

## Intelligent Horsemanship Diploma

### Stage 2 Guidance Notes

#### A Quick Checklist Before Starting

These are the Stage 1 courses you need to complete (in no particular order) in order to be ready for the Stage 2 assessment week.

- ✓ 5 Day Foundation Course
- ✓ Feeding and Nutrition/Horse as an Athlete
- ✓ Foal Handling and Stud Practice
- ✓ Horse Psychology

Once you have attended all of these above, let Sandra Williams [info@ihhq.net](mailto:info@ihhq.net) know if you would then like to submit your project outline and videos for assessment.

#### Aims and Objectives

The Stage 2 process is designed to challenge and assess you, and to ensure that you have reached a level that is high enough for you to be awarded the Monty Roberts Introductory Certificate of Horsemanship (MRICH) and also the Intelligent Horsemanship Diploma. For those wishing to progress towards becoming in IH Recommended Trainer, it is also designed to make sure that you have the skills needed to go out on your own and work on the case studies you will need to submit.

#### The Process - an Overview

Stage 2 refers to the learning and assessment process between the end of your Stage 1 courses and the achievement of the MRICH. It consists of 5 steps:

- o **Practical Experience and Self Study**
- o **Video Assessment**
- o **Horse Psychology Project**
- o **Homework Studies**
- o **Stage 2 Examination Week**

More detail of each step is given below. It is easy to see the examination week as the goal, with the other steps as hurdles to overcome in the quest for your MRICH and Diploma. **Each step is important in its own right and you should give sufficient time and effort to them all.**

## **Practical Experience and Self Study**

As part of your Stage 2 work you need to gain practical experience following on from your courses in Stage 1. Please take your time to practice the skills you have learnt to gain as much experience as you can. Practice your basic skills such as line throwing, body energy and positioning, timing, and so on away from horses if necessary. Enlist friends and family to help you by doing human-to-human work, they will be able to tell you how well you are doing and won't kick you if you get it wrong!

Take every opportunity you can to learn - go to horsemanship demonstrations, get work experience, attend clinics by IH Trainers. Remember once you have attended a 5 Day course or Perfect Manners you receive £100 discount if you wish to attend another 5 Day or PM course. Attend the 5 Day or PM course as a Volunteer. Watching other horsemen and trainers may give you ideas of things to try or to avoid. Watching others riding and working can also give you valuable insights as to how horses learn and how they respond to us. Ask friends to video you working so you can see what you are really doing - it's not always the same as what you think you're doing! Opportunities to learn are all around us!

Make use of online materials as well. Monty's Online Uni, the IH Members videos. YouTube has hours and hours of film of horses in different situations and of people working with them. You may not agree with everything you see, but you will learn. Social Media Discussion Groups (IH Members Closed Group) can provide a great insight into horse problems and people's approaches to them.

When getting practical experience, start with low key, easier horses. Taking on very difficult problem horses at this stage is neither necessary nor advisable. Practice your leading and groundwork to develop your own skills - pressure and release, timing, softness, etc. - so that you can use them easily with non-problem horses, then apply them to more difficult situations. Even as you progress, keep to your ability. You are not expected to work to the level of an RT, just to be able to teach a horse effectively.

In practicing your Join Up™, try to gain experience of a wide range of horses but, again, do not feel that you need to take on very difficult horses. Remember also that certain horses may not be suitable for Join Up™ by you, e.g. aggressive or very nervous horses. It can be a good idea to use 'schoolmaster' horses to start off with, but you should also try to work with those that don't know the ropes. Schoolmaster horses can provide their own challenges but they can also offer you learned behaviour - they know, for example, that after 2 turns they need come in to you - which can make it seem that you are being effective when in fact it is the horse who is driving the process. By finding as broad a range of horses as you can, given your means and facilities, you will acquire a depth of understanding that will better allow you to work with a wide range of horses later on.

Although you are required to complete at least 10 Join Up™, you do not need to limit yourself to this number. Some of you may reach the required standard in this time, others may need more practice. As a general rule, if you are finding that horses are not joining up with you easily, if they are becoming stressed, if they are not reacting as you expect, or if you find that you are uncertain about any part of the process,

then you are probably not ready to submit your videos and should continue practicing.

Remember that, although RTs are not allowed to teach Join Up™, they can help students after the course.

## **Video Assessment**

You are required to submit 4 video clips of you working, as follows:

- 2 straight Join-Up™, from you leading the horse into the pen to leg handling;
- 1 Join-Up™ role playing how you would start a young horse using Join-Up™
- 1 leading/loading exercise with a horse with real leading issues.

Please read through all of the following guidelines, as they will explain what you will be assessed on. You should also make sure you read the guidelines on actually shooting your videos as you can only be assessed if your videos are clear and show what we need to see.

**Especially if there is any significant time lapse between you attending your 5 Day Foundation course and preparing your videos, please ensure that you are using the most current guidelines, particularly those relating to starting a young horse.**

### **1. Straight Join Up™**

**You must show your ability to perform Join Up™ as taught on the IH 5 Day Foundation course, demonstrating an understanding of and sensitivity to the horse, and showing an awareness of any relevant safety considerations.**

The core elements should be:

- Process. Your Join Up™ should, in general, be as taught. This should include work with the horse before the send away, correct and appropriate send away, body language that is clear and fair, use of the line as an aid during Join Up™, and sympathetic handling throughout. Some variation on the standard procedure can be accepted if there is a clear and good reason, but should not be used to cover weaknesses in your ability.
- Safety. Your work must focus on safety throughout. Even though you may be working with a horse who is well known to you, you must demonstrate awareness of safety issues as if you were working with a young or unknown horse. A pen made of tape, poles, etc is fine for this purpose provided the working environment is safe and suitable for the horse. The footing should be such that a horse can work with confidence and without risk of slipping, tripping, etc. Use your common sense. If you think something may cause a problem, don't do it! Videos without full attention to safety cannot be passed.
- Understanding and sensitivity. You must show an awareness and understanding of the horse's body language and your own body language should be appropriate to the horse. You should demonstrate an ability to adapt your body language to the different horses, and to the different stages of the Join Up™.

- You should demonstrate an ability to be in control of all aspects of the Join Up™, even if using schoolmaster horses. If the horse is deciding his space and pace, then you are not in control and will not pass.

## 2. Full Join Up™/first rider

**You should demonstrate the application of IH methods through role playing the starting of a young horse, including Join Up™, longlining and first rider, including an awareness of all safety implications and an ability to work effectively with another person.**

- The Join Up™ should follow the same guidelines as above.
- IH 'guidelines to starting young horses' should be followed throughout. Minor deviations may be accepted provided there is no adverse safety implication.
- Make sure you choose a suitable horse. This is a role play exercise - you are not expected to work with a young horse but must demonstrate how you would work with such a horse at this time. A steady horse who will stand quietly while you demonstrate the starting process is all that is needed.
- The student must demonstrate that they are able to instruct an assistant and should also show consideration for that assistant's safety throughout the first rider section. Make sure your assistant is suitable. For example, a rider who is too big for a pony, or a young child, would not be deemed suitable. Especially if you are working with an assistant who is experienced in starting horses, it is essential that you control the process yourself. We need to see that YOU know the process, not that your assistant does..

## 3. Loading/Leading exercise

**You should demonstrate an ability to teach a horse using IH methods in the framework of a genuine loading/leading problem, with full consideration to safety throughout.**

- The working environment must be safe, with suitable footing/fencing, and no nearby items that could interfere with the horse or cause injury to horse, handler or a 3rd party. Any equipment used must be safe.
- The horse should either be a young horse being taught to lead properly or should be a horse with a genuine leading and/or loading issue. We don't need to see stressed and dangerous horses, just enough behaviour before and/or during your work that we can see the difference you can make. If your horse is settled and compliant throughout, your work cannot be passed.
- It is essential that you demonstrate good use of pressure and release, timing and incremental learning.
- You should show an awareness of the horse's concerns and stress levels and respond appropriately.
- If an assistant is used, you must demonstrate your ability to instruct an assistant and should also show consideration for that assistant's safety throughout.

## Video Shooting Guidelines

- Your videos should include only the work outlined above. Any other work will not be assessed. If large sections of extra work are included these may not even be watched.
- The 3 Join-Up™ videos (2 straight and 1 starter role play) **must not be edited in any way**. Edited videos may be disqualified, resulting in you needing to submit an additional video. Depending on how much the assessor has already watched, disqualified videos may still count as one of your free assessments.
- Your Join-Up™ videos must show you and the horse at all times. We cannot assess what we cannot see!
- Your leading/loading video may be edited. You should choose sections that you feel represent the work done and should also include at least a brief section that shows the horse's reactions before your main work is done. The final edited video should run to about 20 minutes. If you feel it necessary to submit a video of longer than 20, please contact the assessor first.
- The recording needs to be of good enough quality for the assessor to see details such as licking and chewing. The camera should be as still as possible throughout, should be properly focused if necessary, and should be positioned so that any light (e.g. sun!) is behind it. If a camera is facing a light source, it results in the subject being dark and details indistinct. Similarly, if you work in deep shade your video may be overly dark. Again, we cannot assess what we cannot clearly see.
- Watch back your videos critically and type up your notes to include with your submissions before sending them off. If you have a problem watching them or with any part of the content, we will too!

## Frequently Asked Questions

### ***Why do I have to video my work?***

This pre-course video assessment is, in part, to take some of the pressure off the students for the Stage 2 Exam Week, as well as ensuring high standards and understanding of IH methods and concepts. It is also to ensure that you are ready for the Exam Week - we like to set our students up to succeed!

### ***Can I work with the same horse for all the video sessions?***

No. Your video evidence must show you working with at least 3 different horses. You may, though use the same horse for the leading/loading exercise as for one of your Join Up™.

### ***Should I talk through my video session?***

No. Your video will be assessed on what the assessor sees. No commentary is required.

### ***Can I use a dummy instead of a 'real' rider?***

No. Your video evidence must demonstrate how you would work with a real rider.

### ***I do not have the proper tack for starting a young horse. Does this matter?***

No. You can use substitutes providing that all equipment used is safe and comfortable for the horse. For example, you may use a general purpose saddle providing it fits the horse well.

### ***I'm unable to do a loading exercise, what type of leading exercise would be suitable?***

Your leading exercise should fit the description above. The work you do will depend on the horse and his requirements, and also on the facilities available. Exercises such as the L shape, and equipment such as a tarpaulin, a tunnel or other worrying objects can be used as means of testing the leadership that you have established. You should not, though, include any other sort of despooning work.

### ***What happens if my video work is unsuccessful?***

You will receive detailed notes for all video submissions. If any sections of your work don't meet the standard needed, the notes will make clear why and you will, if necessary, be given suggestions on improving your work. You will be told which elements need resubmitted, together with any other resubmission requirements. Always take your time and practice your weak areas - it is unlikely that a 'quick fix' resubmission will be successful.

### ***Is there a deadline for my video work?***

Yes, videos must be sent with 8 clear weeks prior to any start date of a Stage 2 exam week. There are also time limits set between the Foundation Course and Stage 2 of 3 - 4 years depending on scheduled dates. Bear in mind that you may not pass all elements first time and so may need to resubmit and remember to leave time for your homework. As a general guide, you should allow at least 2-3 weeks for the homework - assess your other time commitments and working speed realistically. Check on the IH website for the next course date (or contact Sandra Williams [info@ihhq.net](mailto:info@ihhq.net) if no date is shown) and work back from there.

### ***When can I expect to hear the outcome of my video assessment?***

This will depend on the assessor's workload. However, you can normally expect to hear within about 4 weeks.

### ***Can I submit as many times as I like?***

Video assessments require a nonrefundable deposit of £50, this will be taken off your Stage 2 payment cost at the time you take your Stage 2. You may submit as many times as you need to, but only the first submission and one resubmission of any given element will be free. You will be charged £15 per section thereafter.

Payments need to be sent to the office with a covering letter or by telephone. No assessment can be made until all fees have been paid.

Example: Susan passes her leading video and one of her straight Join Up™ but fails the other straight Join Up™ and the full Join Up™. Because she's in a hurry she doesn't practice the weak tacking up procedure that she failed properly and so gets a few things wrong again. Susan decides to submit this with her repeated straight Join Up™ anyway. The straight Join Up™ is passed but the full Join Up™ is again unsuccessful. Susan now needs to pay £15 for that element before it can be reassessed again.

### ***What data formats are acceptable?***

You may submit your work on either a DVD or a USB stick. If you prefer you can use WeTransfer. We cannot accept work uploaded to an online hosting company such as YouTube.

### **Submitting your Form and Video Work**

Send your completed Join-Up form (mark which ones are filmed), videos and self-critic (typed up) to:

Sandra Williams  
'Cranleigh'  
Main Road  
Lacey Green  
Buckinghamshire  
HP27 0QG

OR

WeTransfer to [info@ihhq.net](mailto:info@ihhq.net)

Ensure that you enclose your full name, address and contact details (including an e-mail address).

### **Important Notes:**

- o **Do not send your video evidence recorded delivery. It may delay your assessment**
- o **Only send a COPY of your work - videos are kept for possible future reference and will not be returned.**

- o **Please make sure you pay enough postage. USB sticks may be small but because of their thickness they need to be sent as large envelopes.**

If you have any further questions regarding your video work or your submission, you can e-mail Sandra through [info@ihhq.net](mailto:info@ihhq.net) or call her on 07876 273233 but please always ask if it is a convenient time to talk.



## Horse Psychology Project – Guidance Notes

The aim of your horse psychology project is to demonstrate that you are able to question and analyse individual aspects of horse psychology and behaviour. Your project must include work with at least 3 different horses, but may also include reference to other sources of such as similar research carried out elsewhere, reference materials, common beliefs and perceptions, etc.

Your project may be related to any aspect of horses, including the impact of our management, training and work, natural herd behaviour, the impact of pain or fear, etc. We would suggest that you try to find a subject that interests you, but it is also important that you will have access to any facilities or horses needed. It would be difficult, for example, to carry out research into a certain aspect of training racehorses if you don't have access to a racing yard!

It is also important that your project is interesting and valuable to you as well as to other students/horse owners and ideally it should widen your experience with horses.

If you are struggling with to find an idea here are a few suggestions to help get you thinking:

- o **Research work of other trainers**, including Western horse trainers, dog trainers and human psychologists. Is there anything they do/use that could help our work with horses? How do their methods compare to those of Intelligent Horsemanship?
- o **Critically ie don't just accept everything is true, read books, magazines and there is so much online now. Watch the videos of different trainers. What feels right what feels wrong. Why?**
- o **Look at past students' projects** - these are available through the members' area of the IH website.
- o **Behaviour challenges**– could you do an in-depth analysis of a certain type of horse behaviour?
- o **Investigate horse senses.**
- o **Review the uses of 'alternative' medicines and therapies** – how do they *really* affect the behaviour of the horse?
- o **Talk to people** – use the IH Members Facebook group and speak to your friends - is there a common question, concern that people have with their horses that you could investigate?
- o **Ask questions** – Some 'facts' and claims have been around for centuries, but just because a story is old and passed down from generation to generation doesn't mean it has to be true - it might still be as false as when it was first created! Keep asking questions and a project idea will certainly find you.

## **Developing Your Project Idea**

Once you have a project idea you will need to start thinking about how you will research and carry it out. This will naturally depend on what horses and facilities you have access to, but your project must be practical, and you will need to use/compare at least three horses for comparison.

We don't expect you all to be scientists, but you do have to work out a method to substantiate your work and your eventual conclusions. If, for example, you are investigating the impact of a certain therapy on horse training, you will need a means of measuring that impact and will also need a control to compare with. You may also need to be able to either eliminate or account for the influence of other variable factors. If you are unable to work out how to set up a project, you may need to think it through differently or find another project.

At this point you should e-mail Sandra Williams [info@ihhq.net](mailto:info@ihhq.net) for the Stage 2 Exam code. We can then ensure your idea is acceptable before you submit your full project outline. You may be pointed towards other ways of approaching your idea if you have a great one but are struggling to set it up.

## **Submitting Your Project Outline**

Once your project idea has been approved, you will then need to submit a full and detailed project outline. This must not exceed one side of A4 in 14 point font using the headings detailed below:

- **Title** – make it explicit so that 'at a glance' you can tell what the content of the project is.
- **Introduction** – Keep it brief and to the point. You can use the introduction to say why you have chosen this subject for your project and any other information you think is needed to describe the project.
- **Horses** – Brief detail of the horses you will be using, include details that will be relevant to the project.
- **People** – Brief detail about anyone else who may be relevant to the project.
- **Overall aims/ objectives** – What do you hope to achieve at the end of the project? And/or what major goals will you be aiming for during the project?
- **Training/ Session plan** – Give examples of some of the sessions you will be carrying out and detail the steps you will be taking, what goals does each session have? What equipment will you be using? What processes will you use? How long will each session last?
- **Duration** – How many sessions will take place? How frequent will the sessions be? How long do you intend the whole project to take?

Your project outline should also include your full name, contact details and a passport-type photo of yourself, and should be submitted by email to: [info@ihhq.net](mailto:info@ihhq.net)

Your Project Outline will be assessed and commented on, if approved we will advise you to start, if not approved please don't commence your whole project, as this will avoid you wasting time on work that may have to be changed.

Please note that a £50 charge for assistance to help with your project outline is required in advance. This is set against your Stage 2 fee but is not refundable if you eventually decide not to continue with the Exam Week. Please email [Sandra info@ihhq.net](mailto:info@ihhq.net) for a payment code.

### Starting Your Project

Great! You now have your project outline approved; you can make a start on your project! Here are a few tips to help you start:

- o **Begin with the end in mind** – think about what you will need when you sit down to write your final report, and what information you need to gather throughout your project.
- o **Before your session** - think about what details do you need to gather at the beginning of and during your project, for example do you need any information from the owner of the horse(s) you will be using. Do you need to take particular photos to illustrate your project?
- o **Get permission** – If you are filming/taking photos and/or using other people/horses within your project, it is important you get their permission first. It may help to share your project outline or provide a brief about what you're doing and how the final project will be shared.
- o **Insurance** – If you are working with other people's horses, it is your responsibility to investigate if you need insurance for the work you will be doing.
- o **Plan ahead** – If you need to hire equipment, for example a heart rate monitor, it may not be available on the date you want to run your session - plan ahead to avoid disappoint and having to cancel sessions at the last minute.
- o **Record everything!** – Keep a diary of your project and training sessions; something that might not seem important at the start may become important in your final report. It may also be a while before you can attend the exam week, so your notes will also help you remember the steps you took during your project when you come to present and answer questions on your project in the Stage 2 Exam Week.

### Heart Rate Monitor

If your project requires a heart rate monitor, you can hire one through IH. As you can imagine this equipment is in high demand, so it is advisable to book well in advance. **The cost to hire the heart rate monitor is £50 for 2 weeks.** For bookings and further information please e-mail the IH Office at: [office@ihhq.net](mailto:office@ihhq.net)

### Final Report and Presentation

Once you have completed your project and gathered all your results from your training sessions, you will need to write a final project report (see prior year projects for

examples). Your final report is expected to be between 5-10 pages long (including photographs) and should include elements of your project, details of your training sessions and your conclusions/findings.

As part of the Stage 2 Exam Week, you will be asked to do a 30 minute presentation of your completed project. Please bring two printed copies of your completed project report. One copy will be kept by Intelligent Horsemanship for future reference and student study. Video material is welcome as part of the presentation and there will be an opportunity for Ian, Kelly and the other students to ask questions about your project at the end of your presentation.

### **Homework Studies**

When you submit your application form for the Stage 2 Exam Week (see below) and your place has been approved, you will automatically receive your homework study questions. These questions will be based on aspects of your Stage 1 courses; some of them may require some research by you.

Read each question carefully. Make sure you answer what is actually being asked and resist the urge to go off on interesting tangents. It is always worth exploring for alternative views on questions - there may be differing opinions for example - but make sure that your given answers are clear and concise.

Your answers should be handed in on the first day of the Stage 2 Exam Week. They will be graded, and your marks will count towards your final Stage 2 result.

## **Stage 2 Exam Week**

The Stage 2 Exam Week will consist of four elements:

- homework submission
- written theory exams - these test your knowledge of all of the stage 1 courses. You may be asked question on any of the courses' content. There may also be questions on some basic general horse facts
- practical assessment - you will be required to perform at least one Join Up™, including tacking up and longlining. You will not need to demonstrate the first rider procedure. You will also be assessed on your general horse handling and leading
- psychology project presentation - you will be asked to give a 30-minute presentation of your horse psychology project to Kelly, Ian, your fellow students and any other RTs/assessors who may be present.

If you have any concerns with the written examination format, please contact Ian on 01993 868914 to discuss an alternative method of examination.

The individual elements will be marked or assessed separately. Each element will be scored and graded (Failed, Pass, Credit or Distinction). These will be combined to give your final result, which will also be expressed as an overall score and grade. As it is not generally possible to complete all of the marking during that week, you will be notified of your results at a later date.

Each section is important. You must pass all of them to pass the Stage 2 week and to be awarded your MRICH and IH Diploma. We would advise you take plenty of time to prepare for each of these areas as well as you can before attending the Stage 2 Exam Week.

The Stage 2 Exam Week is usually run once a year; places are limited and are by invitation only.

You can only apply to go on the Stage 2 Exam Week once you have completed the Stage 1 courses, had your project outline approved and had your videos passed by Sandra. Once these have been completed you can then complete your Stage 2 Exam Week Application Form.

## **On completion of the early courses**

The practical Intelligent Horsemanship Courses are intended to advance your knowledge and experience around the horses with which you are already familiar. With other people's horses it would be best to recommend an IH Trainer and accompany them to gain experience.

If you would like to work towards your Stage 2 and are seeking horses to gain Join-Up™ experience, we recommend that you provide the horse owner with the below statement.

“(Name) is currently studying with Intelligent Horsemanship Ltd. They are not yet qualified or recommended to work with your horse. Only Recommended Trainers of Intelligent Horsemanship will be recommended to the general public to work with you and your horse and details can be found at [www.intelligenthorsemanship.co.uk](http://www.intelligenthorsemanship.co.uk) “

### **A reminder of the paragraph written on the backs of your certificate:**

“This certificate recognises the attendance and effective participation of the student named in a course run by Intelligent Horsemanship. The course specified involved both theoretical and practical instruction along with practical application of key principals in a supervised environment. This certificate is not evidence of a formal qualification in the subject area and should not be taken as evidence of the named student's capability to perform such work in a professional capacity. For advice on students who are recommended by Intelligent Horsemanship to provide a professional service prospective clients should contact the organisation via its website [www.intelligenthorsemanship.co.uk](http://www.intelligenthorsemanship.co.uk) “

### **Becoming an RT**

Once you have successfully completed the Stage 2 Exam week you might like to work towards becoming an RT. This will depend on your pass grades and performance within the exam.

We would expect students to complete case studies to demonstrate various skill sets when working with owners and their horses. During this process we recommend students use the below statement to clarify their role and experience to an owner before working with their horse:

“(Name) is currently studying with Intelligent Horsemanship Ltd. where he/she has learnt good effective handling techniques that have enabled him/her to develop further the skills needed to handling horses more effectively, efficiently and with improved safety. Only Recommended Trainers of Intelligent Horsemanship will be recommended to the general public to work with you and your horse - details can be found at [www.intelligenthorsemanship.co.uk](http://www.intelligenthorsemanship.co.uk)”

If you have any queries, please contact Sandra Williams for further advice. Sandra can be contacted on [info@ihhq.net](mailto:info@ihhq.net)

# Stage 2 Acceptance Join Up™ Form

**Student** \_\_\_\_\_

**Address** \_\_\_\_\_

**Email** \_\_\_\_\_

	<b>Horse Details</b> - including name, age, height and colour	<b>Date work undertaken</b>	<b>Please indicate which: Join Up™ (JU) Full Join Up™ (FJU) Leading / Loading (LL)</b>	<b>Please indicate which Join-Up™ are on the video and what order they are in</b>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
* LL				

If you pass all the elements of the Stage 2 week you will receive the certificate of completion for the Monty Roberts Introductory Certificate and the Intelligent Horsemanship Diploma. These are standalone achievements!

With the Monty Roberts Introductory Certificate if you wished you could go to Flag Is Up Farms in California to complete an Advanced Course and then complete an Instructors course. There is more information at <https://montyroberts.com/learning-center/monty-roberts-courses/>

With the Intelligent Horsemanship Diploma, if you wish after taking the two Intermediate courses, Loading the Less Easy Horse and Handling the Untouched Horse you can then work towards becoming an IH Recommended Trainer through case studies over the next two to three years.