



KENNEL UNION OF SOUTHERN AFRICA

KUSA BREED JUDGES' LEARNING PROGRAMME

HOW TO WORK THROUGH LEVEL 1

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STUDIES BEGIN

You've taken the first step towards your judging journey – your application was successful and your payment of registration fees has been confirmed by the KUSA Office. You should also have been granted access to the relevant study guides and forms via your web portal on the KUSA website. You are advised to come to terms with the content as soon as possible.

Did you know that the study of dogs is actually a recognised science?

***Cynology** is “the study of matters related to canines or domestic dogs. In English it may be a term sometimes used to denote serious zoological approach to the study of dogs as well as by writers on canine subjects, dog breeders and trainers and enthusiasts who informally study the dog.” (*Wikipedia*) So next time someone suggests you may have “gone to the dogs”, simply advise them of your life-long journey to become a cynologist!

The KUSA Judges' Education Council (JEC) warmly welcomes you to the KUSA Breed Judges' Learning Programme and wish you only the very best in your studies and journey forward.

* *Pronounce it as sign-ology with the emphasis on 'sign'.*

Study Material

When you access your Member's Portal on the KUSA website (www.kusa.co.za), you will find a tab named “*Judge's Forms and Guides*”. Please orientate yourself with this section of your portal since you will need to access forms and study guides throughout your various levels of study. You will find all forms and guides pertaining to Level 1 under the relevant sub-heading. The study guides applicable to this level are the following:

1. **Guide – Level 1: How to Work through Level 1**
This study guide offers you a step-by-step guide through Level 1 and the examination.
2. **Study Guide #1 – On Being a Judge: Ring Management and Etiquette**
This study guide discusses desired qualities and expectations, and serves as step-by-step guide up to, and including your first and successive judging appointments. This study guide serves as a valuable resource for your journey ahead and will go a long way to help you avoid the common mistakes that many novice Judges make. Your understanding of the content of this study guide will be tested in the Open-book Worksheet (discussed below).
3. **Study Guide #2 – Judging Technique**
This study guide offers an introduction to the skill of judging and ought to continue to provide useful hints and tips well into your studies. Your understanding of the content of this study guide will be tested in the Open-book Worksheet (discussed below).
4. *** Study Guide #3 – Glossary of Terms [exam content]**
This abridged glossary explains the terminology you will encounter as a Judge and also forms part of the examination content for *all examinations*.
5. *** Study Guide #4 – Canine Physiology [exam content]**
This study guide covers valuable content in your understanding of canine anatomy, conformation and movement. This is part of the examination content for *all examinations*.

Also:

It is a Judge's responsibility to remain completely familiar with the Kennel Union's Regulations. These are adjusted from time to time in accordance with changing circumstances, and for this reason there is no separate study guide – they are presented in “Schedules” accessed on the KUSA website.

To locate the KUSA Regulations, open the '**About KUSA**' tab in the main menu, and select '**Constitution & Schedules**'. It is a good idea to familiarise yourself with the Articles, By-laws, Constitution and Schedules, and you ought to find the outline on KUSA History interesting, but for examination content and your practice as a Breed Judge, the following Schedules are most important:

- Schedule 01: Disciplinary Rules
- Schedule 03: Regulations for Championship Shows
- Schedule 03A: Regulations for International Dog Shows
- Schedule 04: Regulations for Non-Championship Shows
- Schedule 09: Code of Ethics – Members, Elected Officials & Judges
- Schedule 10: Regulations – KUSA Breed Judges' Learning Programme
- Schedule 10 Appendix 1: Group Course
- Schedule 10 Appendix 2: Junior Showmanship
- Schedule 10 Appendix 3: Breed Specialisation Course
- FCI Regulations for Show Judges

NB: For examination purposes, you will be advised which sections need to be studied.

As you absorb the KUSA Regulations, you may discover duplications within the various Schedule Clauses. This is because the Schedules are pitched at various interest groups, so take care to identify similarities and differences and to which these each of these apply so that you are fully versant with what is expected of us, as Judges. It is your responsibility to keep abreast with any changes that may be made to the Schedules – not only for examination purposes, but at all times going forward.

And further:

You probably already have books and articles on your favourite breed, but this is a good time to start building up your reference library with other acquisitions of breed-specific and judging books and articles. One can never have too many dog books!

Your Support Base

At all times, be aware that you will have a strong support system to guide and help you whenever you need assistance. The KUSA Breed Judges' Learning Programme makes use of the services of experienced Group Mentors who will guide you on a one-to-one basis through your studies. If you feel you need extra guidance, please feel free to contact a Member of the JEC to assist you.

INTRODUCTION & ORIENTATION COURSE

“It’s not the beauty of a building you should look at; it’s the construction of the foundation that will stand the test of time.” *(David Allan Coe)*

Every Candidate Judge enters this course of study with a different set of skills and different levels of knowledge and experience. The Introduction and Orientation Course – as its name implies – serves as a basic introduction to the course and helps you to make sense of what lies ahead. Some of the content in the presentation will be familiar, the aim being to acknowledge your existing knowledge and to bring you to a receptive level for new, sometimes complicated, information. Starting with a firm and familiar foundation will ensure that your path of study will be solid as you progress.

The Introduction and Orientation Course is likely to be a presentation delivered nationally as a virtual webinar or in-person seminar, presented nationally or to local attendees in a provincial area (as may be required from time to time), initiated and arranged by the JEC on a date determined and published by the JEC.

LEVEL 1 EXAMINATIONS

When you have successfully completed the Introduction and Orientation Course, you will be allowed to register to sit your first examination, Paper 1 or Paper 2 (you can elect which paper to write first), normally held in March, June, September or December, without reference books or material.

To register for the examination, your Application Form and Registration Fee must be submitted to the KUSA Office Judges Department by the closing dates.

Closing date for registration to write Paper 1 or 2:

To write the examination in March: 25 Feb

To write the examination in June: 16 May

To write the examination in September: 23 Aug

To write the examination in December: 15 Nov

Paper 1 is a combined examination that comprises two (2) sections:

Canine Anatomy and Movement (150 marks)

KUSA Regulations & Procedures (50 marks), for which the following need to be studied:

- The Articles (content applicable to Members & Judges);
 - Schedule 01-Disciplinary Rules (content specifically applicable to Judges);
 - Schedule 03-Regulations for Championship Shows;
 - Schedule 04 -Regulations for Non-Championship Shows;
 - Schedule 09-KUSA Code of Ethics applicable to KUSA Members in general
 - Schedule 09 Appendix B – Code of Conduct and Practice applicable to Judges
 - Temporary Exclusion Order (TEO) Manual
 - FCI Regulations for Show Judges
-
- The format of the examination will be a combination of multiple choice, naming and labelling questions.
 - Paper 1 will carry 200 marks with a minimum pass requirement of 80%.
 - The duration of the examination shall be no longer than 3 hours.

- Examination papers will be marked by the JEC and moderated before results are made known.
- Examination Candidates will be notified by the KUSA Office of their success or failure in the examination and a percentage mark shall be given.
- No correspondence will be entered into following the examination

Paper 2 is an examination that comprises:

- Questions relating to the KUSA Breed Standards (200 marks) for the chosen course (group).
- The format of the examination will be multiple choice, naming, and labelling questions.
- Paper 2 will carry 200 marks with a minimum pass requirement of 80% (eighty percent).
- The duration of the examination shall be no longer than 3 hours.
- Examination papers will be marked by either the online examination platform or the JEC Examination Officer and after being moderated by at least one qualified Moderator before results are confirmed.
- Examination Candidates will be notified by the KUSA Office of their success or failure in the examination and a percentage mark shall be given.
- No correspondence will be entered into following the examination.
- If the Examination Candidate is unsuccessful, he/she may register to rewrite the examination at any future examination opportunity.

If the Candidate is successful in passing both Paper 1 and Paper 2:

- he/she may progress to Level 2 (Learner Judge); or
- the Junior Showmanship Course (*See Schedule 10, Appendix 2*); or
- a Breed Specialisation Course (*See Schedule 10, Appendix 3*)

If you don't succeed this time, please don't despair. The exam is tough, as is the pass requirement. This is for a reason – exhibitors expect well-prepared Judges, right? Sometimes, it takes a lot of effort for adults to return to a learning and examination environment, having left school so many years previously, and we all have lives to live outside of the dog world. Consider your lack of success not as a failure of your life goals, but a mere hiccup that you can turn into a learning experience. Next time, you know what to expect and you will be better prepared to try it again. Treat it as a challenge and prove to yourself that you can rise to the occasion!

Tips for studying

Plan your study periods carefully in between all your other work and home commitments. Read through the study guides and regulations with a clear and relaxed mind as if you were reading a fascinating novel. If you become absorbed in the content, it will be child's play to remember and recall it in the exam. Make notes as you go, and break down your notes to mere keywords, if possible.

You will notice that the majority of the mark structure in the exam is weighted towards Canine Physiology (anatomy, conformation, and movement), so obviously, you are advised to spend considerable time and effort understanding these concepts. As you work through the sections, try to think of parallels and examples. Talk about the content; “teach” your family and friends, and don't be shy to ask them to help you with revision. If you can team up with a study buddy, do so – your learning capacity is so much more intense if you can share it with someone else. Here's a clue: Spend a good amount of time on the illustrations in your study guide. You will be required to label an illustration or more.

The KUSA Schedules take some concentration to read and understand, especially if English is not your home language. Remember, the Schedules are composed this way for legal reasons – like a legal contract – so take some time to read them through sufficiently thoroughly so that the content makes

sense. Many of the regulations are already well known to you, so you can use your existing knowledge as foundation onto which you build the rules you didn't know. Try, as far as possible, to think of examples in the real dog world, and maybe you have experienced or seen incidents described in the regulations. If you try to relate the content of the Schedules to that which you know and the real dog world, it will make the regulations meaningful and memorable.

As you approach exam day, try to keep control of your nerves. Obviously, you would like to pass, but the exam is not a life-threatening matter, so try to see it in perspective. By the time you get to the last few days before the exam, you will have broken down your study content to a smallish set of keywords, mnemonics*, diagrams, and notes. There is absolutely nothing wrong with cramming your study material up until the last hour or so. Remember how teachers used to advise us against last-minute cramming? Don't worry! It is entirely possible that a tricky concept that you crammed into the last few minutes before putting your books away is the one that will come up in the exam, so do it! Then go into the exam room (armed with sweeties, if you like, and an extra pen) and breathe....

To ensure success in your examination, prepare your work thoroughly by understanding the concepts and memorising specific terms and terminology. If you are completely familiar with the content, you will sail through the examination easily. Inadequate preparation will not ensure a successful outcome.

WHAT TO EXPECT IN THE EXAMINATION

- Remember to read all instructions carefully and mark your answers clearly.
- If you make a mistake, ensure that you strike out the incorrect option clearly to avoid losing marks.
- There will never be more than one correct option (or if there is, choose the most correct) and, in the case of sorting, matching and sequencing questions, make sure you insert the correct option numbers/letters in the appropriate box.
- The examination comprises multiple choice questions – none of which will be trick questions or tests of word order.

WHO'S WHO IN THE JEC?

Chairman		Michael Vorster	doroperkennels@gmail.com
Exam Moderator		Michael Vorster	
Vice-Chairman		Jenny Hubbard	jhubbard@global.co.za
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KUSA Judges Administration & Affairs	Contact person for portfolios and any professional guidance or complaints	Audrey Hauptfleisch	jecjudges@kusa.co.za
Resources Officer	Contact person for webinars, seminars and learning resources	Sally Young	jecwebinars@kusa.co.za

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This study guide:

McFarlane, Joy. *How to work through Level 1*. Cape Town. For the Kennel Union of Southern Africa. 1st Ed: 2012; 2nd Ed: 2019; 3rd Ed: 2021, 4th Ed:2024

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