



# Controller MTBO Level 1 Training Program



**Australian Government**

**Australian Sports Anti-Doping Authority**

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OA would also like to acknowledge that some content within this document has been adapted from publicly available resources developed by Sport Australia, State and Territory Orienteering Associations, Orienteering Canada, and British Orienteering Federation.

## Copyright Statement

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 1

This accreditation aims to ensure Controllers have the skills and knowledge to oversee the delivery of non-championship MTBO 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 non-championship events, to ensure rules are followed, mistakes are avoided that fairness is paramount.

### 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 the OA Controller Framework.

*Table 1: Orienteering Controller Accreditation Candidate Requirements*

| Timeframe     | Requirement  |
|---------------|--|
| Prerequisites | 18+ years of age<br>Successfully competed at Local or State Series MTBO events.<br>Have set courses successfully at all levels from easy to hard MTBO standard<br>Have a range of organisational experience covering all aspects of non-Championship MTBO (MTB orienteering events).<br>Proficient/experience with courses of at least “hard navigation” standard<br>Completed Sport Australia Community Officiating General Principles online course<br>Be endorsed by their state association. |

### Personnel

Orienteering Controller MTBO Level 1 training courses must be overseen by an accredited Orienteering Australia Controller. The overseeing controller may be L1 or 2 MTBO, or a L1, 2 or 3 Foot controller who has with sufficient MTBO experience. 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 |
|-------------------------------------|---|---------------------|
| Controlling Orienteering Events     | Presentation, discussion, case studies              | 0.5 hours           |
| Planning MTB Orienteering Courses   | Presentation, discussion and case studies           | 1.5 hours           |
| The Map and in the Field            | Practical   | 3 hours             |
| Organising MTB Orienteering Events  | Presentation, discussion, case studies              | 2.5 hours           |
| Fairness and Equity in Orienteering | Presentation, discussion and case studies/practical | 1.0 hours           |
| Concluding Orienteering Events      | Presentation, discussion and case studies           | 1.0 hours           |

It is anticipated that the program would be completed over two days, unless the 'classroom' is very close to a MTBO map, allowing the in-field activities to occur with very little travel required.

| Learning Module                   | Suggested delivery                                   | Indicative duration |
|-----------------------------------|--|---------------------|
| L1 Foot to MTB Controller Upgrade | Presentation, discussion, case studies and practical | 2 hours             |

L1, 2 or 3 accredited Foot controllers wishing to up-skill to MTBO L1, only need to complete 'The Map and in the field' and 'L1 Foot to MTBO Controller Upgrade' modules. Other modules are recommended but optional.

## Section 3: Course Modules

### Controlling MTB Orienteering Events

#### Learning Objectives

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

- Design a high level plan to oversight the staging of a non-championship MTBO event
- Outline the key elements of an event risk management plan

#### Session Content

- Overview of the role of a Controller and the authority that they may exercise
- OA's Competition Rules for MTB Orienteering
- OA's other relevant policies, e.g. Risk Management, Protecting the environment
- State/Territory Competition Rules and Policies
- Examples of plans to oversee the preparation for a non-championship MTBO event, including the key milestones
- Examples of risk management plans for a non-championship MTBO event, with consideration of participant safety, event management and public safety
- Meetings with other officials
- Officials' Code of Ethics

## Planning MTB Orienteering Courses

### Learning Objectives

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

- Discuss with course planners ways to improve the quality of their courses in terms of meeting OA competition guidelines and rules, and the expectations of competitors.

### Session Content

- Map and Course preparation using computer-based technology
- OA's Competition Rules for MTB Orienteering, in particular the Appendices, which provide specific guidelines for course planning
- State/Territory Competition Rules and Policies
- Elements of managing event risks, especially on course planning
- Guidance on how to evaluate orienteering courses and detect errors, omissions or potential risks
- Guidance on how to explain suggested changes to course layout or control placement, the latter if fieldwork is included in the workshop
- Presentation of the map with control numbering
- Non-use of control descriptions
- Measuring the length of courses
- Placement of control stands beside tracks to allow ride-by punching

## The Map and in the field

### Learning Objectives

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

- Understand the depiction of tracks on the map
- Identify potential unfairness in depiction of tracks on the map
- Explain changes required to correct such potential unfairness
- Explain changes required to the placement of controls for safety or fairness reasons
- Provide constructive feedback to the event officials in a positive manner

### Session Content

- Visit an MTBO area with map, which has suitable terrain to check indistinct track junctions and indistinct/unmapped/poorly graded tracks.
- Validating the track rideability for all track types.
- Discussion on how to handle these – change the mapping? Mark junctions in the field? Avoid the area for course setting?
- Review control locations – assess the accuracy of placement of the control versus map placement; assess risk management of the locations.

## Organising MTB Orienteering Events

### Learning Objectives

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

- Evaluate planned arrangements for staging a non-championship MTBO event and detect errors, omissions or potential risks
- Evaluate a planned assembly for a non-championship MTBO event and detect problems, omissions or potential risks
- Explain changes required to the planned arrangements or planned assembly to correct problems, omissions or potential risks
- Provide constructive feedback to the event officials in a positive manner

### Session Content

- OA's Competition Rules for MTB Orienteering
- OA's other relevant policies
- State/Territory Competition Rules and Policies
- The key elements of planning for a non-championship MTBO event
- The key elements of an assembly for a non-championship MTBO event
- Elements of managing event risks
- SportIdent and related event timing software
- Land and environment management



## Fairness and Equity in Orienteering

### Learning Objectives

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

- Identify potential unfairness and inequity and the 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, if State/Territory competition rules make provision for juries.
- Provide constructive feedback to both event officials and competitors

### Session Content

- Interpretation of fairness in Orienteering
- Fairness in course planning and map representation for MTBO
- Unfair tactics by competitors, e.g. following
- Control punching
- Consideration of complaints and protests
- Issue of relocating incorrectly-placed controls and similar issues. (2022 New IOF guidelines.)

## Concluding an Orienteering Event

### 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:-

- determining that all competitors have returned from the field
- resolving discrepancies in results
- searching for a missing competitor
- ensuring that the area has been left as it was before the event
- evaluating how well the event was staged and identifying areas for improvements

### Session Content

- SPORTident and related timing software
- The action required to check all competitors have finished
- The action required to validate the results
- General search and rescue procedures
- End of event checklist
- Land and environment management
- Post event controller reporting requirements

## L1 Foot to MTB Controller Upgrade

### Learning Objectives

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

- Understand the differences between Foot and MTBO non-championship level events, in terms of planning, conducting and concluding activities.

### Session Content

- Be able to apply the OA Competition Rules for MTBO
- Consider the range of riding abilities for planning courses – this is more important for MTBO than navigational difficulty
- Understand the key differences between organising Foot O and MTBO e.g.
  - Presentation of the map with control numbering
  - Mapping symbols (track grading)
  - Non-use of control descriptions
  - Measuring the length of courses
  - Placement of control stands beside tracks to allow ride-by punching
  - Safety in course setting including avoiding crossing busy roads; minimising two way riding on narrow tracks
  - Placement of controls to avoid risk e.g., avoid blind corners and steep sections of track
  - Layout of assembly area e.g., to include additional space required for bikes at finish and start

## Section 4: Useful Links and Resources

| Resource  | Source  |
|---|---|
| Orienteering Australia Competition Rules for MTBO Orienteering Events | <a href="#">MTBO Rules and Guidelines</a>   |
| IOF Control Descriptions  | <a href="https://orienteering.sport/iof/rules/control-descriptions/">https://orienteering.sport/iof/rules/control-descriptions/</a>                         |
| IOF Control Descriptions Australian Edition                           | <a href="#">OA Control Descriptions for Orienteering</a>  |
| International Specification for MTBO Orienteering Maps                | <a href="https://orienteering.sport/iof/mapping/">https://orienteering.sport/iof/mapping/</a>   |
| OQ Course Setting Guidelines  | <a href="https://oq.orienteering.asn.au/restricted/downloads/course_setting.pdf">https://oq.orienteering.asn.au/restricted/downloads/course_setting.pdf</a> |
| Test sheet for assessing print quality for orienteering maps          | <a href="https://orienteering.sport/iof/mapping/">https://orienteering.sport/iof/mapping/</a>   |
| Event Risk Management Framework                                       | <a href="https://oq.orienteering.asn.au/restricted/downloads/course_setting.pdf">https://oq.orienteering.asn.au/restricted/downloads/course_setting.pdf</a> |
| State Association Web Sites – Event and Technical Guidelines          | Various   |
| Controller Report Template  | Appendix 13 – OA Foot Orienteering Rules  |
| OCAD Mapping Software   | <a href="https://www.ocad.com/en/">https://www.ocad.com/en/</a>   |
| Purple Pen Course setting software                                    | <a href="http://purplepen.golde.org/">http://purplepen.golde.org/</a>   |
| Condes Course setting software  | <a href="https://condes.net/">https://condes.net/</a>   |
| Open orienteering mapper  | <a href="https://www.openorienteering.org/">https://www.openorienteering.org/</a>   |
| Controller resources  | <a href="#">MTB Orienteering Event Advisers' Handbook</a>   |
| Jury Guidelines in 2019   | <a href="#">Guidelines</a>  |
| Cancelling a competition  | <a href="#">IOF Document</a>  |
| Guidelines for Using SportIdent                                       | <a href="#">Guidelines</a>  |

## Version History

| Version | Author         | Comments  | Date       |
|---------|----------------|---|------------|
| 1       | Craig Steffens | Final Updates   | 5/11/2022  |
| 2       | Craig Steffens | Amended course overseeing requirements. Added requirements to Course Planning and Mapping topics. | 13/11/2022 |
| 3       | Anna Sheldon   | Amended Personnel section   | 27/11/2022 |

