



NEW!

Making Ethical Decisions

Online Evaluation

Introduction

The purpose of the pre-evaluation tasks is to provide you with an opportunity to review the material taught in the Competition-Introduction Make Ethical Decisions module. It will also help to prepare you for the actual evaluation, improving your chances of successful completion. The three exercises are:

1. The six (6) steps in the NCCP ethical decision-making process
2. Terms and definitions
3. A practice scenario with actual marking and feedback.

During or after the pre-evaluation tasks, you may quit the application in favor of reviewing the Make Ethical Decisions Reference Material.

You are encouraged to try the pre-evaluation tasks as often as you like before proceeding to the actual online evaluation exercise.

You may bypass the pre-evaluation tasks if you wish and proceed directly to the evaluation. See the options below.

Before you begin your Make Ethical Decisions online evaluation, we'd like to share a few items with you.

- You need to have a CC number and an active account with the NCCP Database.
- If you have not been assigned a CC number, and it has been more than four weeks from the time of your workshop, please contact the NCCP Database via e-mail at coach@coach.ca
- If you have your CC number, but do not have an account yet set up for the NCCP Database, please visit <http://nccpdb.coach.ca/production/>, click on "Sign Me Up" and follow the instructions. If you encounter any problems signing up, please contact the NCCP Database via e-mail at coach@coach.ca
- This online evaluation is an exciting initiative for the Coaching Association of Canada. As this is a new application, we need your help in ensuring it meets the needs of coaches. If at any time you need help with the technology, please contact the Coordinator of Information Systems, at coach@coach.ca. The Coordinator will provide you with technical assistance or will forward your feedback to us to help improve the online evaluation tool.
- As this is the initial public launch of this application, there are **no fees** associated with this online evaluation. Our goal is to provide coaches with affordable training and evaluation, and any future costs associated with online training and evaluation will be minimal.
- The application will only allow you **two attempts** to successfully complete the evaluation. If both attempts are unsuccessful, you will be required to participate in a Make Ethical Decisions module in order to access the online evaluation for another two attempts.
- Once you have successfully completed the online evaluation, your file on the NCCP Database will be automatically updated. To view your transcript online, please visit <http://nccpdb.coach.ca/production/> and login using the same username and password you used to access the online evaluation.

To access the online evaluation, go to www.coach.ca, select either English or French. Once the main page comes up, scroll down and click on the **Make Ethical Decisions** icon on the bottom right hand corner. Select either English or French. Follow the instructions to do either the pre-evaluation tasks or proceed on to the evaluation.

Once you have successfully completed the online evaluation, please submit proof to the OEF Office. Please note that all certified instructors and coaches are required to successfully complete the online Make Ethical Decisions evaluation. If you have any questions, please contact the OEF Education Coordinator via telephone at 905-709-6545, toll-free 1-877-441-7112, or email education@horse.on.ca.