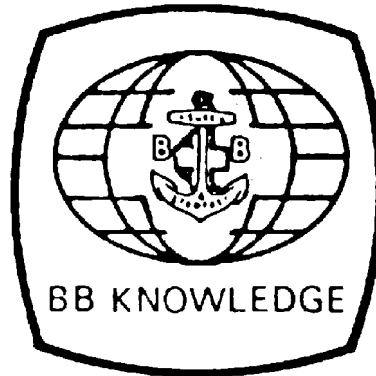


Alternative to Drill Candidate Guidelines

Version 1.0

Released: November 2013



Boys' Brigade Knowledge Badge



The Boys' Brigade Queensland

Approved Amended Drill Award Requirements

The following requirements, regarding offering an alternate assessment method to satisfy the Drill component of the BB Knowledge Award, was approved at the BB Australia Executive Meeting held on Sunday, June 07 2009 at Camp Clayton, Ulverston Tasmania.

The following section is to replace the content that appears under the 'Drill' heading on p16 of the BBAust Seniors Award System Manual.

DRILL

1. Learning of drill to a level of being able to instruct a group in individual movements and in a sequence of movements, or
2. Learning another approved activity (as approved by the State Executive) that involves theoretic and practical learning over a period of at least 12 months demonstrated through:
 - instruction of a group in this activity, including safety, theory and practical skills; and
 - coaching of the group in a series of activities linking these skills together in the approved activity over a period of at least six weeks (or until the natural end of the season/activity where longer than 6 weeks exists)

Drill based assessment: *This to be assessed at State, Battalion or Group Council Level*

The Boy must demonstrate an ability to instruct a squad in at least three of the movements required for the Six Month Service Award and three Squad Drill movements from the Drill sequence set by the relevant State Director. The Boy must then direct the squad through this sequence. This drill sequence may be that set for State or National Drill Competition when such competition exists subject to the above conditions.

Other approved activity: *This to be assessed at State, Battalion or Group Council Level*

The boy must demonstrate an understanding of the theoretical aspects and an ability to instruct a group in six basic skills in the approved activity. The boy must then coach a group, incorporating these basic skills into a team activity. These requirements may be met through the preparation and coaching of a team in a Battalion or State Competition. The assessment will include forming a view as to the boy's involvement in the leadership of the group, his verbal presentation and practical demonstration of the leadership style(s) utilised and the outcome of his teaching / coaching viewed through the teamwork displayed by the group (not necessarily their competitive 'success'). **External assessors (approved by state) may be used.**

Key Elements of the 'Drill' Assessment

The requirements for the drill assessment in Queensland, as determined by the Operations Director and presented in the *BB Knowledge Badge Candidate Manual*, include the following key statements:

- Drill (and presumably teaching and doing drill) is a 'fundamental way of gauging a boy's attitude to discipline, leadership and self-respect.
- The boy should prepare for assessment under the supervision of an experienced company ... officer.
- Eight steps are spelt out in preparing for the assessment.
- If assessed at company level, the guidelines include:
 - Six movements need to be taught and a routine presented
 - A copy of the written sequence, including full words of command, is to be submitted to the assessing officer before commencement
 - Copies of written lesson plans should be submitted to the assessing officer

Basically there are two components to the assessment:

- The ability to **instruct** a small group; and
- The ability to drill (i.e. to **give directions and guide** them through an exercise) a small group.

Candidates are assessed on **knowledge and ability as an instructor**. They are encouraged to consider the **hints on instruction** provided in the *BB Australia Drill Manual* and to use **training aids** (e.g. chalk board / white board, models, notes and diagrams). They are not to simply read from notes in lecture style but are to teach a group of boys who require full and detailed instruction in each movement.

The hints to instructors in the *Drill Manual* include basically:

- Introduce standard terminology (even if you use your own words in teaching)
- Use the sequence:
 - Explanation
 - Demonstration
 - Execution
 - Practice
- Use a simple teaching formation
- Achieve balance between formality and informality, as is relevant to the phase of the lesson
- Encourage interaction with the class
- Use a progressive sequence
- Incorporate variety and give different boys the opportunity to do or say
- Look out for misunderstandings or bad practice and remediate to avoid the development of bad habits.

A sample drill lesson is provided in the *Candidate Manual*, and includes the following structure (generalised to apply to any topic of instruction):

- Preliminaries (site, arrange a suitable place / position for teaching)
- Revision (link to what taught previously; take remedial action; use this time to motivate group)
- Lesson (as appropriate to the topic, broken down into its components, e.g.:
 - Explanation (of what to be taught and why)
 - Demonstration (full demonstration)
 - Break down into components and teach each in turn, with demonstration, practice and remediation
 - Introduce strategies for learning, practice those strategies, ask questions to the group and invite them to ask questions
 - Practice
- Conclusion (word and action)

General Principles for ‘Alternative to Drill’ Assessments

Those principles that can be distilled from the requirements and guidelines for the drill component of the Award (as outlined above) are:

- The candidate is assessed on his knowledge of the material and his ability to instruct, give directions and guide a small group in learning new skills;
- These skills are applied in a practical situation;
- The candidate should study and plan the use of good teaching practice, including:
 - The use of effective teaching strategies that are appropriate to the topic and that engage the learners so they enjoy the experience and actually learn;
 - The learners need to be prepared to the point of being able to put their learning into practice in an observable and efficient manner.
- The candidate is to prepare lesson plans and submit them to the assessor

Getting Approval – The Project Proposal

Prior to commencing an ‘Alternative to Drill Assessment Project’, approval must be granted by the BBQld Operations Director. This approval is made based on the submission, by the **Captain**, of a PROJECT PROPOSAL which addresses the criteria outlined below.

In short, the PROJECT PROPOSAL should give the BBQld Operations Director an overview of how the Company intends to demonstrate compliance with the Award Requirements, as outlined earlier.

N.B. Projects that have not been pre-approved by the BBQld Operations Director may be rejected.

Project Proposal Structure

The following structure is to be followed in preparing the PROJECT PROPOSAL:

- **Training and Preparation**
 - Negotiation within Company on timetable and commitment
 - Completion of any courses
 - Selection of lesson topics
 - Consideration of possible teaching approaches and strategies
 - Planning and gathering of resources and teaching aids required
 - Arrange time for sessions and teaching location(s)
 - Prepare lesson plans using a session planning form. The lessons are to follow the phases of introduction, body of lesson and conclusion. Each lesson is to have multiple components or related skills to be taught
- **Delivery of Two Practice Lessons**
 - Nomination of dates, times and other arrangements for each practice lesson
 - Nomination of a supervising Company officer
 - Outline of how debriefing and feed-back on lessons will be given
- **Delivery of Assessment Lesson & Practical Event**
 - Time and location for lesson
 - Nomination of the proposed external assessor (including a brief overview of their qualifications to act in this role – experience, etc)

The External Assessor

A key component of this assessment, as is the case with Drill Assessments, is that the candidate is assessed by an APPROVED person, who is adequately competent and experienced in the activity to assess the candidate. *N.B. Company leaders should only be used where they are experienced in the activity being undertaken by the candidate.*

It is important to note that the external assessor will need complete a written assessment report at the conclusion of the Assessment Lesson and Practical Event – it is important to ensure that the assessor is aware and prepared for this. The assessment form is attached to this document.

Attachment 1
Project Assessment Form



Boys' Brigade Knowledge Badge
**ALTERNATIVE TO DRILL
PROJECT ASSESSMENT**

Candidate Name: _____ Company: _____

Approved Activity: _____

ASSESSMENT CRITERIA:

CRITERIA	UNSATISFACTORY	SATISFACTORY	EXCELLENT
Lesson plan (presented prior to lesson)			
Content knowledge			
Breaks the lesson into smaller parts for easier teaching			
Uses correct techniques in teaching the lesson (Explain, Demonstrate, Execute, Practice)			
Ability to instruct, give directions and guide a small group in learning new skills			
Assessment Activity effectively supports content of lesson			

Assessor's Comments – Assessment Lesson:

Assessor's Comments – Assessment Activity:

OVERALL RESULT:

Competent

Not Yet Competent

Assessor: _____

Signed: _____

Date: _____