



ADVANCED POWERBOAT EXAMINATIONS NOTES FOR EXAMINERS

Examiners

Examiners will be Powerboat Trainers or Yachtmaster Examiners (Power) who have attended a briefing on the conduct of Advanced Powerboat Examinations and who have been appointed by the RYA as an Advanced Powerboat Examiner.

Authorisation of Exams

Candidates will generally book their exam online through the RYA website and an Examiner will be allocated to them by the RYA.

Alternately, RYA Training Centres can also book exams on behalf of their students by contacting Examiners directly but should use several different Examiners in rotation. A centre should not use an Examiner who is on its own staff or who has been involved in the student's training, unless in exceptional circumstances where no other Examiner is available and only with the prior approval of the RYA Chief Examiner. A list of examiners is available from training@rya.org.uk

Exam Fee

Whether the exam is booked online or direct with the examiner the candidate pays by credit card or cheque to the examiner PRIOR TO the start of the exam. Details of exam prices are outlined below.

Examiners may not accept any payment from the candidates for expenses incurred in connection with an exam.

Candidate's Eligibility

Before the start of an exam, the examiner must verify the candidate's claim to have the specified experience. If there is any doubt as to whether or not the necessary seetime has been completed the examiner should point this out and the candidate given the opportunity to withdraw.

Boat and Venue

The candidate must provide a seaworthy boat and equipment complying with the requirements in the candidate's notes. The exam must be conducted at a coastal venue with sufficient lit and unlit marks to undertake the night exercise.

The Exam

The exam will have three parts:

- 1) Classroom assessment and passage planning for night exercise
- 2) Boat handling in daylight
- 3) Night boat handling and navigation exercise

The order that you run items 1 and 2 is up to you but don't run out of daylight whilst stuck in the classroom.

Section 1 of the exam involves an oral and chartwork planning test, which must be conducted at a table either in a room ashore or onboard a vessel with an enclosed chart table. A sample question paper is available from the RYA for Examiners to use or adapt as they see fit. It is not possible to take this part of the test in an open boat. The candidate will also need to plan the passage section which will need to be partly chart-based and also using electronic navigational techniques. You must include IRPCS and meteorology and a broad range of questions from across the entire syllabus. The level of theory knowledge expected of candidates is now Coastal Skipper shore based level and has been phased in through to 2012 / 2013.

Section 2 is conducted aboard the vessel and will consist of safety brief, engine and craft checks, boat handling (as far as possible this should be conducted in a tidal stream), man overboard, pilotage by day, general seamanship and a variety of berthing manoeuvres.

Section 3 the candidate should be asked to plan and undertake a night passage using lit and unlit marks. In some circumstances where the candidate is very familiar with the area, mostly unlit marks may be used. The Examiner may ask questions on IRPCS or other parts of the syllabus during the pilotage exercise but should avoid distracting the candidate.

It is perfectly acceptable to travel somewhere in section 2 in daylight and carry out section 3 as the return leg in darkness.

Conduct of Examination

Examiners should follow the guidelines in the G20 Powerboat Logbook for the standard of the Advanced Certificate.

There are two general principles, which should be taken as an overall guide:

1. It is the Examiner's task to give the candidate the opportunity to show competence in a powerboat.
2. At the end of the exam the candidate should feel, whatever the outcome, that they have had a full, fair and searching test.

Candidate Numbers and Duration of Exam

No more than three candidates may be examined in one session.

For one candidate	-	4 - 5 hours
For two candidates	-	5 - 6 hours
For three candidates	-	6-7 hours

If only one candidate they must bring a crew member to drive the vessel when the candidate is otherwise occupied.

Scenarios

As far as possible avoid role playing or artificial exercises. It is better to ask the candidate what they would do in the event of say, engine failure, rather than devising role playing games to demonstrate the same point. Where possible use "real" navigational and tidal calculation tasks to test the candidates knowledge and ability rather than "practice exercises".

Stress Management

It is reasonable to expect the candidate to take charge of a powerboat even in quite difficult circumstances, but the pressure should come from the conditions and not from the Examiner.

Candidates react to the exam situation in a variety of ways and the Examiner must make an early assessment of the extent to which exam nerves are going to be a barrier to a fair test. The Examiner should, by his personal demeanour, put the candidate at ease and make sure that at no time does the test degenerate into a clash of personalities. Examiners must maintain an objective and professional outlook at all times.

The Examiner can unwittingly build up stress in a number of ways. He/she should be particularly careful to avoid, for instance:

- Any remark which the candidate might interpret as being gratuitously disparaging
- Apparent secrecy about his intentions during the exam
- Prolonged periods of silence
- Quick fire questions
- Irrelevant questions when the candidate is trying to concentrate on the task in hand

Stress can be reduced by:

- Setting a straight forward practical task and giving a genuine 'well done' at the end (assuming it was successful)
- Taking an interest in the candidate and communicating in a non-confrontational way
- A sense of humour - but do not make the candidate the butt of the joke, and avoid sarcasm

Pass/Fail Decision

In deciding whether or not a candidate should pass or fail, a broad view of overall performance should be taken. No candidate is perfect and the Examiner must therefore balance the strengths and weaknesses when coming to a pass/fail decision. In making this decision the Examiner must heavily mark down any indication of unsafe practice, lack of knowledge or poor application of IPRCS.

Post Exam Debrief

The Examiner should debrief the candidate at the end of the exam. If the candidate has passed, the debrief can be quite short and provide praise where praise is due.

If the candidate has not reached the standard in one or two small areas you may wish to reassess them on one or two of these areas whilst still afloat – in other words providing the candidate with a second chance for say one particular task. This gives the candidate who disagrees with your decision a chance to retry any parts of the test which they might feel gave an incorrect conclusion. It also makes the final debrief much easier. The candidate should be given a plan of how to improve in order to pass next time. Remember to praise the good points and be positive.

It is essential that the debrief is mirrored by what is written in the candidates exam report. Remember also that in the event of a fail the candidate will receive a copy of the examiners report from the RYA.

Exam Reports

The exam report should provide a clear picture of what types of tasks were carried out in the exam as well as how the candidate fared in each category in which he / she was tested. Simply writing “good” or “satisfactory” is not acceptable. A couple of sentences outlining why you have deemed the candidates performance as acceptable or otherwise are essential. Remember also that in the event of a fail the candidate will receive a copy of the examiners report from the RYA.

The examiner should forward:

Exam Fee

Exam Application Form

Practical Report

Passport Photo

Copies of their VHF licence & First Aid (RYA First Aid Certificate or another acceptable First Aid Certificate, as detailed on the RYA website)

If they require a Commercial Endorsement, please also forward the fee (outlined below), their ML5 medical report (original) and a copy of the Sea Survival certificate along with a copy of their PPR course completion certificate.

The RYA will issue the certificate of competence (which differs from the course completion certificate) directly to the candidate.

Partial Re-examination

An Examiner may conduct a partial reassessment for a candidate who is a competent powerboat driver but has been deferred on a 'memory' part of the syllabus. A re-assessment may not be given for boat handling or for a lack of safety awareness. For anything more substantial than a single narrow area of deficiency the exam should be considered as a “fail” and any subsequent examination should be a full exam conducted by a different examiner.

Barriers to examination

An Examiner should not examine a candidate who is a personal friend, someone who he has taught or who has previously failed in an examination or with whom he has any potential direct commercial relationship.

Examiners must examine only in boat types with which they have experience and which they would themselves be confident to skipper.

Exam Fees 2014

Advanced Powerboat Examination	£177.00 inc VAT
Partial Re-test	£94.00 inc VAT
Commercial Endorsement	£33.00 inc VAT

Payment to the Examiner by the RYA 2014

Advanced Examination	£92.00
Re-test	£62.00