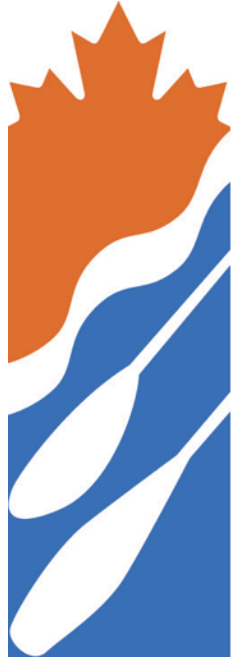


PADDLE CANADA
Lake Program Manual

6th Edition, Updated 2013

EDITED BY Priscilla Haskin & Dave Wooldridge
AND REVIEWED BY THE CANOE PROGRAM DEVELOPMENT
COMMITTEE



**PADDLE
CANADA**

**PAGAIE
CANADA**

Paddle Canada Contact Information

Paddle Canada Pagaie Canada
Box 126
Kingston, Ontario CANADA K7L 4V6

Website: www.paddlingcanada.com
E-mail: info@paddlingcanada.com
Toll free: 1-888-252-6292
Phone: (613) 547-3196
Fax: (613) 547-4880
Skype: paddlecanada

Disclaimer:

The author/publisher of this book accepts no responsibility for injury, or loss of life while using the information in this publication. The material presented is for use as reference only; it is the sole responsibility of the paddler to determine whether or not he/she is qualified to safely navigate any water situations, trails and road conditions, and to accurately assess present conditions in relation to published material. Before choosing to navigate any passage you must evaluate for yourself: water volume, water and air temperature, skills, fatigue, value/waterproofness of load, isolation, feasibility of rescue and risk to your equipment.

Acknowledgements

The Paddle Canada Canoe Program Development Committee is the product of significant commitment by Paddle Canada Lake Instructor enthusiasts from across Canada. It was developed through the dedicated efforts of several individuals interested in the continual development of a national Lake Canoe program:

Dave Wooldridge: British Columbia, Chair Canoe Program Development Committee

Priscilla Haskin: Alberta

Brian Johnston: Manitoba

Rob Lemmon: New Brunswick

Kevin Selliker: New Brunswick

Andrew Westwood: Ontario

Bill Morris: Saskatchewan

To these individuals and all others that offered feedback on this program Paddle Canada extends a sincere "Thank you."

Copyright © 2013

5th edition. Edited by Priscilla Haskin and reviewed by the Paddle Canada Canoe Program Development Committee.

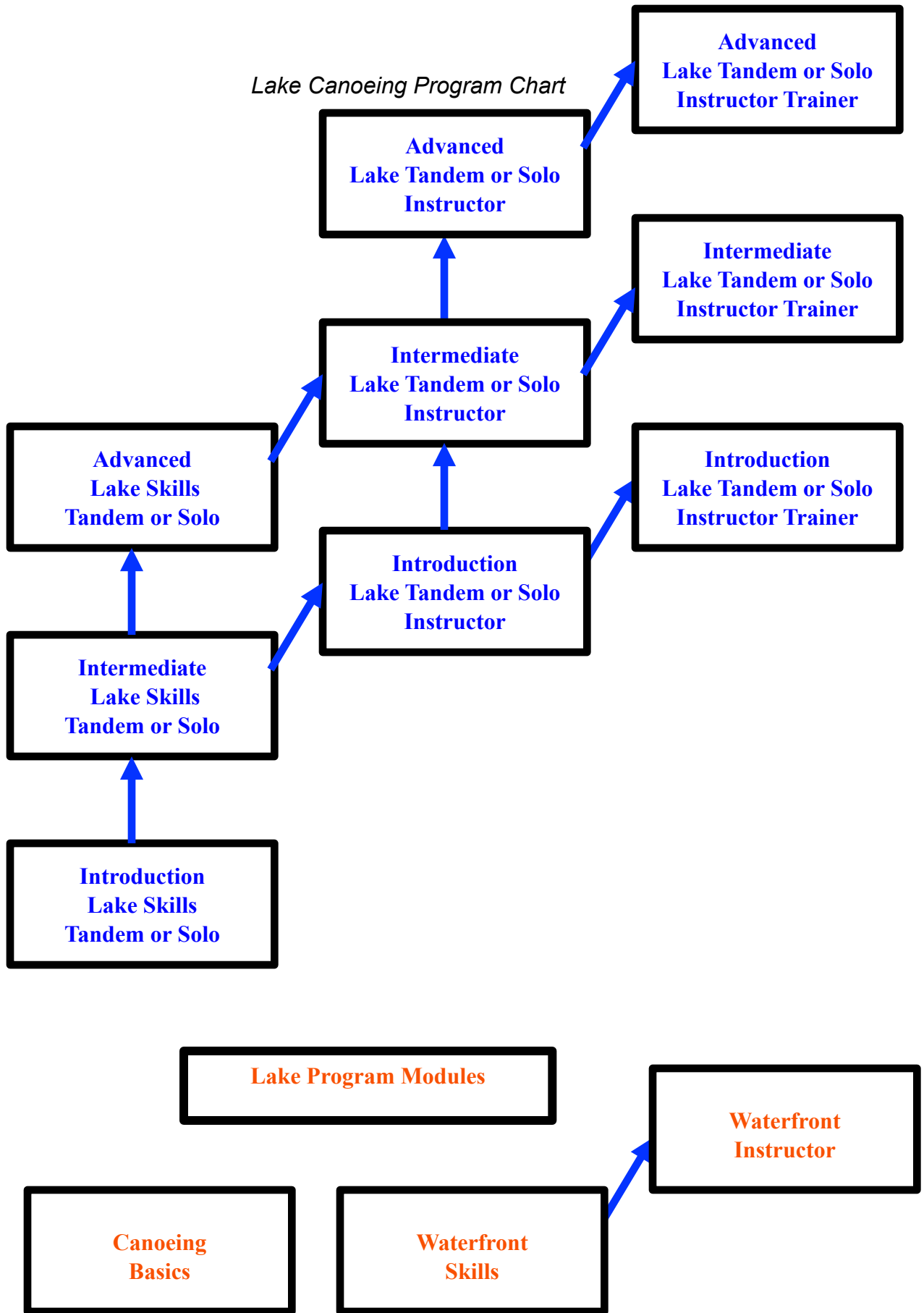
All rights reserved. No part of this work covered by the copyright herein may be produced or used in any form or by any means: graphic, electronic, or mechanical, including taping, or information retrieval systems, except by a reviewer, without prior permission of the publisher.

TABLE OF CONTENTS

Lake Canoeing Program Chart	6
Instructor: Student Ratio Summary	7
Skills Course (minimum) Lengths Summary	7
Instructor Course (minimum) Lengths Summary	7
How To Become An Instructor Summary	8
How To Become An Instructor Trainer Summary	9
Assistant, Apprentice and Mentorship Information Summary	10
Locations for the Lake Program.....	11
Lake Canoeing Program.....	12
Notes for Lake Instructors.....	13
Lake Canoes and Outfitting.....	15
Lake Paddling Concept	16
MITH: Momentum Initiate Tilt Hold.....	16
Lake Tandem Program.....	17
Lake Tandem Skills at a Glance Chart	18
Lake Introduction to Tandem	21
Lake Intermediate Tandem	29
Lake Advanced Tandem	38
Lake Solo Program.....	46
Lake Solo Skills at a Glance Chart	47
Lake Introduction to Solo.....	50
Lake Intermediate Solo	58
Lake Advanced Solo.....	67
Lake Instructor Program.....	73
Assistant, Apprentice and Mentorship Information	75
Introduction to Advanced Lake Instructor Course	77
Maintaining and Recertifying Instructor and Instructor Trainer Certification	81
APPENDIX.....	85
Skill Course Outline	85
Instructor Course Outline.....	86
Intermediate and Advanced Instructor Courses 2 days	87
Note to Instructors When Evaluating Students	88
On Water Instructing Assessment Outline.....	90
Overall Skills Assessment for Intermediate Lake Tandem Instructor: Final Overview.....	91
Overall Skills Assessment for Advanced Lake Tandem Instructor: Final Overview	92
Overall Skills Assessment for Intro Lake Solo Instructor: Final Overview.....	93
Overall Skills Assessment for Intermediate Lake Solo Instructor: Final Overview	94
Overall Skills Assessment for Advanced Lake Solo Instructor: Final Overview	95
IDEAS Method (for On Water Teaching Topics).....	96
An Engaging Method (Theory Topics).....	97

Critical Feedback.....	98
Beaufort Scale of Wind Speed.....	99

Lake Canoeing Program Chart



Instructor: Student Ratio Summary

Introduction to Advanced Lake Canoe Tandem Program is 1:10
Introduction to Advanced Lake Canoe Solo Program is 1:6

Introduction to Advanced Instructor Lake Canoe Tandem Program is 1:8
Introduction to Advanced Instructor Lake Canoe Solo Program is 1:6

Skills Course (minimum) Lengths Summary

(lengths are base on maximum number of participants with the pre-requisites skill set)

Introduction to Lake Canoe Tandem 1 day
Intermediate Lake Canoe Tandem 2 days
Advanced Lake Canoe Tandem 2 days

Introduction to Lake Canoe Solo 1 day
Intermediate Lake Canoe Solo 2 days
Advanced Lake Canoe Solo 2 days

Instructor Course (minimum) Lengths Summary

(lengths are base on maximum number of participants with the pre-requisites skill set)

Introduction to Lake Canoe Tandem - 4 days (real foundation work starts here with how to be an instructor)
Intermediate Lake Canoe Tandem - 2 days (4 days if candidates do not have Intro Lake Instructor Certification)
Advanced Lake Canoe Tandem - 2 days

How To Become An Instructor Summary

In order to become an Introduction Lake Tandem Instructor you must

- have the skills above (Intermediate),
- take the Introduction Lake Tandem Instructor course, and
- be a minimum of 16 years old.

In order to become an Intermediate Lake Tandem Instructor you must

- have the skills above (Advanced),
- have taught at least 2 Introduction to Lake Tandem Skill courses,
- take the Intermediate Instructor course, and
- be a minimum of 16 years old.

In order to become an Advanced Lake Tandem Instructor you must

- be a skilled Advanced Lake Tandem paddler,
- have taught a minimum of 2 Intermediate Lake Tandem Skill Courses,
- take the Advanced Tandem Instructor course, and
- be a minimum of 18 years old.

Instructors must hold Standard First Aid and CPR when instructing and if instructing in a wilderness setting must hold Wilderness First Aid at the appropriate level in relation to the distance from EMS.

If you want your Solo Lake Instructor first then you must follow the above process but through the solo skills and solo instructor route, and then follow the Tandem Skills Courses to accompany the Solo Instructor levels.

If you want the Solo Instructor Status after your Tandem Instructor process, you must

- Achieve the above level solo skills course and then apply to the Paddle Canada Program Development Committee to be granted the compliment Solo Instructor Status level to your Tandem status

How To Become An Instructor Trainer Summary

Candidates wishing to become an Instructor Trainer must enter the Instructor Trainer stream at the Introduction Level first.

In order to become an Introduction Lake Tandem Instructor Trainer you must

- be an Introduction Tandem Lake Instructor,
- have run a minimum of 2 Introduction Lake Tandem Skills Courses,
- apprentice/mentor on 2 Introduction Lake Tandem Instructor Courses, and
- have a recommendation from the Instructor Trainers on both Instructor Courses as previously mentioned.

In order to become an Intermediate Lake Instructor Trainer you must:

- be an Introduction Lake Tandem Instructor,
- be an Intermediate Lake Tandem Instructor,
- run a minimum of 2 Intermediate Lake Tandem Skills Courses,
- apprentice/mentor on 1 Intermediate Instructor Course,
- or mentor on 2 Intermediate Instructor Courses if the first Instructor Trainer recommends a second apprentice/mentorship, and
- have a recommendation from the Instructor Trainer(s) on the previously mentioned Instructor course(s).

In order to become an Advanced Instructor Trainer you must:

- be an Intermediate Lake Instructor Trainer,
- be an Advanced Lake Tandem Instructor,
- run a minimum of 2 Advanced Lake Tandem Skills Courses,
- apprentice/mentor on 1 Advanced Instructor Course, and
- have a recommendation from the Instructor Trainer on the previously mentioned course.

In order to become an Introduction to Advanced Solo Lake Instructor Trainer, you must

- have the specific level Lake Tandem Instructor Trainer status,
- have the specific level Lake Solo Instructor status,
- run 2 specific level skills courses, and
- apply to the Paddle Canada Canoe Program Development Committee to have the Lake Solo Instructor Trainer Status granted to compliment the Lake Tandem Instructor status.

Instructor Trainer Candidates can flip the process and achieve their Solo Instructor Trainer certification first.

PLEASE NOTE: Individuals do not have to take two Instructors courses if they want to be tandem and solo instructors. They can first take their Introduction Lake Tandem Instructor Course. Then once they complete the Intermediate Solo skills course they can make application to Paddle Canada to receive their complement Solo Introduction Instructor Status (see above for process).

Assistant, Apprentice and Mentorship Information Summary

Assistants

- Individuals that are called upon to assist Instructors running a skills course or Instructor course
- Would have, as a minimum, one level above the skill being taught (for example if an Instructor was teaching an Introduction to Lake Tandem skills course the assistant should have a minimum of Intermediate Lake Tandem skills, or if an Instructor Trainer was instructing an Introduction Instructor Course then the candidate should have Intermediate skills).
- Assistants do not have to be Instructors
- Assistants can increase the participant numbers by 2
- Courses may have more than one assistant but the participant numbers can only be raised by 2
- Assistants cannot use this process to achieve a higher level of certification
- Assistants are not evaluated on these courses

Apprentice and Mentorship

- Individuals that have requested a higher level of certification
- Individuals that instruct (approx. 50% of the time) of the instruction during an Instructor Course
- There is a maximum of 2 apprentices/mentorship per Instructor Courses
- For skills courses: Instructor Candidates maybe asked to apprentice or mentor on a skills course prior to be granting Instructor Status.
- Apprentice and/or Mentorship can increase participant numbers by 4

Apprentice and/or Mentorship must be monitored and evaluated by the Instructor Trainer on the course

Apprentices and/or Mentorship must be registered on the course registration.

Locations for the Lake Program

Water

- Most Canadian waters are cooler than 15°C so it's important that paddlers are prepared for these cold waters. Paddlers should have appropriate clothing for not only the outside temperature and potential weather changes, but also for the unexpected immersion. Appropriate change of clothing and warm clothing should be taken in waterproofed bags.

Sheltered Waters/Ocean Bays/Slow Flatwater Rivers

- Sheltered waters and ocean bays are areas that are surrounded by hills, trees, or islands which are not difficult enough to reach, to seek shelter when a sudden change in wind or weather conditions happens.
- Care must be taken when traveling on shelter waters/oceans as well as open and open inland waters. At any point a paddler should not find themselves more than 100 metres from shore in sheltered waters.

Open and Open Inland Waters

- In open sea or inland water where shoreline to shoreline is more than (1) nautical mile (1.852 km) a paddler should take great care in not traveling more than 200 metres from shore where quick and easy access to shore/shelter will be time consuming. The bigger the body of the water the more powerful effect the wind can be on waves and boats.
- It is very important to paddler to consider the all the group members, especially the weakest one, and all the hazards in "going for it". Open crossing should never be done with novice groups. In time paddlers will know how long it will take to travel a certain distance. However in any crossing that may take 30 minutes or more should seriously thought out.
- If a canoe flips in open water the swimmers should try to flip the canoe over and get inside. It is important that the swimmers and the canoe stay together. Waterproofed gear that is secure in the canoe will float and assist with keeping the canoe higher in the water. Canoe rescues will be taught within this lake program. To avoid open water swims it is best to always paddle close to shore.

Flatwater Rivers

- Flatwater Rivers where the current is very slow may be the only area where lake skills can be taught in some regions of the country. Novice paddlers should have the ability to stay in one location or be paddle upstream with ease. If new paddlers find it difficult to paddle upstream or control their location then the "flatwater river" location would not be suitable.

Locations should always be chosen based on the weakest group member. Paddling close to shore ensures quick and easy access to shelter when wind conditions change suddenly.

Lake Canoeing Program

The Lake Program is designed to provide a solid foundation of knowledge and skills necessary for open water lake paddling. The items chosen for inclusion in this program are of importance to all lake canoeists as they transfer and expand the basic canoeing skills and knowledge to the environment of open water.

The program provides the theory and skills necessary for a daylong canoe trip in open water with a variety of wind conditions. However with practice many of the skills can be transferred to multi-day expeditions. The program includes: timed and difficult rescues, specialized equipment, a variety of forward & turning strokes, efficiency and precision as well as challenging paddling conditions.

There are three levels of the Lake Canoeing Program. The program emphasizes learning boat control with the intention that paddlers will learn the skills and knowledge to be safe and have fun.

The participant is responsible for taking these new skills and applying them in their paddling activities. It is through practice that a participant will become comfortable and skilled to advance to the next level. In order to successfully progress through the levels, canoeists should gain considerable paddling experience between courses. It is vital to understand that to become an accomplished Lake paddler requires more than taking three levels of Lake courses.

Notes for Lake Instructors

Instructors must utilize their professional judgment and alter the course when conditions dictate. Paddle Canada instructors are to exercise their own judgment while teaching all course topics. Although the intent of the Paddle Canada canoe program manual is to mandate a common national course curriculum, instructors must decide which test items to teach, cover, and test while bearing in mind the current course conditions and environment as well as the candidates' safety and interest.

Instructors are expected to stay abreast of new developments in the profession and utilize such information to improve their instruction.

Instructors are expected to keep waivers and personal information in a secure location. Instructors are expected to keep waivers for 7 (seven) years and youth waivers 7 (seven) years after that youth participant turns 18. Please see Paddle Canada Privacy Policy.

There is a Strokes document to complement this manual. Depending on regions there may be alternative stroke names for those listed (for example the Bow Cut can also be referred to as the Bow Rudder).

Teach from a paddler's stance and not from a 'cover the curriculum' at all cost approach. Progress at the paddler pace and teach for success. Adapt for your students and advance at the pace of your students after success. To meet the needs of the participants, often instructors will schedule courses that exceed the minimum duration requirement.

Get students onto the water quickly (for instance, teach a fast paced flatwater Introduction with a minimum number of strokes). Consider a handout, with theory and knowledge information in print form. Teach the bare basic strokes and skills in order to get participants into the canoe and maneuvering the canoe around. Once your students are maneuvering and hooked on canoeing you can then go back and teach or refine skills you skipped such as the forward stroke.

Give your students a successful experience to get them hooked on paddling. Motivate by making it achievable. If you did not cover the curriculum, encourage your students to practice and retake the course.

The Lake program and paddling concepts emphasize teaching candidates to paddle how expert paddlers paddle. Instructors should teach the canoe program as much as possible in context and not in isolation.

When assessing participants, there is a progression of expectations. Obvious, there are higher expectations as participants move through the various courses. Nevertheless, there are some guiding common assessment principles to keep in the forefront. Consider ongoing assessment that is holistic and looks for consistent improvement and consistent performance. Assess the position of the body, paddle, and canoe. Look for smooth continuous motion at any rate (slow, medium, or fast)—smooth boat and smooth paddle. Does the participant's action meet the objective and expectation (for example, to end up somewhere)? In doing so, does he/she make manoeuvres that show an understanding of initiating turns and momentum? Look for body, paddle, and canoe action that is safe, consistent, and in control. Communicate to the participants what are the 'must sees' and 'look for' them. Use descriptive terms such as smooth, stable, effortless fashion, fluid, finesse, ease, simplicity, etc.

For tandem canoeing, assess communication, coordination, and the cooperation between tandem paddlers.

In the end, the participant must have the competency of skills and knowledge of the course (i.e. that means to venture anywhere, whether calm or adverse conditions, in a safe and controlled manner and know their limitations).

It is all about boat control; being in control so that you are safe and having fun.

Instructor courses teach instruction skills not canoeing skills and therefore instructor candidates are to be at a skill level where they are anticipating the manoeuvres ahead of time instead of one manoeuvre drill at a time. A skill-testing manoeuvre demonstrating superior and holistic boat control (for example, three linked manoeuvres within a predetermined course route, such as paddling forward, side slipping and reverse paddling) may be used to confirm the instructor candidate has the required skill level.

Instructor courses emphasize:

- Teaching practice and feedback
- Rescue management
- Safe site judgment
- Progression of error and detection, etc.

When evaluating Instructors, consider: judgment, communication, control, group management, mitigate risk, rescue, leadership, competency of skills, decision making, teaching, organization, task management, etc.

Lake Canoes and Outfitting

Lake canoeing uses specific canoes that are designed for lake paddling and may have some outfitting. As the individual progresses from simple day trips to the extend trip, the canoes may change and also the outfitting. They have features and properties that make them suitable for lake travel. These canoes maybe outfitted with some basic features like grab loops, painters (a rope on one or both ends of the canoe), kneepads, or D-rings for gear tie downs. These features may assist in securing the craft on shore or to a dock and to enhance comfort for the paddlers.

Paddle Canada promotes safe boating and to the canoeist a canoe that floats higher in the water could be rescued faster than a one that is just below the surface of the water. Whether it is float bags or just waterproofed gear, both when properly secured in the canoe can act as extra flotation for a canoe. Regionally and across Canada there are discussions on whether to tie gear in, leave gear loose, or just tie the gear together. Different areas and conditions may warrant different procedures. For example: on a clear day with no wind there maybe no worry about not securing your gear to the canoe. However if it turns windy and there is an upset retrieving loose gear that is floating away will be a problem or some gear may even sink. Gear that is loose may also move around in the canoe and impair or distract the paddler. Therefore for safety reasons instructors should recommend some sort of gear tethering system base based on the environment in which the group is or will be paddling. Other outfitting like grab loops assist when moving a canoe, attaching a rope, tying the canoe to a car or rack, or with rescuing a canoe.

Paddle Canada recognizes that canoe outfitting can enhance control, safety, and enjoyment. Instructors are encouraged to paddle properly outfitted canoes appropriate to the environment in which they are paddling.

Lake Paddling Concept

MITH¹: Momentum Initiate Tilt Hold

Canoe Turns: Carving using MITH on flatwater.

The Canoeing Program teaches turns using a carving technique referred to as MITH (momentum, initiation, tilt, hold) or some other equivalent acronym. The acronym MITH describes the steps used to carve a canoe efficiently while executing turns. Carving a canoe takes advantage of the hull features to control the arcing path of the boat while maintaining its stability.

Momentum is required to move the canoe. A carving canoe has two types of momentum: forward and turning momentum. Momentum in lake or flatwater paddling is achieved from forward strokes.

Initiating a turn is what causes the canoe to begin carving. Initiation can be as simple as a turning stroke (for example a forward sweep or J stroke from the stern) or as subtle as forward paddling with no correction strokes and allowing it to progress into a carving arc. The turn is initiated because it is imperative that the canoe be traveling a curving path toward the desired direction.

Canoes must be tilted on edge in order to enhance carve turns. Canoes that are paddled flat will not carve an efficient turn. Tilting the hull allows the canoe's edge to cut into the water, and uses the water's resistance to push the boat through an arc.

The tilt must be continued throughout the turn because if the hull is allowed to flatten out, the canoe will stop carving and skid. As it takes time to complete the turn, the canoe must remain tilted throughout the duration of the manoeuver. Holding the tilt is the key to a successful turn.

¹ MITH was first published by Andrew Westwood in 2008

Lake Tandem Program

The Lake Tandem Program is designed to provide a solid foundation of knowledge and skills necessary for open water lake paddling. The items chosen for inclusion in this program are of importance to all lake canoeists as they transfer and expand the basic canoeing skills and knowledge to the environment of open water.

Lake Tandem provides the theory and skills necessary for a daylong canoe trip in open water with a variety of wind conditions. However with practice many of the skills can be transferred to multi-day expeditions. The program includes: timed and difficult rescues, specialized equipment, a variety of forward & turning strokes, efficiency and precision as well as challenging paddling conditions.

There are three courses in the Lake Tandem Program. These courses are designed to introduce new skills and challenges to the participants. The participant is responsible for taking these new skills and applying them in their paddling activities. It is through practice that participant will become comfortable and skilled to advance to the next level.

- Introduction to Lake Tandem 1 day or more
- Intermediate Lake Tandem 2 days or more
- Advanced Lake Tandem 2 days or more

Notes:

1. In the tandem canoe program, the canoe's inside is based on the stern paddler's side.
2. Instructors must utilize their professional judgment and alter a course when conditions dictate.
3. Instructors are expected to stay abreast of new developments in the profession and utilize such information to improve their instruction.

Lake Tandem Skills at a Glance Chart

Lake Canoe Skills Tandem		
Introduction	Intermediate	Advanced
Aim	Aim	Aim
To introduce the novice paddler to paddling with a partner in shelter calm waters. To introduce basic land and water rescue techniques.	To expand upon the skills and principles necessary to paddle with a partner in open lake waters, to perform skills and manoeuvres with greater refinement and demonstrate confidence in an open water environments, and to develop a greater awareness of environmental hazards and how to avoid/react to those hazards.	To demonstrate the highest level of skills and principles necessary to paddle with a partner in open lake waters, to show confidence and ability to paddle in dynamic paddling environments thus allowing to travel longer distances on open water, and to exhibit leadership skills that will enable the planning and execution of a day trip in an open water environment in a variety of wind conditions.
Prerequisites	Prerequisites	Prerequisites
None	Introduction Lake Canoe Skills Tandem	Intermediate Lake Canoe Skills Tandem
Course length	Course length	Course length
1 day	2 days or more	2 days or more
Class ratio	Class ratio	Class ratio
1 instructor: 10 participants	1 instructor: 10 participants	1 instructor: 10 participants
Location	Location	Location
Pond or Lake (very sheltered, with little or no wind)	Pond or Lake	Lake (sheltered, no current, with suitable wind)
Pool (for rescue related activities)	Ocean (sheltered, no current)	Ocean (sheltered, no current, with suitable wind conditions)
Ocean (very sheltered, no current, with little or no wind)		Distance from shore: up to 200 metres
Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer or someone that doesn't know how to swim).	Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer or someone that doesn't know how to swim).	Moderate wind to meet the skill requirements. Suitable wind and waves to meet the challenging environmental conditions required.
Assessment	Assessment	Assessment
Activities focus on safety and comfortable paddling along a calm shoreline. While there is a great deal to learn at this level, activity should concentrate on progress, teamwork and an awareness of the need for future learning. Paddlers should leave the course encouraged to continue learning and aware of their individual limitations.	Activities focus on safety and comfortable paddling on a lake close to shore. Activity should concentrate on progress, refinement, teamwork and environmental awareness. Paddlers should be capable of performing assisted rescue techniques. Paddlers should leave the course encouraged to continue their learning and aware of their individual limitations.	Activities focus on safety, advanced skill, and efficient and confident paddling within an open water environment. Activities should concentrate on progress, refinement, teamwork and environmental awareness. Paddlers should leave the course encouraged to take on a leadership role in future paddling endeavours.
Overview	Overview	Overview
Safety and Rescue	Safety and Rescue	Safety and Rescue
Theory	Theory	Theory
Basic Environment Hazards (Water/Wind/Waves/Weather) When to get off!	Weather Information (Interpretation)	Being Wind Bound
Hypothermia & Hyperthermia (being prepared)	Exposure Aliments	Personal Survival Gear
Personal Preparation (clothing, water, snacks, medication, etc.)	Accident Prevention	Expanding Knowledge from Basic First Aid to Wilderness First Aid
Transport Canada Regulations Lifejacket, whistle, bailer & Throw Bag	Communication and Leadership Requirements, TC: "Guided Excursions"	First Aid Kits (expanded) the importance of this

Safe Canoe Procedures	Principles of Effective Rescues & Organization	
	First Aid Kit	
Practical	Practical	Practical
Tandem hand carry and on & off car	Rescue Procedures (TARETHROG = talk/reach/throw/row/go) & what happens in case of dump	
Signals: Whistle	Empty a Swamped Canoe at Shore or Dock	Canoe over Canoe (with Day Tripping Gear Attached)
Canoe over Canoe (rescuer)	Deep Water Exit & Swimming Canoe to Shore (swamped)	Unassisted Canoe over Canoe Rescue (with 2 tipped canoes and 4 swimmers all at once)
basic Canoe Tows	Canoe over Canoe (timed)	Capistrano Flip
	Canoe over Canoe rescue. Rescue OptionsCurl/Parallel Rescue and Roll	Shake Out
	Towing Canoe and Swimmers	Unassisted Tandem Re-entry into Canoe
	Assisting Swimmers into Rescuers Canoes	Emergency Tarp Set Up & Environmental Hazards in a Wind
	Throw Bag Practise	Constructing a Catamaran
Padding Skills	Padding Skills	Padding Skills
General	General	General
Enter and exit a canoe	Enter and exit a canoe along a rocky shore line	Launch and remove a canoe in windy conditions
	Refining timing and switching sides	Padding in Wind and Waves & Trim Considerations
Padding in cadence		Padding on the Same Side
Rafting up		Sit & Switch
Concepts	Concepts	Concepts
How to hold a paddle	Power face, non power face,	Stroke Blending
Momentum (only the M from MITH)	Inside & Outside Turns,	Tacking in Windy Conditions
	Phases: Catch, Power, & Recovery	MITH: Momentum, Initiation, Tilt, Hold
	MITH: Momentum, Initiation, Tilt, Hold	
Mechanics	Mechanics	Mechanics
Canoe Trim	Padding Mechanics: balance, environmental forces acting on the canoe, jaw, pitch, roll, paddlers box, body rotation	Bow waves and their effect and tacking into the wind
Strokes	Strokes	Strokes
Forward	Draw (underwater recovery)	Forward Stroke with Power
Reverse	Bow Rudder	Cross Bow Jam
Check (stop)	Cross Bow Rudder & Draw	Bow Jam
Draw (above water recovery)	Righting Pry	Canadian
Pry or Push Away	J Stroke	Silent (Indian)
J-stroke or Rudder - stern only		
Forward Sweep or Draw Stroke or - stern only	Stern Pry	Compound Reverse
Low Brace	Sweeps: Forward & Revers	Sculling Pry
	Sculling Draw	High Brace (wave blocking & stability)
	Reverse J	Traditional / Punch
	Back Draw	
Optional Strokes	Optional Strokes	Optional Strokes
Righting Pry	Sculling Pry	Bow J

Forward and Reverse Sweeps - Stern person	Canadian	
	Silent (Indian)	
Manoeuvres	Manoeuvres	Manoeuvres
Forward Paddling (50 meters)	Triangular Course (100 metres)	Triangular Course in Wind and Waves
Wide Turns (Triangular Course)	Sideslip along a 5 metre dock (both ways)	Sideslip around a square dock that has 4 sides (approx. 3 metres, each side)
Pivots	Improved Stopping	Straight line Sit & Switch
Left and Right turns	Figure 8	Reverse & Forward Paddling (around a "set" of buoys)
Docking	Precision Docking	Paddling a Catamaran
	Inside and Outside Turns	
	Reverse Straight-line 25 metres	
Reverse Paddling (backing up)	Running Sideslip	
Knowledge	Knowledge	Knowledge
Choosing a Canoe and Paddle	Design of Canoes/Paddles (materials used & repair)	Specialty Canoes & Paddles (designs, materials, etc.)
Paddle and canoe care	Canoe Solo Carry	Sails for Canoes
	Canoe Transport on Vehicle (loading, racks, ropes, straps, knots)	Expanded Knots: total of 6 knots paddlers should know
Basic Knots for Canoe Tie Down for Transports (Bowline, truckers hitch and half hitches, if time permits)	Knots: Truckers hitch, bowline, taut line, clove hitch	Emergency Tarp Set up
Example of equipment for 1/2 day paddle: dry bags or waterproofing	Basic repair kit items & Emergency Kit	Rigging A Catamaran
Paddle within your ability: resources available	Day Trip Planning, choosing a location, navigation, & Float Plan	Basic Map & Compass Reading, GPS, Restricted Visibility, for day paddles
Leave No Trace Principles in relation to day paddling	Course Limitations & Additional Course Resources	Group Responsibilities
Paddle Courses	Canoe History (national/regional/local)	New Paddling Resources and Ideas
Local Outdoor Stores & Clubs		Historical Contributions to the Paddling Community

Lake Introduction to Tandem

The successful INTRODUCTION TO LAKE TANDEM candidate is considered a beginner tandem lake canoeist, capable of performing basic land and water-based rescues. Rescue techniques at this level teach self, as well as assisted rescues. The skills and knowledge gained at this level form the foundation necessary for confident and safe travel within the previously mentioned environments.

Aim

To introduce the novice paddler to paddling with a partner in shelter calm waters. To introduce basic land and water rescue techniques.

Prerequisites

None

Course length

1 day or more

Class ratio

1 instructor: max 10 participants, 5 canoes.

Location

- Pond or Lake (very sheltered, with little or no wind)
- Pool (for rescue related activities)
- Ocean (very sheltered, no current, with little or no wind)
- Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer or someone that doesn't know how to swim).

Conditions

Little to no wind

Assessment

Activities focus on safety and comfortable paddling along a calm shoreline. While there is a great deal to learn at this level, activity should concentrate on progress, teamwork and an awareness of the need for future learning. Paddlers should leave the course encouraged to continue learning and aware of their individual limitations.

Overview of Introduction to Lake Tandem

Safety & Rescue

Theory

Basic Environmental Hazards: Water/Wind/Waves/Weather (when to get off the water)
Hypothermia and Hyperthermia (being prepared)
Personal Preparation (clothing, water, snacks, medication, etc.)
Transport Canada Regulations & PC PFD Policy: Always wear It!
Safe Canoe Procedures

Practical (TARETHROG: talk, reach, throw, row, go) (practice if time permits)

Warm Up to Reduce Paddling Injuries
Swim a Swamped Canoe to Shore
Empty a Swamped Canoe at Shore / Dock
Whistle Signals
Canoe over Canoe
Canoe Tows
Shore Based Throw Bag Rescue

Paddling Skills

General

Launch and Remove Canoe (shore or dock)
Paddling Concepts (MITH, basic: hand placement)
Paddling Mechanics (balance & trim, and pivot point)
Stroke Terminology (catch, power phase, recovery)
Switching Sides in Cadence
Body Position (centred on seat & reach with the shaft hand)

Strokes

Forward and Reverse
Check (stop)
Draw (above water recovery)
Pry or Push Away
J Stroke or Rudder
Low Brace

Manoeuvres (Performed on one side)

Forward Straight Line Paddling (50 metres)
Wide Turns (Triangular Course)
Pivot Turns
Reverse Paddling – Backing Up
Left and Right Turns
Docking
Switching Ends in the Canoe (if time permits)
Paddling in Cadence

Knowledge

Review Canoe Basic Skills (if necessary)

Canoe, Paddles, PFDs, Throw Bags, and Bailers (Basic knowledge Design & Care)

Canoe Lifts & Carries: Suitcase Style or Overhead Tandem

Knots: Bowline & Half Hitch (Trucker's Hitch if time allows)

Navigating Shoreline

Choosing Safe Paddling Environments

Personal Equipment for Short ½ Day Paddling (waterproofing)

Paddling in a Group (lead & sweep)

Canoe Transport on Car: Loading and Unloading, Racks, Ropes and/or Straps (if time allows)

Expand on Course Limitations & Additional Courses

LEAVE NO TRACE Principles (in relation to day paddling)

Canoe and Indigenous Peoples (or regional/local information)

Lake Introduction to Tandem Test Items

The Instructor will facilitate discussions, lead and evaluate paddling sessions, and set up courses to evaluate the necessary skills for this level. When evaluating the participants at this level the focus should be on whether the participants can comfortably manoeuvre the canoe to the desired location as well as do they understand the basic safety considerations, environmental hazards, hypothermia, personal preparedness, and their limitations.

Safety & Rescue

Theory

(Instructor will facilitate group discussions on the following topics)

Review Theory in Canoe Basic Skills

Water/Wind/Waves/Weather (concerns and hazards)

How water, wind, waves and weather interact within a paddling environment and what are the potential hazards associated with each. What precautions should one take in the event of unfavourable paddling conditions?

Hypothermia and Hyperthermia

The basic signs, symptoms, treatment and prevention of both Hypothermia (lowering of the body core temperature) and Hyperthermia (heat related injuries).

Personal Preparation (clothing, water, snacks, meds, etc.)

The importance of various personal items to be packed for day trip, consideration for varying weather conditions, and understanding the limitations of certain items (example: cotton versus nylon or polyester - quick dry clothing)

Transport Canada Regulations and Paddle Canada Personal Flotation Device Policy

Review relevant Transport Canada Regulations and the importance of wearing a PFD at all times (in canoe and close to shore).

Safe Canoe Procedures

Safe and efficient ways of handling equipment, paddling, and interacting with fellow candidates:

- slowly and carefully moving canoes from storage rack to shoreline
- being considerate of other paddlers
- always wear a PFD
- paddling in a group with a lead & sweep
- don't start to paddle away until everyone is in the water
- understand whistle signals
- understand how a rescue will take place
- patience when getting onto & off the water with a group
- respect the environment around you
- know the environment in which you are paddling
- when not to go out paddling
- have a paddling plan & who should know it
- what safety equipment one should have when on a day paddle

Practical

The candidates must demonstrate the following practical skills:

- warm up activities that will prevent injury
- keeping body weight low when entering and existing
- safe entering & exiting canoe
- avoid sudden or unannounced movements
- cooperate with your partner
- stay close to shore
- stay with your canoe if it swamps
- watch & avoid obstacles
- get off water if there is a threat of lightening
- throw bag tosses while on shore to a target in the water or on the shore

PLEASE NOTE: The following rescue techniques are to be performed if time permits and in controlled situations: That is, calm sheltered water, proper clothing, close to shore and with assistance of a partner (unless otherwise specified).

The candidate shall state the order of rescue procedures including the Talk or verbal direct while executing TARETHROG (talk, reach, throw, row, go).

The candidate shall state the order of rescue priorities (people, boat, gear) and responsibilities (group, individual, rescuer, victim).

Whistle Signals

The candidates must demonstrate their understanding of: one blast for attention, two blasts for raft up, three blasts emergency - head to shore.

Empty a Swamped Canoe

The candidates must demonstrate how to empty a swamped canoe at the shore or dock.

Canoe over Canoe

The candidates shall perform a canoe over canoe rescue as a rescuer. The rescuer will be in the stern of the canoe and show confidence during the exercise. She/he will demonstrate effective communication with other his partner and swimmers.

Canoe Towing Rescues

The candidate shall successfully perform one canoe tow rescue for 15 metres. The stern paddler performs the tow by either:

- approach an upright empty canoe and takes the painter or throw bag and sits, kneels, or steps on the rope and tows the canoe
- hooks one leg over the end (on the side) of the canoe then proceeds to tow

Throw Bag

The candidate shall demonstrate an understanding of how a throw bag is attached to the canoe and how the throw bag is used from shore.

Paddling Skills

(Additional time maybe required for stokes and manoeuvres if paddlers did not complete the Canoeing Basic Skills Course or did not have any paddling experience prior to the course.)

General / Concepts / Mechanics

The candidates will demonstrate knowledge of the MITH concept as well as the following:

- Launch and Remove Canoe (shore and dock)
- Canoe Trim (bow and stern weights)
- The candidate shall enter and exit a canoe from a dock or shoreline while keeping the boat stable
- Sitting verses kneeling, centred on seat, hand placement, and reaching with the shaft hand
- Good posture while paddling
- Tilting the canoe when carving a turn
- Demonstration must include partner communication, logical order, cooperation and keeping weight centered over the keel line, demonstrate and communicate when they want to switch sides.

Strokes

The Paddle Canada Strokes Resource Manual contains details on proper stroke mechanics.

The candidates shall demonstrate the following strokes within the manoeuvres mentioned below, from either side of the canoe and in the bow and stern, unless otherwise indicated, proper paddle grip, stroke mechanics, and with modest power and efficiency.

- Forward and Reverse
- Check (stopping stroke)
- Draw (above water recovery)
- Pry or Push Away
- J-stroke or Rudder
- Low Brace

Manoeuvres

All manoeuvres shall be demonstrated while in the bow and stern, and with the assistance of a partner, unless otherwise indicated. Candidates may choose their side of comfort to perform the manoeuvres. The candidate shall paddle on the same side of the canoe throughout the manoeuvre. The candidate is required to demonstrate a safety conscious attitude, an understanding of paddling mechanics, moderate power and efficiency, cooperation, and care for equipment throughout the manoeuvres.

Forward Straight-line Paddling (50 metres)

The candidate shall paddle 25 metres to a marker, pivot the canoe around and return for a total of 50 metres. The canoe is to remain within a 5-meter corridor, and must not rotate more than 45 degrees from the direction of travel on the straight-of-way.

Wide Turns (triangular course) (25 metre sides)

The candidate will paddle a triangular course making wide turns around both markers on the water under moderate power.

Pivot Turns

Candidates will pivot the canoe around 360 degrees one way and then the other way with little forward or reverse movement.

Reverse Paddling (backing up)

The candidates must be able to back up from the shore, about 10 metres, pivot around 180 degrees, and paddle forwards.

Improved Paddling in Cadence

The candidate, in the stern, must demonstrate an improved ability to paddle in unison with their paddling partner and maintain an effective stroke cadence. The bow candidate must demonstrate an ability to establish and maintain an effective stroke cadence. Communication and cooperation must be demonstrated throughout the course.

Left and Right Turns

The candidates must change the course of a canoe, 90 degrees, under moderate power. Once course direction has been changed, candidate must continue paddling in a forward direction. The canoe should not continue to beyond the 90 degree turn. Control, stability, and momentum are to be maintained throughout the manoeuvre.

Switching Ends in the Canoe

The candidate shall exchange positions in the canoe, while maintaining balance and stability. Communication and cooperation with paddling partner must be demonstrated throughout manoeuvre. It is important that the stern person allow the bow paddler to move first so they can brace and watch the manoeuvre. ORDER: The bow paddler moves backwards to the centre and then the stern paddler move forward to the bow seat. The bow paddler then continues backwards to the stern seat. It is important that the bow paddler does not tuck their head under the thwart so in event of a tip they are not stuck. It is also important that only one person moves at a time.

Knowledge

Instructor facilitated discussions, use printed handouts, worksheets, etc. on the following:

- Basic knowledge of canoe and paddle design and care of canoes, and PFD selection, throw bags, and bailers
- Personal Equipment for Short ½ Day Paddling (waterproofing)
- List personal gear that should be carried or worn on a day trip and discussion on the advantages and disadvantages of certain items
- Paddling in a group with a lead and sweep canoe
- Navigating shorelines
- Course limitations and additional courses offered
- Canoe resources (paddling community, local, provincial, national)
- LEAVE NO TRACE Principles in relation to day paddling
- The Canoe and indigenous people or regional/local canoe history

The Instructor shall demonstrate and assist participants in the following.

Canoe lifts and carries

- (overhead and suitcase style with tandem and multiple people)

Knots

Bowline and half hitch for securing a painter and (trucker's hitch – if time allows)

Showing how to transport a canoe on vehicle, securing with ropes or straps (if time allows)

Lake Intermediate Tandem

The successful INTERMEDIATE LAKE TANDEM candidate is considered an intermediate tandem lake canoeist, capable of performing a variety of land and water-based rescues and more advanced tandem strokes and manoeuvres. Manoeuvres within the Intermediate program require expanded levels of teamwork and greater precision.

Aim

To expand upon the skills and principles necessary to paddle with a partner in open lake waters, to perform skills and manoeuvres with greater refinement and demonstrate confidence in an open water environments, and to develop a greater awareness of environmental hazards and how to avoid/react to those hazards.

Prerequisites

Introduction to Lake Tandem or permission of Instructor based on proof of prior learning of equivalent skill and knowledge

It is up to the paddler to prove to the instructor by means of evidence, demonstration, or assessment that experience has led to learning. It cannot be assumed that experience has led to learning.

Course length

2 days or more

Class ratio

1 instructor: max 10 participants, 5 canoes

Location

Pond or Lake

Ocean (sheltered and no current)

Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer)

Conditions

No wind to variable wind and waves

Assessment

Activities focus on safety and comfortable paddling on a lake close to shore. Activity should concentrate on progress, refinement, teamwork and environmental awareness. Paddlers should be capable of performing assisted rescue techniques. Paddlers should leave the course encouraged to continue their learning and aware of their individual limitations.

Overview of Lake Intermediate Tandem

Safety & Rescue

Theory

- Weather Information
- Exposure Aliments
- Accident Prevention
- Communication and Leadership Requirements “Guided Excursions”
- Principles of Effective Rescue
- Rescue Organizations
- First Aid Kits

Practical

- Signals: Paddle and Whistle
- Deep Water Exits and Swimming Canoe to Shore
- Canoe over Canoe (timed)
- Curl/Parallel Rescue
- Towing Canoes Swimmers
- Assisting Swimmers into Rescue Canoe
- Throw Bag Practice

Paddling Skills

General

- Launch & Remove a Canoe (in water along rocky shoreline)
- Paddling Concepts (J-Lean, Power face, non power/back face, inside & outside turns, Catch/Power/Recovery Phase, etc.)
- Paddling Mechanics (yaw, roll, pitch, environmental and other forces that effect the canoe, balance & trim in windy conditions)
- Paddlers Box - Body Rotation (use of the bigger muscle group)

Strokes

- Refine Introduction Strokes
- Draw (underwater recovery)
- Bow Rudder
- Cross Bow Rudder & Draw
- Righting Pry
- J Stroke
- Stern Pry
- Sweeps: Forward & Reverse
- Sculling Draw
- Reverse J
- Back Draw
- Optional Strokes:
 - Sculling Pry
 - Traditional / Punch Stroke
 - Canadian
 - Silent (Indian)

Manoeuvres

Performed on Both Sides

100 m Triangular Course (4 metre corridor with very little yaw, roll, or pitch)

Sideslip (90 degrees to dock, limited forward/backward motion, limited yaw movement) 5 metres, both ways, on one side and then the other

Improved Stopping Skills (limited yaw movement)

Figure 8

Inside & Outside Turns for Docking

Reverse Straight-line (25 metres)

Running Side Slip

Knowledge

Designs of Canoes and Paddles (materials used & repair)

Canoe Solo Carry

Canoe Transport on Car: Loading and Unloading, Racks, Ropes and/or Straps, Knots

Knots: Trucker's Hitch or comparable securing system, taut line, clove hitch

Basic Repair Kit

Emergency Kit

Basic Lake Navigation (for day paddling)

Choosing a Safe Environment

Day Trip Planning

Additional Courses

Canoe and Fur Trade or regional/local history

Canoe Tour (if time permits)

Lake Intermediate Tandem Test Items

The Instructor will facilitate discussions, lead and evaluate paddling sessions, and set up courses to evaluate the necessary skills for this level.

Safety and Rescue

Theory

(Instructor will facilitate group discussions on the following topics)

Weather Information

Discussions will cover gathering weather information, dressing for and preparing for different weather conditions, paddling skills for paddling in the wind and waves, and the hazards associated with cold water (gasping reflex, not remaining calm, paddling away from shore, etc). Discussions on precautions one should take in the event of unfavorable conditions.

Exposure Prevention

The group will discuss how individual's lose body heat while paddling. (conduction, convection, respiration, radiation, and evaporation)

Accident Prevention

The group will discuss the following throughout the course.

- Environmental factors that can cause accidents
- Awareness of Risk (i.e., Hazards, Contributing Factors, and the Area of Greatest Risk)
- The Safety Triangle (i.e. Avoidance, Skill and Equipment)
- Positive and Negative Risk
- Risk Management

Communication and Transport Canada Guided Excursion Guidelines

The Instructor will review the Transport Canada "Guided Excursion" Guidelines. Candidates will have an understanding of the importance of clear and effective communication with their paddling partner and others in the group. Candidate must understand and describe the importance of effective communication in relation to Lake paddling. The candidate must describe some of the main communication/planning elements in relation to Lake paddling:

- Lead
- Sweep
- Designated Leader
- Designated First Aid Person
- Planned Route and Destination
- Float Plan or Paddling Plan
- Trip Duration

Principles of Effective Rescue

- Personal / Leader
- Group Safety
- Swimmers First & Equipment Last
- Keep It Simple
- Safe & Efficient use of Time
- Communication with all Members
- Directions from Leader (go start a fire, create a wind block, raft up, assist when asked, etc)
- Prior Training

- Practice

Rescue Organization

- Establishing a Leading and Co-leader
- Delegating responsibility
- Communication
- Swimmers First & Equipment Last

First Aid Kits

What might be in a group first aid kit?

Practical

Candidates must perform the following:

- Display the basic Paddle Signals for direction (left, right, follow, and get off the water)
 - Always point to direction of safe passage
- Deep Water Exits, Swimming Canoe to Shore
- Canoe over Canoe Rescue under 4 minutes.
- Curl/Parallel Rescue under 4 minutes. (not a test item)
- Towing Canoe & Swimmers for a Distance of 15 metres
- Assist 2 Swimmers into Rescuers' Canoe
- Throw Bag Practice

Paddling Skills

Review Introduction when and where appropriate.

General

Paddling Concepts

Candidate shall demonstrate an expanded knowledge of:

- Paddling concepts (J-Lean, power face, non-power/back face, inside & outside turns, catch/power/recovery phases)
- Paddling Mechanics (limited yaw, roll, and pitch of the canoe; how to respond to the environmental effects on a canoe; and adjust balance and trim of a canoe when necessary, paddlers box, body rotation)
- What forces, including environmental such as the wind, effects the canoe and what should be done to counteract that as well as using the bow wave to assist in manoeuvres

Candidates will show an understanding of the paddler's box (containing the paddlers upper body) - body rotation while paddling.

Strokes

The candidate shall perform the following strokes within the manoeuvres mentioned below, from both sides of the canoe, and in the bow and stern unless otherwise indicated. Proper paddle grip, stroke mechanics, and modest power and efficiency are to be demonstrated. The Paddle Canada Strokes Resource Manual contains details on proper stroke mechanics.

- Draw (underwater recovery)
- Bow Rudder
- Cross Bow Rudder & Draw

- Righting Pry
- J Stroke
- Stern Pry
- Sweeps: forward & reverse
- Sculling Draw
- Reverse J
- Back Draw
- Optional Strokes
 - Sculling Pry
 - Traditional / Punch Stroke

Manoeuvres

All manoeuvres shall be demonstrated on both sides, paddling in both the bow and stern, and with the assistance of a partner, unless otherwise indicated. The candidate shall paddle on the same side of the canoe throughout the manoeuvre, and then repeat the manoeuvre while paddling on the other side of the canoe. The candidate is required to demonstrate a safety conscious attitude, precise stroke mechanics, considerable power and efficiency, cooperation, and care for equipment throughout the manoeuvres.

Candidates will show how to launch, land, and remove a canoe while standing in shallow water to simulate launching and landing on rocking shorelines where a canoe maybe damaged.

Forward Straight-line Paddling: 100 metre Triangular Course (4 metre corridor)

Must show limited yaw motion from the direction of travel on the straight-of-way and stay within the 4 metre corridor. Candidates must show cadence, proper posture, and consistent momentum while paddling forward and consistent momentum, initiation, tilt, and holding of strokes when the canoe carves a turn.

Sideslip

Candidates must move the canoe sideways for 5 metres at a 90-degree angle to a dock, markers, or shoreline. Forward or reverse movement should be within 1/3 metre (one foot). Candidates will stay on one side to sideslip down the dock/line and then back. Then candidates switch sides and repeat maneuver.

Improved Stopping

Candidates must display precise stopping skills (within half a canoe length): quick stop with little yaw movement and very little splashing.

Figure 8

Candidates must perform two figure 8s on one side and then switch sides and repeat. The Figure 8 must be large and round as apposed to long and narrow. Candidates must show consistent momentum, initiation of carves, and proper boat tilt and proper holding of bow strokes throughout the manoeuvres.

Docking

The candidate must perform inside and outside docking manoeuvres. Approach the dock at about a 90 degree angle, turn, stop, and land next to the dock. The centre of the canoe should be within a 1 metres marked section of the dock or shore. Once the canoe has stopped by the dock, some sideslipping is permitted. Candidates must stop the sideward movement before the canoe hits the dock. Candidates must show control, change of momentum as approaching the dock, little splashing, and effective communication with their paddling partner.

Inside and Outside Turns

The candidate must perform an inside and outside turn manoeuvres. Approach the dock at about a 90-degree angle, turn and then carry on paddling forward. The canoe should not go beyond that 90-degree turn. Candidates must show control, consistent momentum, initiation of the turn, tilt and hold the required bow person's stroke throughout the turn, and then controlled forward momentum again. Little splashing and proper cadence should be displayed.

Reverse Straight-line (25 metres)

The candidate shall reverse paddle 25 metres. The canoe is to remain within a 5-meter corridor, and must not rotate more than 45 degrees from the direction of travel on the straight-of-way.

Running Side Slip

Under adequate forward momentum, parallel to a shoreline or other parallel-designated feature, candidates will move the canoe laterally while maintaining parallel to desired feature. Increased forward momentum and co-ordination of strokes is essential to have lateral movement while remaining parallel.

Knowledge

Instructor facilitated discussions, use printed handouts, worksheets, etc. on the following.

Design of Canoe & Paddles

- Materials used and Repairs

Basic Repair Kit & Emergency Kit

- List basic items that should be found in a repair kit, describe an effective way of packaging and labeling its contents, and the general purpose of each item
- List basic items that should be found in an emergency kit, describe an effective way of packaging and labeling its contents, and the general purpose of each item

Transport Canada Pleasure Craft versus “Guided Excursions” Regulations

- Boat Registration (if required)
- List environmental hazards and necessary precautions for accident avoidance. The candidate must also have an understanding of why certain paddling environments are more or less dangerous than others (e.g. open lakes vs. sheltered lake)
- Discussion on Float Plans and why they are important

Trip Planning (day trips), Location Selection, Navigation, & Float Plans

- Candidates must understand the importance of planning and preparing for a trip, Paddling Plan/Trip itinerary, etc.
- Candidate must have an understanding of the basic principles of navigation and be able to relate features on a map to features in the environment (e.g. contour lines representing elevation)
- List environmental hazards and necessary precautions for accident avoidance. The candidate must also have an understanding of why certain paddling environments are more or less dangerous than others (e.g. open lakes vs. sheltered lake)

Course Limitations & Additional Courses

- Candidates must have an understanding of the limitations of the course and what the Advanced Lake Tandem course can offer. Also introduce candidates to other Paddle Canada Disciplines (Moving Water, Big Canoe, etc.)
- The candidate will be aware of Paddle Canada, provincial/territorial affiliate associations, national and provincial parks, conservation authorities, canoeing schools, private camps and local paddling clubs or groups and understand their relevance as “keepers” of local knowledge. The candidate will also be made aware of additional reference material such as canoe instruction books and videos, internet websites and more experienced paddlers or leaders in the paddling community

Canoe History (national/regional/or local)

- *Canoe and the Fur Trade* (or regional/local canoe history)

Canoe Tour (1 hour) if time permits.

The candidate shall accompany the instructor on a 1 hour lake paddle, preferably with a small increase of wind and waves suitable for this course. During the tour, the candidate shall demonstrate:

- Strokes and manoeuvres learned to date;
- a safety conscious attitude;
- an ability to keep the canoe on course;
- respect for the environment;
- a willingness to cooperate and contribute to group harmony; and
- an ability to assume a leadership role for a specified period.

The Instructor shall demonstrate and assist participants in the following.

Canoe Solo Carry

To be able to carefully lift a canoe by oneself, walk a short distance, and then return it to the ground. This can be an assisted manoeuvre if required or optional depending on the candidate's ability.

Canoe Transport on Car: Loading and Unloading, Racks, Ropes and/or Straps, Knots

Instructor will demonstrate how to secure a canoe to a vehicle with a Trucker's Hitch or comparable securing system, or with straps. Candidates will have an opportunity to demonstrate the knots or securing system.

Knots:

Candidates should have knowledge of at least 3 different knots. The following are recommended knots that paddlers should know: Trucker's Hitch or comparable securing system, bowline, taut line, & clove hitch.

Lake Advanced Tandem

The successful ADVANCED LAKE TANDEM candidate is considered an advanced tandem lake canoeist, capable of performing a variety of rescues, strokes, and manoeuvres in varied windy conditions. The Advanced Lake Tandem program is the highest paddling Lake skill level and emphasis is placed upon the candidate exhibiting a high degree of precision, efficiency, and control.

Aim

To demonstrate the highest level of skills and principles necessary to paddle with a partner in open lake waters, to show confidence and ability to paddle in dynamic paddling environments thus allowing to travel longer distances on open water, and to exhibit leadership skills that will enable the planning and execution of a day trip in an open water environment in a variety of wind conditions. To Introduction basic sailing skills for one canoe and two canoes setups.

Prerequisites

Intermediate Lake Tandem or permission of Instructor based on proof of prior learning of equivalent skill and knowledge.

It is up to the paddler to prove to the instructor by means of evidence, demonstration, or assessment that experience has led to learning. It cannot be assumed that experience has led to learning.

Course length

2 days

Class ratio

1 instructor: max 10 participants, 5 canoes.

Location

Lake

Ocean (sheltered, no current, with suitable wind conditions for basic sail testing)

Distance from shore: (up to 200 metres)

Conditions

Moderate wind to meet the skill requirements

Suitable wind and waves to meet the challenging environmental conditions required

Assessment

Activities focus on safety, advanced skill, and efficient and confident paddling within an open water environment. Activities should concentrate on progress, refinement, teamwork and environmental awareness. Paddlers should leave the course encouraged to take on a leadership role in future paddling endeavours.

Overview of Lake Advanced Tandem

Review as Required Intermediate Lake

Safety and Rescue

Theory

- Being Wind Bound
- On Body Personal Survival "Kit"
- First Aid Kits (expanded)
- Expanding First Aid Certification to Wilderness Certification

Practical

- Canoe over Canoe with Day Tripping Gear Attached
- Unassisted, Canoe over Canoe Rescue (with 2 tipped canoes and 4 swimmers)
- Capistrano Flip
- Shake Out
- Unassisted Tandem Re-entry into Canoe
- Emergency Tarp Set Up & Environmental Hazards in a Wind
- Constructing a Catamaran

Paddling Skills

General

- Launch and Remove Canoe in Windy Conditions
- Paddling in Wind and Waves and Trim Considerations
- Paddling on the Same Side
- Sit & Switch

Concepts & Mechanics

- Stoke Blending
- Bow wave and the Effect on the Canoe
- Tacking for Windy Conditions

Strokes

- Refine Forward Stroke with Power
- Cross Bow Jam
- Bow Jam
- Canadian
- Silent (Indian)
- Compound Reverse
- Sculling Pry
- High Brace (wave blocking & stability)
- Traditional / Punch
- Optional Stroke
- Bow J

Manoeuvres

- Performed on Both Sides
- Triangular Course in Wind and Waves

- Tacking
- Paddling on the same side
- Varied steering strokes for paddling in the wind

Side-slipping

Straight Line with Sit and Switch (50 metres)

Forward and Reverse paddling around a buoyed course

Paddling a Catamaran

Knowledge

Review Intermediate Lake (if required)

Specialty Canoes and Paddles (designs, materials, etc.)

Sails for Canoes (simple tarp to manufactured)

Knots (6): dependent on instructor or candidate preference

Emergency Tarp Set Up

Rigging a Catamaran

Basic Map & Compass Reading, GPS, restricted visibility (day paddles)

Group Responsibilities

Historical Contributions to the Paddling Community (local or national)

Protection of Lake Waterways

Lake Advanced Tandem Test Items

The Instructor will facilitate discussions, lead and evaluate paddling sessions, and set up courses to evaluate the necessary skills for this level.

Safety and Rescue

Instructor will facilitate group discussions on the following topics.

Theory

Being Wind Bound

- The importance of understanding when to go to shore and when saying put is best for the safety of the paddlers
- Preparing for such an event
 - Before: having enough gear (food, stove, clothing, tarp, float plans, etc. with you in case this might happen and gaining the knowledge on how to use it)
 - During: when the wind starts to pick up: keeping the group together and staying close to shore, how to set up a tarp

On Body Personal Survival "Gear"

- Group discussion on what items might be included in a waist pack or in a PFD

First Aid Kits (expanded)

- What items might be included
- Knowledge on how to use them

Expanding First Aid Certification to Wilderness Certification

- The importance to looking at increasing ones first aid knowledge
- 20 – 40 – 80 hour Wilderness First Aid Courses in relation to where one might be paddling and how far away you are from Emergency Medical Services

Practical

Candidates must maintain control of their paddles and perform with relative ease, confidence, control, and proper communication in the following activities:

- Canoe over Canoe or Curl/Parallel Rescue with Day Tripping Gear in windy conditions
- A Capistrano Flip (success will depend on the weight of the canoe and strength of the paddlers)
- Shake Out Method of emptying water from canoe. Discussion on types of canoes that would work better for the Shake Out Method (flared verses tumblehome)
- Unassisted re-entry for two swimmers into the canoe
- Effectively rig an emergency tarp and have an awareness of pertinent environmental hazards

Paddling Skills

General

Candidates will show refined Intermediate paddling skills, and demonstrate advanced paddling skills.

Candidates shall demonstrate the following with ease, control, confidence, and proper communications:

- Launch and remove a canoe (avoiding damage) in windy conditions
- Paddle "Sit & Switch" for making a speeding headway to shore (50 metres)
- Demonstrate safe paddling procedures when paddling in wind and waves
 - Adjusting paddling positions and gear to suit wind and paddling direction
 - Canoeing in the lee of islands, or along sheltered shorelines
 - Tacking into the wind
 - When to paddle on the same side

Strokes

The candidate shall perform the following strokes in the below manoeuvres, from both sides of the canoe, and in the bow and stern unless otherwise indicated. Proper paddle grip, stroke mechanics, and modest power and efficiency are to be demonstrated.

- Forward with Power
- Cross Bow Jam
- Bow Jam
- Canadian
- Silent (Indian)
- Compound Reverse
- Sculling Pry
- High Brace (wave blocking & stability)
- Traditional / Punch

The candidate shall demonstrate stroke blending in response to various conditions and manoeuvre requirements.

Manoeuvres

All manoeuvres shall be demonstrated while paddling in both the bow and stern, and with the assistance of a partner, unless otherwise indicated. The candidate shall paddle on the same side of the canoe throughout the manoeuvre, and then repeat the manoeuvre while paddling on the other side of the canoe. The candidate is required to demonstrate a safety conscious attitude, precise stroke mechanics, considerable power and efficiency, cooperation, and care for equipment throughout the manoeuvres. Candidates will demonstrate refined Intermediate manoeuvres.

Triangular Course in Wind and Waves

While paddling a 100 metre Triangular Course (4 metre corridor) candidates must show tacking in the wind, paddling on the same side, possible adjusting of positions, and adjustment of steering strokes.

Side-slipping

Candidates must sideslip around a dock or a set of buoys that is at least 3 metres on each side and then reverse the manoeuvre. Displacing little forward and back movement, canoe will remain 90 degrees to the dock/markers, the bow remain at a consistent distance around the dock, and the paddler will control of the bow and stern as the canoe is rounding the corners. The manoeuvre needs to be repeated on the opposite side.

Straight Line with Sit & Switch

Candidates must paddle 50 metres in a straight line with the "Sit & Switch" Method, within a 4-metre corridor.

Forward and Reverse Paddling

In a controlled, confident, and under consistent momentum the candidates must paddle forwards and then switch to backwards through a course of 5 buoys. Candidates must display good communication skills, proper initiation from the stern or bow paddler when required, tilting when carving, and placement of strokes.

Paddling a Catamaran

In groups of four, the candidates will properly rig a catamaran with two canoes. Using lashing methods and knots, candidates will lash two canoes together with two 6 to 8 foot dowels, or 2x4s, etc. Resources will need to be made available to candidates for this.

When rigging a catamaran the candidates must demonstrate knowledge of the following considerations:

- Suitable materials to use to lash canoes together
- Suitable method of lashing canoes together (to prevent damage)
- Trim (to provide efficiency as the raft travels through the water)
- Balance
- Weight distribution
- Paddling efficiency

Knowledge

Instructor will facilitated discussions, use printed handouts, worksheets, etc. on the following.

Specialty Canoes and Paddles

Expanding knowledge on canoe designs and materials for distance lake travel, racing, etc.

Sails for Canoe/Rigging a Sail (if time permits)

The candidates will work with their partner and create a simple sail with spare paddles or dowels of wood and a tarp. The Instructor or candidates can also rig a specific manufactured canoe sail.

Knots

Candidates will display their expanded knowledge of knots through the building a Catamaran, an emergency tarp, and tying gear in the canoe.

- Suggested knots: figure eight, sheet bend, butterfly half hitch, fisherman's knot, etc

Emergency Tarps

The candidate should have an understanding of various emergency tarp options (commercial and basic) using the equipment and environment around them.

Basic Map & Compass & GPS use for a Day Paddle

Instructors will discuss the following:

- Use a map and compass to orient the map to the direction of travel and pin point his/her location
- Demonstrate how to determine average travelling speed with just a map and watch
- Demonstrate basic GPS skills (speed, distance, locations, waypoints, etc. and transpose information from the GPS to the map)
- Paddling in Restricted Visibility (fog or smoke)

Group Responsibilities

Instructors will facilitate discussions on expectations for the group, leaders, and individuals. Candidates should have an understanding of what the trip is for (birding, touring, distance, etc.) and how to prepare for that.

- Birding – may be short paddles with long stops to check out the birds
- Trip participants may expect the group leader to know how to do rescues and keep the group “safe”
- Essential information required
- Who should get copies?
- Float Plan
- Etc.

New Paddling Resources and Ideas

What’s new on the Market, from resource books to gear.

Canoe and the Fur Trade (or regional/local canoe history)

Candidates should be aware of some national or regional canoe history (Instructor discretion) or demonstrate knowledge of protection of lake waterways in the area.

Canoe Tour

If time permits the canoe tour can be with a catamaran, or sail with just the single canoes.

Lake Solo Program

The Lake Solo Program is designed to provide a solid foundation of knowledge and skills necessary for solo lake paddling. Many of the skills in the Lake Solo Program are transferable to other forms of canoeing; however, the intention is to allow the paddler to be self-sufficient in his/her canoeing activities and/or travels. The items chosen for inclusion in this program are of importance to all lake canoeists as they transfer and expand the basic canoeing skills and knowledge to the act of solo canoeing.

Lake Solo will give the paddler the ability to travel solo on a daylong canoe trip, however with practice many of the skills can be transferred to multi-day journeys. The program includes: timed and difficult rescues, specialized equipment, a variety of forward & turning strokes, efficiency and precision and challenging paddling conditions.

There are three courses in the Lake Solo Program.

- Lake Solo Introduction 1 – 2 days (dependant on skill of participants) or more
- Lake Solo Intermediate 2 days or more
- Lake Solo Advanced 2 days or more

Notes:

If Candidates come into this program with Lake Tandem Skills Courses then the time for these courses can be reduce due to the duplicate theory material and paddling skill.

Instructors must utilize their professional judgment and alter a course when conditions dictate.

Instructors are expected to stay abreast of new developments in the profession and utilize such information to improve their instruction.

Lake Solo Skills at a Glance Chart

Lake Canoe Skills Solo		
Introduction	Intermediate	Advanced
Aim	Aim	Aim
To introduce the novice paddler to paddling in shelter calm waters. To introduce basic land and water rescue techniques.	To expand upon the skills and principles necessary to paddle solo in open lake waters, to perform skills and manoeuvres with greater refinement and demonstrate confidence in an open water environment, and to develop a greater awareness of environmental hazards and how to avoid/react to those hazards.	To demonstrate the highest level of skills and principles necessary to paddle solo on open lake waters, to show confidence and ability to paddle in dynamic paddling environments thus allowing to travel longer distances on open water, and to exhibit leadership skills that will enable the planning and execution of a day trip in an open water environment in a variety of wind conditions.
Prerequisites	Prerequisites	Prerequisites
None or Canoe Basics	Introduction Lake Canoe Skills Solo	Intermediate Lake Canoe Skills Solo
Course length	Course length	Course length
1 day or more	2 days or more	2 days or more
Class ratio	Class ratio	Class ratio
1 instructor: 6 participants	1 instructor: 6 participants	1 instructor: 6 participants
Location	Location	Location
Pond or Lake (very sheltered, with little or no wind)	Pond or Lake	Lake (sheltered, no current, with suitable wind)
Pool (for rescue related activities)	Ocean (sheltered, no current)	Ocean (sheltered, no current, with suitable wind conditions)
Ocean (very sheltered, no current, with little or no wind)		Distance from shore: to the maximum of 200 metres
Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer or someone that doesn't know how to swim).	Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer or someone that doesn't know how to swim).	Moderate wind to meet the skill requirements. Suitable wind and waves to meet the challenging environmental conditions required.
Assessment	Assessment	Assessment

Activities focus on safety and comfortable paddling along a calm shoreline. While there is a great deal to learn at this level, activity should concentrate on progress, teamwork and an awareness of the need for future learning. Paddlers should leave the course encouraged to continue learning and aware of their individual limitations.	Activities focus on safety and comfortable paddling on a lake close to shore. Activity should concentrate on progress, refinement, teamwork and environmental awareness. Paddlers should be capable of performing assisted rescue techniques. Paddlers should leave the course encouraged to continue their learning and aware of their individual limitations.	Activities focus on safety, advanced skill, and efficient and confident paddling within an open water environment. Activities should concentrate on progress, refinement, teamwork and environmental awareness. Paddlers should leave the course encouraged to take on a leadership role in future paddling endeavours.
Overview	Overview	Overview
Safety and Rescue	Safety and Rescue	Safety and Rescue
Theory	Theory	Theory
See Introduction Tandem	See Intermediate Tandem	See Advanced Tandem
Practical (demonstrated then practiced if time permits)	Practical	Practical
See Introduction Tandem	See Intermediate Tandem	See Advanced Tandem
Canoe Tows, Empty a Swamped Canoe on Shore/Dock	Canoe over Canoe (timed)	Canoe over Canoe Rescue (with 2 tipped canoes and 2 swimmers at once) in little to no wind
Canoe over Canoe as a Rescuer if time permits	Curl/Parallel Rescue	Shake Out
Rafting Rescue (discussion)	Towing Canoe and Swimmers	Capistrano Flip
Solo Position and Trim	Assisting Swimmers into Rescuer's Canoe	Unassisted Solo Re-entry into Canoe
Throw Bag used and attachment		
Paddling Skills	Paddling Skills	Paddling Skills
General	General	General
Canoe Lift and Carry	Enter and exit a canoe along a rocky shore line	Launch and remove a canoe in windy conditions
Solo Launch and Removal	On and Offside & Inside & Outside	Paddling in Wind and Waves
Concepts	Concepts	Concepts
Tilts and J-Leans	See Intermediate Tandem	See Advanced Tandem
MITH: Momentum, Initiation, Tilt, Hold		
Mechanics	Mechanics	Mechanics
Canoe Trim	See Intermediate Tandem	See Advanced Tandem

Strokes	Strokes	Strokes
Forward	Draw (underwater recovery)	Forward Stroke with Power
Reverse	Bow Rudder	Stoke Blending (static verses dynamic)
Check (stop)	Bow Pry	Sculling Low Brace
C Stroke	Sculling Draw	Canadian
Draw (above water recovery)	Righting Pry	Silent (Indian)
Pry or Push Away	J Stroke	Compound Reverse Stroke
J-stroke or Rudder	Reverse J Stroke	Box Stroke
Low Brace	Traditional / Punch Stroke	Sculling Pry
Optional Strokes	Pry	High Brace (wave blocking & stability)
Forward Sweep	Sweeps (forward & reverse)	One handed Bow Pry
Reverse Sweep	Optional Strokes	2 x 4 Method
	Sculling Pry	
	2 x 4 Method	
	Box Stroke	
Manoeuvres	Manoeuvres	Manoeuvres
Paddling in a Circle (small to large)	Forward Paddling (Triangular Course)	Triangular Course in Wind and Waves
Forward Paddling	Sideslip along a 5 metre dock (both ways)	Sideslip around a square dock (approx. 3 metres, each side)
Backing up	Figure 8	Forward & Reverse Paddling with inside and outside turns
Turns, inside & outside	Precision Docking	Running Sideslip (pry)
Docking	Reverse Straight-line 25 metres	
Stopping	Running Sideslip (draw)	
Sideslip	Controlled Stops	
Knowledge	Knowledge	Knowledge
See Introduction to Tandem	See Intermediate	See Advanced
Canoe and Paddle Design	Specialty Canoes & Paddles (designs, materials, etc.)	1000 Miles in the Rob Roy Canoe or Regional History
Basic Canoe Lifts and Carries	Canoe History (national/regional/local) or Local Lake Issues / Concerns	Protection of Lake Waterways
Leave No Trace (short day paddles)		
Bill Mason's Influence on Solo Paddling or Regional Influences		

Lake Introduction to Solo

The successful INTRODUCTION TO LAKE SOLO candidate is considered a beginner solo lake canoeist with basic knowledge of self-rescue skills and land-based rescues. Rescue techniques at this level are discussed and if time and opportunity allows will be practiced. The skills and knowledge gained at this level form the foundation necessary for confident and safe travel on calm sheltered paddling environments.

Aim

To introduce the novice paddler to paddling on shelter calm waters. To introduce basic land and water rescue techniques.

Prerequisites

None or Canoeing Basics

Course length

1 – 2 days (dependant of skill of participants)

Class ratio

1 instructor: max 6 participants.

Location

Suitable Pond or Lake

Pool (for rescue related activities)

Ocean (very sheltered, no current)

Distance from Shore: within comfortable swimming distance from shore (based on the weakest swimmer)

Conditions

No to limited wind conditions.

Assessment

Activities focus on safety and comfortable paddling along a calm shoreline. While there is a great deal to learn at this level, activity should concentrate on progress and an awareness of the need for future learning. Paddlers should leave the course encouraged to continue their learning and aware of their individual limitations.

Overview of Introduction Lake Solo

Safety & Rescue

Theory

Water/Wind/Waves/Weather (concerns and hazards)
Cold Water Concerns (Hypothermia)
Personal Preparation (clothing, water, snacks, medication, etc.)
PC PFD Policy: Always Wear It.
Safe Canoe Procedures

Practical (practice if time permits)

See Introduction to Tandem
Canoe Tows, Empty Swamped Canoe on Shore/Dock
Canoe over Canoe
Rafting Rescues
Solo Position and Trim
Throw Bag (use and attachment)

Paddling Skills

General

MITH as seen in Introduction to Lake Tandem
Canoe Lift and Carry (basic & assisted)
Solo Launch and Removal (shore and dock)
Canoe Tilts and J-Lean

Strokes

Forward
Reverse
C Stroke
Check (stop)
Draw (above water recovery)
Pry or Push Away
J Stroke or Rudder
Low Brace
Optional Strokes
Forward Sweep
Reverse Sweep
Box Stroke

Manoeuvres

- Paddling in a Circle (small to large)
- Forward Straight Line Paddling
- Backing Up
- Turns, Inside & outside
- Docking
- Stopping
- Sideslip

Knowledge

- Solo Canoe (basic design, features, etc.)*
- Paddle (basic design)*
- Personal and Group Gear for a Short Day Trip (including waterproofing)*
- Choosing a Safe Environment*
- Paddling in a Group (lead and sweep)*
- Expanding Skills and Knowledge*
- Course Limitations*
- Canoeing Resources*
- Leave No Trace (in relationship to day paddling)*
- Bill Mason's Influence on Solo Paddling*

Lake Introduction to Solo Test Items

The Instructor will facilitate discussions, lead and evaluate paddling sessions, and set up courses to evaluate the necessary skills for this level.

Safety and Rescue

Theory

(Instructor will facilitate group discussions on the following topics)

Water/Wind/Waves/Weather (concerns and hazards)

How water, wind, waves and weather interact within a paddling environment and what are the potential hazards associated with each. What precautions should one take in the event of unfavourable paddling conditions?

Hypothermia and Hyperthermia

The signs, symptoms, treatment and prevention of both Hypothermia (lowering of the body core temperature) and Hyperthermia (heat related injuries)

Personal Preparation (clothing, water, snacks, medication, etc)

The importance of various personal items to be packed for day trip, considerations for varying weather conditions, and an understanding of the limitations of certain items (example: cotton versus nylon or polyester - quick dry clothing) will be discussed.

Paddle Canada PFD Policy

Review the importance of wearing a PFD at all times (in canoe and close to shore).

Safe Canoe Procedures

Safe and efficient ways of handling equipment, paddling, and interacting with fellow candidates:

- slowly and carefully moving canoes from storage rack to shoreline
- being considerate of other paddlers
- always wear a PFD
- paddling in a group with a lead and sweep verses paddling alone
- don't start to paddle away until everyone is in the water
- understand whistle signals
- understand how a rescue will take place
- patience when getting onto & off the water with a group
- respect the environment around you
- know the environment in which you are paddling
- when not to go out paddling
- have a paddling plan & who should know it
- what safety equipment one should have when on a day paddle

Basic Personal First Aid Kit

Discussion on the basics that a First Aid Kit might have.

Practical

The candidates must demonstrate the following practical skills:

- warm up activities that will prevent injury
- keeping body weight low when entering and existing
- two solo paddling positions (ex. kneeling or sitting, centered or keeled over) and explain the advantages and disadvantages of each (comfort, manoeuvrability, stability, etc.)
- safe entering & exiting canoe
- avoid sudden or unannounced movements
- stay close to shore
- stay with your canoe if it swamps
- watch & avoid obstacles
- get off water if there is a threat of lightening
- throw bag tosses while on shore to a target in the water or on the shore

PLEASE NOTE: The following rescue techniques are to be demonstrated or discussed as time permits and optional for participants. The rescues will be performed in controlled situations: That is, calm sheltered water, proper clothing, close to shore and with assistance of another paddler (unless otherwise specified).

Empty a Swamped Canoe

The candidates must demonstrate how to empty a swamped canoe at the shore or dock.

Canoe over Canoe (practice if time permits)

The candidates shall perform a canoe over canoe rescue as a rescuer. She/he will demonstrate effective communication with the swimmers.

Canoe Towing Rescues (practice if time permits)

The candidate shall successfully perform one canoe tow rescue for 15 metres. The paddler performs the tow by either:

- approach an upright empty canoe and takes the painter or throw bag and sits, kneels, or steps on the rope and tows the canoe
- hooks one leg over the end (on the side) of the canoe then proceeds to tow

Throw Bag

The candidate shall demonstrate an understanding of how a throw bag is attached to the canoe and how the throw bag is used from shore.

Paddling Skills

General

The candidates will demonstrate the following.

Launch and Remove Canoe (shore and dock)

The candidate shall enter and exit a canoe from a dock or shoreline while keeping the boat stable. Demonstration must include keeping weight centered over the keel line and possible options for paddling positions.

The Instructor will facilitate discussions on the following.

Paddling Concepts & Paddling Mechanics & Body Position:

MITH concept (as seen at the beginning of this document). Candidates should demonstrate two different seating positions and varying degrees of tilts with a J-Lean.

- balance, trim, J-Leans, and the pivot point of the canoe in relation to the paddler
- seating positions (on the bow seat facing stern or centred by the centre thwart) kneeling verses sitting
- hand placement

Strokes

The Paddle Canada Resource Manual contains details on proper stroke mechanics.

The candidate shall perform the following strokes while performing the below mentioned manoeuvres from one side of the canoe. Proper paddle grip, stroke mechanics, and modest power and efficiency are to be demonstrated.

Forward
Reverse
Check (stop)
C Stroke
Pry or Push Away
J Stroke or Rudder
Low Brace
Optional Strokes
Forward Sweep
Reverse Sweeps

Manoeuvres

All manoeuvres shall be demonstrated on one side of the canoe. The candidate shall paddle on the same side of the canoe throughout the manoeuvre. The candidate is required to demonstrate a safety conscious attitude, basic stroke mechanics, modest power and efficiency and care for equipment throughout the manoeuvres.

Circles

Small to larger circles must be demonstrated. The manoeuver must be executed with a number of inside circles and then alternate to outside circles. The canoe must remain stable with minimum up and down motion. Candidates should show a progression from the canoe being flat and then tilted. Pace should be consistent and controlled. The candidate will complete 3 circles (increasing in size) on one side.

Forward Straight-line Paddling (50 metres)

The candidate shall paddle 25 metres to a marker, pivot the canoe around and return for a total of 50 metres. The canoe is to remain within a 5-metre corridor, and must not rotate more than 45 degrees from the direction of travel on the straight-of-way.

Backing Up

The Candidates will back up from the shore two canoe lengths, pivot around, and paddle forward for a short distance.

Turns Under Power

The candidate must change the course of a canoe, 90 degrees to inside and outside, under power. Once course direction has been changed, candidate must continue paddling in a forward direction and must not allow the canoe to go beyond the 90 degrees. Control, stability and momentum are to be maintained throughout manoeuvre. There should be little to no swaying/skidding from side to side during or after the turn.

Docking

Candidates will demonstrate slowing momentum, initiating a turn, and stopping in a controlled fashion.

Sideslip

The candidate shall move the canoe sideways a minimum of 3 metres (designed for launching, docking, and moving away from objects).

Knowledge

Instructor facilitated discussions, use printed handouts, worksheets, etc. on the following.

- Basic knowledge & care of canoes, PFD selection, throw bags, and bailers
- Basic knowledge of solo canoe and paddle designs and features, etc
- Personal Equipment for short ½ day paddling (waterproofing)
- List personal gear that should be carried or worn on these trip and discussion on the advantages and disadvantages of certain items
- Paddling in a group verses solo
- Float Plan
- Navigating shorelines
- Course limitations and additional courses offered
- LNT Principles in relation to day paddling
- Options for Canoe History: Bill Mason's influenced on paddling, or national, regional/ local canoe history

Choosing a Safe Environment

The candidate must demonstrate knowledge of general environmental hazards and necessary precautions for accident avoidance. The candidate must also have an understanding of why certain

paddling environments are more or less dangerous than others (ex. Open lakes vs. a sheltered lake).

Canoeing Resources

The candidate will be aware of Paddle Canada, provincial/territorial affiliate associations, national and provincial parks, conservation authorities, canoeing schools, private camps and canoeing clubs that pertain to canoeing. The candidate will also be aware additional reference material such as canoe instruction books and videos, Internet websites and more experienced paddlers.

The Instructor shall demonstrate and assist participants in the following.

Solo Lift & Carry

The candidate will lift, with assistance if required, a canoe from either the end or the middle, position their shoulders under the yolk, and carry it a short distance to the shore (10 metres).

Knots

Bowline and half hitch for securing a painter and (trucker's hitch – if time allows)
Showing how to transport a canoe on vehicle, securing with ropes or straps (if time allows)

Lake Intermediate Solo

The successful INTERMEDIATE LAKE SOLO candidate is considered an Intermediate Solo lake canoeist. They are capable of performing a variety of land and water-based rescues and more advanced solo strokes and manoeuvres. Manoeuvres within the Intermediate program require greater precision and control.

Aim

To expand upon the skills and principles necessary to paddle solo on open lake waters, to perform skills and manoeuvres with greater refinement, to demonstrate confidence in an open water environments, and to develop a greater awareness of environmental hazards and how to avoid/react to those hazards.

Prerequisites

Introduction Lake Solo

Course length

2 days or more

Class ratio

1 instructor: max 6 participants.

Location

Suitable Pond or Lake

Ocean (very sheltered, no current)

Distance from shore: within comfortable swimming distance from shore (based on the weakest swimmer).

Conditions

Limited to variable wind and waves.

Assessment

Activities focus on safety and comfortable paddling. Activity should concentrate on progress, refinement, and environmental awareness. Paddlers should be capable of performing water-based rescue techniques. Paddlers should leave the course with confidence and skills to paddle on lakes with varied wind conditions.

Overview of Lake Intermediate Solo

Safety and Rescue

Theory

- Review Introduction to Lake Solo
- Exposure Aliments
- Accident Prevention
- Communication
- Principles of Effective Rescue
- Rescue Organizations
- First Aid Kits

Practical

- Review Introduction to Lake Solo
- Paddle Signals
- Canoe over Canoe (timed)
- Curl/Parallel Rescue
- Towing Swimmer
- Assisting Swimmer into Rescue Canoe

Paddling Skills

General

- Refine and Review Introduction to Lake Solo
- Launch & Remove a Canoe (in water along rocky shoreline)
- Paddling Concepts (power face, non/back face, offside & onside, inside & outside turns, etc.)
- Paddling Mechanics (yaw, roll, pitch, & environmental effects on the canoe & balance & trim)
- Paddlers Box - Body Rotation
- Paddling in Wind and Waves

Strokes

- Draw (underwater recovery)
- Bow Rudder
- Bow Pry
- Sculling Draw
- Righting Pry
- J Stroke
- Reverse J
- Traditional / Punch
- Pry
- Sweeps (forward & reverse)
- Optional Strokes
- Box Strok
- Sculling Pry

MANOEUVRES

Forward Paddling (triangular course)
Sideslip along a 5 metres dock (both ways)
Figure of Eight
Precision Docking
Reverse Straight line (25 metres)
Running Side Slip
Weighted Turns
Controlled Stops

KNOWLEDGE

Specialty Canoes and Paddles (designs, materials, etc)
Knots: Trucker's Hitch or comparable securing system, taut line, clove hitch
Lake Navigation (basic map reading, compass, GPS, etc.)
Weather and Weather Trends
Day Trip Float Plan
Pre Day Trip: Group Expectations, Leader Expectations, etc.
Pre Day Trip: Rescue Procedures
Historical, National, Regional Canoe Information
Local Lake Issues and Concerns
Canoe Tour

Lake Intermediate Solo Test Items

The Instructor will facilitate discussions, lead and evaluate paddling sessions, and set up courses to evaluate the necessary skills for this level.

Safety and Rescue

Theory

(Instructor will facilitate group discussions on the following topics)

Water/Wind/Waves/Weather (concerns and hazards)

How water, wind, waves and weather interact and the potential hazards associated with each. Discussions will cover dressing for and preparing for different weather conditions, paddling skills for paddling in the wind and waves, and the hazards associated with cold water (gasping reflex, not remaining calm, paddling away from shore, etc). Discussions on precautions one should take in the event of unfavourable conditions.

Exposure Prevention

How individual's loose body heat while paddling? Why, when, and how can we reduce conduction, convection, respiration, radiation, and evaporation.

Accident Prevention

- Environmental factors that can cause accidents
- Awareness of Risk (i.e., Hazards, Contributing Factors, and the Area of Greatest Risk)
- The Safety Triangle (i.e. Avoidance, Skill and Equipment)
- Positive and Negative Risk
- Risk Management

Communication

The importance of clear and effective communication when paddling with a group will be discussed. Candidate must understand and describe the importance of effective communication in relation to Lake paddling. The candidate must describe some of the main communication/planning elements in relation to Lake paddling:

- Lead
- Sweep
- Designated Leader
- Designated First Aid Person
- Planned Route and Destination
- Float Plan or Paddling Plan
- Trip Duration
- Paddling Alone

Principles of Effective Rescue

- Personal / Leader
- Group and Individual Safety
- Swimmers First
- Equipment Last
- Keep It Simple
- Safe and Efficient use of Time
- Communication with all Members
- Directions from Leader (go start a fire, create a wind block, raft up, assist when asked, etc)
- Prior Training

- Practice

Rescue Organization

- Establishing a Leading and Co-leader
- Delegating responsibility
- Communication
- Swimmers First
- Equipment Last

First Aid Kits

What might be in a group first aid kit?

Practical

Candidates must perform the following:

- Display the Basic Whistle and Paddle Signals for Direction (left, right, follow, and get off the water)
- Canoe over Canoe Rescue under 4 minutes
- Curl/Parallel Rescue under 4 minutes
- Canoe Tow (15 metres)
- Tow a Swimmer for a Distance of 15 metres
- Assist a Swimmer into their Canoe

Paddling Skills

General

Candidates must launch and remove a their canoe while standing in shallow water to simulate launching and landing on rocking shorelines where canoe damage is possible.

Paddling Concepts & Mechanics, etc:

Candidate shall demonstrate an expanded knowledge of:

- Paddling concepts (MITH, power face/back face, offside & onside)
- Paddling Mechanics (limited yaw, roll, and pitch of the canoe; how to respond to the environmental effects on a canoe; and adjust balance and trim of a canoe when necessary)
- The candidate shall demonstrate an expanded knowledge of the principles of tilting a canoe and its purpose. The candidate shall explain the effect of tilting during various manoeuvres and demonstrate the ability to effectively tilt a canoe.

Candidates will show an understanding of the paddler's box (containing the paddlers upper body) - body rotation while paddling.

Paddling in Wind and Waves

The candidate shall demonstrate different paddling positions and how to trim a canoe for conditions. For example: wind and water conditions (Headwind: bow heavy; Tailwind: stern heavy; large waves; weight centred)

Strokes

The candidate shall perform the following strokes from both sides of the canoe unless otherwise indicated. Proper paddle grip, stroke mechanics, and modest power and efficiency are to be demonstrated.

Draw (underwater recovery)
Bow Rudder
Bow Pry
Sculling Draw
Righting Pry
J Stroke
Reverse J
Traditional / Punch
Pry
Sweeps (forward & reverse)
Optional Strokes
Sculling Pry

Manoeuvres

All manoeuvres shall be demonstrated while paddling from both sides of the canoe. The candidate shall paddle on the same side of the canoe throughout the manoeuvre, and then repeat the manoeuvre while paddling on the other side. The candidate is required to demonstrate a safety conscious attitude, control, an understanding of stroke mechanics, moderate power and efficiency, and care for equipment throughout the manoeuvres. There should be no splashing while performing the manoeuvres. The examiner may allow for slightly reduced power and efficiency on candidate's "off-side".

While paddling the canoe, the candidate can sit in different positions (sitting, kneeling, on the seat, or centred to offside by the thwart) when performing manoeuvres and display-varied degrees of tilts (J-Lean).

Stops must be controlled with little pitch and yaw.

The candidate must demonstrate an ability to properly trim the canoe in wind and waves and to effectively blend various strokes in order to maintain a course.

The candidate shall demonstrate confidence while paddling in winds and waves. He/she shall effectively control the canoe in varying conditions and have an understanding of how those conditions alter the canoe's performance.

Forward Paddling (Triangular Course)

The candidate must paddle a triangular course approximately 100 metres in length. The canoe shall remain within a 4-metre corridor between the points of the triangle.

Sideslip

On one side, the candidate must move their canoe perpendicular (90 degrees) to a dock for 5-metres with a draw or sculling draw stroke and return the 5 metres with a pry or sculling pry. There should be limited contact with the dock and the front of the canoe, yaw, and rolling movement.

Figure of Eight

Candidate must perform Figure of Eight turns in a consistent and controlled manner. The canoe must remain approximately 1 canoe length away from the buoy and candidate must execute a smooth transition from on-side to off-side turns while demonstrating proper initiation of the turns. The canoe shall not side slip or rock up and down and will be carving (tilted) throughout the manoeuvre.

Inside and Outside Dockings

The candidate shall successfully 'land' a canoe at dock or buoys, within a 3-metres marked area on the dock. The candidate shall approach perpendicular to the dock and then turn parallel to the dock within a reasonably short distance (1-metre). The candidate will then move the canoe sideways next to the dock as if they were to disembark. The candidate will repeat the manoeuvre but turn in the opposite direction. Candidates should not bump into the dock on the turn.

Reverse Paddling

The candidate shall reverse paddle 25 metres. The canoe is to remain within a 5-metre corridor, and must not rotate more than 45 degrees from the direction of travel on the straight-of-way. Control and effective steering must be demonstrated.

Running Sideslip

The candidate must perform a sideslip under power toward their paddling side. Candidate must demonstrate control and precision while limiting the loss of momentum. The canoe should slip left or right approximately 1 to 2 metres in the desired direction of travel while maintain parallel momentum.

Weighted Turns

The candidate must perform weighted turns (inside and outside) while tilting the canoe to the appropriate side. The candidate must initiate the turn, pause to catch the bow wave, and then weighted the canoe with lower body for the turn while keeping upper body relatively centered. Once the canoe has reached the desired direction the paddler may commence paddling. The candidate must maintain balance and stability throughout the demonstration and control the turning motion of the canoe.

Knowledge

Instructor facilitated discussions, use printed handouts, worksheets, etc. on the following.

Specialty Canoe and Paddle Designs for Solo Paddling

The candidate shall have expanded knowledge of solo canoe designs and performance characteristics. He/she shall describe the fundamental differences between solo canoe designs and various other canoe types (i.e., large tripping canoes, small whitewater canoes, etc.).

Lake Navigation (basic map reading, compass, GPS, etc. based on a day trip)

Candidate must have an understanding of the basic principles of navigation. The individual must competently navigate a shoreline and be able to relate features on a map to features in the environment (eg. contour lines representing elevation).

Weather and Weather Trends

The candidate shall discuss various resources available for weather forecasting for shorter trips (local radios, weather bands, Internet, etc.).

Group Paddling, Day Trip Planning, and Float Plan

The candidate will discuss the pros and cons of paddling solo vs with a group, explain the importance of a day trip float plan, and the various ways in which information in the float plan may be used in case of emergency. Items to include in float plan may include:

- number of individuals in group
- departure time
- intended return time
- intended route
- medical considerations
- description of equipment
- communication equipment carried
- emergency equipment carried (ex. flares)
- food carried

Pre Day Trip (Group Expectations, Leader Expectations, Etc.)

Discussion will include the importance of pre-trip planning, the importance of effective communication prior to trip, and understanding the consequences of poor planning.

Instructors have the flexibility to introduce national or regional historical canoe information that would be appropriate to the group.

Local Lake Issues and Concerns

Instructors may introduce and discuss local or national issues or concerns that affect lake environments and possible solutions.

Canoe Tour (1 hour if time permits)

The candidate shall accompany the instructor on a 1-hour lake paddle, preferably in windy conditions. During the tour, the candidate shall demonstrate:

- Strokes and manoeuvres learned to date;
- a safety conscious attitude;
- an ability to keep the canoe on course;
- respect for the environment;
- a willingness to cooperate and contribute to group harmony; and
- an ability to assume a leadership role for a specified period.

Lake Advanced Solo

The successful ADVANCED LAKE SOLO candidate is considered an advanced solo lake canoeist, capable of performing a variety of rescues, strokes, and manoeuvres in varied windy conditions. The Advanced Lake Solo program is the highest paddling Lake skill level where emphasis is placed upon the candidate exhibiting a high degree of precision, efficiency, and control.

Aim

To demonstrate the highest level of skills and principles necessary to paddle solo in open lake waters, to show confidence and ability to paddle in dynamic paddling environments thus allowing to travel longer distances on open water, and to exhibit leadership skills that will enable the planning and execution of a day trip in an open water environment in a variety of wind conditions.

Prerequisites

Intermediate Lake Solo

Course length

2 days or more

Class ratio

1 instructor: max 6 participants

Location

Lake

Ocean (sheltered, no current)

Distance from shore: to a maximum of 200 from shore

Conditions

Suitable wind and waves to meet the challenging environmental conditions require.

Assessment

Activities focus on safety, advanced skill, and efficient and confident paddling within an open water environment. Activity should concentrate on progress, refinement, and environmental awareness. Paddlers should leave the course encouraged to take on a leadership role in their community with regards to solo paddling.

Overview of Advanced Lake Solo

Safety & Rescue

Theory

- Being Wind Bound
- On Body Personal Survival "Gear"
- Local Rescue Organizations
- First Aid Kits
- Expanding First Aid Skills

Practical

- Canoe Over Canoe
- Shake Out
- Capistrano Flip

Paddling Skills

General

- Review Intermediate Lake Solo
- Wind, tacking, positioning in the canoe

Strokes

- Forward with Power
- Stroke Blending (static & dynamic)
- Sculling Low Brace
- Canadian
- Silent (Indian)
- Compound Reverse
- Box
- Sculling Pry
- High Brace (wave blocking & stability)
- One Handed Bow Pry

Manoeuvres

- Triangular Course in Wind and Waves
- Sideslip around a square dock (3 metres/side)
- Forward & Reverse Paddling with Inside & Outside Turns (buoyed course)
- Running Sideslip (pry)

Knowledge

Knots: a total of 6 knots (see Advanced Tandem for more details).

Specialty Sails

Emergency Gear in Case of Delay (wind bound, etc.)

Emergency/Protection Tarp Set-Up

Repair Kits and Equipment Repairs

1000 Miles in Rob Roy Canoe

Protection of Lake Waterways

Lake Advanced Solo Test Items

The Instructor will facilitate discussions, lead and evaluate paddling sessions, and set up courses to evaluate the necessary skills for this level.

SAFETY & RESCUE

(Instructor will facilitate group discussions on the following topics)

Theory

Being Wind Bound

The candidates will discuss the necessary skills, practices and procedures one might need to utilize while being wind bound.

On Body Personal Survival "Gear"

The candidates will discuss and display some items that a paddler should carry (on their person) for survival in the wilderness for the purpose of survival if necessary

Local Resource Organizations

Local resource organizations in relation to relevant environmental conditions, points of interest, weather interpretation, and route finding (ex. government agencies, local paddling clubs, knowledgeable people from the area, etc.) will be discussed.

First Aid Kits

The candidate shall list and describe the essential items to include in a first aid kit and why they would be included. In particular the candidate must understand the importance of managing the first aid kit and communicating its importance to the paddling group.

Expanding First Aid Certification to Wilderness Certification

Candidates will discuss the importance to looking at increasing ones first aid knowledge to a 20, 40, or 80 hour Wilderness First Aid Courses in relation to where one might be paddling and how far away you are from Emergency Medical Services.

Practical

Canoe over Canoe

In little wind, two candidates, will tip their canoes over and then working together flip one canoe over so one swimmer will re-enter the canoe and then perform a canoe over canoe and assist the other swimmer back into their canoe.

Shake Out

The candidate shall attempt to empty a swamped canoe by using the shakeout method of self-rescue. Discussion on types of canoes that would work better for the Shake Out Method (flared verses tumblehome).

Capistrano Flip

The candidate shall attempt deep water self-rescue using the Capistrano Flip. The Capistrano Flip is a difficult manoeuvre, as it requires candidate's to lift a canoe completely out of the water and flip it into the upright position. Depending on the weight of the canoe this manoeuvre may not be possible.

Paddling Skills

General

Review Intermediate Lake Solo (if required)

Strokes

The candidate shall perform the following strokes from both sides of the canoe unless otherwise indicated. Proper paddle grip, stroke mechanics, and modest power and efficiency are to be demonstrated.

- Forward with Power
- Sculling Low Brace
- Canadian
- Silent (Indian)
- Compound Reverse
- Box
- Sculling Pry
- High Brace (wave blocking & stability)
- One Handed Bow Pry

The candidate shall also demonstrate stroke blending in response to various conditions and manoeuvre requirements.

Manoeuvres

Refine Intermediate Lake Solo Manoeuvres

All manoeuvres shall be demonstrated while paddling from both sides of the canoe (onside and offside). The candidate shall paddle on the same side of the canoe throughout the manoeuvre, and then repeat the manoeuvre while paddling on the other side. The candidate is required to demonstrate a safety conscious attitude, precise stroke mechanics, considerable power and efficiency and care for equipment throughout the manoeuvres. The examiner may allow for slightly reduced power and efficiency on candidate's "off-side"

Running Sideslip (3 buoys)

The candidate shall move the canoe sideways 1 - 2 metres while under power. The demonstration shall be executed in both directions and with minimum lost of power and yaw.

Precision Docking

The candidate must approach a dock, at 90 degrees, at a slow but consistent rate of travel. In a relatively short distance he/she must alter the path of travel and come to a complete stop next the dock. The canoe shall be no more than 1 metre from the object and the centre of the object should be within 1-metre of the centre of canoe. A high level of control and precision is to be demonstrated. The manoeuvre must be smooth, no splashing, or hitting the dock.

Sideslip

This manoeuvre requires the candidate to use both sides. The candidate must move their canoe perpendicular (90 degrees) to a square (approx 3 metres for each side) a sculling draw stroke and return around the dock with a sculling pry. The canoe should maintain a consistent distance from the dock with little yaw throughout the manoeuvre and there should be no contact to the dock.

Student Designed Course and Run

The candidates, with the assistance of an instructor, shall design an on water skills course at least 100 metre in length. The course shall challenge the candidate to utilize the majority of the strokes learned in the entire LAKE SOLO program and must encourage stroke blending. The candidate must paddle the course with control, precision and efficiency.

KNOWLEDGE

Specialty Sails

The Instructor will discuss and may demonstrate a sail that could be used for sailing. If time allows the candidates may demonstrate sailing.

Knots

The group will practice at least 6 different knots to be used in the paddling environment. Suggested knots: figure eight, sheet bend, clove hitch, butterfly half hitch, fisherman's knot, etc.

Emergency Gear in Case of Delay (wind bound, etc)

Candidate must list essential emergency gear, which would be necessary in case of delay (ex. weather bound). Candidate must demonstrate a working knowledge of all gear and explain why each piece would be necessary. Candidate must also have a practical knowledge of how to repair emergency gear as it becomes broken or damaged.

Emergency/Protection Tarp Set-Up

The candidate shall set-up a tarp and/or shelters, with assistance if required. Any type of tarp or shelter may be used. Once erected, it should be windproof, properly adjusted to prevent sagging, and properly positioned, considering prevailing wind and weather conditions, and local environmental sensitivities. The task is to be performed efficiently and without hesitation. The candidate will explain how best to deal with rain, wind, sun, lightning, and sudden storms.

Repair Kits and Equipment Repairs

The candidate must demonstrate expanded knowledge of repair kits, items essential to repair kits and a working knowledge of all repair kit items. The candidate must demonstrate an ability to take a leadership role in relation to equipment repairs and demonstrate a practical knowledge of the various methods to repair different items of equipment (ex. different methods to repair a damaged canoe). The candidate shall demonstrate confidence in his/her ability to repair essential items of equipment.

Instructors have the flexibility to introduce national or regional historical canoe information that would be appropriate to the group. Suggested topic: *1000Miles in the Rob Roy Canoe*

Instructors will lead a discussion on National or Local Protection of Lake Waterways,

Lake Instructor Program

Lake Tandem Instructor Program Solo Requirement

Tandem Instructors must have the ability to safely manoeuvre a tandem canoe solo in a controlled manner.

Tandem Instructors Candidates must be able to demonstrate basic solo manoeuvres (such as forward straight lines, sideslips, pivots, and turns) toward and away from their paddling side in a tandem canoe. Candidates must demonstrate the ability to paddle to a buoy, stop, touch it, and sideslip away from it, pivot and return to shore.

Lake Instructor & Instructor Trainer Program

Aim

To provide a national certification in the instruction and administration of the Paddle Canada Introduction, Intermediate, and Advanced Lake skills courses. There are three levels of Instructor and Instructor Trainers. Instructors and Instructor Trainers are considered leaders in the flatwater paddling community and have significant influence over the success and safety of Lake Canoeing in Canada

The Introduction Lake Instructor is certified to:

- Conduct Paddle Canada Introduction Lake courses and Certify paddlers at that level
- Conduct Paddle Canada Canoeing Basic courses and Certify paddlers at that level
- Conduct Waterfront Canoe Activities
- Assist on an Intermediate Lake Instructor or an Intermediate skills course
 - NOTE: This will not be a credit towards achieving Intermediate Instructor or Introduction IT Status

The Introduction Lake Instructor Trainer is certified to:

In addition to the above:

- Conduct and Certify paddlers at the Paddle Canada Introduction Lake Instructor level
- Conduct and Certify paddlers at the Paddle Canada Waterfront Instructor level

In addition to the above the Intermediate Lake Instructor is certified to:

- Conduct Paddle Canada Intermediate Lake courses and Certify paddlers at that level
- Assist on an Advanced Lake Instructor or an Advanced skills course
 - NOTE: This will not be a credit towards achieving Advanced Instructor or Intermediate IT Status

The Intermediate Lake Instructor Trainer is certified to:

In addition to the above:

- Conduct and Certify paddlers at the Paddle Canada Intermediate Lake Instructor level

In addition to the above the Advanced Lake Instructor is certified to:

- Conduct Paddle Canada Advanced Lake courses and Certify paddlers at that level

The Advanced Lake Instructor Trainer is certified to:

In addition to the above:

- Conduct and Certify paddlers at the Paddle Canada Advanced Lake Instructor level

Non-Paddling Prerequisites

Required: First Aid and CPR (16 hour)

Paddling Skill Prerequisites

Paddle Canada Lake Tandem or Solo skills certification above the Instructor level applying for

Or

Equivalent Skills as evaluated by the Instructor Trainer

Note:

Instructor Candidates do not have to take two Tandem and Solo Instructor Courses. There is only a requirement to take one Instructor Course for each level, either Tandem or Solo. If the Candidate has only completed the Intermediate Tandem Skills he can take the Introduction to Lake Instructor Course. When the Candidate achieves the Solo Intermediate Course, the candidate may write to Paddle Canada's Canoe Program Development Committee and request his/her Solo Introduction Instructor Status, as they already have the Tandem Instructor Status. Once the Program Development Committee has verified the pass and completion of the Solo Intermediate level then Introduction Solo Instructor certification is granted.

Important notes for the assessment of Instructors:

- Lake instructors are expected to promote and support the Paddle Canada Lake Program
- Lake instructors are expected to follow the Transport Canada Regulations for Guided Excursions
- A minimum certification in Basic First Aid and CPR are required for Instructors
- Certification in swimming and life saving is strongly recommended
- A good working knowledge of hypothermia is essential
- All instructors should have a repair kit
- Safety considerations applying to all aspects of paddling are integral to the entire program. Lake Instructor Candidates must demonstrate, by attitude and action, an understanding of and the ability to judge lake conditions in relation to the ability of skill course participants and alter plans where necessary
- Use warm-up procedures that help prevent common injuries
- In each course it is important to clearly inform Instructors at all levels that before they run a course in unfamiliar environments they need to seek good counsel and relevant information
- Instructor candidates must have the prerequisite skill before beginning a Lake Instructor Course
- The supervising Instructor Trainer on record is responsible for all matters of safety and the assessment of participants. For all course activities, assistants must work in conjunction with and be supervised by the Instructor Trainer on record

Evaluation Guidelines for Lake Instructor Candidates

- Observation of the Instructor candidate throughout the course
- Written test of knowledge of course content of approximately 1 hour in length (when developed). Participants must achieve a mark of at least 80% to pass
- Ongoing evaluation (by observation) of the participant's performance in the areas of safety, care of equipment, group dynamics and leadership
- A minimum of 2 demonstrations of teaching ability by each candidate, 1 of which shall be an "on-water" session in which the participant teaches a Lake skill. The Instructor candidate must select a site appropriate to the skill being taught. In addition, development of appropriate teaching progression and strategies must be demonstrated
- Teaching topics may be previously assigned or chosen, or may be assigned at short notice from a previously issued list
- Further testing or development of the Instructor candidate may occur at the discretion of the Instructor Trainer
- The following grades will be used for the evaluation of each teaching demonstration item:
 - P – Pass
 - W – Weak – 2 or more "weak" (conditional pass)
 - F – Fail, skill is very weak and needs major improvement to pass
- The Instructor Trainer will outline as clearly as possible the criteria that determine Pass, Weak or Fail grading of the Instructor candidate prior to the applicable course
- Instructor candidates will demonstrate all the skills at a high level of proficiency suitable for instructional demonstration purposes
- Rescue and general paddling skills will exceed minimum skills and be suitable to the instructional environment
- The instructor is a leader in the paddling community and must demonstrate above average judgment in all matters relating to safety, group management and the health and welfare of all participants. The demands of the paddling environment make demonstration of good judgment an important skill for the successful completion of the mentorship program

Assistant, Apprentice and Mentorship Information

Assistants

- Individuals that are called upon to assist Instructors running a skills course or Instructor course
- Individuals would have, at the most, one level below Instructor status
- Assistants can increase the participant numbers by 2
- Courses may have more than one assistant but the participant numbers can only be raised by 2
- Assistants cannot use this process to achieve a higher level of certification
- Assistants are not evaluated on these courses

Apprentice and Mentorship

- Individuals that have requested a higher level of certification
- Individuals that instruct (approx. 50% of the time) in the instruction of an Instructor Course
- There is a maximum of 2 apprentices for Instructor Courses
- Apprentice and/or Mentorship can increase participant numbers by only 2
- Apprentice and/or Mentorship must be monitored and evaluated by the Instructor Trainer on the course

Introduction to Advanced Lake Instructor Course

Aim

To provide a National certification in the instruction and administration of the Paddle Canada Lake Instructor courses.

Course Length

4 days for the Introduction to Lake Instructor (Tandem or Solo)

2 days or more, Intermediate to Advanced Lake Instructor (Tandem or Solo)

Maximum Class ratio

1 Instructor Trainer: 8 participants (1: 4 canoes) for Tandem

1 Instructor Trainer: 6 participants (1: 6 canoes) for Solo

Instructor trainers may paddle solo, or have an Assistant or Mentor

Location

Suitable Pond or Lake

Pool (for rescue related activities)

Ocean (very sheltered, no current)

Distance from Shore: a maximum of 200 metres from shore

Technical Skills

All Introduction Lake Instructor candidates are expected to have a high degree of proficiency with Intermediate Lake Skills, including boat handling, rescue skills, navigation, and weather interpretation.

Paddlers will be evaluated on their demonstration quality of their Introduction Lake Skills throughout the instructor program through observation and, where appropriate, specific skills testing and homework.

***NOTE: Paddlers that do not enter the program with a Paddle Canada Intermediate Skill Certification will be required to send, to the Instructor Trainer, a paddling resume and be expected to spend more time prior to the course, with the Instructor Trainer, for Introduction skill proficiency.

General Leadership Skills

Introduction Lake Instructor candidates must demonstrate strong leadership skills in a variety of situations including rescue scenarios, group management, and the daily routine of running an Introduction Lake Skills program.

Communication

Speak clearly and effectively with students using a variety of verbal and nonverbal communication tools in a variety of conditions, both on and off the water.

Decision Making

Make appropriate low, medium, and high consequence decisions based on gathered information, a clear understanding of the desired outcome, and their judgment.

Reflect on these decisions, drawing important lessons to be incorporated into future decisions.

Conflict Resolution

Manage intra-group conflict, honouring the need for privacy and empathy, while working toward the stated goals of the group.

Role Modeling

Model appropriate behaviour in their social, verbal, non-verbal, and ethical actions.

Logistics

Choose appropriate locations for the skill level and expectations of an Introduction Lake Skills course. The candidate must consider such factors as physical shoreline, weather, obvious hazards, skill of the group, and points of interest.

File a detailed paddling plan (float plan) with a responsible adult. The paddling plan will include alternative locations and routes, and any group specific considerations such as health, age, and disabilities.

Pack appropriate safety equipment including communication, first aid, shelter, insulation, food, and water. Instructor Candidates will also inspect the canoe, and canoeing accessories of each participant before leaving the beach.

Instructorship

Specifically, this course will focus on basic instructor skills including:

- Organizing and presenting information on the water, at the beach and in the classroom
 - Course progressions
 - Time lines
 - Lesson Plans
- Analyzing and providing appropriate, timely, and constructive feedback to participants
 - Detect and correct
- Communicating effectively through a variety of media including voice, physical demonstrations, and other teaching aids.
- Presenting the content in such a way as to motivate and encourage participants to continue paddling
 - By playing Games
 - By balancing challenges, fun, and rewards

Instruction

Present a written lesson plan for 2 presentations/sessions (as mentioned below) in the Introduction Lake Skill Course.

The lesson plan should include and:

- Objective
- Success Recognition
- Time Line
- Teaching Aids (MITH concept, etc.)
- IDEAS Method (Introduce/Demo/Explain/Action/Summary) = Opportunities for a variety of learning styles for On Water (see appendix)
- TELL ME Method (see appendix)
- Critical Feedback, Success Recognition = Clear criteria for assessment (see appendix)
- Error Detection & Correction

Each segment should be organized with:

- A clear Introduction
- A middle that identifies common errors and solutions
- Guides to identifying common errors
- A defined end

Organize and present a 10-minute on-water session, teaching one of the strokes appropriate for an Introduction Lake skill.

Organize and facilitate a 5 - 10 minute session on one of the theoretical knowledge sets appropriate to an Introduction Lake skill.

Instructor Candidate must be given at least 24 hours notice of their topic when ever possible. Each on-water session will have a clearly delineated beginning, middle, and end.

Each session will have error detection and correction session based on Introduction Lake skill assessment standards:

- Strokes will be demonstrated in a manner consistent with any explanation
- Strokes will be of demonstration quality
- Clear boundaries will be set for practice sessions
- The instructor and other participants will offer feedback to each student
- The instructor will foster a rewarding learning environment by using positive language
- The instructor will foster a rewarding learning environment by using a range of appropriate teaching aids and techniques including on water activities and games
- The instructors will role model ethics and values consistent with the Paddle Canada community of instructors
- Offer relevant, constructive feedback to other participants during debriefing sessions, phrased in a non-threatening manner

Group management

- Organize the group according to the environment
- Set and use appropriate communication tools
- Set and manage appropriate boundaries

Risk Assessment

- Identify objective and subjective risks
- Weigh the significance of each element of risk
- Develop appropriate strategies for reducing, avoiding, and/or retaining these risks

Incident Management

- Assess the scene, articulating potential hazards
- Communicate clearly with the group any actions and directions
- Remove hazards or remove the group from the hazards
- Implement a clear and organized response to the incident according to these priorities

Self

Uninjured students

Injured students

- Follow up on the incident with the group lessons learned for next time

NOTE: This is more important than getting the scenario right

Teaching Theory

Demonstrate a practical awareness of basic teaching concepts throughout the program by justifying actions and decisions in relation to these concepts.

Assessment Skills, Critical Feedback

Assess a variety of technical and soft skills in relation to clearly defined objectives.

Provide timely and accurate feedback to Participants

Familiarity with Paddle Canada policies, programs, accreditation, and re-certification

Mission statement

Registering a course

Course Report

Maintaining certification

Maintaining and Recertifying Instructor and Instructor Trainer Certification

Instructor Trainer certifications are maintained concurrently with Instructor certifications. That is an Instructor Trainer with an active Instructor certification simultaneously maintains the appropriate Instructor Trainer certification (at their highest level).

Maintaining Instructor and Instructor Trainer Certification

To maintain Paddle Canada Instructor certification and administer or instruct Paddle Canada accredited courses, the instructor must fulfill the following requirements:

- Maintain membership in Paddle Canada and the provincial/territorial affiliate association, where one exists.
- Continually within every three-year period, an instructor must actively
 - a) instruct as a registered Instructor, Assistant-Instructor or Apprentice-Instructor on a Paddle Canada sanctioned canoeing course at the highest level in each discipline one holds, and or
 - b) participate in a sanctioned Paddle Canada Instructor Clinic, and or
 - c) participate in a sanctioned Paddle Canada Symposium (in the Instructor's discipline area), and or
 - d) participate in a sanctioned Paddle Canada course at a higher level than the instructor's certification level, and or
 - e) participate in a course or activity that was pre-approved by the Program Development Committee.
- More than three years without meeting the above criteria (at the highest level) would reduce the level of certification to the highest level met by the above criteria during that three year time period.
- After three years of not meeting the above criteria an Instructor's certification is assigned as "inactive".

Recertifying an Inactive Instructor Certification

After three years of not teaching any registered courses an Inactive Instructor must recertify to regain her or his Instructor Certification.

To recertify her or his Instructor certification and administer or instruct Paddle Canada accredited courses, the instructor must fulfill the following requirements:

- Maintain membership in Paddle Canada and the provincial/territorial affiliate association, where one exists.
- Successfully audit (i.e. teach and demonstrate course skills as well as be assessed on her or his teaching and demonstration of course skills) on at least one full course taught by an Instructor Trainer. The re-certification will be at a level not higher than that of the audited course. The Instructor Trainer may charge a fee for auditing a course.

- An inactive instructor auditing a course must be listed on the course registration and course report but they do not count as part of the instructor: student ratio.
- After three years of holding an inactive certification, that is a total of six years without teaching a course, the instructor's certification is assigned as retired.

Retired Instructor Certification

TO REGAIN CERTIFICATION THE RETIRED INSTRUCTOR MUST UNDERTAKE THE
NORMAL PROVISIONS OF AN INSTRUCTOR COURSE

Lake Instructor Clinics

Overview

Paddle Canada clinics offer certified instructors the opportunity to develop and run skills clinics within the scope of their instructor certification level. The objective is to foster development of creative programs that will fill perceived gaps, support existing programs, or meet demand for specific skill instruction.

Purpose

- Provide opportunity for active instructors to develop programs that will contribute to the existing curriculum.
- Build flexibility into the existing programming in order to easily respond to changing interest and demand of participants.
- Introduce new program changes and present innovative teaching strategies and ideas.

Process and Policies

- All clinics must be registered with Paddle Canada.
- Clinic instructor must be an “active” and paid up Instructor with Paddle Canada at the level being taught to the clinic participants.
- Subject matter must coincide with the certification level of the instructor offering the clinic. Insurance is not valid if the instructor is teaching beyond their certification level.
- Ratio of instructors to participants must be consistent with the level of skill being taught. (eg. Waterfront 1:10, Lake Tandem 1:8 or Lake Solo 1:6)
- Clinics are not to be run on a pass/fail system. Participants receive credit for participating, if anything.
- Instructors and participants need to follow the same rules and regulations as if it was a regular sanctioned Paddle Canada course.

How to Register a Clinic

- Register a course under the corresponding skill level.
- Add a note in the comment box indicating this will be run as a clinic.

Potential Clinic Topics

Lake Introduction to Tandem or Solo

- Stroke Development
- Steering Strokes
- Effective Forward Paddling
- Turning with MITH
- Throw Bags
- Assisted Rescues
- Essential Gear for short lake paddles

Lake Intermediate Tandem or Solo

- All of the clinics from Lake Introduction to Tandem or Solo
- Tilting, Bracing, and Unassisted Rescues
- Canoe Over Canoe Rescue and Variations
- Towing Systems and Practice

Lake Advanced Tandem or Solo

- All of the clinics from Lake Intermediate Tandem or Solo

- Stroke Blending and Manoeuvres
- Rescue Management through Various Scenarios
- Various Course Set Ups Display Technical Manoeuvres

APPENDIX

Skill Course Outline

(based on resource from Dave Wooldridge, Paddle Canada Instructor Trainer: British Columbia)

Introduction

1. Paperwork and housekeeping
2. Tell the audience about yourself
3. Have the audience about themselves

Overview and expectations

1. Courses content
2. How they pass
3. Questions

Content

1. Logical progression
2. IDEAS for all skills
3. An Engaging Method for all Theory

Evaluation

1. Formative: done through out the course (there should be no surprises at the end)
2. Summarize: done at the end to recap all formative through out the course.

Wrap Up

1. Written evaluations
2. Where they can go from here
3. Thanks!

Instructor Course Outline

(based on resource from Dave Wooldridge, Paddle Canada Instructor Trainer: British Columbia)

Instructor Courses - What Does an Instructor Course Look Like?

Intro 4 days

Day 1

Introductions

1. Paperwork and Housekeeping
2. About You (Instructor Trainer)
3. Participants

Overview and expectations

1. Course content
2. How they pass
3. Question

Content

1. Skill testing and new skill demonstrating (this can be done by participants but must be held to course standard by the IT)
2. Teaching and Mini Teaching Topics Testing: 2-3 skills (IDEAS Method) and 1-2 Theory (Engaging Method)
 - a. The following should be made available through resource material prior to the course:
 - i. Becoming an Instructor
 - ii. What does it mean to be an Instructor!
 - iii. How to teach through IDEAS and an Engaging Method, learning styles, etc.
 - b. Peer and Instructor Trainer Evaluation (self evaluation not required)
 - c. Have the candidates teach amongst themselves
 - d. Critical Feedback (error and correction by everyone)
 - e. Review and Refine how to teach, learning styles, etc.
 - f. Fine tuning of paddling skills
 - g. Mini Topics for the Instructor Trainer and Participants may include but not limited to
 - i. Hazards
 - ii. Group Management
 - iii. Rescues
3. PC Administration, Course Registration, and "Where to Go from Here"

Day 2 and 3

Continue with above

Day 4

Discussion on possible Clinic topics, or

"Test Day" or

"Actually Teach a clinic or course to a group of candidates"

At the discretion of the Instructor Trainer to do the following:

Re-teach specific items/topics

Re-evaluation of skills

Intermediate and Advanced Instructor Courses 2 days_
(for those that are Intro Instructors)

Day 1

Introductions

1. Paperwork and Housekeeping
2. About You (Instructor Trainer)
3. Participants

Overview and expectations

1. Course content
2. How they pass
3. Questions

Content

1. Skill testing and new skill demonstrating (this can be done by participants but must be held to course standard by the IT)
2. Teaching and Mini Teaching Topics Testing: 2-3 skills (IDEAS Method) and 1-2 Theory (Engaging Method)
 - a. Paddle Canada Administration – update
 - b. Discussion & Evaluation of Course and Lesson Plans
 - c. Discussion on potential teaching locations
 - d. Peer and Instructor Trainer Evaluation (self evaluation not required)
 - e. Mini Topics for the Instructor Trainer and Participants may include but not limited to
 - i. Hazards
 - ii. Group Management
 - iii. Rescues

Day 2

Continuation from Above

Evaluation

1. Formative: done through out the course (there should be no surprises at the end)
2. Summarize: done at the end to recap all formative through out the course.

Wrap Up

1. Written evaluations
2. Where they can go from here

Thanks!

Note to Instructors When Evaluating Students

Consider consistent improvement and consistent performance.

Consider effective and proficient (i.e. meet the objective and expectation of the level being taught).

For example Waterfront Instructors are usually camp staff with little paddling experience. The Waterfront Instructor “instructs” the campers/participants in basic manoeuvres through games in a “waterfront” area, close to shore.

‘Look for’ position of body, paddle, and boat.

‘Look for’ competent boat control and stability.

From Introduction to Advanced you will see a progression of comfort, ease, and control in the Instructor as they advance in their levels.

‘Must see’ competency of skills and knowledge.

‘Must see’ safe, consistent, and in control paddling and manoeuvres.

Overall Skills Assessment for Intro Lake Tandem Instructor

Paddler _____ Date _____

Candidates will look comfortable, relaxed and in control of their canoe while performing the following manoeuvres. Course layout: Rectangular Course.

	Unacceptable	Weak	Satisfactory	Excellent
Forward Straight Line Paddling Comments:	0	1	2	3
On Side Turns under power Comments:	0	1	2	3
Off Side Turns under power Comments:	0	1	2	3
Pivot Turns Comments:	0	1	2	3
Reverse Paddling – Backing Up Comments:	0	1	2	3
Stopping skills Comments:	0	1	2	3
Sideslipping Comments:	0	1	2	3
Docking Comments:	0	1	2	3
Paddling in Cadence (synchronized) Comments:	0	1	2	3
Solo Requirement for tandem course: Comments:	0	1	2	3

On Water Instructing Assessment Outline

Paddler _____

Topic _____

	Unacceptable	Weak	Satisfactory	Excellent
1. Choose appropriate location	0	1	2	3
2. Organize/Placement of the group	0	1	2	3
3. Use of the IDEAS Method (Introduce/Demo/Explain/Action/Summarize)				
Introduce:	0	1	2	3
Demo:	0	1	2	3
Explain:	0	1	2	3
Actions (detect & correct):	0	1	2	3
Summary:	0	1	2	3
4. Use of the "MITH" (where appropriate) (Momentum/Initiation Turn/Tilt/Hold)	0	1	2	3
5. Maintains control and contact with group	0	1	2	3
6. Time allotment achieved	0	1	2	3

Comments

Theory Assessment Outline

Topic _____

	Unacceptable	Weak	Satisfactory	Excellent
1. Engaging Method	0	1	2	3
2. Topic clearly stated	0	1	2	3
3. Voice clear and deliberate	0	1	2	3
4. Speaks with authority	0	1	2	3
5. Pacing purposeful and appropriate	0	1	2	3
6. Use of lesson aids & hand outs	0	1	2	3
7. Topic coverage is appropriate	0	1	2	3
8. Concluding comments clear & concise	0	1	2	3
9. Time allotment achieved	0	1	2	3

Comments

Overall Skills Assessment for Intermediate Lake Tandem Instructor: Final Overview

Paddler _____ Date _____

Candidates will look comfortable, relaxed, and in control of their canoe while performing the following manoeuvres.

	Unacceptable	Weak	Satisfactory	Excellent	
Triangular Course (100 metres) Comments:	0	1	2	3	4
Sideslip – 5 meter dock (both ways) Comments:	0	1	2	3	4
Improved Stopping Skills Comments:	0	1	2	3	4
Figure 8 Comments:	0	1	2	3	4
Precision Docking Comments:	0	1	2	3	4
Inside and Outside Turns Comments:	0	1	2	3	4
Reverse Straight-line 25 metres Comments:	0	1	2	3	4
Running Sideslip Comments:	0	1	2	3	4
Solo Requirement for tandem course: Comments:	0	1	2	3	4

Qualification awarded _____

Overall Skills Assessment for Advanced Lake Tandem Instructor: Final Overview

Paddler _____ Date _____

Candidates will look comfortable, relaxed, and in control of their canoe while performing the following manoeuvres.

	Unacceptable	Weak	Satisfactory	Excellent	
Triangular Course in wind and waves Comments:	0	1	2	3	4
Sideslip – around square dock/object (both ways) Comments:	0	1	2	3	4
Straight line Sit and Switch Comments:	0	1	2	3	4
Reverse and Forward Paddling around buoys (course that is created by candidates or Instructor Trainer) to display candidates skill and control Comments:	0	1	2	3	4
Solo Requirement for tandem course: Comments:	0	1	2	3	4

Qualification awarded _____

Overall Skills Assessment for Intro Lake Solo Instructor: Final Overview

Paddler _____ Date _____

Candidates will look comfortable, relaxed, and in control of their canoe while performing the following manoeuvres.

	Unacceptable	Weak	Satisfactory	Excellent
Forward Straight Line Paddling Comments:	0	1	2	3 4
Circles small and large Comments:	0	1	2	3 4
Turns: Pivot and Inside and Outside Turns Comments:	0	1	2	3 4
Reverse Paddling – Backing Up Comments:	0	1	2	3 4
Stopping skills Comments:	0	1	2	3 4
Docking Comments:	0	1	2	3 4
Sideslip Comments:	0	1	2	3 4

Qualification awarded _____

Overall Skills Assessment for Intermediate Lake Solo Instructor: Final Overview

Paddler _____ Date _____

Candidates will look comfortable, relaxed, and in control of their canoe while performing the following manoeuvres.

	Unacceptable	Weak	Satisfactory	Excellent	
Triangular Course (100 metres) Comments:	0	1	2	3	4
Sideslip – 5 meter dock (both ways) Comments:	0	1	2	3	4
Improved Stopping Skills Comments:	0	1	2	3	4
Figure 8 Comments:	0	1	2	3	4
Precision Docking Comments:	0	1	2	3	4
Inside and Outside Turns Comments:	0	1	2	3	4
Reverse Straight-line 25 metres Comments:	0	1	2	3	4
Running Sideslip (draw) Comments:	0	1	2	3	4

Qualification awarded _____

Overall Skills Assessment for Advanced Lake Solo Instructor: Final Overview

Paddler _____ Date _____

Candidates will look comfortable, relaxed, and in control of their canoe while performing the following manoeuvres.

	Unacceptable	Weak	Satisfactory	Excellent	
Triangular Course in wind and waves Comments:	0	1	2	3	4
Sideslip – around square dock/object (both ways) Comments:	0	1	2	3	4
Running Sideslip (pry) Comments:					
Reverse and Forward Paddling around buoys (course that is created by candidates or Instructor Trainer) to display candidates skill and control Comments:	0	1	2	3	4

Qualification awarded _____

IDEAS Method (for On Water Teaching Topics)
(sample) LESSON PLAN

Course Name: _____

Participant Name: _____ Date: _____

Site location: _____ Topic: _____

Teaching Aids: _____

IDEAS Method

Introduce (1-2 sentences):

Demo (remember do not to speak through the demo)

Explain (3-4 key points that must be passed on)

Action/Activity:
Error Detection and Correction (Critical Feedback)

Summarize:

An Engaging Method (Theory Topics)
(sample) LESSON PLAN – (adapted from resource provided by Dave Wooldridge)

Course Name: _____

Participant Name: _____ Date: _____

Site location: _____ Topic: _____

Teaching Aids: _____

Introduction (1-2 sentences)

Engage (Content/body: involve group, props, interactive) - stay away from lecture

Summary/Conclusion: short/quick

Critical Feedback

It is important that Instructors and Instructor Trainers take notes throughout the course so Instructor Trainers have a paper trail of what happen with each participant in case there is some follow up after the course with that participant and/or Paddle Canada.

Within Instructor Courses, Instructor Trainers should demonstrate the IDEAS and TELL ME Methods prior to group using it.

After the demo or presentation, ask for “peer” feedback as this is important for Instructor Development, following the below process, and then you as the Instructor Trainer offer your feedback. Instructor Trainers can critique “peer” feedback if required.

Here is a sample of what some Critical Feedback might look like.

1-2 Positive Specific Points:

- + _____
- + _____

1 Specific Point to Work On:

- + _____

Here is an example:

“Jane,

- + Your placement of the blade for that Forward stroke looked good, above the knee – to the hip. Good “Catch” and “Power” phase for that Forward stroke.
- + Try lifting the shaft hand higher so you can achieve a more vertical paddle shaft the next time around.
- + Any questions?

Beaufort Scale of Wind Speed

Instructors may make reference to the Beaufort Wind Scale to establish the wind speed based on the surrounding environment conditions.

Beaufort Wind Scale				
Beaufort Number or Force	Wind Speed		Description	Effects Water
	km/hr	knots		
0	<1	<1	Calm	Water is mirror like
1	1 to 5	1 to 3	Light Air	Small ripples appear on water
2	6 to 11	4 to 6	Light Breeze	Small wavelets develop, crests are glassy
3	12 to 19	7 to 10	Gentle Breeze	Large wavelets, crests start to break, some whitecaps
4	20 to 28	11 to 16	Moderate Breeze	Small waves .5-1.25 m high develop, coming longer, whitecaps
5	29 to 38	17 to 21	Fresh Breeze	1.25-2.5 m waves develop, white crested wavelets (whitecaps) form, some spray
6	39 to 49	22 to 27	Strong Breeze	Larger waves form, whitecaps prevalent, spray