

The Royal Scottish Country Dance Society **EXAMINATION SYLLABUS**

(Revised September 2015) (Typo correction Jan. 2016)

TEACHING CERTIFICATE PART 1 AND TEACHING CERTIFICATE PART 2

INTRODUCTION

The training of teachers has been an important feature of the work of the Royal Scottish Country Dance Society (RSCDS) since its inception in 1923. The value of such training is recognised throughout the world and the ability of RSCDS teachers to pass on their skills to others is one of the main factors in ensuring the future, not only of the Society, but also of Scottish country dancing itself. The two-part structure comprises five units:

Teaching Certificate Part 1

- Unit 1: Written Paper
- Unit 2: Practical Dancing
- Unit 3: Teaching Level 1

Teaching Certificate Part 2

- Unit 4: Teaching Practice
- Unit 5: Teaching Level 2

Candidates successfully completing the first three units will be awarded the Teaching Certificate Part 1; those completing Units 4 and 5 successfully will be awarded the Teaching Certificate Part 2. Units 1 and 4 will be assessed and moderated by examiners only. The assessment of Units 2, 3 and 5 will be carried out by two examiners with the tutor being involved in the discussion. The final result will be determined by the examiners.

The role of the mentor (a fully qualified RSCDS teacher) in Unit 4 is described under that section and on the RSCDS website.

DISABILITY POLICY

Reasonable adjustment will be made, where possible, on a case by case basis, for any candidate who informs the RSCDS of any relevant disability at the time of application to sit any of the examination units. The tutors and examiners will be informed about the disability and adjustments may be made.

TEACHING CERTIFICATE PART 1

Unit 1 may be taken before or after Units 2 or 3. A candidate must start the course for Unit 2 before Unit 3, but overlap is allowed. However, the examination for Unit 2 must take place before that of Unit 3. A candidate must sit and pass Unit 3 within *three* years of passing Unit 2. If a candidate passes Unit 3 but fails Unit 2, he/she must sit and pass Unit 2 within *three* years. If Unit 1 has not been attempted, or has been unsuccessful, a pass in Unit 1 must be achieved within *two* years of passing Unit 3. Teaching Certificate Part 1 will be awarded when passes in Units 1, 2 and 3 have been gained.

UNIT 1 – Written Paper

Candidates may prepare through independent study or through attending a class run by a Branch or a School. It is strongly advised that at least part of the preparation includes supervised instruction and study. Copies of past papers and marking schemes will be sent to candidates. There will be two or more examinations per year organised on a regional basis by RSCDS Headquarters through Branches or other approved centres. Dates of forthcoming Unit 1 examinations are available from RSCDS Headquarters or by emailing examhelp@rscds.org. If a candidate wishes to take the examination in a language other than English, RSCDS Headquarters must be informed nine weeks in advance of the date of the examination so that translation of the paper may be organised.

With effect from 1st July 2014, questions will be from the 3rd Edition of the Manual, May 2013. The questions will be set on areas of the Manual as outlined in Appendix G. The first Unit 1 examination under the 3rd Edition of the Manual will be in October 2014.

Each candidate must have a knowledge of:

(a) history – including:

- the general history of Scottish country dance
- the founding, development and objects of the RSCDS
- the structure and organisation of the RSCDS
- the achievements of the RSCDS

(Chapters 1 and 2)

(b) technique – basic steps. For each of the five basic steps described in Chapter 5, candidates must be able to:

- draw and describe the foot positions
- explain the rhythmic movement of the step using the foot positions
- describe the character of the step
- give a suitable musical rhythm for practising the step
- list the points to observe for the step

use of hands – candidates must be able to:

- describe the main characteristics
- give general rules for use
- describe specific use

general appearance of the dance – candidates must be able to:

- describe types of sets and arrangement of dancers on the floor
- describe, with diagrams, how progression takes place

- list the main points which contribute to teamwork
- list the attributes which lead to good and bad phrasing

(Chapters 3, 5 and 6)

(c) formations – candidates must be able to:

- describe with words and diagrams the starting position, the finishing position, the shape and phrasing of any of the formations detailed in Chapter 6 (see Appendix G examinable areas) for all the dancers involved
- specify the step or steps used and any adjustments to the step
- describe the use of the hands

(Chapter 6)

(d) music – including:

- the evolution of Scottish country dance music through the centuries and the instruments used to perform it in those periods
- Scottish country dance music publication, its progress and the contribution of the RSCDS
- names, dates and contributions of the main composers/performers of Scottish country dance music
- how the music relates to Scottish country dancing, the importance of musical phrasing, the significance of original tunes and ways of developing rhythmic awareness in the dancer
- the importance of the tempo of the music and the problems arising if the tempo is incorrect
- characteristics of jig, reel and strathspey music and their time signatures

(Chapter 4 and section 8.1 of Chapter 8)

Conditions of Entry to the examination

1. A candidate must be over 18 years of age at the date of examination and be a member of the Society. With effect from 1st July 2014 a minimum attendance at a Scottish country dance class of **3 years immediately prior to the Unit 1 course is required.**
2. Each candidate is required to pay an examination fee at the current published rate.

Assessment

1. There will be a written examination lasting 2 hours consisting of four sections corresponding to the headings listed under Syllabus above (history, technique, formations, music). The allocation of marks will be shown in detail on the question paper within the bands:
 - History 10-15%
 - Technique and Formations, including a small amount of application of technical knowledge, 70-80% (Application of technical knowledge is defined as how to use factual knowledge from the Manual in dancing, e.g. special use of steps within formations)
 - Music 10-15%.
2. The pass mark is 60%.

Results

1. The result of the examination will be sent out by RSCDS Headquarters within 8 weeks of the date of the examination.
2. This notification will show clearly any aspects which do not meet the required standard.

3. To avoid any breach of confidentiality, results will not be given out over the telephone.

Re-sits

1. A candidate who fails the Unit may re-sit the examination after a minimum of 3 months, during which time he/she should aim to improve his/her knowledge of the syllabus.
2. No candidate may enter for this Unit more than 3 times.
3. A candidate who is unable to take the examination due to illness or other emergency after he/she has paid the examination fee may apply for a refund within 2 weeks of the event.

See Appendix A for further candidate guidance.

UNIT 2 – Practical Dancing

There will be classes to prepare candidates undertaking this Unit. The course, which should be a minimum of 15 hours, may be run by Branches or at Schools and candidates must attend such a course before sitting the examination. There should be a maximum period of four weeks between the end of the Unit 2 examination course and sitting the Unit 2 examination. The basic required knowledge for this unit is in Chapters 1 to 6 of the RSCDS Manual, current edition.

Syllabus

Candidates must show in their dancing:

- a) rhythmic movement
- b) accurate footwork and handing
- c) use of the correct steps for specific movements
- d) accurate dancing of formations
- e) accurate phrasing and covering
- f) co-operation and teamwork
- g) the ability to maintain poise and deportment
- h) a thorough knowledge of the prescribed dances listed in Appendix B

At the time of applying for the course candidates will be given a copy of the Assessment Form which will be used by the examiners.

Conditions of Entry to the examination

1. A candidate must be over 18 years of age at the date of the examination and be a member of the Society. With effect from 1st July 2014 a minimum attendance at a Scottish country dance class of **3 years immediately prior to the Unit 2 course is required** and have attained a high standard of personal performance.
2. A candidate must be fully proficient in the steps and basic formations of Scottish country dance BEFORE starting the course.
3. A candidate must have attended a course of training of at least 15 hours. When candidates sit the examination other than at a School, the training should preferably be spread over a period of weeks.
4. Each candidate is required to pay an examination fee at the current published rate.

Conduct of the Examination

Each candidate:

1. Must be prepared to give a concise reminder of each prescribed dance before it is performed.
(During the examination no reference to the printed instructions for the dances is allowed.)

2. Will be required to dance with partner as first couple one reel, one jig and one strathspey, twice through (i.e. normally a couple will lead 3 dances, and more than that only if the examiners consider it necessary). However, if there are four or fewer candidates, each couple will be required to lead more than the requisite one reel, one jig and one strathspey.
3. Will be required to dance in a supporting role for the other candidates.
4. May be required, at the discretion of the examiners, to dance simple exercises including steps and/or any of the formations contained in the dances listed in Appendix B.

Assessment

1. Each candidate will be required to re-cap and dance to a satisfactory standard any of the prescribed dances.
2. The assessment will be carried out by two examiners with the tutor being involved in the discussion. The final result will be determined by the examiners.

Results

1. The result of the examination will be sent out by RSCDS Headquarters within 6 weeks of the date of the examination.
2. This notification will show clearly any aspects which do not meet the required standard.
3. To avoid any breach of confidentiality, results will not be given out over the telephone.
4. The original assessment form will be sent to
 - the candidate.
 - a copy will be retained at Headquarters.
 - a copy marked confidential, will be sent to the tutor

Re-sits

1. A candidate who fails the Unit may re-sit the examination after 6 months, during which time he/she should aim to improve the required skills.
2. No candidate may enter for this Unit more than 3 times.
3. A candidate who is unable to take the examination due to illness or other emergency after he/she has paid the examination fee may apply for a refund within 2 weeks of the event.

UNIT 3 – Teaching Level 1

There will be classes to prepare candidates undertaking this unit. The course, which should be a minimum of 25 hours, may be run by Branches or at Schools. Where a mixed level course is being run, covering both Unit 3 and Unit 5, the length of the course should be a minimum of 35 hours. Candidates must attend such a course before sitting the examination. There should be a maximum period of four weeks between the end of the Unit 3 examination course and sitting the Unit 3 examination. A candidate must pass Unit 3 within *three* years of having passed Unit 2.

Syllabus

Candidates must show in their teaching:

- a) knowledge of technique and formations as detailed in the RSCDS Manual, current edition, with relevant teaching points and practice. The formations to be covered for this unit are listed in Appendix C
- b) presentation and observation – ability to demonstrate steps, formations, handing and phrasing, to teach from beginner's level and to analyse and correct faults

- c) good use of voice – ability to give firm, clear instructions, to speak and coach rhythmically
- d) class management – facility in arranging the class for technique and formation practice
- e) good use of music – an ability to request appropriate music for step practice, to guide the musician, where necessary, regarding tempo or to select appropriate recorded music
- f) an enthusiastic manner and positive approach

At the time of applying for the course candidates will be given a copy of the Assessment Form which will be used by the examiners.

Conditions of Entry to the examination

1. A candidate must be over 18 years of age at the date of examination and be a member of the Society. With effect from 1st July 2014, a minimum attendance at a Scottish country dance class of **3 years immediately prior to the Unit 3 course is required** along with attaining a high standard of personal performance and have passed or be working towards Unit 2.
2. A candidate must have attended at least 20 hours of a recommended minimum 25-hour training course for this Unit or in the case of a mixed level course must have attended at least 30 hours of a recommended 35 hour training course. When candidates sit the examination other than at a School, the training should preferably be spread over a period of weeks.
3. Each candidate is required to pay an examination fee at the current published rate.

Conduct of the Examination

Each candidate will be given a note of:

1. The step to be taught.
2. The formations to be taught to a minimum of 16 dancers for a period of 20-30 minutes.
NB: Candidates should aim for a 20 minute lesson. It is recognised that those teaching in strathspey tempo or main formations requiring three couples, will require some of the additional time allowance to complete their lesson.

Each candidate:

1. Will be required to prepare three copies of a basic lesson-plan (see Appendix E) one copy to be given to each examiner and one copy to the tutor just before the start of the lesson. (The lesson plan should be based on the assumption that the class has done warm-up exercises.)
2. Is required to teach the basic step as a first lesson in that step, even though it may be familiar to the class.
3. May make brief reference to the lesson plan, instructions for the 16 bars and the music during the lesson.
4. Will be informed of the step and formations he/she will be required to teach in the case of

a residential course

- candidates attending a Unit 3 course at the residential venue will receive their assignment approximately 24 hours before the examination
- external candidates attending another course at the same residential venue will receive their assignment approximately 24 hours before the examination
- external candidates not attending a course at the same residential venue will receive their assignment approximately 72 hours before the examination

a non residential course

- candidates attending a Unit 3 course at a non-residential venue will receive their assignment approximately 72 hours before the examination
- external candidates joining an examination session at a non-residential venue will receive their assignment approximately 72 hours before the examination

5. Should assume that the formations and their linkage are to be taught as a first lesson.

Assessment

Each candidate:

1. Must show a standard of personal dancing proficiency to be able to demonstrate satisfactorily.
2. Must be able to teach and demonstrate any of the steps and a combination of at least two of the formations listed in Appendix C.
3. With effect from 1st July 2014, as part of teaching the lesson, the candidate is required to demonstrate by dancing the assignment, taking either 1st man's or 1st woman's place in one set. Thereafter the candidate would ask all the sets to dance the same 16 bars.
4. The assessment will be carried out by two examiners with the tutor being involved in the discussion. The final result will be determined by the examiners. The candidate is allowed to briefly, refer to textbooks during the practical teaching.

Results

1. The result of the examination will be sent out by RSCDS Headquarters within 6 weeks of the date of the examination.
2. This notification will show clearly any aspects which do not meet the required standard.
3. To avoid any breach of confidentiality, results will not be given out over the telephone.
4. The original assessment form will be sent to
 - the candidate.
 - a copy will be retained at Headquarters.
 - a copy marked confidential, will be sent to the tutor

Re-sits

1. A candidate who fails the Unit may re-sit the examination after 6 months, during which time he/she should aim to improve the required skills.
2. A candidate who fails this Unit twice shall not be eligible to re-sit before a further 12 months have elapsed and must have attended a further course of training.
3. No candidate may enter for this Unit more than 3 times.
4. A candidate who is unable to take the examination due to illness or other emergency after he/she has paid the examination fee may apply for a refund within 2 weeks of the event.

TEACHING CERTIFICATE PART 2

This Part may be taken only by candidates who hold the Teaching Certificate Part 1. There will be feedback in the form of a written assessment of Unit 4 and a practical examination for Unit 5. For Unit 4, candidates must submit their *Record of Teaching Practice*, see Appendix F, which must be in English, no later than 6 months before the date of the examination for Unit 5.

Although there is no pass/fail result for Unit 4, the examiner may require re-submission of the *Record of Teaching Practice* before being able to make the assessment. Where re-submission is necessary, the candidate may still proceed to take the examination for Unit 5. However, Teaching Certificate Part 2 will not be awarded until the formal written assessment of Unit 4 has been completed and a pass in Unit 5 has been gained. If a candidate passes Unit 5 but re-submission of Unit 4 is required, no more than 1 year may elapse before the written assessment is completed.

UNIT 4 - Teaching Practice

This unit requires candidates to:-

1. Take responsibility for planning and delivering a series of lessons to a class or classes.
2. Record and evaluate some of the lessons in detail.
3. Submit their Record of Teaching Practice for assessment

Candidates may start to gather evidence for Unit 4 immediately after passing Unit 3, but must consult an experienced RSCDS-qualified teacher before starting work for this Unit. After passing the Teaching Certificate Part 1, a candidate should, where possible, regularly attend an advanced or general class and attend weekend and/or day schools. Under the guidance of an experienced and fully qualified teacher of Scottish country dance, he/she must gain experience of teaching Scottish country dance in Branches, Affiliated Groups, schools, clubs or other organisations.

The candidate must have an experienced RSCDS-qualified teacher as a mentor during this period. Ideally the mentor will visit a class run by the candidate twice during the period of teaching practice. The mentor should be available by e-mail or telephone to discuss and advise on teaching practice throughout this period. The amount and nature of the contact will depend on circumstances and can be negotiated between the candidate and the mentor. Candidates, with the help of Branches, will be responsible for identifying mentors and making the necessary arrangements. In exceptional circumstances where such an arrangement presents difficulty, candidates should contact RSCDS Headquarters.

Syllabus

The candidate must undertake teaching practice during the period between passing Unit 3 - Teaching Level 1 and entering the training course for Unit 5 - Teaching Level 2, and submit a *Record of Teaching Practice*. See Appendix F.

Conditions of Entry to the examination

1. The candidate must be over 21 years of age at the date of the examination for Unit 5-Teaching Level 2.
2. The candidate must be a member of the Society, and have passed the Teaching Certificate Part 1.
3. A minimum of 12 months must have elapsed between a candidate gaining Teaching Certificate Part 1 and submitting the *Record of Teaching Practice* for Unit 4.

4. No longer than 10 years may have elapsed between a candidate gaining Unit 2 of Teaching Certificate Part 1 and submitting the Record of Teaching Practice for Unit 4.
5. Each candidate is required to pay an examination fee at the current published rate.

Assessment

1. The *Record of Teaching Practice* must be the candidate's unaided work with a statement to this effect signed by the candidate.
2. Using the form supplied to the candidate, the mentor must provide written confirmation that appropriate consultation has taken place.
3. The *Record of Teaching Practice* must be submitted to RSCDS Headquarters no later than 6 months prior to the date of the examination for Unit 5 - Teaching Level 2.
4. Assessment will be in the form of written comment, which will cover the strengths of the candidate and suggest targets for improvement. This assessment will be issued to candidates no later than 3 months before the date of the examination for Unit 5.
5. The *Record of Teaching Practice* will be assessed by one examiner.

Results

1. There is no pass/fail result for this Unit.
2. RSCDS Headquarters will send out the formal written assessment by the examiner no later than 3 months in advance of the date of the examination for Unit 5.
3. It is intended that the candidate will use this evaluation to work on improving any aspects of his/her teaching which may require attention during the three months preceding the examination for Unit 5.
4. Candidates are required to show their whole Unit 4 Record of Teaching Practice and a copy of the examiner's written assessment to their Unit 5 tutor.

Re-submission

A candidate whose *Record of Teaching Practice* does not contain (a) a one page summary of all classes taught, and (b) a detailed review of a series of lessons, as listed in Appendix F, will be asked to amend the *Record of Teaching Practice* and re-submit it within 1 year, during which time the candidate should ensure that the detailed Review meets the criteria listed below. Only in exceptional circumstances will a candidate be asked to re-submit a new set of lesson plans.

Review

1. No candidate may submit this Unit more than three times.
2. A candidate who is unable to submit the Record of Teaching Practice by the required date due to illness or other emergency after he/she has paid the examination fee should contact Headquarters within 2 weeks of that date to request alternative arrangements or to apply for a refund.
3. For guidance on the format of the Record of Teaching Practice, see Appendix F.

UNIT 5 – Teaching Level 2

There will be classes to prepare candidates undertaking this Unit. The course, which should be a minimum of 25 hours, may be run by Branches or at Schools. Where a mixed level course is being run, covering both Units 3 and 5, the length of the course should be a minimum of 35 hours. There should be a maximum period of four weeks between the end of the Unit 5 examination course and sitting the Unit 5 examination.

It is advised that after passing the Teaching Certificate Part 1 a candidate regularly attends an advanced or general class and, where possible, attends weekend and/or day schools. Where possible, under the guidance of an experienced and fully-qualified teacher of Scottish country dance, he/she should gain experience of teaching Scottish country dancing in Branches, Affiliated Groups, schools, clubs or other organisations. Brief details of all classes taught since passing Teaching Certificate Part 1 should be given in the application for the course preparing for this Unit. A copy of the one page summary from part (a) of the *Record of Teaching Practice* is sufficient.

A copy of the whole Unit 4 *Record of Teaching Practice* and the examiner's written assessment should be provided by the candidate to the tutor for Unit 5 on request.

Syllabus

Candidates must show in their teaching:

- a) knowledge – steps and formations with relevant teaching points. The formations, as listed in appendix D, are listed in the RSCDS Manual, current edition, Chapters 5 and 6.
- b) planning – an ability to construct a suitable lesson
- c) observation – an ability to recognise a dancer's strengths and difficulties, to analyse his/her faults and to give appropriate coaching
- d) presentation – an ability to demonstrate steps, formations, good pace and continuity in teaching the prepared lesson
- e) class management – an ability to organise the class quickly into suitable groupings for technique and formation practice
- f) good use of music – an ability to request appropriate music for step practice, to guide the musician, where necessary, regarding tempo or to select appropriate recorded music
- g) good use of voice – an ability to vary the tone, pitch and pace and to coach through the music by numbers or words
- h) rapport – confidence, poise and ease of manner

At the time of applying for the course candidates will be given a copy of the Assessment Form which will be used by the examiners for the assessment.

Conditions of Entry to the examination

1. A candidate must be over 21 years of age at the date of examination.
2. The candidate must be a member of the Society, and have passed the Teaching Certificate Part 1.
3. A minimum of 24 months must have elapsed between a candidate gaining the Teaching Certificate Part 1 and taking the Unit 5 examination.
4. No longer than 10 years may have elapsed between a candidate gaining Unit 2 of Teaching Certificate Part 1 and taking the Unit 5 examination.
5. A candidate must have attended at least 20 hours of a recommended minimum 25-hour training course for this Unit or in the case of a mixed level course must have attended for at least 30 hours of a recommended 35 hour training course. When candidates sit the examination other than at a School, the course should preferably be spread over a period of weeks.

6. Each candidate is required to pay an examination fee at the current published rate.
7. A copy of the whole Unit 4 *Record of Teaching Practice* and the examiner's written assessment should be provided by the candidate to the tutor for Unit 5 on request.

Conduct of the Examination

Each candidate:

1. Will be given a dance from an RSCDS publication, chosen by the examiners, to be taught to a minimum of 16 dancers for a period of 30-40 minutes.
NB: Candidates should aim for a 30 minute lesson. It is recognised that those teaching in strathspey tempo or main formations requiring three couples, will require some of the additional time allowance to complete their lesson.
2. Will be required to prepare three copies of a lesson plan (see Appendix E), one copy to be given to each examiner and one to the tutor just before the start of the lesson. (The lesson plan should be based on the assumption that the class has done warm-up exercises.)
3. May make brief reference to the lesson plan, dance instructions and the music during the lesson.
4. Will be informed of the dance he/she will be required to teach in the case of

a residential course

- candidates attending a Unit 5 course at the residential venue will receive their assignment approximately 24 hours before the examination
- external candidates attending another course at the same residential venue will receive their assignment approximately 24 hours before the examination
- external candidates not attending a course at the same residential venue will receive their assignment approximately 72 hours before the examination

a non residential course

- candidates attending a Unit 5 course at a non-residential venue will receive their assignment approximately 72 hours before the examination
- external candidates joining an examination session at a non-residential venue will receive their assignment approximately 72 hours before the examination

5. Should assume that the dancers in the class have previous experience of Scottish country dancing.

Assessment

Each candidate:

1. Must show a standard of personal dancing proficiency to be able to demonstrate satisfactorily.
2. Must be able to follow any assigned RSCDS dance and teach it to a class. See Appendix D.
3. With effect from 1st July 2014, as part of teaching the lesson, the candidate is required to demonstrate by dancing the assignment, taking either 1st man's or 1st woman's place in one set. Thereafter the candidate would ask all the sets to dance the same 32 bars.
4. The assessment will be carried out by two examiners with the tutor involved in the discussion. The final result will be determined by the examiners.

Results

1. The result of the examination will be sent out by RSCDS Headquarters within 6 weeks of the date of the examination.
2. This notification will show clearly any aspects which do not meet the required standard.
3. To avoid any breach of confidentiality, results will not be given out over the telephone.
4. The original assessment form will be sent to
 - the candidate.
 - a copy will be retained at Headquarters.
 - a copy marked confidential, will be sent to the tutor

Re-sits

1. A candidate who fails this Unit may re-sit the examination after 6 months, during which time he/she should aim to improve the required skills through additional teaching practice.
2. A candidate who fails the Unit twice shall not be eligible to re-sit before a further 12 months have elapsed and must have attended a further course of training.
3. No candidate may enter for this Unit more than 3 times.
4. A candidate who is unable to take the examination due to illness or other emergency after he/she has paid the examination fee may apply for a refund within 2 weeks of the event.

APPENDIX A

Guidance for Candidates on Unit 1

Preparation

1. Read and learn the appropriate sections of the RSCDS Manual, current edition - Chapters 1 to 6 and section 8.1 of Chapter 8. See Appendix G
2. Prepare by studying past papers and their marking schemes and trying to answer the questions.
3. Do a timed “mock” paper to see if you can finish in the time.

In the exam

1. Ensure you have spare pens, pencils, ruler, eraser.
2. Read the whole paper before you start.
3. Divide your time up by checking the number of marks for each question. Higher marks mean more points must be made in your answer.
4. Use lists, tables and diagrams where possible in your answer.
5. Check to see that you have answered the question asked.
6. Check that you have made at least as many points in your answer as there are marks for that question.
7. Use the standard language and symbols from the Manual in your answers.
8. If you have drawn diagrams, check that you have the correct number and that they are labelled. Include a key or annotation to explain symbols on the diagrams, e.g. ensure that you indicate which shape stands for man and which for woman and always indicate the top of the set.
9. Do not worry too much about spelling and grammar.
10. If you are dyslexic, or have any other issues with reading and writing or language, let the Examinations Officer know when you apply for Unit 1.

APPENDIX B

Prescribed Dances For Unit 2

Reels

Duke of Perth	Book 1
The Gates of Edinburgh	Book 15
General Stuart's Reel	Book 10
The Westminster Reel	Book 45

Jigs

Woo'd an' Married and A'	Book 16
The Starry Eyed Lassie	Book 23
Miss Hadden's Reel	Book 23
Mrs. Stewart's Jig	Book 35

Strathspeys

Alltshellach	Book 23
Miss Gibson's Strathspey	Leaflet
Mrs. Hamilton of Wishaw	Book 23
Village Reel	Book 20

Booklet of these dance Instructions is available from the RSCDS shop

APPENDIX C

Unit 3 ~ Formations for inclusion in assignments (effective from 1st July 2014)

Numerical references are to the relevant sections in Chapter 6 of the RSCDS Manual 3rd Edition May 2013.

Please note that *only* those sections listed are required.

Advance and retire	[6.1; 6.1.1; 6.1.2]
Allemande	[6.2; 6.2.1; 6.2.2]
Back to back	[6.3]
Balance in line	[6.4]
Casting	[6.6; 6.6.1; 6.6.2; 6.6.3; 6.6.4; 6.6.5; 6.6.6; 6.6.7; 6.6.8; 6.6.9; 6.6.10]
Chain formations	[6.7; 6.7.1; 6.7.2; 6.7.5]
Corner formations	[6.8; 6.8.5; 6.8.8; 6.8.9]
Cross over	[6.9; 6.9.1; 6.9.2]
Double triangles	[6.11]
Figure of eight	[6.13; 6.13.1; 6.13.2; 6.13.3]
Hands across	[6. 14; 6.14.1; 6.14.2; 6.14.3; 6.14.4; 6.14.5]
Hands round and back (in reel and jig time)	[6.15; 6.15.1; 6.15.2]
Hands round (in strathspey)	[6.16; 6.16.1; 6.16.2]
Knot	[6.17; 6.17.1]
Lead down the middle and up	[6. 19; 6.19.1; 6.19.2]
Petronella turn	[6.20]
Poussette (in reel and jig time)	[6.21; 6. 21.1]
Promenade for three couples	[6.23; 6. 23. 2]
Reels of three	[6. 25; 6.25.1; 6.25.5; 6.25.8; 6.25.9]
Rights and lefts	[6. 26; 6.26.1; 6.26.2]
Set and link	[6. 28; 6.28.1 sidelines only]
Setting in line	[6.29]
Stepping up and down	[6.34; 6.34.1; 6.34.2]
Turn	[6.39; 6.39.1; 6.39.2; 6.39.3; 6.39.4]

APPENDIX D

Unit 5 ~ Formations for inclusion in assignments(effective from 1st July 2014)

Numerical references are to the relevant sections in Chapter 6 of the RSCDS Manual 3rd edition May 2013.

Please note *only* sections listed below are required.

Advance and retire [6.1; 6.1.1; 6.1.2]

Allemande [6.2; 6.2.1; 6.2.2]

Back to back [6.3]

Balance in line [6.4]

Bourrel [6.5; 6.5.1]

Casting [6.6; 6.6.1; 6.6.2; 6.6.3; 6.6.4; 6.6.5; 6.6.6; 6.6.7; 6.6.8; 6.6.9; 6.6.10]

Chain formations [6.7; 6.7.1; 6.7.2; 6.7.5; 6.7.6; 6.7.7; 6.7.8; 6.7.9]

Corner formations [6.8; 6.8.1; 6.8.3; 6.8.5; 6.8.6; 6.8.8; 6.8.9]

Cross over [6.9; 6.9.1; 6.9.2]

Double triangles [6.11]

Figure of eight [6.13; 6.13.1; 6.13.2; 6.13.3; 6.13.4; 6.13.5]

Hands across [6.14; 6.14.16.14.2; 6.14.3; 6.14.4; 6.14.5; 6.14.7]

Hands round [6.15; 6.15.1; 6.15.2; 6.15.3]

Hands round [6.16; 6.16.1; 6.16.2; 6.16.4; 6.16.5]

The Knot [6.17; 6.17.1; 6.17.2]

Lead down the middle and up [6.19; 6.19.1; 6.19.2]

Petronella turn [6.20; 6.20.1]

Poussette (in reel and jig time) [6.21; 6.21.1]

Poussette (in strathspey time) [6.22; 6.22.1; 6.22.2]

Promenade [6.23; 6.23.1; 6.23.2; 6.23.4; 6.23.5]

Reels of four [6.24; 6.24.2; 6.24.3; 6.24.4; 6.24.5; 6.24.6; 6.24.7]

Reels of three [6.25; 6.25.1; 6.25.3; 6.25.5; 6.25.6; 6.25.7; 6.25.8; 6.25.9; 6.25.10]

Rights and lefts [6.26; 6.26.1; 6.26.2; 6.26.3; 6.26.4]

The rondel [6.27]

Set and link [6.28; 6.28.1; 6.28.2]

Setting in line [6.29]

Set and rotate [6.30; 6.30.1]

Stepping up or down [6.34; 6.34.1; 6.34.2]

Turn [6.39; 6.39.1; 6.39.2; 6.39.3; 6.39.4]

APPENDIX E

Some possible lesson plan templates.

Sample A (suitable for Units 3 and 5)

Name: _____ Date/Time: _____ Class/Level: _____

Step/Formation/Dance	Class Arrangement	Activity	Teaching Points	Music

Sample B (suitable for Units 3 and 5)

Name _____ Date _____ Class _____ Date/time _____

Aims

Lesson	Activities	Music	Teaching Points	Comments
Technique				
Skills Practice/s				
Formation/s				
Dance/s				

Sample C Lesson Plan suitable for Unit 4

Level of class

Number of lesson (in 6 hours)

Date

Duration of class

Aim of lesson:

(Warm up / cool down~ include this in the Introductory part of the Detailed review under ‘features common to all lessons’.)

<u>Lesson</u>	<u>Activities/Tasks</u>	<u>Teaching points</u>	<u>Use of music</u>	<u>Assessment of class</u> (From your observation of activities and responses.)
Step / technique exercises				
Exercises to improve skills used in formations				
Teaching or Improving Formations				
Name of dance Dance analysis and presentation				
<u>Self Assessment</u> (Own strengths and weaknesses in lesson. What changes you think need to be made.)				

(Construct your own sheets with sufficient spacing under each heading, in order to accommodate all the information required.)

APPENDIX F

Content of the Record Of Teaching Practice

The *Record of Teaching Practice* should contain:

1. A one page summary of all classes taught since passing Teaching Certificate Part 1. The summary should contain a brief indication of the number of hours of teaching and the types of classes taught.
2. A detailed review of a series of lessons (equivalent to 6 hours' independent teaching) with either the same class or classes of different levels.

NB The section of the *Record of Teaching Practice* containing the detailed review should be between a minimum of 8 and a maximum of 12 sides of A4 or US-letter size paper, with the font size no smaller than Times Roman, 12 point. Apart from under any agreed special circumstances, any submitted Record of Teaching Practice of a shorter or longer length will be returned to the candidate for amendment and resubmission.

Guidance for Candidates on Preparing the Detailed Review for the Record Of Teaching Practice in Unit 4

This is not as difficult as you think!

1. Find a class to teach:
 - could be an existing class or classes
 - could be a group of dancers in your own home
2. Write out specific lesson plans for 6 hours of teaching including:
 - aims
 - teaching points
 - choice of music
3. Teach the lessons you have planned
4. Self evaluation~ write down after each class:
 - what worked
 - what didn't work (This includes the choice of music)
 - why it didn't work
 - what you would change if you tried the lesson again
5. Write the detailed review

The Detailed Review in the *Record of Teaching Practice*

The aim of the detailed review is to demonstrate understanding of the elements of the teaching process, the ability to plan and implement a progressive programme of teaching lessons (building from the known to the unknown), and capacity for self-evaluation as a teacher. The detailed review should include:

1. Introduction

The candidate should write a short general introduction setting the context and background of the lessons. This will include:

- size and level of class
- number of dancers
- range of ability within each class group
- source of music for each class
- features common to all lessons such as warm ups and cool downs

2. Details of teaching including:

a) Outline lesson plans for each lesson (narrative or tabular. See Appendix E including:

- aims of the lesson
- teaching points for each stage of the lesson
- description of music used for each stage of the lesson

Please note that only dances published by the RSCDS should be included in the detailed review.

Dances permitted for inclusion in the *Detailed Review* section of *The Record of Teaching Practice*

Dances in any of the books of dances published by RSCDS Headquarters are permitted with the following *exceptions*:

Those dances appearing in the following books~

The Border Book

Dances to Song Tunes

Imperial Book 1-3

Kandahar Reel

MacNab books

Perth 800

A Guide to SC Dancing (Formerly named Collins Pocket Reference) unless appearing in another RSCDS Headquarters publication, which is not on the non permitted list above.

(Ruling E&T committee 29th Nov. 2014)

Non-RSCDS dances must not be included in the Detailed Review covering the six hours of lesson plans.

(Decision of E&T committee Nov. 2014)

- b) Assessment of each lesson, indicating how closely the plan was followed; how the numbers in the class were managed; how dancers of different levels within the same group were encouraged to achieve the objectives. There should be comments on the progress of the lesson, what influenced any change to the original plan and whether the class appears to have made progress.

3. Review of the Music

If a musician played, candidates should describe the instructions given to the musician and how these were followed. If recorded music was used, candidates should describe the criteria for choice.

4. Self evaluation

Candidates should show that they have considered the following questions about their teaching.

What are my main strengths and weaknesses?

What improvements can I make to my teaching?

Specifically, what skills have I developed or improved since passing Teaching Certificate Part 1?

APPENDIX G

Unit 1 Examinable areas of the Manual Third Edition May 2013

Sections included in Unit 1 exam	
Chapter	Section
Ch 1~ The Scottish Country Dance ~ Historical Background	All sections
Ch 2 ~ The RSCDS	All sections
Ch 3 ~ The Scottish Country Dance	All sections
Ch 4 ~ Use of music in teaching dance	4.1
	4.5 Be able to name a tune suitable for using when teaching each of the 5 main steps.
	4.6 Be able to <ul style="list-style-type: none">• name the different types of reels, jigs and strathspeys• name a tune or dance, whose lead tune is an example of each type of reel, jig and strathspey
	4.7
	4.7.4 exclude for exam purposes the metronome table on page 5
	4.8 Include up to, but not including, <i>Publishing and Composition</i> section on page 62 Be able to <ul style="list-style-type: none">• name main instruments used• name two players / composers from 18th & 19th centuries• name two players / composers from 20th century
Ch 5 ~Steps	5.1, 5.2, 5.3, 5.4.1, 5.4.2, 5.4.3, 5.5, 5.5.1, 5.5.2
Ch 6 ~ Hands and Handing section	All formations except for those exclusions listed on two page
Ch 8 ~ Essential skills and further advice	8.1

Ch 6 Hands and Handing section	The following formations are EXCLUDED from Unit 1
	6.2.3, 6.2.4, 6.2.5, 6.2.6, 6.2.7, 6.2,8
	6.5.2
	6.7.10, 6.7.11, 6.7.12
	6.8.2, 6.8.4, 6.8.7
	6.10
	6.12
	6.14.6
	6.16.3
	6.17.3.1, 6.17.3.2
	6.18
	6.21.2, 6.21.3, 6.21.4, 6.21.5, 6.21.6, 6.21.7
	6.22.3
	6.24.8, 6.24.9, 6.24.10, 6.24.11
	6.25.11, 6.25.12
	6.26.5
	6.30.2
	6.31
	6.32
	6.33
	6.35
	6.36
	6.37