



USPC Member Feedback on HM and Mounted Skills Provided by the National Testing Program

Instructions and FAQs

1. What is the objective of the national testing (NT) feedback project?
 - To give USPC members, who are preparing for a national certification, the opportunity to submit a video of a mounted or HM skill or HM document and receive feedback from one or two national examiners (NEs). Particularly during this time when members have been unable to attend prep clinics, the National Testing Program would like to provide a way for members to continue preparing for national certifications by receiving feedback from NEs.
2. General guidelines and outline of the NT feedback project:
 - Members wishing to receive feedback about a mounted or HM skill will submit a video or document to the national office.
 - The National Office will assign 1 or 2 NEs to review the submission and provide feedback.
 - An email with the member's submission and feedback form (to be filled out by the NE) will be sent to the NE(s) and Member.
 - Within a 1-week time period the NE(s) will email the feedback form back to the member.
3. What level member can submit a request for feedback?
 - Any current USPC member certified at the C-2 level or above.
4. What can a member submit on video? What documents can a member submit?
 - Mounted videos: dressage test (USDF or USEA), flat work required skills from the show jumping SOP, progressive grid (same grid as listed on the back of SOPs), or a show jumping course (if eventing, one of the courses listed on the USPC website).
 - Members may also choose to submit a competition video of a dressage test, SJ round, or XC course.
 - If a dressage test or SJ course video is submitted a member may choose to demonstrate her/his first SJ course or dressage test followed by a re-do SJ course or dressage test.
 - HM videos: teaching (mounted or unmounted), longeing for any level, bandaging, presentation of any HB or HA skill listed on the SOP.
 - Please review detailed instructions for HM video submissions at the end of this document.
 - Documents: H-A barn plan, H-B or H-A lesson plan, conditioning schedules, land conservation project, H-B record book.

5. How many videos or documents can a member send?

- A member should only send one skill per video submission and one document per submission. For example, one dressage test or SJ course (may be demonstrated twice), one progressive grid, one 20-minute longeing session, one conditioning schedule document, etc.
- A member can submit an unlimited number of video or document skills; however, each must be submitted individually.

6. In what format should videos and documents be sent?

- The videos should be sent via a YouTube video link, the member can choose to select private video when s/he uploads to YouTube then send the link with the request for feedback.
 - The video must be of sufficient quality for the NE to provide adequate feedback. Videos for which the NE feels is not of sufficient quality to provide feedback may be returned with a request to re-do the video and re-submit.
- Documents can be sent via word doc or pdf.

7. Where should a member send submissions?

- Send mounted videos to National Office at testing@ponyclub.org
- Send HM videos (including longeing) to National Office at testing@ponyclub.org

8. What information does the member need to submit with the video or document?

- When submitting a video please include the following information within the email sent:
 - Member's name, current certification, certification goals, the dressage test being performed, the height of jumps for the grid or SJ course ridden, the HM skill or document being submitted, and any other information the member wishes to share with the evaluating NE.
 - For video submissions, members must include the date and time the video was filmed, who filmed the video, and location where the video was filmed.

9. How will the NEs provide feedback?

- The NT Committee has created two feedback forms: one for mounted feedback and one for HM feedback. The appropriate feedback form will be sent along with the request for feedback.

10. How many NEs will fill out a feedback form?

- For SOP skills that are typically evaluated by 2 NEs at a testing (mounted, longeing, H-A teaching), videos of these skills will be sent to 2 NEs, each to provide a feedback form.
- For SOP skills that are typically evaluated by one NE at a testing (documents, bandaging, most of the H-B and HA discussion skills), documents or videos of these skills will be sent to one NE to provide a feedback form.

11. How long will it take for the member to receive the feedback from their submission?

- We ask that NEs return the feedback forms (whom they revived it from) within one week from the time the assigned NE received the member's submission. The feedback form is then sent onto the member and cc the NE.

12. How will the NEs be assigned to provide feedback for the videos and documents submitted?
- Videos and documents will be sent to NEs who are currently listed as testing the level that needs to be evaluated and feedback provided for.
13. Guidelines for information provided on the feedback forms.
- **The feedback provided is only relevant to what the member demonstrated on the day the video was filmed and what the examiner observed on the video submitted or read on the document submitted. The feedback provided does not indicate any future success at any riding or certification level.**
14. How long will the NT Program offer NE feedback to the membership?
- Members may submit requests for video or document feedback March 1 through October 31.

If you have any questions, please contact:

Macee Matott
Instruction and Testing Coordinator
testing@ponyclub.org
(859) 559-0649

Instructions for Horse Management Video Submissions

PLEASE NOTE: Members submitting H-B or H-A videos should make sure to carefully read the SOP's that apply to the section they are sending in so that their video covers the whole of the section. (e.g. Based on the SOP's, a video for H-A longeing should have a recorded discussion of equipment, followed by the warmup longe period, a discussion of the plan for the longe, the longeing itself, and a final discussion of whether their proposed plan was implemented and ideas for further training the horse on the longe.) (e.g. For H-B Health Care and Veterinary Knowledge: Parasites: Members should submit a video of their knowledge of all listed parasites, not just two, because it is unknown which two parasite cards would be drawn at a testing.) If member videos are incomplete, they will receive an evaluation of the portions submitted, but it will not be a full analysis of their depth of knowledge as it relates to the standard. Secondly, if submitting a video for bandaging, please take video from multiple angles and close up. While NE's can offer evaluation from a video on coverage, overall presentation and neatness, they will be unable to give a full analysis of technique and materials. Lastly, candidates submitting videos on hands-on sections such as anatomy and conformation need to make sure to clearly and individually touch each point that they are identifying so that there is no confusion for the NE viewing.