

## INFORMATION FOR UPGRADING JUDGES AS TO HOW THE PRACTICAL EXAM IS ASSESSED BY THE EXAMINING JUDGE

### THE PROCESS

The examiner's % and place for each horse as well as the candidate's % and place are to be entered on the spread sheet, one per candidate. The examiner will go through individual sheets and record the following:

- **Re Eliminated/Retired horses – These horses will be included in the assessment and actioned as follows:**
  - the examiner to add in the number of movements that the eliminated/retired horse has completed prior to elimination/retirement into the total marks
  - the horse must be shown at the bottom of the horses with 'E' in relevant columns for both examiner and candidate
  - if the horse was eliminated after the test for whatever reason and all marks and collectives have been completed all movements will be added and it will be necessary for the examiner to manually calculate where the horse would have been placed in the rankings in order to be able to assess the candidate's ranking discrepancies (Column 5) and also percentage discrepancies (Column 4)
- The examiner notes each time the candidate has a difference of:
  - 2.5 or more marks. The total number of times is entered in the ERROR 1 column – each occasion 2 errors are recorded
  - 2 marks. The total number of times is entered in the ERROR 2 column – each occasion 1.5 errors are recorded
  - 1.5 marks. The total number of times is entered in the ERROR 3 column – each occasion 1 error is recorded
- **EA Tests** - The examiner also notes where there is a discrepancy of 8% or more in the total marks. This results in one (1) error to be entered in the ERROR 4 column
  - If the percentage is more than 10%, two (2) errors are recorded as above
- **For FEI tests** - the Examiner notes where there is a discrepancy of 5% or more in the total marks. This results in one (1) error to be entered in the ERROR 4 column.
  - If the percentage is more than 8%, two (2) errors are recorded as above
- Where the ranking is significantly different as follows:
  - where the examining competition has less than 15 actual competitors, a placing difference of 5 or more should incur 1 error in ERROR 5 column
  - If the ranking is 8 or more placings different then should incur 2 errors in ERROR 5 column
  - if the competition has 15-35 actual competitors, a ranking difference of 6 should incur 1 error in ERROR 5 column. If the ranking is 10 or more difference then should incur 2 errors in ERROR 5 column
- Column 6 – it is most important that this column is used as it provides valuable feedback to the candidate. This column is to be used for the following:
  - If the candidate has omitted a mark or a course error, one (1) error will be recorded in the ERROR 6 column
  - If the candidate has omitted a comment for the mark of 5 or below, one (1) error may be recorded in the ERROR 6 column
  - The examiner will also note whether the candidate has used appropriate comments throughout. If inappropriate, this will be noted on the individual tests sheets as well as the final spread sheet in the Error 6 column
  - Omissions to initial correction, unsigned sheets, etc will incur errors in ERROR 6 column

When assessing the candidate's comments, the examiner will consider:

- The correlation between the mark and the comment
- The relevance to the execution of the movement – ability to prioritise
- The correct use of technical language

If comments are inappropriate, the examiner will make a note of this and make a comment on the final assessment sheet. If comments are consistently incorrect, especially if this relates to a specific movement, one (1) error is to be added to the Error 6 column.

Whilst the examiner will make comments on the individual test sheets, it is important that all data is recorded on the spreadsheet.

### **ASSESSMENT RESULT**

The examiner calculates the % error according to the number of movements in the test (see spreadsheet)

- If the error % is less than 8%, the candidate is likely to be competent
- However, where the error rate is between 6% and 8% the JE must check all aspects of the practical sheets, marks and comments carefully, in order to provide **detailed comments** for improvement for the candidate
- If the % error is greater than 8%, it is an indication that the candidate is not yet competent