

## PORT PILOT & LOG BOOK

### Great Lakes Cruising Club

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#### From the Editor's Desk:

#### CHECK LIST FOR HARBOR-REPORT UPDATES

*In 2008, the harbor reports were moved to the GLCC web page: [www.glcclub.com](http://www.glcclub.com). Port Captains should periodically review the reports of their own harbor on the web page, using the following checklist. Port Captains can request "editor" status on the web page, and modify the harbor report directly, or you can add a "comment" at the end of the harbor report and the Log Book Committee will incorporate the information in the harbor report. Port Captains should "subscribe" to their own harbor reports – you will then be notified when other members submit information..*

\_\_\_\_\_ **Harbor Report Name & Number:**  
are they correct?

restaurant pick up a cruiser? Will a grocery store deliver to the docks?)

\_\_\_\_\_ **Title Info:** Is the title/area information correct? Distances in nautical miles? Should you add additional ports to the distance box?

\_\_\_\_\_ **Sightseeing:** Have you included historical and scenic spots that a cruiser might want to visit? Are there special summer events (festivals, theater, band-in-the-park, etc.)?

\_\_\_\_\_ **Quick Reference Box:** Have you verified all the quick-reference data – chart numbers? Lat/long? Light numbers? Population? Telephone area code? Name of Port Captain?

\_\_\_\_\_ **Sketches and drawings:** Have you checked over the sketches and drawings for accuracy? Is it time to update a sketch? Are the soundings reduced to LWD? Or is the information clearly provided so that a member can reduce the soundings to LWD?

\_\_\_\_\_ **Charts:** Have you checked the current government charts for accuracy? Are there new docks?

\_\_\_\_\_ **Photographs:** Are the photographs outdated? Have you provided new, color photographs? Don't forget to check with local government and chamber-of-commerce agents for recent photographs.

\_\_\_\_\_ **Text:** Have you carefully read all the text (Introduction, Approaches, Entrance, Anchorage, Dockage, etc.)? Does the Introduction accurately inform a newcomer to the port about what to expect? Are the approaches and entrance information accurate and easy to understand? Is the anchorage, dockage, launch-ramp information accurate?

\_\_\_\_\_ **Comments:** Have you reviewed the comments on the web page, to see what observations have already been reported?

\_\_\_\_\_ **Services:** Have you checked the names and phone numbers of facilities (marinas, restaurants, grocery stores, hospitals, etc.)? Have you checked details (will the

**Other information:**

*Remember-accuracy is vital for a good report. Good reports will increase both the safety and the pleasure of cruising, for your fellow GLCC members...*