390 PC – ASSESSMENT INSTRUCTIONS

PREPARATION

PRE-ASSESSMENT INSTRUCTIONS

Review the assessment plan, assessment instructions and 390 PC Checklist and become familiar with the material prior to conducting the assessment.

Ensure the area is set up IAW the assessment activity layout.

Obtain all resources required for the assessment.

Set the magnetic declination on the compasses for the topographical map of the exercise area.

Determine a safety bearing in the event a cadet becomes disoriented or lost and can not make contact with one of the assessors.

Determine a radio frequency for the activity that is separate from other frequencies in use. Check the hand-held radios to ensure they operate. If rechargeable batteries are used, they should be tested prior to the lesson and recharged if necessary. If regular batteries are being used, provide spares to replace batteries as required.

Photocopy the Assessment Checklist for each cadet.

PRE-ASSESSMENT ASSIGNMENT

Have the cadets review the Assessment Checklist and the course material prior to participating in the assessment.

ASSESSMENT METHOD

Performance assessment was chosen as it allows the assessor to observe the cadet's ability to perform the required skill(s) and make a judgement on the quality of performance.

CONDUCT OF ASSESSMENT

PURPOSE

The purpose of this PC is to assess the cadet's ability to perform ground navigation to include plotting and navigating a course, and determining a six-figure grid reference (GR).

RESOURCES

- All equipment IAW squadron exercise requirements,
- 390 PC Assessment Checklist,
- Compass (one per cadet),
- Calculator (one per pair),
- Pencil (one per cadet),
- Water bottle or canteen (one per cadet),
- Whistle (one per cadet),
- Hand-held radio (one per assessor),
- Spare batteries (as required),

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- Topographical map of the exercise area (one per cadet),
- Start point marked on the map,
- Three numbered points, for determining six-figure GRs, marked on the map,
- Worksheet, to include:
  - list of three 6-figure GRs (numbered points for other three legs);
  - section to record GRs for the three numbered points marked on the map;
  - section to record distances for each leg of the course;
  - section to record pace count for each leg of the course;
  - section to record bearing for each leg of the course; and
  - descriptive word/phrase for each point; and
- Six-leg course.

ASSESSMENT ACTIVITY LAYOUT

Area with tables or a flat surface for the cadets to work on the maps.

A course of six legs shall be created in an area of varied terrain. Total course length should be between 2000–3000 m (6000–9000 feet).

Each leg should be between 200–800 m (600–2400 feet) long.

A wood stake driven into the ground, marked with highly visibility flagging tape or fluorescent paint, will designate the end of each leg (which is the start of the next leg).

ASSESSMENT ACTIVITY INSTRUCTIONS



The cadets will be divided into pairs. Each group will have one assessor. Each cadet will be assessed for three legs. These legs do not have to be done one after the other. The other member of the group will follow the cadet being assessed.

Groups will start at five-minute intervals. If one group catches up to another, the assessor of the second group will have that group wait to allow the first group to move ahead as to not interfere with the assessment (eg, a cadet following the group ahead instead of performing the skills).

The cadets may be provided assistance (eg, reminders, guided questions), by the assessor, while performing skills.



After observing each task being performed, make a judgement and indicate on the assessment checklist whether the task was:

- **Incomplete.** The task was not attempted or not completed even with assistance.
- **Completed.** The task was completed with difficulty and/or assistance or without difficulty.

Make notes of observations for the purposes of providing post-assessment descriptive feedback.

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1. Divide the cadets into pairs.

2. Issue two compasses, one topographical map, one calculator and one hand-held radio to each group.

3. Hand out the assessment sheets to the cadets and have them write their name and the other group member's name on it.

4. Have each assessor collect the assessment sheets from their cadets.

5. Hand out the cadet worksheets and have each cadet complete the required sections to plot the route of each leg.

6. Move the first group to the starting point of the first leg. Have assessors of other groups begin at five-minute intervals.

7. Have the first cadet guide the group through the leg while being assessed.

8. Have the second cadet guide the group through the next leg while being assessed.

9. Continue assessing cadets through the course until both cadets have been assessed for three legs each.

10. After the course is completed, collect the issued equipment.

11. Distribute to the cadet the Assessment Checklist for self-assessment purposes. Have the cadets reflect and self-assess their performance using the 390 PC Assessment Checklist.

POST ASSESSMENT INSTRUCTIONS

RECORDING ASSESSMENT RESULTS

1. Indicate the overall performance assessment on the assessment checklist as:
   a. **Incomplete.** If over 40 percent (over 21) of the tasks are assessed as incomplete.
   b. **Completed.** If 60 percent and over (31 and over) of the tasks are assessed as completed.
2. Record notes made in the assessor's feedback section of the Assessment Checklist.
3. Sign and date the Assessment Checklist.
4. Ensure a copy of the Assessment Checklist is attached to the cadet's training file.
5. The overall result will be recorded on the Proficiency Level Three Qualification Record located at Annex C.

PROVIDING ASSESSMENT FEEDBACK

Discuss the cadet's reflection and self-assessment on their performance.

Ask the cadet what they felt went well during the 390 PC, what did not go well and ask the cadet how they would improve their performance if the 390 PC was given to them again.

Discuss the performance results of each section of the Assessment Checklist with the cadet.

Discuss the overall performance results with the cadet and provide the cadet with a copy of the completed Assessment Checklist by the next parade night.

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390 PC – ASSESSMENT CHECKLIST

Cadet's Name: _____

Other Group Member: _____

Assessor: _____

Performance Assessment:

Skill Group	Task		Assessment	
			Incomplete	Completed
Grid References (GRs)	Determine six-figure GR for each of the three points marked on the map.	#1		
		#2		
		#3		
	Plot each of the three 6-figure GR, from the worksheet on the map.	#1		
		#2		
		#3		
Determining Distance and Pacing	Determine distance for each of the six legs (within 50 m).	#1		
		#2		
		#3		
		#4		
		#5		
		#6		
	Calculate distance into paces for each of the six legs.	#1		
		#2		
		#3		
		#4		
		#5		
		#6		
	Use a method to keep track of pace count for each of the three legs.	#1		
		#2		
		#3		
	Bypass obstacles using pacing techniques (observed for each of the three legs).	#1		
		#2		
		#3		
	Find marker within 10 percent of calculated pace count for each of the three legs.	#1		
		#2		
		#3		

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Skill Group	Task		Assessment	
			Incomplete	Completed
Bearings	Check magnetic declination setting on the compass.			
	Determine bearing for each of the six legs from a map (within two degrees).	#1		
		#2		
		#3		
		#4		
		#5		
		#6		
	Set compass (within two degrees) of bearing for each of the three legs.	#1		
		#2		
		#3		
	Determine direction of travel (within five degrees) for each of the three legs using a compass.	#1		
		#2		
		#3		
	Determine a steering point for each of the three legs.	#1		
		#2		
		#3		
	Re-check, for each of the three legs (minimum once each leg), direction of travel using a compass.	#1		
		#2		
		#3		
	Re-check, for each of the three legs (minimum once each leg), direction of travel using the determined steering point.	#1		
		#2		
		#3		
	Find marker within a 20 m radius for each of the three legs.	#1		
		#2		
		#3		

Incomplete	The task was not attempted or not completed despite being provided assistance.
Completed	The task was completed without difficulty or with difficulty/assistance.

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PO 390 PC	PO Assessment	
	Incomplete	Completed
Participate in Ground Navigation.		

Incomplete	If over 40 percent (over 21) of the tasks are assessed as incomplete.
Completed	If 60 percent and over (31 and over) of the tasks are assessed as completed.

Assessor's Feedback:

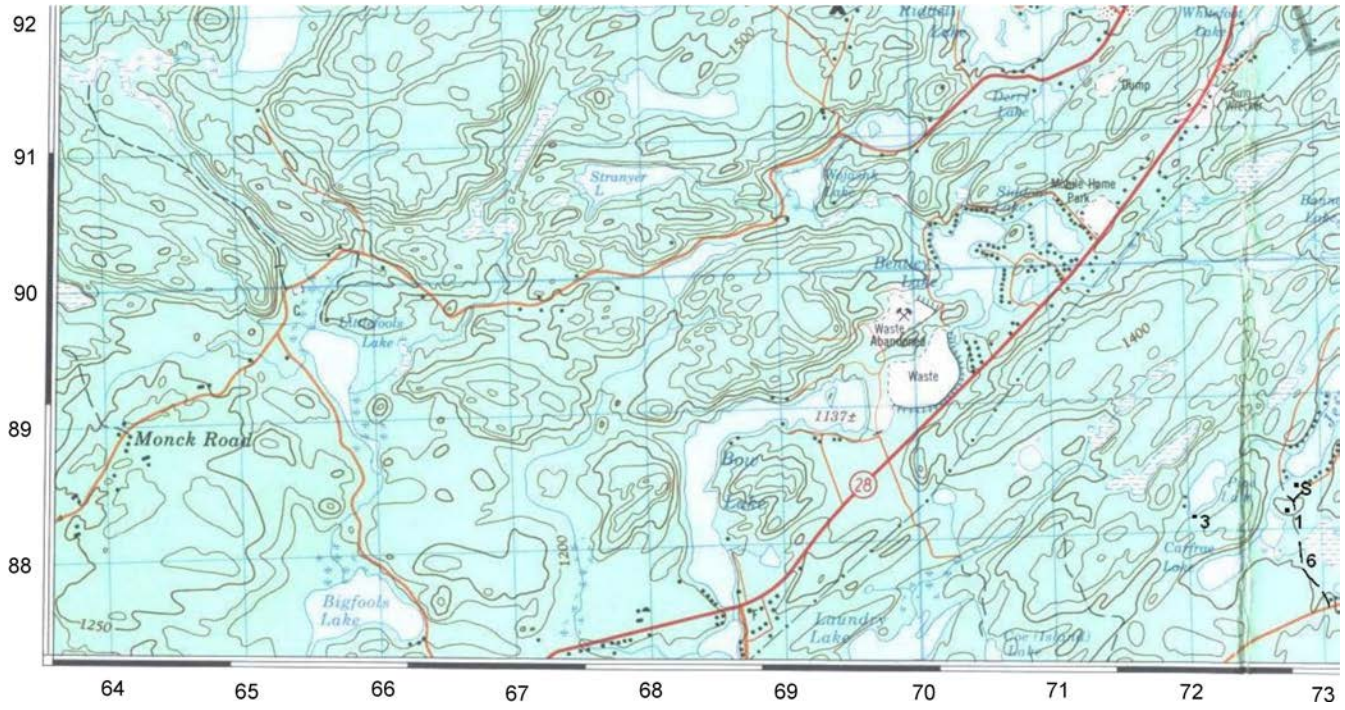
Assessor's Signature: _____ Date: _____

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SAMPLE ASSESSMENT ACTIVITY

Sample Map



Natural Resources Canada, Bancroft 31 F/4, Canada Centre for Mapping, Her Majesty the Queen in Right of Canada

Figure B6-1 Assessment Activity Map



All points are located in the lower right-hand corner. To clearly identify the designated points and terrain features, is best viewed in colour.

The cadets will be given a compass, map, worksheet and access to a calculator. The map has been marked with the start point, “S” and the three other points, “1”, “3”, and “6”, for which to determine six-figure GRs. The other three points, for legs two, four and five, will be marked on the map by the cadet from the six-figure GRs on the worksheet. All seven points have a descriptive word or phrase to help identify it. The cadets will complete the worksheet then move on to the course to complete three legs each. When the course has been completed, the cadets will do a self-assessment with their assessor and receive a copy of their Assessment Checklist by the next parade night.

A sample and completed worksheet are shown as examples for this sample assessment activity. The blank worksheet may be used as a template.

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CADET WORKSHEET (sample)

Name: _____ Personal Pace: _____

#	GR	Distance		Bearing	Description
S	728883	m	paces	X	most southerly cabin on Jeffrey Lake
1					cabin by vehicle track fork
2	722882				shore of Pipe Lake near the “L” of lake
3					most southerly cabin on Pipe Lake
4	720878				shore of Carfrae Lake near the “e” of lake
5	723873				hill south of Carfrae Lake
6					vehicle track crossing creek south of cabin

Magnetic Declination: 11° west declination

Safety Bearing: 120°
Will lead to either a gravel road or a vehicle trail; wait at the side of the road/trail for the safety vehicle.

Calculations:

CADET WORKSHEET (completed sample):

Name: F/Cpl Bloggins Personal Pace: 140

#	GR	Distance		Bearing	Description
S	728883	m	paces	X	most southerly cabin on Jeffrey Lake
1	727881	200	280	199°	cabin by vehicle track fork
2	722882	500	700	282°	shore of Pipe Lake near the “L” of lake
3	720881	200	280	230°	most southerly cabin on Pipe Lake
4	720878	450	630	180°	shore of Carfrae Lake near the “e” of lake
5	723873	450	630	154°	hill south of Carfrae Lake
6	728878	800	1120	44°	vehicle track crossing creek

Magnetic Declination: 11° west declination

Safety Bearing: 120°
Will lead to either a gravel road or a vehicle trail; wait at the side of the road/trail for the safety vehicle.

Calculations:

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CADET WORKSHEET

Name: _____ Personal Pace: _____

#	GR	Distance		Bearing	Description
S		m	paces	X	
1					
2					
3					
4					
5					
6					

Magnetic Declination:

Safety Bearing:

Calculations:

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