

## Video Evaluation, Best Practices

### **Riding lesson components:**

Before you start, check out the arena for hazards. Then do a quick sweep video of the area showing that you have checked for hazards and found none.

For the tack check, make sure the camera shows the coach and the rider so the evaluators can see what you do and check.

Wear a mic to ensure that the quality of sound is excellent. This is really needed on windy days or when there are significant outdoor noises. The Coach developers need to hear you teach in order to evaluate you.

Do not have any spectators

Make sure that there are no obstructions to limit the view

Make sure that the topic and progressions are clearly identified and the same as the lesson plan you submitted for marking.

Your EAP should be for the facility you are using for the video

Your riders and horses should be the only ones in the arena. Keep it private

Indoor arena's are best, but lessons can be done in outdoor arenas.

Have your mentor view the video with you before you send the link. The lessons submitted must be done in one take, but you can do as many takes as required to finish up with an excellent video

Watch your video before you send the link.

Have your videographer use a tripod

Before you film, stand where the evaluators would stand. Outside of the teaching area at the end of the arena or just outside the arena. Imagine what they will be able to observe and make sure that your lesson video allows them to observe the same virtually

Check your own placement. Can the Coach Developers see you and the riders? Are you too far away to be heard or seen making required adjustments? Are your students well spaced? Do you have your back to some of the riders while working with one specifically?

Does your lesson capture the introduction, warm up, progressions, cool down and debrief? It all has to be obvious in your video as the CD's can't ask questions.

Make sure that there is enough light in the arena so that there are not shadows or hard to see areas in your video. But make sure not to backlight riders either. Videographer should have their backs to the sun or the direct light coming into the arena

Make sure you have waivers signed for all demo riders

Coach to wear suitable, professional attire. Must wear a correctly fitted ASTM approved riding helmet if mounted. Must wear gloves while lunging, but no spurs. Helmet optional while lunging (but highly

recommended). Riders must wear a correctly fitted ASTM approved helmet, boots (rubber or leather) with appropriate heels (e.g.  $\frac{1}{4}$ " -  $\frac{1}{2}$ "). In warm weather riders should wear a well-fitted collared shirt/t-shirt (e.g. polo type) with sleeves. The shirt/t-shirt should be tucked neatly into breeches. A belt should be worn. In cool weather, a fitted jacket, or sweater and vest is appropriate. Lunge lesson student to wear well fitted clothing appropriate to weather, gloves, boots as above, no spurs. Helmet optional while lunging (but highly recommended).

The lunge video should show the horse, student and coach at all times

Follow the video lesson guidelines

Listen to yourself teach in the video, are you yelling or are you making sure that the riders can hear you. Do you mumble or speak clearly.

### **Stable Management components (Instructor)**

Make sure that you and the students are in a safe area where you can move around.

The area should be well lit

Avoid outside noises. Make sure the audio is of good quality. Listen for ambient noises around you like other people talking in the barn. This will get picked up in the video and potentially spoil your entire lesson

The lesson can be done in a grooming stall, stall or in the arena depending on the subject being taught

Study the rubric and make sure that you show everything that the CD's will be evaluating.

Check your placement with the horse and students, can the CD's see you and the students at all times

Don't forget a safety check for the area.

Introduce yourself to the demo students, ask their names, introduce the horse and the lesson topic.

make sure the video is steady and use a tripod if required.

Watch your video before you send it in. Have your mentor watch the video with you.

The video submitted must be done in one take, but you can redo the video as many times as it takes to produce the perfect submission.

Make sure you have waivers signed for all demo students.

When you teach your lesson the CD's must see that you are teaching correct skills and the students are learning those skills. Show on the video that this is happening.

## **Instructor and Competition Coach Video Evaluation**

### **Overview of Requirements**

The candidate must complete an application form for evaluation, and submit the application and evaluation materials to Horse Council BC. All requirements and procedures regarding prerequisites, lesson content and topics etc. are the same as those required for “real time” evaluation in this context. The registration fee must be included with the application. The video submissions will become the property of Horse Council BC. With candidate permission video submissions may be used for coach and evaluator training by HCBC. Any video that is not audible or visible will be returned to the candidate unmarked. In this event, candidates are required to resubmit a new video. The required remarking fee must be paid to HCBC. If any of the 4 lessons did not meet the minimum standard, a remarking fee will apply. Lesson topics are the same as those required for “real time” evaluations.

**Video Evaluation Submission Protocol** Please send the below along with your registration fee to HCBC:

- A completed Evaluation Registration Form
- Video Release Forms for each rider Appendix 3C
- The Video Declaration Form Appendix 3D
- A lesson plan for each lesson in your submission, plus an Emergency Action plan

Videos may be uploaded to YouTube in a private account which you will share with HCBC and the two Coach Evaluators. Note: The registration fee includes the evaluation and marking of four video lessons, completion of a detailed evaluation form, and a feedback phone call

### **Filming Procedures**

1. It is recommended that the cameraperson be an experienced videographer.
2. Use of a tripod is recommended.
3. Each video must be taken in a one non-stop take and unedited. To avoid an abrupt start or finish, start each video 5 seconds ahead of lesson/demonstration and finish taping 5 seconds after the end of lesson/demonstration.
4. The recorded footage will be uploaded to YouTube (make private).
5. Background noise should be minimal (consider wind, proximity to road traffic, etc).
6. The voice of the Coach and the rider(s) questions or answers must always be audible. A voice amplifier (portable microphone) is highly recommended. The rider(s) questions/answers may be repeated by the Coach.
7. In cases where the Coach cannot be clearly heard and understood, the video will be unmarked and will need to be re-filmed.
8. The camera must focus on the Coach and rider(s) during any discussions.

9.If the zoom feature is used, the horses may be no larger than 1/4 of the screen. Please ensure that you can see both the horses and the riders.

10.Lessons will be recorded in an enclosed arena/ring. A view of the arena walls/fencing and gates will be shown before the lesson starts.

11.The result needs to provide the Evaluators with clear and cohesive, video and audio of the lessons/demonstrations given.

**12.Lessons must not be longer than 25 minutes**

**Video Submissions:**

**Attire** – Coach to wear suitable, professional attire. Must wear a correctly fitted ASTM approved riding helmet if mounted. Must wear gloves while lunging, but no spurs. Helmet optional while lunging (but highly recommended). Riders must wear a correctly fitted ASTM approved helmet, boots (rubber or leather) with appropriate heels (e.g. ¼" - ½"). In warm weather riders should wear a well-fitted collared shirt/t-shirt (e.g. polo type) with sleeves. The shirt/t-shirt should be tucked neatly into breeches. A belt should be worn. In cool weather, a fitted jacket, or sweater and vest is appropriate. Lunge lesson student to wear well fitted clothing appropriate to weather, gloves, boots as above, no spurs. Helmet optional while lunging (but highly recommended).

**Lesson horse/rider requirements** - Three riders are required for the group lesson(s). If unavoidable, two riders may be used if three are not available. One rider is required for the Equitation lesson. One student is required for the Lunge lesson. All riders/students must be equivalent to a minimum Learn to Ride English Level 6 (min) proficiency (preferably level 7-8). This means that the demo riders/students can perform the skills taught in Rider 6-8, safely, at a basic level. All demo horses must be sound and trained to the Rider 6-8 level and be willing and capable of further development. Horses and riders/students should be capable of the topic to be taught, but not above the level. Organizers must avoid providing demonstration riders and horses, who are too far above the Competition Coach level.

**Lunging horse requirements** - Horses used for lunging must be calm, trained, and safe to be lunged at walk, trot, and canter in both directions, with side reins.

**Group Lessons will show:**

A view of the arena walls/fencing, gates, and equipment, before the lesson starts.

Rider(s) mounting.

Rider(s) in line up, with view from front.

Introduction and a close-up of the tack check on each rider.

Explanation Demonstration of practice activities. A wide-angle view which includes the Coach, the rider(s) performing the practice activities, as well as riders waiting their turn (if/when applicable).

An unobstructed view for the Evaluators.

Conclusion

**Lunge Lesson will show:**

Overall view of lesson area before start.

Horse tacked with bridle, saddle, and a minimum of front boots/bandages. Overreach boots, and back boots/bandages if needed.

Lunge line will be attached to halter/cavesson which is placed safely over bridle.

Close-up of tacked horse before start of lunging to show fitting of tack and boots/bandages.

Warm up of horse by Coach, with and without side reins at walk, trot, and canter in both directions (discretion is left to the candidate on when to attach and remove side reins).

Side reins should be attached to saddle, and safely secured when not attached to bit.

Large enough circle to accommodate size of horse for walk, trot, canter, and halt in both directions.

Safe handling of whip and line throughout.

Introduction and Explanation.

**Demonstration of practice activities.**

Correct and safe handling of side reins, and adjustments if needed, while horse moving and during changes of direction.

A wide-angle view which includes the Coach and the student performing the practice activities.

An unobstructed view for the Evaluators.

Conclusion

**Tips for a better video** Always watch your video's before you submit them Listen to the audio before you submit the video Place yourself where the evaluators might stand before you video to get their perspective Do the tack check close up so the evaluators can observe what you are doing Make sure that the evaluators can see you and the students Ask your mentor to view the video before you submit it