ISA Sailing Passport

What is the ISA Sailing Passport?

The ISA Sailing Passport is effectively an On-line logbook in which each sailor will be able to record their individual sailing activities whether racing, cruising or just having fun on the water, and which, when used in conjunction with ISA Training Courses and ISA Clubs / Training Centres, will also allow participants (and their Instructors) track their progress in acquiring and developing the skills required for that course.

The "Passport" is maintained in the "cloud" and is unique and personal to each sailor and follows them for the duration of their participation/involvement in sailing. It is being introduced initially for sailors taking part in the ISA Small Boat Sailing Scheme, but will be rolled out in time to other aspects of ISA Sailing activities. To access your passport, you will need internet access, whether through a smartphone, tablet or PC.

While the Passport is unique to its owners and maintains a record of all their sailing activities, the ISA owns the platform on which the Passports are maintained, and only ISA approved and qualified Clubs/Training Centres and Instructors can use the ISA Training Platform and record on that Passport, a students' progress through the ISA course.

Access to one's personal "Passport" is secure, using personal details such as Name, DOB, email address and user generated passwords to control access. At the same time all the data is on a secure server maintained, by expert third parties, to the highest international data protection standards.

Why is the ISA introducing the Sailing Passport?

A strong element of the feedback received by the Strategic Review Group related to the perception that the ISA training schemes focused too much on certificates rather than on skill development. It is also part of the ISA development strategy to grow the levels of sailing activity outside of the traditional structured courses, particularly for young sailors.

The Passport, as an online logbook, is designed to facilitate this by focussing on skills and experiences, not on certificates, and to do so in the "modern" way – dispensing with (easy to lose or damage) paper logbooks, while also enabling training programmes be distributed to users more efficiently online.

How is the ISA providing the Sailing Passport?

Having reviewed both how other sports and sports governing bodies deal with these issues, the only real option was to introduce an online logbook using existing tried and tested technology developed elsewhere, but adapted to the ISA requirements. There are numerous examples, the best of them in the sport of Diving (PADI and Diviac), but everywhere from Athletics to Flying, from Basic Training to High Performance Athletes, the concept of an Online Sports Passport is growing as the best and preferred means to manage sports programmes and keep track of your progress through them.

While the ISA would always like such a platform developed solely for its own needs, the ISA has neither the financial resources nor the sailing numbers involved to justify developing its own bespoke system.

Sail Canada has used such a system for 5 years, developed by former sailing instructors who had digital/sports management expertise and which is now in use in many sports organisations in Canada from Skiing to Red Cross (swimming) to Sailing. The platform around which the ISA Sailing Passport is based is a sister programme to Sail Canada's and is called "Chec**Klick**" in essence the two words _Check_ and _Click_ combined, reflecting how steps in the learning process are completed and recorded.

Chec**Klick** licences its Athlete Evaluation platform to the ISA and, as a provider of online "Software as a Service" - something akin to what Google do with "Google Docs" and in use by many other sports, we have to take their Platform as is, adapted for our needs. The ISA ran a trial during the summer of 2015 which highlighted some challenges. During the autumn of 2015 we have worked with Chec**Klick, the pilot clubs/training centres** and Sail Canada to make improvements with the proof being that Sail Canada, with their 20,000+ users will adopt all our ISA improvements for 2016.

The Chec**Klick** Evaluation Platform

How will the Chec**Klick Evaluation Platform work?**

The ISA has already loaded Chec**Klick** with its Small Boat Sailing Scheme, and each stage of that programme has ALL the steps and skills that a student needs to acquire to become proficient at each stage, and thus move on through the ISA Training Scheme.

These smaller steps are known, among ISA students and instructors alike, as the Joe Soap Cards which show what each skills means and what a student has to do to become proficient therein.

As students' progress through the ISA Training programme, their Instructor/Club will record their progress in their Passport, with each step being recorded when started, in progress and completed.

While students have access to their Passport, they cannot record their progress through the various skills and steps, only an approved ISA Club / Training Centre can do this. Chec**Klick** allows the sailor to participate in the tracking of their own skills development through being able to see the individual elements being checked off as they progress therefore reducing the focus on just getting a certificate at the end of the course.

Chec**Klick** will also allow sailors to record all of their other sailing activities which may help them to achieve any incomplete elements should they be working towards certification at a particular level.

As the skills are acquired, the Instructor/Club/Training Centre will record in each students Passport their progress through the Training programme, and which stages they have completed (at which point Chec**Klick** will enable students and/or Centres to print out their completed Certificates) and all this will record the details of who, when and by whom all of these stages have been awarded. This record remains in a students' individual Passport and travels with them to any subsequent Club/Training Centre.

Chec**Klick and how it will work in 2016**

The Sailing Passport and Chec**Klick** will be introduced by the ISA in Spring 2016 on an incentivised basis. The costs for registering students onto the system in 2017 will be more then in 2016.The existing paper based system, documentation, logbooks and certificates will be discontinued in 2017.

In 2017 it will only be possible to evaluate students, record their progress through the ISA Small Boat Sailing Scheme, and award Certificates by using the online Chec**Klick** system.

The ISA and Chec**Klick** will provide support to Clubs, Instructors and Training Centres as they introduce the sailing Passport to their students, both by assisting them upload all existing students records onto the Chec**Klick** Evaluation Platform (so their starting details and where they join the system will be current) and by helping them add new students and operate the Evaluation Platform subsequently until Clubs, Instructors and Students become familiar with all its capabilities.

How will the ISA charge users?

The ISA currently charges Training Centres €5 per log book and €2 per certificate. In some Training Centres these costs are absorbed into the course cost charged to participants and in some cases a mark-up is applied. The Chec**Klick** Passport will be introduced in 2016 at a cost to Training Centres of €5 per participant (in place of log book and certificates). Those centres who do not take up the Chec**Klick** option in 2016 may purchase Logbooks and Certificates as before however these will be discontinued in 2017.

In 2017 the cost of registration onto Chec**Klick** for new participants will be €10 (ie for any course participants who are not already registered on Chec**Klick**), and existing users will be charged €5 as before. These fees will be applied regardless of how many schemes a participant takes part in, or courses attended (ie logbooks purchased or certificates earned).

Optional Chec**Klick online registration**

In Canada, and because many Clubs / Training Centres operate only for the (short) summer months using Sports Facilities owned/provided by Local Authorities (having no dedicated member owned clubhouse or other facilities) Sail Canada quickly discovered that providing a Registration System which enabled Clubs set up their Sailing Programmes, offer places to past students and members alike on their Summer Sailing Programme, and both charge and receive payments for those courses and do all of this online was of very significant benefit for many such centres.

Chec**Klick** developed this Online Registration Platform for Sail Canada, using PayPal for as the secure payments system, and now 65% of all Clubs/Training Centres in Canada use this add-on, as a service, and for a fee of c 5% of Gross Revenues. For many clubs without bookkeeping staff and existing accounting software this removed a significant administrative and costly accounting burden.

The Chec**Klick** Online Registration Platform enables sailors sign up and pay for individual programmes online and may be developed for ISA clubs/training centres as an optional extra.

What are the benefits of Chec**Klick?**

For the sailor

- Sailors (and their parents) can see the steps required to become proficient at every given level of the ISA Small Boat Scheme.

- Accurately track their own progress and see goals.

- Easy to use across all ISA organisations.

- Record all of their sailing activity to build a CV if working towards instructing or coaching accreditation.

- No more lost / soggy certs or logbooks.

- Can change clubs and Training Centres, keeping their Passport and Records intact if they wish.

For the organisation

- Easier tracking of sailors' progress.

- Easier to identify what stage participants coming from other ISA organisations are at.

- No stock of certificates or logbooks to carry.

- After the initial set up the student can manage most of their own information with the instructor signing off, minimising the admin required from the organisation.

- Option of online registration and payment to reduce administration.

- Equipped with Communication tools to send emails or messages to students

For the ISA

- A more accurate capture of sailing participation levels in Ireland to demonstrate the true strength of Irish sailing.

- Greater speed and flexibility to make syllabus changes and updates as they won't require reformatting and reprinting of publications.

- Reduced administration in terms of printing, distribution and stock management compared to the current paper based system.

- Help achieve a greater level of consistency in the delivery of our training programmes.

Rollout

The rollout for the Chec**Klick** system will begin for the 2016 sailing season. For the first phase ISA Clubs / Training Centres will be encouraged to implement the Chec**Klick** system for their small boat sailing scheme courses.

For the 2017 season all ISA Clubs / Training Centres will be using the Chec**Klick** system for the SBSS.

Initially ISA is introducing ISA Chec**Klick** for the Small Boat Sailing Scheme syllabus and then for Powerboating, Windsurfing, Cruising and other Activities in due course.