



*Australian*  
**Air League**

FEDERAL OPERATIONS CIRCULAR #1

F/OC/1/20  
30 April 2020

## **Course Workbooks Available Online**

### **1.0 Introduction**

- 1.1 The Council of the League is pleased to advise that Australian Air League Course workbooks (Education, Field and Air Activities) are being progressively made available for purchase and download online.
- 1.2 The rationale for this initiative is to provide quality colour publications at lower cost and to make them easily available to members.

### **2.0 What is available and when**

- 2.1 Class 4 course workbooks will be progressively uploaded and made available over coming weeks.

### **3.0 How to obtain them**

- 3.1 Online course workbooks are available via the "QM Store" tab on the AAL Website or via the URL <https://www.airleague.com.au/qmstore/>
- 3.2 Members will need to login to their user account to access this tab.
- 3.3 A simple guide to the following is attached to this Circular and is also available via the URL: <https://www.airleague.com.au/download/aal-qm-store-online-quick-start/>
  - 3.3.1 Obtaining a user account login for the website;
  - 3.3.2 Logging in to your user account on the website; and
  - 3.3.3 Using the shopping features in *QM Store Online*.

### **4.0 How much they cost**

- 4.1 Class 4 workbooks are priced at \$3.50 each (including GST).
- 4.2 Proceeds from the sale of these online books will be used to support the Air League with \$2.00 from each purchase going to the member's Group, whilst the remainder will cover GST and other costs such as merchant fees.
- 4.3 Payment is available via *PayPal* but you can also pay with a credit card if you don't have a *PayPal* account by using *PayPal Guest Checkout*.

### **5.0 Workbook questionnaires and Activity**

- 5.1 Our workbooks have been written by many of our hard working volunteers over the years and we're proud of their work and our extensive syllabus.
- 5.2 We do, however, wish to protect their hard work and, for this reason, the books are copy-protected to prevent them from being re-used by others.
- 5.3 Some workbooks include questionnaires and activity sheets for the cadet to complete as part of their course; we will make a separate booklet of these activities available for download and printing in our Training Resources Library at <https://www.airleague.com.au/training-resources/>.

### **6.0 Other considerations**

- 6.1 Methods of assessment are to be coordinated by Groups.

- 6.2 Queries regarding the actual usage of these course workbooks, and any assessment requirements, in the squadron arena should be directed through the normal chain of command for education, field and training courses.
- 6.3 Updates on which course workbooks are now available will be provided on the AAL website from time to time.

A handwritten signature in cursive script that reads "Ray King".

**Comr Ray King, MSA**  
Federal Operations Commissioner