



## **NOTES FOR HARNESS TRAINER/DRIVER SHORT COURSE CORRESPONDENCE PARTICIPANTS**

Handout material and assessment tasks are forwarded for each module upon enrolment.

Participants are required to read the handout material – then complete the assessment tasks. If you experience difficulty or are uncertain of your responses:-

1. Refer to the handout material again as most assessment tasks are addressed in the handout.
2. Seek assistance from the trainer that you associate with or other trainers.
3. Contact the course lecturers (telephone numbers are listed on the module presentation timetable).

Ignore any assessment task which required the showing of a video.

The handout material is yours to keep which can be utilised as future reference material.

The assessments are not English tests – short direct responses – do not use superfluous words.

Return assessments after each module and ensure that you print your name on the front cover.

Assessments are assessed regularly and returned to you with an answer checklist. If responses are not those expected, the assessment is returned to you to readdress the deficient areas.

Your log book requires the signature of a trainer for those tasks identified as on the job tasks.

Off the job tasks identified in the log book are signed off at the training centre as these tasks are included in the assessments.

Upon successfully completing all assessments and submitting your signed off log book – you may then apply to RQL for the licence you require.

You will be issued with a statement of attainment for all successfully completed modules.

Please offer any feedback if you have any suggestions relating to the quality of the handout material.