



Controller MTBO Level 2 Training Program



Australian Government
Australian Sports Anti-Doping Authority

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OA has designed the overall controller framework, as well as the syllabus for each level of the Controller levels. These documents are the intellectual property of OA Inc. and are subject to copyright.

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Section 1: General Course Information

Orienteering Controller MTBO Level 2

This accreditation aims to ensure Controllers have the skills and knowledge to oversee the delivery of championship-level MTB orienteering events and ensure the standards for the particular event are met.

The intended outcome of accreditation of Orienteering Controllers is to ensure organisers and course setters are delivering quality events, to ensure rules are followed, mistakes are avoided that fairness is paramount.

This is the highest level of MTBO Controller within the OA Controller Framework.

Reference is made below to World Ranking Events (WRE). The head controller for such events should be an accredited IOF Advisor, but Level 2 MTBO controllers may be involved as part of the carnival organisation.

Course Details and Administration

Candidate Requirements

Candidates seeking Orienteering Controller accreditation have requirements which they must meet before, during and after the accreditation program. These requirements are outlined in Table 1. For detailed information regarding these requirements refer to OA Controller Framework.

Table 1: Orienteering Controller Accreditation Candidate Requirements

Timeframe	Requirement
Prerequisites	<ul style="list-style-type: none">>21 years of ageCompleted Level 1 MTBO Controller accreditation.Have at least 4 years of current competition experience at State Series MTBO events.Have competed in championship-level MTBO interstate events within the last four years.Within the last eight years, have a range of successful experience in MTBO: organising/ planning/ controlling in all course formats.Be endorsed by their state association.

Personnel

An individual who holds Level 2 MTBO Orienteering Controller Level 2 or Level 3 Foot Controller (who has sufficient MTBO experience) accreditations must oversee any course. Courses must be endorsed by the State/Territory director or coordinator of Controllers.

Appropriate personnel need to be engaged to deliver courses. Suitably trained presenters and assessors are compulsory, while mentors for each individual Controller are strongly recommended. More information regarding presenters, assessors and mentors can be found in the OA Controller Framework.

Section 2: Orienteering Controller Accreditation Program Overview

Learning Modules

Learning Module	Suggested delivery	Indicative duration
Planning and controlling MTBO Championship events	Presentation and group discussion	3.00 HRS
Event Formats and course planning	Presentation and group discussion	1:30 HR
Course maps and production	Presentation and group discussion	1.00 HR
Elite events	Presentation and group discussion	30 MIN
Communicating with competitors	Presentation and group discussion	30 MIN
Fairness and equity	Presentation and group discussion	30 MIN

It is expected that L1, 2 or 3 Foot controllers wishing to up-skill for MTBO controlling, will first complete the upgrade requirements for L1 MTBO Controller. Subsequently, as an accredited MTBO L1 controller, they would undertake the full L2 curriculum unless either a condensed program covering all modules is arranged, or RPL is granted.

Section 3: Course Modules

Planning and Controlling MTB Orienteering Events

Learning Objectives

At the completion of this module the Controller will be able to: -

- Interpret Orienteering Australia Competition Rules for MTBO.
- Explain the roles and responsibilities of controllers at Championship and World Ranking Events.
- Outline the wide range of activities that are typically involved in a Championship event.
- Compile a time-line and macro-plan for a simulated Championship event.
- Outline the factors affecting area approval/map – permission, technical adequacy, access and environmental issues.
- Produce a draft plan for a Championship event that covers the needs of all stakeholders (competitors to sponsors and spectators)
- Apply OA's Risk Management Policy to a Championship event and explain the need for contingency plans as part of Risk Management.
- Organise meetings with other event officials to maximise teamwork.

Session Content

- Planning, programming, sequencing and timing of activities including
 - Area approval/map – permission, technical adequacy, access, environmental issues
 - Promotion and publicity, web sites
 - Online Entry set-up, entry fees, invitations, budget, clothing, accommodation, catering, toilets, cancellation and refunds
- Classes, course lengths and recommended winning times
- Planning for the weather and contingency planning
- OA's relevant policies e.g., Risk Management, Protecting the Environment
- Safety issues – Officials, Competitors, Search & Rescue Plan
- Maps
 - printing and course over-printing (refer also Module 3)
 - Map checking
 - Map protection/ waterproof paper
- Layout of assembly area and the needs of all stake-holders
 - arena design
 - adequacy of facilities

- direction and placement of the Finish Chute
- Special needs of team competitions
- Public commentary
- Programs and start times - contents, layout, production, distribution, start draw
- Start area and procedure
- Finish area and procedure
- Computerised systems (SPORTident, SIAC, event software such as OE, Meos. OLynx, Live Results) for managing event entries, timing, results and back-up.
- Monitoring/displaying progress/results at the event – readability, timeliness
- Recognition of place getters: Trophies and/or badges and/or prizes
- Presentations – timeliness, length, dignitaries
- Social activities and/or entertainment
- Calculation of Series points
- Handling crises and criticisms and how to pre-empt issues through the need to minimise the likelihood of complaints and protests from competitors that could lead to cancellation of courses.
- Planning to evaluate: outcomes, processes, comparisons with other events

Event Formats/Course Planning

Learning Objectives

At the completion of this module the Controller will be able to: -

- Outline the differences in the design and configuration of Sprint, Middle and Long Distance events.
- Outline the design and configuration of Mass Start and Relay events and the requirements of Mass Start splits, and Relay courses and legs.
- Outline the differences in event area requirements for Sprint, Middle, Long Distance and Mass Start, and Relay events.
- Outline the process to ensure the planned courses will meet the required course winning times
- Assist course planners in the use of current technology in planning courses

Session Content

- The differences in the design and configuration of Sprint, Middle, Long Distance Mass Start events and Relays, and the respective classes: course lengths, difficulty and recommended winning times.
- Map layout. When might map changes be required and how to handle that.
- Computerised course planning systems, e.g., OCAD, CONDES, Purple Pen.
- Including spectator controls and course structure
- Managing the review of planned courses including
 - Selecting start and finish areas
 - Draft courses
 - Field Checking courses
 - Finalising the courses
 - Placing and checking controls for the event

Course Maps and Production

Learning Objectives

At the completion of this module the Controller will be able to: -

- Describe the processes involved in producing an orienteering map for MTBO
- Understand the MTBO Mapping Specifications in particular the track definitions and use of symbols to represent areas in which off track riding is permitted
- Explain the application of the MTBO orienteering map specifications in map production, printing and course printing.
- Discuss the purposes and limitations of an orienteering map.
- Explain the process to print orienteering courses on a map, both for individual and mass start or relay courses.
- Assess suitability of a map for each orienteering event format.

Session Content

- The purpose and principles of orienteering map - a fair test of orienteering skill
- Processes involved in map production
- Requirements of orienteering maps to meet each event format
- Specifications for Sprint Distance maps vs specifications for other maps; Specifications for MTBO maps vs specifications for Foot Orienteering maps.
- Limitations – generalisation, legibility, detail, accuracy, scales
- Map quality – digital printing vs off-set printing, meeting the mapping specifications, paper
- Using computer software, e.g., OCAD (Orienteering map Computer Aided Drawing) for map cartography, course planning, map and course printing; using other course planning software with OCAD base maps.
- Map and course printing – paper, legibility, colours, check prints.
- Using GPS in mapping and event controlling

Elite Events

Learning Objectives

At the completion of this module the Controller will be able to: -

- Describe the aims and objectives of elite competitions ranging from State Championships to world ranking events and Regional (e.g., Oceania) Championships.
- Outline the different and extra event formats, e.g., mass-start, multi-loop races, chasing starts, Block start draws.
- Outline the requirements for arena design, including the layout of assembly area, spectator controls, recognition of sponsors, the direction and placement of the Finish Chute, the needs of all stake-holders, based on the guidelines set out in the Leibnitz Convention.
- Outline the requirements to promote and publicise elite competitions using the Internet and social networks.
- Outline the need for the timely presentation and publication of the results of events and related competitions.

Session Content

- To what extent are the requirement of Elite competitors different from other competing in championship events?
- Consider each of the aspects listed in the Learning Objectives.
- Any additional requirements for National Series or Selection races.
- Note that there may be additional information required for Regional/WRE events (e.g., IOF competitor IDs), and IOF rules may be a little different to OA rules.

Communicating with Competitors

Learning Objectives

At the completion of this module the Controller will be able to: -

- Discuss the information that should be made available to competitors, how it should be presented on a website and the timeframes for initial release of information, entry closing dates and the posting of event programs, Start Lists and Results.
- Discuss ways and means of communicating with competitors, both collectively and individually.

Session Content

- Ways and means for publicising event and entry information, e.g., national magazines, State newsletters, State e-bulletins, national and State websites, social networking systems; providing timely information to potential overseas competitors.
- Timeframes for initial publication of information, closing dates for entries, the publication of event information and Start Lists, and Results.

Fairness and Equity

Learning Objectives

At the completion of this module the Controller will be able to assist Event Organisers in how to handle activities at the end of an event, including: -

- Identify potential unfairness and inequity, and corrections required
- Explain changes required to correct potential unfairness and inequity
- Assist Event Organisers in how to handle complaints
- Chair a jury should a complaint escalate into a protest, under OA Competition Rules.
- Provide constructive feedback to both event officials and competitors

Session Content

- Interpretation of fairness in Orienteering
- Fairness in course planning
- Unfair tactics by competitors, e.g., following
- Control punching, including electronic punching systems
- Consideration of complaints and protests
- Possibilities for dealing with misplaced controls during the event
- Selection and appointment of a jury – qualifications and experience

Section 4: Useful Links and Resources

Resource	Source
Orienteering Australia Competition Rules for MTBO Orienteering Events	MTBO Rules and Guidelines
International Specification for MTBO Orienteering Maps	https://orienteering.sport/iof/mapping/
OQ Course Setting Guidelines	https://oq.orienteering.asn.au/restricted/downloads/course_setting.pdf
Test sheet for assessing print quality for orienteering maps	https://orienteering.sport/iof/mapping/
Event Risk Management Framework	https://oq.orienteering.asn.au/restricted/downloads/course_setting.pdf
State Association Web Sites – Event and Technical Guidelines	Various
Controller Report Template	Appendix 13 – OA Foot Orienteering Rules
OCAD Mapping Software	https://www.ocad.com/en/
Purple Pen Course setting software	http://purplepen.golde.org/
Condes Course setting software	https://condes.net/
Open orienteering mapper	https://www.openorienteering.org/
Jury Guidelines in 2019	Guidelines
Cancelling a competition	IOF Document
Guidelines for Using SportIdent	Guidelines
Controller resources	MTB Orienteering Event Advisers' Handbook
Fair Play – IOF Video	https://youtu.be/oy83NEr7g8A
IOF Fair Play Principles	https://orienteering.sport/iof/fair-play
Other IOF resources	https://orienteering.sport/mtbo/internal/event-organising/organise-mtbo-events/

Version History

Version	Author	Comments	Date
3	Craig Steffens	Added resource links and version table	5/11/2022