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COURSE HANDBOOK

ISSUE 1

..... 24th April 2006
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Training Manager

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Overview

Introduction

This document defines the courses offered by Getabout 4WD Adventures (Getabout)

Audience

This document is available to all Getabout staff and potential clients.

Legal Disclaimer

Getabout 4WD Adventures includes all of its trading names.

Competency Based Training

A competency is the bringing together of related background knowledge and practical skills in order to perform a skill or task.

Competency Based Training (CBT) is designed to provide the trainee with the knowledge and experience to gain specific competencies.

Updating This Document

Getabout regularly reviews the contents of this guide to provide the most up to date information.

If you have any suggestions about updating or changing this guide in any way, please send all relevant information in writing to:

Getabout 4WD Adventures
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Training Available

Introduction

This topic details the courses currently available:

- Advanced 4WD Course
- All Wheel Drive Course
- Basic 4WD Course
- Navigation Course
- Operational Driving Course
- Towing Course

Delivery and Assessment Strategy

The following topics define the delivery and assessment strategy for each of the above courses delivered by Getabout.

Basic 4WD Course (Fast Track)

The following topics define the delivery and assessment strategy for this course. Please contact Getabout for any further information or clarification.

This course deals with the skills and knowledge required to use appropriate range, gear, and technique to drive a four wheel drive (4WD) vehicle through and over different terrain and apply basic vehicle recovery techniques. It relates only to the specialist skills and knowledge for 4WD vehicles. General driving and maintenance skills are covered in other units.

Unit(s) of Competency

SRODRV001B – Drive and recover a four wheel drive vehicle

SROODR002A – Plan outdoor recreation activities

Delivery Period

January 2005 to December 2008

Clients

The key clients for these units of competency are potential new entrants to the outdoor recreation industry. This group may include:

- Outdoor recreation enthusiasts
- Tour operators
- Those wishing to gain entry into remote or isolated area organisations (eg. Mining, surveyors, forest, national parks, environmental & conservation authorities, etc)

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of one (1) day.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Terminology and Techniques” theory and “Recovery and Driving Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent.

The alignment between the Units of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Terminology & Techniques	Planning outdoor activities	SROODR002A
	4WD Systems	SRODRV001B
	Vehicle safety & inspections	SRODRV001B
	Off-road principles	SRODRV001B
Recovery & Driving Skills	Key stall/stop procedures	SRODRV001B
	Snatch strap recovery procedures	SRODRV001B
	Driving on different terrain	SRODRV001B
	Basic vehicle maintenance	SRODRV001B

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over a 1 day period using the following schedule as a guide:

TIME	DESCRIPTION
0815 - 0830	Registration
0830 - 1000	Planning outdoor activities; 4WD systems; Vehicle safety & inspections; Off-road principles
1000 - 1020	Morning break
1020 - 1200	Key stall/stop procedures; snatch strap recovery procedures
1200 - 1230	Lunch break
1230 - 1500	Drive over a variety of terrain types with minimal environmental impact (including-shallow water crossings; steep inclines & declines; side slope, etc)
1500 - 1520	Afternoon break
1520 - 1630	Basic vehicle maintenance (eg. Changing a wheel); summary & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	Julie Eggenhuizen John Eggenhuizen Geoffrey Boulton Graham Cummings John O'Brien Shaun Lesslie	D&A	X	X
Recovery & Driving Skills	Julie Eggenhuizen John Eggenhuizen Geoffrey Boulton Graham Cummings John O'Brien Shaun Lesslie	D&A	X	X

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments checking for consistency of answers
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student's understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Recovery equipment
- Loan UHF CB radios
- Suitable venue with a variety of terrain

Students are required to supply at least:

- 4WD Vehicle – in a roadworthy condition; with appropriate approach, ramp-over & departures angles and sufficient ground clearances; and with low range capability
- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Students must have the following (or equivalent), before attending this course:

- Current and valid driver's licence

Pathways

These competencies can be utilised by those seeking employment in the outdoor recreation industry. It is also of benefit for those seeking employment within environment related industries.

These units of competency are part of the Outdoor Recreation Industry Training Package (SRO03) and are an elective unit in both Certificate III and Certificate IV in Outdoor Recreation. It is also incorporated within the Public Safety (PUA00) Training Package.

Basic 4WD Course (Including Defensive Driving Techniques)

The following topics define the delivery and assessment strategy for this course. Please contact Getabout for any further information or clarification.

This course deals with general driving skills and knowledge to assist drivers of all vehicles (motorcycles, cars, four wheel drives, trucks, etc) to be more aware of their surroundings and reduce the risks associated with driver these vehicles on and off road.

This course also deals with the skills and knowledge required to use appropriate range, gear, and technique to drive a four wheel drive (4WD) vehicle through and over different terrain and apply basic vehicle recovery techniques. This section of the course relates only to the specialist skills and knowledge for 4WD vehicles.

Unit(s) of Competency

SRODRV001B – Drive and recover a four wheel drive vehicle

SROODR002A – Plan outdoor recreation activities

Delivery Period

January 2005 to December 2008

Clients

The key clients for these units of competency are potential new entrants to the outdoor recreation industry. This group may include:

- Outdoor recreation enthusiasts
- Tour operators
- Those wishing to gain entry into remote or isolated area organisations (eg. Mining, surveyors, forest, national parks, environmental & conservation authorities, etc)

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of two (2) consecutive days.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Terminology and Techniques” theory and “Recovery and Driving Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent. The alignment between the Units of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Terminology & Techniques	Planning outdoor activities	SROODR002A
	4WD Systems	SRODRV001B
	Vehicle safety & inspections	SRODRV001B
	Off-road principles	SRODRV001B
Recovery & Driving Skills	Key stall/stop procedures	SRODRV001B
	Snatch strap recovery procedures	SRODRV001B
	Driving on different terrain	SRODRV001B
	Basic vehicle maintenance	SRODRV001B

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over two (2) consecutive days using the following schedule as a guide.

Day 1 Schedule:

TIME	DESCRIPTION
0815 - 0830	Registration
0830 - 1000	Low risk driving theory
1000 - 1020	Morning break
1020 - 1200	Planning outdoor activities; Vehicle characteristics, 4WD systems; Vehicle safety; Off-road principles
1200 - 1230	Lunch break
1230 - 1440	Basic vehicle maintenance (eg. vehicle inspections, changing a wheel)
1440 - 1500	Afternoon break
1500 - 1630	Low risk driving practical (eg. Braking technique, wheel placement, etc)

Day 2 Schedule:

TIME	DESCRIPTION
0830 - 0900	Basic vehicle maintenance (pre-trip inspections)
0900 - 1000	Drive over a variety of terrain types with minimal environmental impact (including-steep inclines & declines; side slope, etc)
1000 - 1020	Morning break
1020 - 1200	Key stall/stop procedures; snatch strap recovery procedures
1200 - 1230	Lunch break
1230 - 1500	Drive over a variety of terrain types with minimal environmental impact (including-shallow water crossings; steep inclines & declines; side slope, etc)
1500 - 1520	Afternoon break
1520 - 1630	Course summary; written assessments & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	Julie Eggenhuizen John Eggenhuizen Geoffrey Boulton Graham Cummings John O'Brien Shaun Lesslie	D&A	X	X

Delivery and Assessment Staff (Continued)

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Recovery & Driving Skills	Julie Eggenhuizen	D&A	X	X
	John Eggenhuizen			
	Geoffrey Boulton			
	Graham Cummings			
	John O'Brien			
	Shaun Lesslie			

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments checking for consistency of answers
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student’s understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Recovery equipment
- Loan UHF CB radios
- Suitable venue with a variety of terrain

Students are required to supply at least:

- 4WD Vehicle – in a roadworthy condition; with appropriate approach, ramp-over & departures angles and sufficient ground clearances; and with low range capability
- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Students must have the following (or equivalent), before attending this course:

- Current and valid driver’s licence

Pathways

These competencies can be utilised by those seeking employment in the outdoor recreation industry. It is also of benefit for those seeking employment within environment related industries.

These units of competency are part of the Outdoor Recreation Industry Training Package (SRO03) and are an elective unit in both Certificate III and Certificate IV in Outdoor Recreation. It is also incorporated within the Public Safety (PUA00) Training Package.

All Wheel Drive Course

The following topics define the delivery and assessment strategy for this course. Please contact Getabout for any further information or clarification.

This course deals with the skills and knowledge required to use appropriate range, gear, and technique to drive an all wheel drive (AWD) vehicle through and over different terrain and apply basic vehicle recovery techniques. It relates only to the specialist skills and knowledge for AWD vehicles. General driving and maintenance skills are covered in other units.

Unit(s) of Competency

SRODRV001B – Drive and recover a four wheel drive vehicle

SROODR002A – Plan outdoor recreation activities

Delivery Period

January 2005 to December 2008

Clients

The key clients for these units of competency are potential new entrants to the outdoor recreation industry. This group may include:

- Outdoor recreation enthusiasts
- Tour operators
- Those wishing to gain entry into remote or isolated area organisations (eg. Mining, surveyors, forest, national parks, environmental & conservation authorities, etc)

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of one (1) day.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Terminology and Techniques” theory and “Recovery and Driving Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent.

The alignment between the Units of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Terminology & Techniques	Planning outdoor activities	SROODR002A
	AWD & 4WD Systems	SRODRV001B
	Vehicle safety & inspections	SRODRV001B
	Off-road principles	SRODRV001B
Recovery & Driving Skills	Key stall/stop procedures	SRODRV001B
	Snatch strap recovery procedures	SRODRV001B
	Driving on a variety of terrain types	SRODRV001B
	Basic vehicle maintenance	SRODRV001B

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over a one (1) day period using the following schedule as a guide:

TIME	DESCRIPTION
0815 - 0830	Registration
0830 - 1000	Planning outdoor activities; AWD & 4WD systems; Vehicle safety & inspections; Off-road principles
1000 - 1020	Morning break
1020 - 1200	Key stall/stop procedures; snatch strap recovery procedures
1200 - 1230	Lunch break
1230 - 1500	Drive over a variety of terrain types with minimal environmental impact (including-shallow water crossings; steep inclines & declines; side slope, etc)
1500 - 1520	Afternoon break
1520 - 1630	Basic vehicle maintenance (eg. Changing a wheel); summary & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	Julie Eggenhuizen John Eggenhuizen Geoffrey Boulton Graham Cummings John O'Brien Shaun Lesslie	D&A	X	X
Recovery & Driving Skills	Julie Eggenhuizen John Eggenhuizen Geoffrey Boulton Graham Cummings John O'Brien Shaun Lesslie	D&A	X	X

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments checking for consistency of answers
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student's understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Recovery equipment
- Loan UHF CB radios
- Suitable venue with a variety of terrain

Students are required to supply at least:

- All Wheel Drive (AWD) Vehicle – in a roadworthy condition; with appropriate approach, ramp-over & departures angles and sufficient ground clearances
- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Students must have the following (or equivalent), before attending this course:

- Current and valid driver's licence

Pathways

These competencies can be utilised by those seeking employment in the outdoor recreation industry. It is also of benefit for those seeking employment within environment related industries.

These units of competency are part of the Outdoor Recreation Industry Training Package (SRO03) and are an elective unit in both Certificate III and Certificate IV in Outdoor Recreation. It is also incorporated within the Public Safety (PUA00) Training Package.

Operational Driving Course

The following topics define the delivery and assessment strategy for this course. Please contact Getabout for any further information or clarification.

This course deals with the skills and knowledge required to use appropriate techniques for driving vehicles under operational conditions (eg. lights & sirens, mine sites, etc). It relates only to the specialist skills and knowledge for four wheel drive vehicles. General driving and maintenance skills are covered in other units.

Unit(s) of Competency

PUAVEH001A – Drive vehicles under operational conditions

Delivery Period

January 2005 to December 2008

Clients

The key clients for this unit of competency are potential new entrants to outdoor industry emergency services organisations. This group may include:

- Bush & rural fire service support team members
- Emergency response support team members
- Those wishing to gain advancement in emergency response support organisations (eg. Forest, national parks, environmental & conservation authorities, etc)

This course can only be run through the member's emergency services organisation and consultation with Getabout management.

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of one (1) day.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Terminology and Techniques” theory and “Operation and Driving Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent.

The alignment between the Unit of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Terminology & Techniques	Definitions	PUAVEH001A
	Responsibilities	PUAVEH001A
	Vehicle safety & inspections	PUAVEH001A
	Vehicle operation & driving techniques	PUAVEH001A
	Route analysis considerations	PUAVEH001A
Operation & Driving Skills	Vehicle operating procedures	PUAVEH001A
	Route analysis procedures	PUAVEH001A
	Low risk driving procedures	PUAVEH001A

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over a 1 day period using the following schedule as a guide:

TIME	DESCRIPTION
0815 – 0830	Registration
0830 – 1000	Definitions; responsibilities; vehicle safety & inspections
1000 – 1020	Morning break
1020 – 1200	Vehicle operation & driving techniques; route analysis considerations
1200 – 1230	Lunch break
1230 – 1500	Vehicle operating procedures; route analysis procedures; low risk driving procedures
1500 – 1520	Afternoon break
1520 – 1630	Assessments; summary & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	Geoffrey Boulton Graham Cummings John O'Brien	D&A	X	X
Operation & Driving Skills	Geoffrey Boulton Graham Cummings John O'Brien	D&A	X	X

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments and demonstration of skills from practical assessments checking for consistencies
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student's understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Loan UHF CB radios
- Suitable venue with a variety of routes

Students are required to supply at least:

- Vehicle – in a roadworthy condition
- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Students must have the following (or equivalent), before attending this course:

- SRODRV001B – Drive and recovery a 4WD vehicle
- SRODRV002B – Drive a 4WD vehicle in difficult terrain using advanced techniques
- SROODR002A – Plan outdoor recreation activities
- Defensive driving skills
- Current and valid driver's licence

Pathways

This package is specifically designed for those currently employed within an emergency service or seeking a transfer to a related service.

This competency can be utilised by those seeking employment in the outdoor recreation industry. It is also of benefit for those seeking employment within environment related industries.

This unit of competency are part of the Public Safety (PUA00) Training Package.

Advanced 4WD Course

The following topics define the delivery and assessment strategy for this course. Please contact Getabout for any further information or clarification.

This course deal with the skills and knowledge required to use appropriate range, gear, and technique to drive a four wheel drive (4WD) vehicle through and over different terrain and apply advanced vehicle recovery techniques. They relate only to the specialist skills and knowledge for 4WD vehicles.

Some of the elements of competency and performance criteria in these Units of Competency are similar to those presented on the Competency Unit SRODRV001B Drive and recover a four wheel drive vehicle. It should be noted however that the range of terrain types to which these Units of Competency address offer greater challenges and require advanced competencies by comparison.

Unit(s) of Competency

SRODRV002B – Drive a four wheel drive vehicle in difficult terrain using advanced techniques

SRODRV003B – Coordinate recovery of a four wheel drive vehicle using advanced techniques

Delivery Period

January 2005 to December 2008

Clients

The key clients for these units of competency are potential new entrants to the outdoor recreation industry. This group may include:

- Outdoor recreation enthusiasts
- Tour operators
- Those wishing to gain entry into remote or isolated area organisations (eg. Mining, surveyors, forest, national parks, environmental & conservation authorities, etc)

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of one (1) day.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Equipment and Techniques” theory and “Recovery and Driving Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent.

The alignment between the Units of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Equipment & Techniques	Equipment identification & application	SRODRV003B
	Equipment safety	SRODRV003B
	Vehicle recovery risk management	SRODRV003B
	Recovery techniques	SRODRV003B
Recovery & Driving Skills	Key stall/stop procedures	SRODRV003B
	Recovery procedures	SRODRV003B
	Driving on different terrain	SRODRV002B
	Basic vehicle maintenance	SRODRV002B

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over a 1 day period using the following schedule as a guide:

TIME	DESCRIPTION
0815 - 0830	Registration
0830 - 1000	Equipment identification & application; equipment safety; vehicle recovery risk management; recovery techniques
1000 - 1020	Morning break
1020 - 1200	Key stall/stop procedures; snatch strap recovery procedures on steep inclines
1200 - 1230	Lunch break
1230 - 1500	Drive over a variety of terrain types with minimal environmental impact (including-deep water crossings; very steep inclines & declines; side slope, etc)
1500 - 1520	Afternoon break
1520 - 1630	Basic vehicle maintenance (eg. repairing a tyre); summary & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	Julie Eggenhuizen	D&A	X	X
	John Eggenhuizen			
	Geoffrey Boulton			
	Graham Cummings			
	John O'Brien			
	Shaun Lesslie			
Recovery & Driving Skills	Julie Eggenhuizen	D&A	X	X
	John Eggenhuizen			
	Geoffrey Boulton			
	Graham Cummings			
	John O'Brien			
	Shaun Lesslie			

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments checking for consistency of answers
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student's understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Recovery equipment
- Loan UHF CB radios
- Suitable venue with a variety of terrain

Students are required to supply at least:

- 4WD Vehicle – in a roadworthy condition; with appropriate approach, ramp-over & departures angles and sufficient ground clearances; and with low range capability
- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Students must have the following (or equivalent), before attending this course:

- SRODRV001B – Drive and recovery a four wheel drive vehicle
- Current and valid driver's licence

Pathways

These competencies can be utilised by those seeking employment in the outdoor recreation industry. It is also of benefit for those seeking employment within environment related industries.

These units of competency are part of the Outdoor Recreation Industry Training Package (SRO03) and are elective units in both Certificate IV and Diploma of Outdoor Recreation.

Towing Course

This course deals with the skills and knowledge required to use appropriate gear, and techniques to effectively maintain, inspect, connect, load, manoeuvre and disconnect trailers. It relates only to the specialist skills and knowledge for towing a trailer on sealed and unsealed roads. General driving and maintenance skills are covered in other units.

Unit(s) of Competency

AUR37119A – Drive and manoeuvre trailer(s)

TDTB897A – Carry out inspection of trailers

Delivery Period

January 2005 to December 2008

Clients

The key clients for these units of competency are potential new entrants to the outdoor recreation industry. This group may include:

- Outdoor recreation enthusiasts in the field of caravanning, boating and equine
- Tour operators
- Those wishing to gain entry into organisations (eg. Mining, surveyors, forest, national parks, environmental & conservation authorities, etc) that may require towing skills

These competencies may also be utilised by private individuals seeking to learn new or improve existing skills, to enable them to operate their vehicle and trailer in a safe manner.

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of one (1) day.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Terminology and Techniques” theory and “Driving and Manoeuvring Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent.

The alignment between the Units of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Terminology & Techniques	Road rules	AUR37119A
	Connection systems	AUR37119A
	Vehicle & trailer safety & inspections	TDTB897A
	Driving principles & techniques	AUR37119A
Driving & Manoeuvring Skills	Connection & disconnection procedures	AUR37119A
	Vehicle & trailer driving procedures	AUR37119A
	Trailer manoeuvring procedures	AUR37119A
	Basic vehicle & trailer maintenance	TDTB897A

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over a one (1) day period using the following schedule as a guide:

TIME	DESCRIPTION
0900 – 0915	Registration
0915 – 1000	Road rules; connection systems; vehicle & trailer safety & inspections; driving principles & techniques
1000 – 1020	Morning break
1020 – 1100	Connection & disconnection procedures
1100 – 1200	Vehicle & trailer driving procedures
1200 – 1230	Lunch break
1230 – 1430	Trailer manoeuvring procedures
1430 – 1445	Basic vehicle & trailer maintenance (eg. Changing a wheel); summary & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	John Eggenhuizen Geoffrey Boulton Graham Cummings John O’Brien Shaun Lesslie	D&A	X	X
Recovery & Driving Skills	John Eggenhuizen Geoffrey Boulton Graham Cummings John O’Brien Shaun Lesslie	D&A	X	X

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments checking for consistency of answers
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student's understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Support equipment
- Loan UHF CB radios
- Suitable venue with manoeuvring room and a variety of terrain (if required)

Students are required to supply at least:

- Vehicle – in a roadworthy condition; with appropriate approach, ramp-over & departures angles and sufficient ground clearances
- Trailer – in a roadworthy condition; with appropriate approach, ramp-over & departures angles and sufficient ground clearances
- Vehicle and trailer combination correctly setup
- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Students must have the following (or equivalent), before attending this course:

- Current and valid driver's licence

Pathways

These competencies can be utilised by those seeking employment in the caravan, boating and equine outdoor recreation industry. It is also of benefit for those seeking employment in any industry requiring towing skills.

These competencies may also be utilised by private individuals seeking to learn new or improve existing skills, to enable them to operate their vehicle and trailer in a safe manner.

These units of competency are part of the Motor Trade Industry Training Package (AUR05) ...

Navigation Course

The following topics define the delivery and assessment strategy for this course. Please contact Getabout for any further information or clarification.

This unit has been developed for the Outdoor Recreation Industry Training Package and covers the knowledge and skills required in off-road navigation in areas where there are tracks or other significant landmarks in situations where extreme environmental conditions are not likely to occur.

Tracked or easy untracked areas are reliably marked on maps and are obvious on the ground, tracks are inspected on a regular basis and road or other safe collecting features are easily reached within 2 hours by applying elementary navigation principles.

Unit(s) of Competency

SRONAV001B – Navigate in tracked or easy untracked areas

Delivery Period

January 2005 to December 2008

Clients

The key clients for these units of competency are potential new entrants to the outdoor recreation industry. This group may include:

- Outdoor recreation enthusiasts
- Tour operators
- Those wishing to gain entry into remote or isolated area organisations (eg. Environmental & conservation authorities, etc)

Delivery and Assessment Arrangements

Duration

This course is delivered over a period of one (1) day.

Organisation

The units of competency listed above have been organised into an “off the job” training program comprising of “Terminology and Techniques” theory and “Navigation Skills” practical modules.

This training program is organised so that candidates are provided with background information on the skills in the theory session and are given the opportunity to apply these skills in the practical module.

It is only when students successfully complete both the theory and practical sessions that they are deemed competent.

The alignment between the Units of Competency and the training program are defined in the following table.

Alignment with Units of Competency

MODULE	PROGRAM AREA	UNITS(S) OF COMPETENCY
Terminology & Techniques	Map types and systems	SRONAV001B
	Planning a route	SRONAV001B
	Navigation equipment & operation	SRONAV001B
Navigation Skills	Use maps & navigation equipment to plan a route	SRONAV001B
	Navigate a planned route	SRONAV001B

Delivery Modes

This training program is delivered off the job at a suitable training centre. It combines face to face theory in an on-site classroom with practical sessions involving group and individual activities.

Participants are provided with a training manual, which include information on all topics discussed in the training program.

Evidence Gathering Techniques

Assessment evidence for all units of competency covered in this course is conducted using the following techniques:

- Theory assessment:
 - Questioning
 - Interview
 - Scenario & problem solving
 - Written test
- Practical assessment:
 - Demonstration
 - Questioning
 - Interview
 - Scenario & problem solving

Evidence is gathered at a minimum of three (3) separate occasions over the duration of the course.

Schedule

This particular training program is conducted over a one (1) day period using the following schedule as a guide:

TIME	DESCRIPTION
0815 – 0830	Registration
0830 – 1000	Map types and systems; planning a route
1000 – 1020	Morning break
1020 – 1200	Navigation equipment & operation
1200 – 1230	Lunch break
1230 – 1500	Use maps & navigation equipment to plan a route; navigate a planned route
1500 – 1520	Afternoon break
1520 – 1630	Navigate a planned (continued); summary & critiques

It should be noted that the course schedule may change without notice due to weather conditions and/or the availability of terrain.

Delivery and Assessment Staff

MODULE	STAFF	DELIVERY/ ASSESSMENT	COMPETENCIES OF STAFF	
			TECHNICAL	ASSESS
Terminology & Techniques	John Eggenhuizen Geoffrey Boulton Graham Cummings John O’Brien	D&A	X	X
Navigation Skills	John Eggenhuizen Geoffrey Boulton Graham Cummings John O’Brien	D&A	X	X

Assessment Validation Process

The processes used to validate assessment activity in this program are:

- Convene regular management and subject matter expert meetings to analyse answers from written assessments checking for consistency of answers
- Mapping of questions to elements of competency
- Assessors are instructed to remain flexible in their approach to assessment
- Student’s understanding of the assessment process

Infrastructure Requirements

Getabout has the following resources available to students:

- Compasses
- Maps and/or charts
- Loan GPS receivers
- Suitable venue with a variety of terrain

Students are required to supply at least:

- Appropriate clothing for outdoor activities in all weather conditions (including hat, closed in boots, wet/cold weather gear, etc)

Course Prerequisites

Nil

Pathways

These competencies can be utilised by those seeking employment in the outdoor recreation industry. It is also of benefit for those seeking employment within environment related industries.

These units of competency are part of the Outdoor Recreation Industry Training Package (SRO03) and are an elective unit in both Certificate III and Certificate IV in Outdoor Recreation. It is also incorporated within the Public Safety (PUA00) Training Package.

Glossary

4WD	A vehicle whose power transfer system provides drive power to all wheels through a geared transfer case (i.e. Low Range).
All Wheel Drive	A vehicle whose gearbox system provides drive power to all wheels (does not have low range).
Approach Angle	The angle between the ground and the lowest point across the front of the vehicle (measured forward of the front wheels).
AWD	see All Wheel Drive
Constant 4WD	A vehicle whose power transfer system provides drive power to all wheels through open differentials and a geared transfer case.
Departure Angle	The angle between the ground and the lowest Point across the rear of the vehicle (measured rearward of the rear wheels).
Ground Clearance	The distance between the ground and the lowest point across the underside of the vehicle.
MD	Managing Director of Getabout 4WD Adventures
Ramp-Over Angle	The angle between the front and back wheels to the centre underside of the vehicle.
RPL	Recognition of Prior Learning