

## IDPA Introductory SO Class Description

### Pre-Class Activities

Timeline Prior to Class Day	Action
2 - 3 Months	SOI Announces Class Schedule & Provides Contact Info For Interested Candidates
1 - 3 Months	SO Responds to Candidate inquires; Provides SO Application & additional class info
NLT 1 Month	Shooter returns filled out application to SOI, with class fee payment
30 - 21 days	Application reviewed by SOI and verified, as necessary
NLT 21 Days	SOI communicates requirements for New SO On-Line Test to Candidates & provides web link to On-Line Test (See Appendix A of Memo to the SOI for guidance.)
1 - 21 Days	SO candidate reviews rulebook & takes "New SO" on-line test. Printout of Test "Pass Certificate" (Score >70%) is required for admission to the Class. Candidates requested to bring any questions regarding rules to class to be addressed by SOI.
10 Days	SOI communicates class requirements to host club/range: Facilities, materials for stage set-up, other needed/desired support, etc.
7 Days	SOI sends final class info to Candidates. SOI provides clear communication of expectations and requirements including: <ul style="list-style-type: none"> <li>• Class Agenda &amp; Expected Timeline</li> <li>• Range Location Info (With Map)</li> <li>• Refreshments (water/sodas, etc.)</li> <li>• Strongly Recommended: Students required to bring lunch, no "off-site" lunch, class continues through working lunch</li> <li>• Appropriate shoes and weather gear</li> <li>• IDPA card, current copy of IDPA rulebook, SO Test Pass Certificate</li> <li>• Required shooting gear &amp; ammo, including ear/eye protection</li> <li>• How CHL will be handled; Relevant range rules, etc.</li> <li>• Requirements for class completion (on-time arrival, full day attendance, etc.)</li> </ul>

### Class Day Description & Timeline

Class Timeline	Description
0730-0800	SOI arrives and begins class set-up. Students begin arriving for 0800 Class start. Prominently post IDPA Handgun Safety Rules, Class Posters (As Desired). Set Up Indoor Training Stage (Optional).
0800-0830	SOI collects on-line SO Test Pass Certificates prior to Candidate admission SOI distributes class materials including Class/SOI Evaluation Form With Evaluation Criteria, Class Notes (SO Class PowerPoint presentation) Range safety briefing including liability waiver signatures, etc., as applicable Perform class introductions. Pass around sign-up sheet to verify student information. Class administration: Provide pens for note-taking, etc. Cell phones off, etc.

## IDPA Introductory SO Class Description

Class Timeline	Description
0830-1000	Lecture Presentation: Part 1 Class Introduction What It Means To Be An IDPA SO <ul style="list-style-type: none"> <li>• Ambassador Role</li> <li>• Match Official</li> <li>• Responsibilities &amp; Expectations</li> </ul> Match Officials <ul style="list-style-type: none"> <li>• Chief Safety Officer</li> <li>• Primary Safety Officer</li> <li>• Scorekeeper Safety Officer</li> </ul> SO Qualifications The SO Code of Conduct IDPA Safety Rules Review
1000-1015	Break
1015-1200	Lecture Presentation: Part 2 The SO Team & How It Works SO Command Presence Running The Course of Fire (CoF) IDPA Stage Design <ul style="list-style-type: none"> <li>• Muzzle Safe Points</li> <li>• Stage Boundaries</li> <li>• Moving 180 deg Zone</li> </ul> Equipment Rules Review Competition & Scoring Rules Review Includes Blue Gun Demonstrations by SOI including Where to Stand (PSO & SSO), How to Move, How the SO Team Works (PSO Focus, SSO Placement, etc.)
1200-1230	Working Lunch – Q&A Session on the IDPA Competition Rules (Including Rules questions resulting from SO Test)
1230-1300	Move To Outdoor Range & Set-Up Two Mini-Match Training Stages Conduct Stage Safety Review (Where should Muzzle Safe Points Be? Possible SO Traps, Safety Concerns, Stage Boundary Locations).
1300-1430	Blue Gun Demos with SOI as the Shooter; Alternate the SO Candidates in the PSO/SSO roles running SOI through Training Stages. Other SO Candidates act as reviewers and critique SO performance. Goal is each SO Candidate gets two turns in PSO and SSO roles.

## IDPA Introductory SO Class Description

Class Timeline	Description
1430-1630	<p>Run IDPA Mini-Match. SOI acts as Observer, Coach and Coordinator of SO Teams. Candidate SO's run shooters through live fire stages, including target scoring, etc. Goal is each SO Candidate gets minimum two turns in PSO and SSO roles.</p> <p>The SOI may recruit an experienced SO to assist the SOI in running both stages simultaneously (Separate bays, if available), or to reduce the SOI workload enabling the SOI to focus on assessment of the SO Candidates. If running simultaneous stages, SOI and assistant should swap mid-way through the Mini-Match so the SOI observes all attendees in action (SOI and assistant should confer on the SO Candidate evaluations).</p> <p>Candidate SOs may be given cue cards for "shooter errors" to be acted out during their turn as a match shooter (Competition Rules Violations Only! <u>No Safety Violations!</u>). Include cue cards for bystanders.</p>
1630-1700	<p>SO Candidates perform tear down &amp; clean-up. SOI fills out &amp; signs SO Candidate Evaluations, collects SOI/Class Evaluations.</p>
1700	Depart Range

### Post-Class Activities

Timeline After Class Day	Action
Within 7 Days	SOI Mails SO Candidate Evaluations & SOI/Class Evaluations to IDPA HQ