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*Your Pathway to Working in the International Horse Industry,  
from Complete Beginners to Qualified Professionals*



## **Student Workbook**

*SISOEQO305A 4/5*

**Evaluate Trail Rides**



Student Name: .....

USI (Unique Student Identifier) : .....

(For further information, please visit [OnlineHorseCollege.com/usi](http://OnlineHorseCollege.com/usi) )

Email: .....

Phone: .....

Other Personal Information

**Students are to follow all recommended safety considerations at all times.**

**[www.Onlinehorsecollege.com](http://www.Onlinehorsecollege.com)**

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## ***Evaluate Trail Rides Workbook***

Students are to complete all previous online assessments prior to attempting any practical activities in this unit and to follow all recommended safety considerations.

Assessments for SISOEQO305A are as follows:

- 1) Plan Trail Rides
- 2) Prepare for Trail Rides
- 3) Riding on Trails
- 4) Evaluate Trail Rides
- 5) Practical and Q&A Assessment

These assessments incorporate the following unit from the SIS10 Sport, Fitness & Recreation Training Package which include the listed elements

SISOEQO305A Ride horses in tracked areas

- Plan for the riding activity
- Select and prepare horse and equipment
- Demonstrate horse riding skills in a trail ride situation
- Evaluate the ride

*Further information about this assessment is available at [www.training.gov.au](http://www.training.gov.au)*

## Evaluate Trail Rides Introduction

Evaluating trail rides is important to identify good and poor points of the trail ride and to determine whether objectives are being met and proper planning is being carried out.

Evaluation is also important for self-improvement and professional development.

### Activities and Extension Lesson

Through-out this workbook you may find various activities and an extension lesson towards the end of this workbook. Unless specifically requested, you are not required to submit these results to your assessor. The extra activities and extension lesson are included in this workbook to support your learning.

### Completed Assessment Information

Information about your completed assessments in your course is available on your Training Plan. If you do not yet have the link to your online training plan, you may not have submitted your completed Enrolment Form.

Enrolment Forms are available on the link below

Please send your completed enrolment form to [Teacher@OnlineHorseCollege.com](mailto:Teacher@OnlineHorseCollege.com)

## Evaluate the Ride

Processes of continual improvement for trail riding will benefit your personal performance and the workplace or business. Regular evaluation and reflection on your performance and the ride organisation will ensure you identify what worked well, what didn't work and opportunities for improvement.

There are formal methods of evaluating and reviewing performance through performance reviews with managers and formal feedback processes. Less formal methods include discussions and observations with mentors, colleagues and experienced trail guides.

Below are aspects of the trail ride that can be evaluated: -

- Equipment selection – E.g., suitability of horses and gear for the ride, size, fit, safety.
- Clothing selection – E.g., suitability of gear for the ride, size, fit, safety.
- Food selection – E.g., quantities
- Group feedback- E.g., effectiveness for group management, frequency, delivery
- Directing techniques – E.g., effectiveness for group management, accuracy, timely delivery
- Objectives – E.g., if objectives were met, if not why not.
- The planning process
- Weather
- Route – E.g., suitability of route for riders, horses and ride objectives
- Instructional content – E.g., suitability for riders
- Instructional technique – E.g., suitability for riders, modelling of correct behaviour, method of instruction
- Assessment technique
- Any rescue techniques employed E.g., suitability, reasons for the need for rescue



## Implement Improvements for Future Rides

Implementing improvement plans is key to improving trail rides for the future. Implementation strategies need to clearly outline how the improvements will be executed and the following should be addressed during implementation:-

- The legal requirements for execution – Any plans that require legal compliance must be understood by everyone involved. For example if a helmet standard is required then the area of the business it applies and those employees working in that area would need training and access to the policies and documentation regarding the compliance. Whereas an area in the business where the new law does not apply would only need to know that the business complies with the law.
- The accepting of plans by internal stakeholders – Employees in different areas of the business may have different views on the proposed plans. It is important to gain feedback from and share information about the changes to all employees in the business.
- Clearly defined areas of responsibility – Employees need to know what their responsibilities are to prevent time and efforts being wasted. A flow chart of responsibilities is a useful tool for outlining the roles and duties of different positions in the business.

Responsibility flow chart:-

Reporting line	Key Personnel	Responsibility Area
Senior management	Stable manager, Director, CEO, Environmental manager.	Accountable for legal compliance, direct environmental policy, direct environmental audits and reviews.
Workgroup supervisors	Head or senior coaches, stallion manager, team leaders, heads of department.	Reports issues, sets workgroup goals & targets, motivation, implementation of the plan within the workgroup, reports breaches.
Workgroup members	Employees – stable hands, riders, strappers, grooms.	Execute the plan, provide feedback, report breaches.



## Implement Improvements for Future Rides (cont.)

- Provide easy access to important documents – Policies and procedures that are relevant to performance and the continual improvement plan should be easy to access for stakeholders. All documents should have hard and soft copies. Soft copies should be stored as a PDF so that the document cannot be altered from the approved version. Any databases of information needs to have high security measures in place to prevent access to and corruption of important information; only work areas and roles which deal with sensitive and critical issues should have access to important information.
- Set clear, well defined targets – Not all areas or departments of a business may have the same targets to strive for. This is because setting the same goal for all areas may have negative results in other areas. Targets may need to be modified in different areas so that the business as a whole will reach its goals.
- Set clear timeframes – There will be less commitment to the improvement if there is no deadline. Legal compliance policies will have inflexible dates by which the policy should be in effect, these dates should be of high priority.
- Education and training – Not all employees will need the same amount of education and training. For example legal regulations would require extensive training on new workplace policies and procedures. Areas which are less involved in those policies and procedures would only need to be advised of the legislation change and provided with updated documents of the improvement plan.

## Review Your Performance

There will always be something new to learn or skills to improve when working with horses. By improving your skills you will improve your work performance which in turn increases your value as an employee.

Improving your skills can involve taking on personal study, finding a mentor, taking on external training or even asking a more experienced horse persons for some suggestions.

Personal study may mean you access some reading materials on the subject. A mentor is a trusted counsellor or teacher which can provide you with help and support. Some employers may offer opportunities for external training in the form of short courses, traineeships or apprenticeships which, upon completion, the student will hold a recognised qualification.

When undertaking training, you will be assessed through 'Competency Standards'. These standards measure the knowledge and skill required to undertake a task. Alongside the standards are criteria, which describe the standard to which you will be assessed.

For example, the criteria for the standard 'Dismount and lead the horse' could be:-

- a) *Dismount safely*
- b) *Lead the horse safely*

These criteria and competency standards mean that within the industry there is a determined standard of performance for qualified persons.

When addressing the need to improve skills ask the following questions

- 1) *Can the task be made easier?* – Will new or different equipment make performing the task quicker or easier? Or can the task be broken down into parts and some of it delegated to another employee?
- 2) *Is there training available?* – Is there a more experienced person within the workplace which can give you advice? Or Are there opportunities available for external study?
- 3) *Is there another role you can undertake which would be more suited to your abilities and experience?* -



## Review Your Performance (cont.)

Reflecting on your performance, you may find that you already have all you need to make improvements to your performance (e.g., revise instructions or allow more opportunities for practice) or you may need to access other resources for professional development such as experts on subject matter. A professional development plan will formalise your plans to improve your skills into a document you can use to identify goals, specify your intended actions and indicate a time frame. A professional development plan should include: -

- The date the plan was prepared
- Your current qualifications
- Professional goals & objectives
- Key performance indicators
- Professional opportunities for improvement
- Professional development activities (providers, costs, dates)
- Date for review

Your professional development plan should be reviewed and updated regularly, at the least annually.

## Extension Lesson

**This activity is for you to complete to confirm your learning in this subject area.**

**Unless specifically requested, you are NOT required to submit this completed activity to your assessor.**

Create a professional development plan. Your plan should include: -

- The date the plan was prepared
- Your current qualifications
- Professional goals & objectives
- Key performance indicators
- Professional opportunities for improvement
- Professional development activities (providers, costs, dates)
- Date for review

## References

Publication: -

Author: -

AHCWRK313A Resource Performance Strategies

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TAEDEL301A Review Training

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