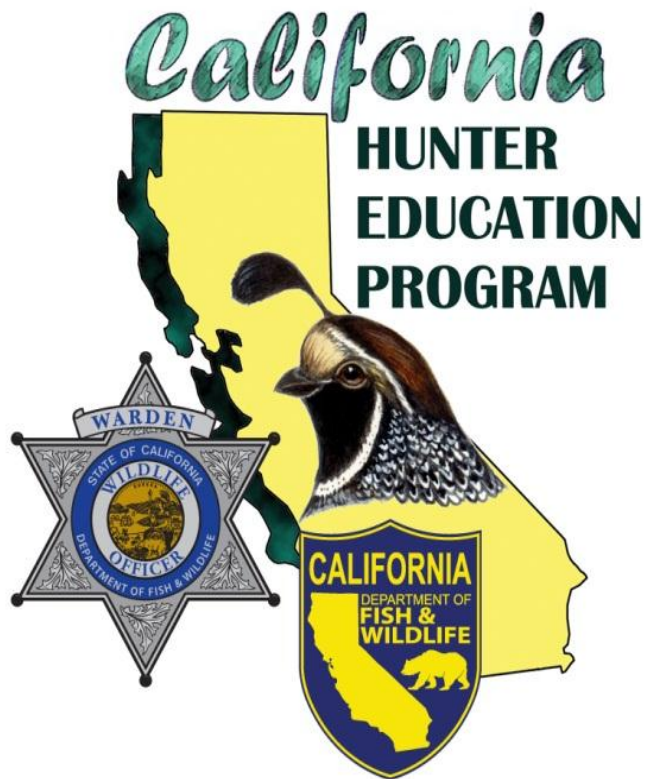


# Home Study/On-line Hunter Education Course

## Instructor Manual California Department of Fish and Wildlife



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# Home Study/On-line Course General Information

## Study Options

### 1. Workbook Packets

Packets should be prepared ahead of time so they will be complete and consistent for the students. Students should have at least two weeks for studying. The following should be included in the packet:

- Student Hunter Education Manual
- Home Study Workbook
- Hunting Regulations (mammal, waterfowl, and upland game)
- Introduction letter
- Phone numbers for further information about the class
- Miscellaneous booklets (Hunter's Handbook and other informational pamphlets)

### 2. Internet Sites

There are five internet sites students can study on. Each site has a substantial amount of information, and all have review tests. The Today's Hunter, Huntercourse.com and Hunter Ed Course sites will give the student a completion voucher, and have some of the necessary California regulation information. Today's Hunter, Huntercourse.com and Hunter Ed Course are sites that charge the student for the service provided.

The International Hunter Education Association (IHEA) site is free of charge at this time, but does not give the student a completion certificate. The student will have to sign the affidavit form when taking your class. It also does not have California regulation information, so students will have to acquire the Mammal and Waterfowl regulation booklets from a license agent or from you. Today's Hunter and IHEA also have a Spanish version of the on-line course.

Today's Hunter - <http://www.hunter-ed.com/ca>

Hunter Course - <http://www.huntercourse.com/usa/california>

Hunter Ed Course - <http://hunteredcourse.com/state/online-hunter-safety-course-california/>

IHEA - <http://homestudy.ihea.com>

IHEA Spanish - <http://homestudy.ihea.com/espanol/>

## Expenses

Some of the people who sign up will not show up on class day. To prevent students from abusing the procedure this way, and to help you prepare for the class, you may find it best to charge a registration fee when students initially sign up. The cost of holding the class is then spread out to all who receive the

materials, and the charge to each person can be less. This may also encourage students to study and attend the classroom session.

An alternative, if you charge at all, is to collect expenses on the day of the class. Because you will not know how many students will attend, this method may or may not cover any expenses you have incurred.

## **Home Study/On-line Classroom Session**

### **Review**

Remember, the classroom session is a review only. If the students have studied, they will already have been exposed to all the information and answers they need to pass the written exam. Do not “teach the test” by trying to address all the exam questions. That defeats one purpose of a home study/on-line program, which is to allow students to learn at home. It also rewards those who do not take the time to study at home.

### **Class Length**

Another purpose of the home study/on-line program is to minimize the amount of time spent in a classroom. By following the provided outline, you will be able to keep your instruction and testing time to four hours. You will be able to hit the important points, and will probably cover about 50% of the exam material.

### **Instructors**

Team teaching is the preferred method for this course. The pace is fast, and one instructor often catches a point missed by another. The practical test will run more smoothly with at least three instructors. With a class size of 15-20, three instructors can rotate students through the stations and easily complete this section within the 30 minute time frame.

### **Course Outline**

An abbreviated outline is provided with the number of test questions relating to each subject and suggested time for instruction on each. You should use this as a guide to help stay in the four hour time frame.

If you wish to use the extended outline, it covers at least 50 % of the exam questions, and can be altered to fit your teaching style.

It takes determination and self-control to stay within the suggested time frames. If you get into too much detail in any one area, you will soon find yourself behind, and the class will be longer. Force yourself to move at a faster pace, and don't worry if you do not cover every point.

### **Practical Test**

One of the critical sections of this session is the practical test. Here you can watch the students as they handle firearms to determine if they are proficient. Some students may be new to firearm handling. They may be unfamiliar with different types of firearms and will need some coaching. If a student repeatedly handles firearms unsafely, you should take appropriate

action. This may include additional instruction at the time or failure of the class. As an instructor, you have the responsibility to provide certificates only to those students you believe will be safe and responsible in the field.

### **Written Test**

The home study/on-line exam is more detailed than the traditional course exam. It has no true/false questions and it contains a few fill-in-the-blanks. It was designed specifically to test for knowledge gained either from the workbook or from the internet sites. It is difficult to pass if a student has not studied. Most students can complete the test within an hour, but be prepared for an occasional student who may require more time due to reading or comprehension problems. The answer key is the same as the regular course.

### **Recommended Class Materials**

- Firearms - Long guns: one of each type of action
  - Handguns: revolver and semi-auto
  - Muzzleloader
- Ammo - Ammunition displays or examples
  - Dummy cartridges and shot shells
- Archery - Bow
  - Arrows with varied points
- Survival kit
- Rope for simulated fence for practical test
- Video – *Sportsman's Role in Wildlife Management*
- Miscellaneous - trespass permission slips, and other DFG materials/pamphlets

### **Student letter**

Included with the student study packet (*see page 6*)

Dear Student,

Thank you for enrolling in the California Hunter Education Home Study/  
On-line Program.

By enrolling in this class you have taken it upon YOURSELF to study and learn the necessary information to pass the final Hunter Education exams and obtain your California Hunter Education Certificate. The four hour classroom session will serve only as a review of what you have studied in your course materials. It cannot and will not cover everything you need to know to pass the course.

Please study the Student Hunter Education Manual and other study guides enclosed in this packet. Particular attention should be paid to the chapters on Hunter Responsibility, Wildlife Management, Firearms, and Archery. We have also provided the latest California Hunting Regulations for your use. There are only a few questions on the test regarding regulations, so please do not spend all of your time studying them. The enclosed Hunter Education Manual and study guides contain most of the information you need to know.

You are also required to complete the Home Study Workbook. It must be turned in at the beginning of the classroom session. This course has been designed to let you review these materials at your own pace in the comfort of your home. We cannot stress enough that it is up to YOU, the student, to STUDY. If you take time to LEARN this material, you should pass this course and earn your Hunter Education Certificate.

At the end of the classroom session you will be required to pass a written examination plus a practical test of your firearms handling and safety skills. The written test is comprised of 100 questions, multiple choice and fill-in-the-blank. You may also be required to write the ten commandments of shooting safety. The practical test may consist of handling a loaded or unloaded firearm, demonstrating how to properly cross a fence with a firearm, demonstrating proper muzzle control of a firearm, and/or other similar skills. **IF YOU ARE A MINOR UNDER THE AGE OF 18, A PARENT OR LEGAL GUARDIAN MUST ACCOMPANY YOU TO THIS SESSION TO SIGN A PERMISSION FORM ALLOWING YOU TO HANDLE FIREARMS.**

Once again, thank you for enrolling in this course. Good luck!

The four hour follow-up course will be held at:

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Contact Phone: \_\_\_\_\_

## Internet/On-line Options

### 1. Today's Hunter

<http://www.hunter-ed.com/ca>

This site will provide you with a numbered voucher which you will need to enroll in the four hour follow-up course. This site also has some necessary California specific regulation information you will need. This site has the option to narrate the material throughout the course in English or Spanish. This site also has a "study guide" for students. The administrator of this site charges a fee at the end of the course to print off the voucher.

### 2. Hunter Course

<http://www.huntercourse.com/usa/california>

This site will provide you with a numbered voucher which you will need to enroll in the four hour follow-up course. This site also has some necessary California specific regulation information you will need. This site has the option to narrate the material throughout the course. This site also has a "hunter safety practice test" for students. The administrator of this site charges a fee at the end of the course to print off the voucher.

### 3. Hunter Ed Course

<http://hunteredcourse.com/state/online-hunter-safety-course-california/>

This site will provide you with a numbered voucher which you will need to enroll in the four hour follow-up course. This site also has some necessary California specific regulation information you will need. This site will narrate the material throughout the course. The administrator of this site charges a fee to get started.

### 4. International Hunter Education Association (IHEA)

<http://homestudy.ihea.com>

If you use this site, you will be required to sign an affidavit at the classroom session stating that you have completed and passed all the tests on the site. This site is free of charge. This site does NOT provide California specific regulation information, so you will need to obtain the free Mammal and Waterfowl booklets available from license agents, or study on-line at <http://www.dfg.ca.gov/about/hunting>

IHEA also has a Spanish version of the on-line course which can be viewed at <http://www.homestudy.ihea.com/espanol>

### IHEA Affidavit

All students completing IHEA on-line site must sign the affidavit form.  
(see page 8)





## Home Study/On-line Classroom Session Outline Abbreviated Outline

<u># Related Test Questions</u>	<u>Topic</u>	<u>Time Allotted</u>
	<b>Student Registration/Introductions</b>	10 minutes
10	<b>Hunter Responsibility</b> Ethics Rights/Privileges Landowners Poaching	15 minutes
17	<b>Wildlife Conservation and Management</b> Video – <i>Sportsman’s Role in Wildlife Management</i> (Skip veterinarian section and last waterfowl section) Principles of Wildlife Management **The CA version of <i>Sportsman’s Role in Wildlife Management</i> the above sections were deleted so the video can be played straight through**	25 minutes
	<b>BREAK</b>	5 minutes
	<b>Firearms Descriptions and Safeties</b>	20 minutes
7	Rifles Parts, Actions, Safeties	
5	Shotguns Parts, Actions, Safeties	
2	Handguns Parts, Actions, Safeties	
4	Muzzleloaders	
15	<b>Firearms Handling and Safety</b> Ten Commandments Carrying Shooting Zones Fences/Obstacles Cleaning/Storage	15 minutes
9	<b>Ammunition</b> Parts, Calibers, Gauges	10 minutes

<b><u># Related Test Questions</u></b>	<b><u>Topic</u></b>	<b><u>Time Allotted</u></b>
8	<b>Shooting</b> Fundamentals Positions, Sights, Firing Skill Leading, Vital areas, Shooting Decisions	10 minutes
6	<b>Archery</b> Types of bows, Arrows, Points Parts Tree Stand Safety	10 minutes
8	<b>Survival</b> Preparedness Map, Compass, First aid kit, Food/water Hypothermia If lost	10 minutes
5	<b>Wildlife ID and Game Care</b>	5 minutes
12	<b>Regulations</b> Residence safety zones Trespass Using another's license/tag Firearms and ammo Caliber restrictions Plugged shotguns	10 minutes
	<b>BREAK</b>	10 minutes
	<b>Practical Test</b> Firearms handling safety Fence crossing Muzzle control	40 minutes
	<b>Written Test</b>	45 minutes

# Home Study/On-line Classroom Session Extended Outline

Initial announcements - Instructor introductions (10 min)

This is a review only of the important subjects

There will be a practical firearm handling portion -NEED PARENT'S SIGNATURE ON STUDENT RECORD FORM IF STUDENT IS UNDER 18

## **Hunter Responsibility** (15 min)

- Hunters are often alone, so they must act responsibly by obeying the laws, respecting other's properties, and using good sense without someone telling them to. This is collectively known as the Hunter's Code, or Hunter's Ethics. Basically it means to do what is right
  - Examples are: not taking a questionable shot, leaving gates as you find them, shooting only within your effective range
- Hunting is a privilege, not a right. Some rights are guaranteed by law, such as freedom of speech
  - Privileges can be taken away. If we want to continue hunting, we must demonstrate we are responsible
  - Most people in the country believe it is okay to hunt, as long as animals are used for meat and are not wasted
- Breaking the law at any time is considered poaching

## **Wildlife Conservation and Management** (25 min, including video)

- Remember that good habitat is the best thing for wildlife
- The amount of wildlife that habitat can support is the carrying capacity. If there are too many animals for the habitat to support, excess animals will probably die
  - Legal hunting helps remove these excess animals and keep the population within their habitat limit
  - Wildlife managers try to keep the number of animals just below the number that the habitat will support
  - Prior to our understanding of habitats, deer on the Kaibab were allowed to overpopulate, with a resulting crash of population when deer died because the habitat couldn't support them. Many starved, which is the most important death rate factor for many animal populations.
- The best habitat provides food, water, shelter, and space
  - It is most important that these factors are arranged properly
  - Two of the tools wildlife managers use to keep these arrangements are fires and timber harvests

These keep habitat in various stages of succession, which is the gradual change from one habitat type to another as plant communities grow.

Most wildlife do better at the edges of habitat types, where two different types of habitats come together

### **Firearms: Descriptions and Safeties**

(20 min)

- Primary difference rifle/shotgun
  - Shotgun barrels are smooth, rifle/handguns have lands and grooves spiraling down the barrel (rifling).
- 3 main parts of rifle/shotgun
  - Action-does all the work (demonstrate)
  - Barrel- guides the projectile
  - Stock-part that allows you to hold onto the gun
- 5 types of common actions
  - Bolt Action-most common hunting action and usually the strongest
  - Lever Action - point out that old lever rifles have no safety
  - Pump or Slide Action-most common shotgun action
  - Semi-automatic-NOT an automatic, must pull trigger for each shot  
Often mistakenly called 'automatic' because they are "autoloaders" the action does all the work automatically
  - Break Action-generally used/found on shotguns
- Single shot/Repeater-magazines
  - Single shots must be loaded/reloaded by hand for each shot
  - Repeaters use a magazine to hold ammunition
  - Different magazines for different guns: Removable, fixed (non-removable), rotary, tubular
- Safety (s) on guns
  - Carry gun with the safety on at all times
  - Take safety off ONLY just before you shoot
  - NEVER, NEVER trust your safety-it is a mechanical device and can fail!
- Sights
  - Three main types: open, peep, telescopic
  - Sights compensate for gravity and loss of velocity (speed)
  - When adjusting open sights (sighting-in), move the REAR sight in the direction you want the bullet to go on the target.
- Handguns
  - Parts of a Revolver: Barrel, Cylinder, Frame, Grip  
Cylinder holds ammo; it is the part that brings up a fresh round to fire; it turns, thus 'revolver'  
Single action revolver must be cocked for each shot; double action only needs trigger pull  
There ARE NO SAFETIES on revolvers. ALWAYS carry with the hammer down on an empty chamber
  - Semi-Automatic: Barrel, Frame, Grip, Slide

A magazine holds ammo, and the slide moves back and forth to chamber a fresh round for firing

Most semi-autos have a safety, but they don't all work the same

➤ **Black Powder/ Muzzleloading**

- Use only black powder or Pyrodex in muzzleloaders or black powder guns.

Black powder and pyrodex produce LESS pressure than modern gun powders. If you run out of the proper powder, do NOT substitute smokeless powder

- Checking for loaded muzzleloader

Use your ramrod. Before you load your gun for the first time, you should have dropped your ramrod into the barrel, and marked it so you would be able to tell that you have an unloaded gun. If you drop the ramrod into the barrel and it doesn't drop all the way down to this mark, something is in your barrel, probably a load of powder and bullet!

- No safety. Half-cock not safe!!
- Hang Fire – when the muzzleloader (or any firearm) doesn't fire when you first pull the trigger. Keep the muzzle pointed in a safe direction, as the firearm may fire after a delay.

**Firearms Handling and Safety**

(15 min)

➤ **Primary rules of firearms safety**

- **CONTROL** the direction of the muzzle. ALWAYS POINT THE GUN IN A SAFE DIRECTION

A "safe direction" is away from people and things you don't want to shoot/kill; It may be up, down, to the side

As you hunt and move around this direction will change. Practice handling your gun is the only way to make this "second nature" to you.

- **TREAT** every firearm as if it were loaded-ALWAYS!

Every time you pick-up or handle a gun, first thing you must do is check to see if it is loaded. Every time

- **IDENTIFY YOUR TARGET AND BEYOND**

Don't shoot game that is NOT legal. You don't want to shoot somebody or something in the background. You must have backstop for your bullets. The best backstop for target shooting is a dirt bank cleared of rocks

➤ **Methods of Carrying – demonstrate**

- Shoulder, cradle, double hand, elbow, sling, trail

➤ **Zone of fire**

- The area in which a hunter can shoot safely

➤ **Shooting from a boat**

- NEVER stand-up to shoot; shoot while seated in the bottom of the boat or on a seat in the boat
- Fences and Obstacles
  - Unload firearm before crossing; action open, muzzle away
  - Demonstrate one person/two person crossing
- Cleaning and Storage
  - Clean after use; watch for obstructions in barrel
  - Oil lightly; store horizontal or muzzle down to prevent oil build-up
  - Store firearms separately from ammunition

## **Ammunition**

(10 min)

- Caliber vs gauge
  - Caliber is the measurement of the diameter of the bore, usually in hundredths or thousandths-of-an-inch. Can be in millimeters  
Generally, the bigger/larger the number, the larger/bigger the bullet and/or cartridge
  - Gauge is determined by the number of pure lead balls, the same diameter as the barrel, that it takes to weigh one pound
- Parts of a cartridge
  - Case (hull or shot shell when dealing with shotgun ammo)
  - Primer; rimfire has primer in the rim; center-fire in center
  - Powder
  - Bullet or shot-a projectile
- How ammo works
  - The firing pin strikes the primer, primer explodes and ignites the powder, powder burns very rapidly producing PRESSURE which sends the bullet down the barrel
- Ammunition markings/identification
  - All modern commercial ammo is marked on the head or back of the case with the caliber and type of cartridge that it is; the box of ammo is also marked. On your gun, someplace-usually on the barrel, the caliber is stamped/marked
  - Only carry ammo for the gun you are using. This is especially true if you are using a shotgun. NEVER carry 20 gauge and 12 gauge ammo

## **Shooting**

(10 min)

- Fundamentals
  - Positions - practice positions you may use in the field.  
In the field when shooting a rifle, be as stable as you can - use a tree, rock, etc

- Sights - open and peep sights are more limited than telescope  
Shotgun often has only a bead at the front
- Firing - with rifle just squeeze trigger slowly, as your target is usually stationary  
With shotgun point and pull or slap the trigger, as you have a moving target
- Skills - practice makes perfect
- Using firearms is all about safety  
Do not shoot until you are absolutely sure of your target and what is beyond it. Better to take a few seconds now than to be sorry for the rest of your life

### **Archery**

(10 min)

- Bows - compound and recurve are the most popular
  - Compounds use cams of some kind to ease the holding weight and increase speed
  - Recurve no sites, no let-off
  - Use a bowstringer to put string on recurves
- Arrows - made of wood, fiberglass, aluminum, or carbon
  - Should be matched in stiffness to the bow
  - Should be the right length for you and your bow
- Points - practice points for targets
  - Broadheads should be razor sharp to work - they cut blood vessels
  - Most accidents with points and broadheads are self inflicted
- Treestands - many archers use them. Do not climb with equipment in hand. Use a haul line and safety harnesses

### **Survival**

(10 min)

- Always carry a survival kit with you when hunting
  - It should include items which will help you survive minor injuries and a stay overnight in the field
- If you get hurt, or realize you are lost, panic is your worst enemy
  - STOP (sit, think, observe, plan)
- Hypothermia - loss of heat, can happen even on warm days
  - If you have to stay out overnight, shelter will help prevent it. A small fire will make you feel better and may help, too

## Wildlife ID and Game Care

(5 min)

- Know what you are shooting at, and know the law so you know what you can shoot at. If in doubt, don't shoot
- If you do shoot something, both hunter ethics and the law dictate that you find the game and take care of it and not waste it
  - Biggest causes of meat spoilage - dirt, heat, moisture
  - Field dress your game as soon as possible

## Regulations

(10 min)

- Many are related to ethics
  - Respect other's properties
    - Don't trespass - hunt on private land with written permission only
    - Don't shoot close to buildings (150 yards)
- Don't use someone else's license or tags
- Some are related to safety
  - Don't shoot from vehicles; don't even have a loaded firearm in a vehicle
  - Don't shoot from or across roads
- Know the rules for the firearm you are using
  - You can't possess firearms when hunting under archery only season/tag
  - Shotguns must be plugged, so it may hold only three shells
- Know the rules for the game you are after
  - Legal limits - bag limits are usually daily, possession limits may be two days' worth
  - Tags - some animals, like big game, can't be hunted without a tag
- You will lose your license if you have three violations in five years



## Practical Firearms Test

**Instructors:** Three recommended

**Equipment:** Enough rifles and/or shotguns to have at least two at each station.

Try to have a variety of actions.

Simulated fence; can be rope tied to chairs if done in classroom

Dummy cartridges and shot shells

**Procedure:** Split class into sections, and have each go to a station. Rotate when finished, either as a group or singly.

**Time:** Approximately 30 minutes.

**Objective:** Improve student's safety practices. Look for individuals who are unable to apply safety principles after correction.

### Station 1

What is the first thing you do when you pick up a gun?

*Answer: Check to see if it is loaded (Have student demonstrate how to physically and visually check)*

Show where the caliber is stamped on this firearm

*Watch to make sure student controls muzzle*

Show how to load this firearm using dummy rounds.

*Watch to make sure student controls muzzle. Assisting with loading is okay*

Show how to unload this firearm.

*Have student demonstrate*

Show how you would apply and release the safety.

*Watch to make sure student controls muzzle. Assisting with safety operation is Okay*

### Station 2 (Can be combined with #1 or #3)

Identify three cartridges or shot shells.

*Have student point out markings and identification*

How would you carry your firearm with another hunter on your right?

*Have two students demonstrate*

How would you carry your firearm with another hunter on your left?

*Have two students demonstrate*

How would you carry your firearm with another hunter on both sides of you?

*Have two students demonstrate*

How would you carry your firearm with another hunter in front of you?

*Have two students demonstrate*

How would you carry your firearm with another hunter behind you?

*Have two students demonstrate*

How would you carry your firearm with another hunter facing you?

*Have two students demonstrate*

**Station 3**

Show how to cross a fence alone

*Have student demonstrate*

Show how to cross a fence with another hunter

*Have two students demonstrate*