

Evaluation form for Apprentice Road Captain

Indicate whether the Apprentice completed the task and add any productive comments.

Pre-Ride:

Duty	Yes	No	N/A
1. Determine gas stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Define destination and outline the route	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Pre-ride the route, noting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Hazards of any kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Timing of ride and stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Communicate with the destination restaurant or activity to ascertain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Availability of parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Availability of accommodations and services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Times of operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Amenability to having 30 or so bikers in their establishment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any comments or helpful tips for the Apprentice: _____			

Apprentice Name: _____

Date: _____

Road Captains name: _____

Ride Title: _____

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Indicate whether the Apprentice completed the task and add any productive comments.

Leader:

Duty	Yes	No	N/A
1. Make sure all riders have signed the sign-up sheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Obtain waivers from all non-chapter members and minors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Determine Road Captains assignments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Welcome riders, guests, and introduce the Road Captains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Outline itinerary, route, and stops for the day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Discuss a return route with the group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Review the riding standards and hand signals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Staggered position and safe riding distance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Freeway entrance and exit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Lane changes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Single file procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Hand signals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Explain the "Sweep" responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. If there is a stop for gas or break, remind everyone it can be for questions or concerns on the ride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Determine riding group by size, skill level, and speed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Remind everyone to have fun and be careful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any comments or helpful tips for the Apprentice: _____			

Apprentice Name: _____

Date: _____

Road Captains name: _____

Ride Title: _____

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Indicate whether the Apprentice completed the task and add any productive comments.

Shotgun:

Duty	Yes	No	N/A
1. Back-up leader of the ride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Be prepared to take over leadership of the ride if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Sets proper distance pattern in staggered formation and single file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Observe riders and communicate to the leader any issues that need attention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any comments or helpful tips for the Apprentice: _____			

Mid-pack:

Duty	Yes	No	N/A
1. Back-up leader of the ride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Be prepared to take over leadership of the ride if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Be prepared to take over leadership of part of the group if they become separated because of traffic, signals, trains, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any comments or helpful tips for the Apprentice: _____			

Apprentice Name: _____

Date: _____

Road Captains name: _____

Position being rated: _____

Ride Title: _____

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Indicate whether the Apprentice completed the task and add any productive comments.

Sweep:

Duty	Yes	No	N/A
1. Back-up leader of the ride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Assist in lane changes from the rear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Be prepared to take over leadership of the ride if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Be prepared to take over leadership of part of the group if they become separated because of traffic, signals, trains, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Be prepared to stop with any rider that experiences a breakdown, or other emergency to lend assistance. Communicate with the leader if possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any comments or helpful tips for the Apprentice: _____

Apprentice Name: _____

Date: _____

Road Captains name: _____

Ride Title: _____