will move. Moving the tiller left will steer the bow to the right.

**RUDDER** – A vertical board hinged to the back or stern of a boat. It extends down into water like a fish fin and is used for steering. On small boats the rudder is typically controlled by a tiller. Other boats use a wheel to steer.



**TRANSOM** – A vertical, flat surface at the back or **Stern** of the hull, where the rudder and/or motor are attached.

**STERN** – The **aft** or **after** or back part of a boat, where the tiller is located. (**Steer from the Stern, where you keep the Spare tire ☺**)

# Directions on a Boat

**FORE** – The **F**orward part of a boat; near the bow.

**AFT** – The **A**fter or back part of a boat; toward the stern.

**STARBOARD** – The **right** side of a boat when looking forward. (It literally meant **Steerboard** or **Steering Oar**, because ancient boats were often steered by a right-handed man holding a large oar on the right side at the back of the boat.)

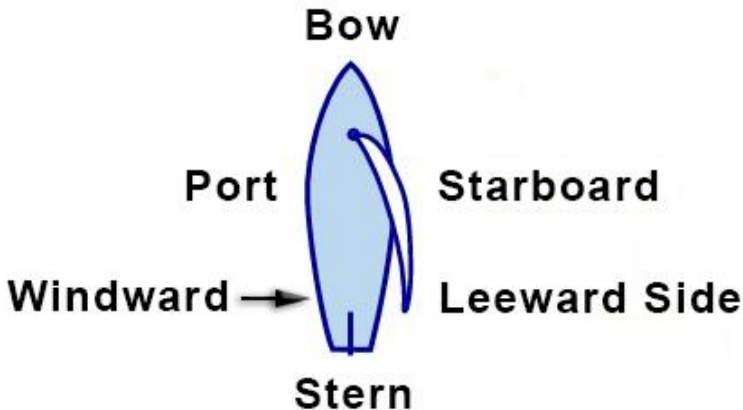
**PORT** – The **left** side of a boat when looking forward. Early boats were docked on the left side when in port to keep from crushing the steering oar located on the right side. Remember, when you are out to sea you have **left port**. Also, both **port and left have 4 letters**.

**BEAM** – The greatest **width** of the boat (from side to side).

**DRAFT** – The minimum **Depth** of water a boat can sail in. It is the distance **between the waterline and the bottom of the keel**.

**WINDWARD** – **Upwind** or *towards* the direction from which the wind is blowing **from**.

**LEEWARD** – Pronounced “**loo-erd**.” **Downwind** or the direction where the wind is blowing **to**. Or, the side opposite that from which the wind blows. A full sail is on the **Leeward** side. A sailboat will **HEEL** or **Lean to the Leeward** side, where the sail is blown to.



# Sails and Rigging

*We will start at the bow of the boat and work to the back of the boat.*

**JIB** – A triangular foresail located in the **front** of the mainsail. The top of a jib is often fixed to the top or near the top of the mainsail mast.

**GENOA** (sometimes called a **Genny**) – A longer, lighter foresail, which extends past the mast providing more sail area.

**SPINNAKER** – A very large lightweight, parachute-like sail, used on racing boats when running downwind.

**SPINNAKER POLE** – A pole used to extend the foot of the spinnaker beyond the edge of the boat.

**WHISKER POLE** – A pole, usually attached to the mast, used to hold or push the **Clew** (bottom **C**orner) of the jib or genoa out when sailing downwind.

**MAST** – A vertical pole or **Spar** used to attach the mainsail and boom.

**MAINSAIL** – The larger, main sail on a sailboat. It is usually located slightly forward of the middle of a sailboat.

**BATTENS** – Long thin strips of plastic inserted into pockets of the **Leech** (back) of a sail, to support the sail shape.

**JIB SHEET** – The rope or line that controls the curve and tension of the jib. Jib sheets usually run along the front sides of the boat.

**MAINSHEET** – The rope or line that controls the curve and tension of the mainsail. Pull it in tighter and closer when sailing upwind. Let the mainsheet and mainsail out further when sailing downwind.

At right is a **Sheet** wrapped around a **Winch** (always clockwise) and locked into a **Cam Cleat**.



**BOOM** – A horizontal pole or spar running perpendicular, at a right angle, from the mast. It supports the bottom of the sail. It is connected to the mainsheet, which is the block and line at the end of the boom shown on the bottom right of the figure below. It swings across the boat depending on the direction of the wind. If you are not careful – it can go **Boom** on your head!



The **Boom** is connected to the **Mainsheet** (see block and line on right)

**HALYARD** – A line going to the top of the mast, used to **Haul** up or raise a sail up the mast, sometime by means of a **Block** or fixed pulley. **Point the bow of the boat into the wind when hoisting a sail!** (**Loosen** Halyard a **Little** in **Light** wind for more curve in sail.)

**WINCH** – A mechanical device, usually consisting of a metal drum, turned by an inserted handle, around which a line (such as a jib sheet) is wound or hauled in. All winches rotate in only one direction. Always wrap lines **clockwise** around a winch, from bottom up. Typically, one to three wraps are necessary, using only one wrap in a light wind. (**A Winch Winds or Wraps lines.**)



**WINCH HANDLE** – A ratchet device inserted into the top of a winch, used to turn the winch to tighten a sheet as you trim a sail, or to pull and wrap a halyard as you raise a sail.

**GRINDING (winching in)** – Turning the winch handle to sheet in (pull in) a line, such as a **Jib Sheet**.



**LINE** – a rope used to sheet in or trim a sail, or to secure a boat or something on a boat. Sailors say the word line instead of rope.

**SHEET** – A line used to trim a sail, such as a **mainsheet** or **jib sheet**. If a sheet is loose the sail will flutter or **Luff**. (The ancients called it **scéatlíne** or **sheet-line**, for the line to control the cloth sheet or sail.)

**CRINGLE** – a reinforced hole, **grommet** or metal ring in the top of a sail (**Head**), the front bottom of a sail (**Tack**) or the back-bottom Corner of a sail (**Clew**).



A **Cringle/Clew** on left. **Outhaul** on right.

**OUTHHAUL** – A line connecting the **Clew** (a **grommet** in the back bottom of a sail) to the **outer** edge of the boom. It hauls **out** (or releases) the back of a sail, controlling the curve of its **Foot** (the sail's bottom). You often **Loosen** the outhaul in **Light** winds.

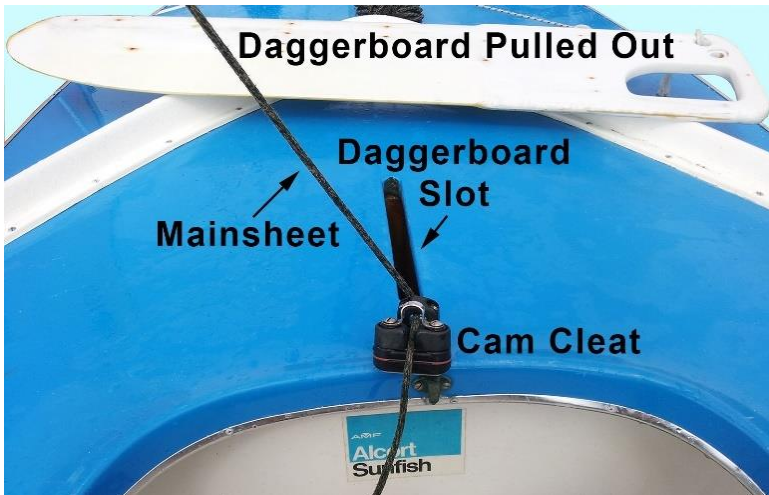
**DOWNHAUL** – A line attached to the **Tack** or front of a sail. It is used to pull down and tighten the sail, to help flatten (or loosen) the sail shape. Tighten the downhaul to move the **Draft** or belly or curve of the sail forward in heavy winds to help slice through the wind.

**CLEAT** – A fitting to which lines are secured or **Made Fast**. The classic deck cleat is anvil-shaped; it looks like small stubby bull horns.



Left: A **Dock Line** in a **Flemish Coil** and secured to a **Deck Cleat**  
Right: **Deck Cleat** on top, **Cam Cleat** on bottom

**CAM CLEAT** – A device used to secure a mainsheet, jib sheet or other line as it is pulled between two cams. The hard rubber cams have small gear-like teeth to grip the line and hold it into place. However, even when the line is locked in place, you can still pull the sheet out to tighten the trim on the sail. Lift up to release the line and ease the mainsheet or jib sheet.



A typical Sunfish with Mainsheet set in the Cam Cleat



Riddle: Where do you take a sick boat? (See last page)



### Parts of a Sunfish

The **Boom** is connected to the bottom of the sail.

The **Mainsheet** is a line that controls the mainsail.

The **Tiller** is used to turn the **Rudder** which steers the boat.

The **Daggerboard** provides stability, keeps boat from drifting sideways.

(Only the top brown part of the daggerboard is seen in middle of boat.)

Riddle: What gets wetter the more it dries? (See last page)

**Purchase the full 60-page Sailboat eBook at:**

<http://SmallSailboats.net> for only \$12.00