



# Canine Association of Western Australia Inc Conformation Judges Training Working Party

## Essay Guidelines and Assessment

Adapted from a Dogs NSW document.

Your essay **MUST** be attached to this document and kept as a Record of your work

<b>Trainee name:</b>		
<b>This essay is completely my own work, and any material taken from another source has been cited.</b>		
<b>Trainee signature:</b>		
<b>Which Breed lecture attendance requirement does this essay replace?</b>		
<b>Breed lecture date:</b>		
<b>Date submitted by Trainee:</b>		<b>Date received by office:</b>
<b>Office: Was the essay submitted on time according to the Regulations? YES NO</b>		
<b>Office Coordinator:</b>		
<b>Convenor name:</b>		<b>Signature</b>
<b>Assessment outcome</b>	<b>Competent</b>	<b>Not yet competent</b>
<b>Assessor feedback to Trainee on essay:</b>		
<b>Trainee comments on Assessment outcome:</b>		
<b>Trainee signature: I accept the outcome of the Assessment</b>		

## ELEMENTS AND PERFORMANCE CRITERIA

This section itemizes all of the key knowledge and/or skills areas for which competence must be demonstrated. The Assessor should indicate with a tick against each Performance criteria their professional belief that the Trainee has supplied sufficient evidence to demonstrate competence

ELEMENT	PERFORMANCE CRITERIA	Tick
1. Access information for essay	1.1 Relevant and recommended <b>sources of information</b> are identified	
	1.2 References are <b>cited</b> in the text	
	1.3 References are <b>listed appropriately</b> at the end of the essay	
2. Define content of essay	2.1 Title / History and Purpose of the Breed is given	
	2.2 Essay uses Breed specific terminology	
	2.3 Body of Essay (Form and Function) summarizes Breed standard	
	2.4 Breed standard is discussed in relation to images	
	2.5 In conclusion, Essay summary lists Breed Hallmarks	
	2.6 Resources are acknowledged	
3. Use a suitable format for essay	3.1 Correct <b>word count</b> is applied	
	3.2 <b>Headings</b> are used effectively	
	3.3 Images <b>closely follow text</b> and are referenced	
	3.4 <b>Presentation</b> is neat and legible	

## RANGE STATEMENT

The Range Statement puts the Elements and Performance Criteria into context. Where bold words are used in the Performance criteria, the Range Statement provides additional detail about content or the scope and depth of knowledge or skills required.

<b>Sources of information</b> could include	Dogs West Lecture material, including lecture videos ANKC Glossary of Canine Terms 3 <sup>rd</sup> Edition ANKC Breed standards Texts and internet sources Comment by Breed authorities
<b>Cited</b> must include	A record of the Author and date (or website and access date) immediately after the stated information or within the caption of an image
<b>Listed appropriately</b> must include	Application of standard referencing technique: Author, Date, Title, Publisher, Location Example: Harvey, A.J. 2011. "The Golden Retriever" , Wilesmith, London Internet sources should be listed separately . Example: <a href="http://www.dogsense.com.au">http://www.dogsense.com.au</a> Access date: date that you took information from that site e.g. 2.9.2012
<b>Images</b> could include	Diagrams Photographs Outlines Sketches (including by hand)
<b>Word count</b> should include	No more than the specified number of words as per the Regulations (i.e. 1000 words approx.) and

	does not include: captions under images or above tables, or the Reference list
<b>Headings</b> could include	Key words which break the essay up into defined parts and which relate to the list of content requirements for the essay i.e. Title, History and Purpose of the Breed, Form and Function of the Breed, List of Breed Hallmarks, Pictorial Examples, Acknowledgements
<b>Closely follow text</b> should include	Inserting the image directly (or as soon as possible) after the information is stated in the body of the essay Example: The correct tail set for this Breed is shown in Figure 3, whilst an incorrectly set tail is shown in Figure 4. ( <i>Now insert your image</i> )
<b>Presentation</b> could include	Handwritten (must be legible) Typed or Word processed Use a simple font

### **ASSESSMENT METHODS**

This Unit is to be assessed as a piece of written work