

Horizon Divers IDC Topic Descriptions

Course Orientation

• **Introductions**

You, your fellow candidates and the staff need to get acquainted so we can begin to focus on your personal educational and career goals.

• **What It Takes To Be an Instructor**

By exploring what it takes to be a professional educator, you'll know what qualities you need to work on to become a PADI Instructor.

• **PADI – the Professional Association of Diving Instructors**

By understanding PADI's mission and goals, you can align yourself and your business accordingly to get the most out of your relationship with PADI.

• **The PADI Instructor Development Process**

Understanding the process will help you succeed in this course and guide you as you continue to develop professionally.

• **Logistics and Schedule**

We'll review the course logistics and schedule, so you know what we're going to do and where you need to be.

Learning, Instruction and the PADI System

• **Learning and Instruction**

You must understand how people learn before you can provide them with meaningful instruction. We'll look at what allows people to retain information and skills and how you can teach most effectively for long-term results.

• **The Systems Approach to Diver Training**

Looking polished as a dive educator is easy when you use the educational tools effectively. Using the PADI System to train divers adds professionalism and credibility to your efforts and helps you gain student diver respect and trust.

Developing Knowledge Development Presentations

• **Microteaching**

Microteaching is a training technique used throughout this course to help you learn how to teach.

• **Prescriptive Teaching**

Prescriptive teaching is a focused educational training method that you'll use extensively as a PADI Instructor.

• **Teaching Presentations and the PADI System**

To fully appreciate the PADI System, you need to know how the events of learning tie into teaching presentations.

• **The Anatomy of a Knowledge Development Presentation**

Analyzing the components needed in a teaching presentation will help you organize knowledge development for a course without media support.

• **Evaluation Criteria**

Successful presentations, both at the IE and for student divers, address all the Knowledge Development Evaluation criteria.

Teaching Project Aware and Peak Performance Buoyancy

• **Project AWARE – Goals, Standards and Marketing**

This program's flexibility allows you to offer its important message to both divers and non-divers. Its information-rich content instills a desire in participants to take action.

• **AWARE - Coral Reef Conservation – Goals, Standards and Marketing**

Because most people are fascinated by the beauty of coral reefs, this course educates them about importance of having healthy reefs and how they can help prevent further decline of this vital resource.

- **Peak Performance Buoyancy – Goals, Standards and Marketing**

The mark of a confident diver is good buoyancy control. This program helps divers fine tune their skills under your guidance.

PADI Discover Scuba and Snorkeling Programs

- **Dive Today – a Philosophy**

This marketing philosophy takes the approach that diving is easy and with guidance almost anyone can participate immediately. It sets the tone for PADI Discover programs.

- **Discover Scuba Diving**

This simple and fun program gets people in the water experiencing scuba for themselves. With your encouragement, participants are more motivated to continue training and become certified divers.

- **Discover Snorkeling**

The snorkeling market has unlimited potential and this program helps you tap into it.

- **Skin Diver**

This certification course focuses on skin diving skills beyond casual snorkeling and it has broad appeal to youngsters and adults, scuba divers and snorkelers.

- **Marketing Workshop**

Knowing how to market your programs is just as important as knowing how to conduct them. During this workshop, we'll work on building your promotional skills.

General Standards and Procedures

- **Standards – Why?**

Standards are the foundation of the PADI System. They are valuable to you not only because they guide training, but because they offer credibility and professionalism to your programs.

- **Standards – What?**

To be an effective educator, you must be familiar with, and be able to correctly apply standards in all the courses you conduct.

- **Determining Mastery**

Because the PADI System is performance-based, standards provide a measure to judge student diver learning and mastery of course requirements.

- **Quality Management**

No system can function effectively without a method to monitor quality. The PADI Quality Management, Assurance and Recognition program helps guide PADI Member use of the PADI System.

- **Procedures – Administrative**

Doing the paperwork and fulfilling administrative requirements are an important part of your job as an instructor.

- **Procedures – Doing Business with PADI**

To take full advantage of your PADI Member benefits, you must know what they are and understand how to best use the services provided by your PADI Office.

Knowledge Development Presentations

- **Preparing Presentations – Group and Individual Exercise**

As a group, we'll prepare a microteaching presentation, then have one of the staff deliver it while you evaluate. As individuals, you'll prepare at least two presentations and then present them for evaluation.

Teaching in Confined Water

- **Value and Goals of Confined Water Training Dives**

A basic understanding of the value and goals of confined water dives provides insight into why scuba skills are first learned in confined water.

- **Set Up and Control**

A little preplanning goes a long way in setting up and controlling a confined water dive that provides a comfortable environment in which divers can learn.

- **Skills Management (Workshop)**

Managing confined water dives includes planning that allows sufficient time for skills introduction and practice.

- **Anatomy of an Effective Confined Water Teaching Presentation**

Knowing the parts of a teaching presentation and how they relate to the critical elements for learning motor skills will assist you in presenting a cohesive lesson.

Standards Exam

Score 75 percent or higher on all five sections of the Instructor Pre-assessment Exam.

Skill Demonstration Workshop

Demonstrate competence at performing all 20 dive skills listed on the Skill Evaluation. Candidates must earn 68 total points, with no individual score below 3.

Confined Water Presentations

- **Preparing a Confined Water Teaching Presentation**

Becoming proficient at teaching skills takes practice. Practicing now will better prepare you for working with student divers.

Conducting Open Water Training Dives

- **Goals and Value of Open Water Dives**

It's clear that open water scuba diving is the ultimate goal of any diver. Keeping this in mind along with practical and educational reasons for open water dives will help you make the most of every dive experience.

- **Set Up**

As the instructor, you need to organize logistics, equipment and staff to ensure safety and success.

- **Control**

Environmental variables make proper preparation, supervision and control critical for open water training.

- **Open Water Dive Management (Workshop)**

During this workshop, you'll learn the steps required to manage a dive so that divers can complete all performance requirements and also have an enjoyable experience.

- **Preparing an Open Water Teaching Presentation**

Because divers apply already learned skills in open water, the way you brief and organize a dive differs from what you do in confined water.

How to Teach the Recreational Dive Planner

- **Recreational Dive Planner – Overview**

Understanding the differences between the RDP and other tables, and also knowing the RDP's features and advantages is important to teaching its use.

- **General Considerations for Teaching the RDP**

Discussing the pros and cons of teaching The Wheel, the RDP table or the eRDP will help you make the right choice for your courses.

- **Teaching the RDP**

You can use these basic presentation steps to guide divers learning RDP.

- **Using the RDP to Plan Dives at Altitude**

Understanding the altitude applications provides the basis for guiding students who will be diving well above sea level.

- **The RDP and Computers**

With computer use on the rise, this discussion shows how to tie RDP use to diving with a computer.

The Role of Media and Prescriptive Teaching

- **Media - What is it?**

The PADI System relies on various instructional media to support learning and instruction. We'll define what is available and why it's important.

- **Media and Independent Learning**

You already know from experience that independent learning is an integral part of the PADI System. There are substantial educational and practical reasons to fully use the media that's available.

- **Prescriptive Teaching and You**

When you teach prescriptively, you take on many fun and exciting roles – counselor, advisor, reviewer and guide.

- **Prescriptive Teaching Quiz**

To formulate a prescriptive teaching presentation, you must first determine the scope of the materials necessary. This quiz tests your ability to figure out what information student divers are missing and what to include in the presentation.

- **Diagnostic Workshop**

Effective instructors are proficient at finding out what student divers want and providing the services they need. This workshop will help build your interactive skills.

Dive Industry Overview

- **The Dive Industry – Size and Scope**

Knowing where the dive industry is today helps determine the potential for growth.

- **Appeal of Diving and Marketing**

Because diving can be different things to different people, marketing messages must appeal to a wide variety of interests.

- **Future Trends**

Although no one really knows what the future holds, it's wise to look forward and position yourself for opportunities that lie ahead.

Legal Responsibility and Risk Management

- **Risk Management – What Is It and Why We Need It?**

You need to understand your legal responsibility as a dive professional in order to implement solid risk management practices. Reducing risk helps ensure that diving remains a desirable leisure activity and is viable for you to offer without burdensome regulatory or financial requirements.

- **Your Health, Safety and Proficiency**

Sometimes overlooked by dive professionals, your personal health, safety and proficiency are means of managing risk. You need to be prepared for challenges you may face during instructional and supervisory activities.

- **Tools and Techniques**

Your customers expect to have safe and enjoyable dive experiences. Using the risk management techniques and tools you have available to you as a PADI professional makes this possible, practical and necessary.

- **Dive Accidents**

Nothing compares to learning from real examples. We'll review dive accident statistics, look at a scenario and discuss the implications.

- **Insurance**

Because there is always the chance that an accident could occur and a legal claim could be filed against you, having insurance is important and wise.

PADI Scuba Diver and Open Water Course

- **Philosophy, Goals and Value of the PADI Open Water Diver Course**

As the foundational program of the PADI System, you need to be thoroughly familiar with this program's features and conduct.

- **PADI Scuba Diver**

The PADI Scuba Diver certification fills the gap between “trying” diving and becoming an Open Water Diver.

- **Structure and Standards**

Adding to your knowledge about the program's basic standards and structure, we'll review its flexibility and various options.

- **Training Materials**

Having divers study with independent learning materials and using the instructional tools efficiently make conducting this program easy.

- **Organizing and Marketing Training**

Good organization and putting out the right message is key to keeping your entry-level courses full.

Open Water Teaching Presentations

- **Preparing an Open Water Teaching Presentation**

Because divers apply already learned skills in open water, the way you brief and organize a dive differs from what you do in confined water.

Rescue Workshop

- **Rescue Exercise Workshop**

Through this workshop, you'll get hands-on teaching experience as well as an opportunity to sharpen your rescue skills.

Adaptive Teaching

- **Teaching Children – Standards, Adaptations and Marketing**

Certain PADI programs cater specifically to children while others welcome junior divers and encourage their continuing education. Recognizing how children differ from adults will help you effectively structure and market youth-oriented diving and snorkeling programs.

- **Teaching Older Adults – Standards, Adaptations and Marketing**

In most countries, the active older adult population is steadily increasing. Understanding this market segment and knowing how to adapt your programs to their needs will serve you well into the future.

- **Teaching People with Special Challenges – Standards, Adaptations and Marketing**

Diving and snorkeling, offers huge physical and psychological benefits to people with disabilities. The PADI System's flexibility makes it possible to provide quality experiences to a wide variety of people with special challenges. Understanding how to adapt equipment and instructional techniques will allow you to create comfortable and appropriate learning environments.

PADI Continuing Education Philosophy

- **Why Continuing Education?**

Continuing education is advantageous not only for student divers, but also for instructors, dive centers and resorts.

- **Educational Basis of Continuing Education**

PADI's solid continuing education program ensures that divers receive information when they are most prepared and ready to learn.

- **Coordinating and Promoting Continuing Education**

Success depends on your ability to effectively schedule and market your continuing education program.

- **Diver Counseling**

Being familiar with the objections to continuing education will help you overcome them and offer better counsel.

- **Continuing Your Education**

Furthering your skills and knowledge will help you stay up-to-date as an instructor and provide you with more teaching options.

- **Beyond Recreational Diving — TecRec**

As technical diving grows in popularity, you need to understand PADI's philosophy and approach to diving beyond the recreational limits.

Business Principles of the Dive Professional

- **What Customers Want**

A business does not exist without customers and no business thrives unless it provides customers with what they want. It's a simple principle and crucial to success in the dive industry.

- **Where Customers Find What They Want**

Divers go to PADI Dive Centers and Resorts for services and seek the advice of PADI professionals - you play a primary role in the business of diving.

- **How You Provide What Customers Want**

Your counseling skills, business knowledge and customer service attitude are just as important to your success as your teaching abilities.

- **Making It Profitable**

Profits mean survival for any business. Proper planning is necessary to ensure that your dive business can thrive and grow.

Dive Theory Exam

Score 75 percent or higher on the Assistant Instructor Standards Exam and have any missed questions reviewed until mastery is achieved. (Scores less than 75 percent require a retest).

Prescriptive Teaching Presentations

- **Preparing a Prescriptive Teaching Presentation**

As part of your training, you'll prepare and present at least two prescriptive teaching presentations for evaluation.

Adventures in Diving

- **Philosophy, Goals and Value of the PADI Adventures in Diving Program**

To counsel divers and help them pursue their interests, it's important to understand the Adventures in Diving program's purpose and be able to explain its value.

- **Structure and Standards**

Adding to your knowledge about the program's basic standards and structure, we'll review its flexibility and various options.

- **Training Materials**

The independent study materials and instructional tools make conducting this program easy and enjoyable.

- **Organizing Training**

You'll want to organize training to make the most of busy schedules and offer options to your student divers.

- **Marketing the Program**

With the right promotion, this program is attractive to everyone – newly certified divers as well as those with more experience.

Specialty Diver Courses and the Master Scuba Diver Program

- **PADI Specialty Diver Courses – Goals, Standards and Marketing**

Besides the PADI Specialty Diver courses you can already teach, there are many more to keep you busy sharing your interests and helping divers find what diving adventures turn them on.

- **Master Scuba Diver Program – Goals, Standards and Marketing**

As the highest nonprofessional rating in diving, the Master Scuba Diver program attracts divers who want challenges and recognition. It provides opportunity for adventure and fun.

Rescue Diver Course

- **Value, Philosophy and Goals of the PADI Rescue Diver Course**

Understanding the course philosophy and the program goals will help you better explain the benefits to divers.

- **Structure and Standards**

Knowing the course requirements will assist you in structuring your program to meet course goals.

- **Training Materials**

As the facilitator of the system, it's important that you know how to use all the course materials effectively.

- **Emergency First Response**

Offering Emergency First Response training to your student divers means that you don't have to refer them elsewhere to complete

Rescue Diver course requirements – *it allows all-inclusive training.*

- **Organizing and Marketing Training**

Promoting and conducting a Rescue Diver course is serious fun that takes serious organization. We'll review how to recruit divers and sequence knowledge development and rescue training sessions for maximum effectiveness.

Adventure Dive/Specialty Dive Workshop

As a group we'll plan and conduct an Adventure Dive. As an individual, you'll be responsible for a portion of it.

Divemaster Course

- **Value, Philosophy and Goals of the PADI Divemaster Course**

Because PADI Divemasters are dive professionals, understanding the course purpose is key to setting an appropriate tone and organizing meaningful training.

- **Structure and Standards**

Understanding the course structure, requirements and training options will enable you to create customized programs to meet the needs and expectations of your candidates.

- **Training Materials and Divemaster Application**

Knowledge development is an important component of this course and knowing how to use all the training materials is essential to success. Because Divemasters are PADI Members, it's important to properly apply for certification using the Divemaster Application.

- **Organizing and Marketing Training**

Training options make the course attractive to busy career trackers and flexible enough to fit a variety of schedules, yet requires you to be organized and pay attention to detail.

Diver Retention Programs

- **Dive Activities**

Most divers would rather participate in a dive outing that you organize than plan, coordinate and schedule a day of diving themselves.

It's a simple, convenient choice, but it means that you need to provide the option.

- **Dive Clubs**

People join clubs to stay involved in activities that interest them.

Dive clubs are powerful tools for keeping divers active.

- **Scuba Review**

After a period of inactivity, some people fear that they've forgotten important information or skills. This program allows you to help people ease back into diving.

- **Discover Local Diving**

Through this program, you can offer customers a fresh look at familiar dive sites or the chance to explore a completely new area.