



**SURF LIFE SAVING**<sup>®</sup>  
NEW ZEALAND



## **Surf Lifeguard Award**

# **Instructor Lesson Plan Communicate - Radio**

Updated: September 2023

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## **Lesson plan notes**

These lesson plans and activities are a guide only. You do not have to stick to these plans or these activities.

You may run the sessions in full or break them down into smaller sessions to suit your set up. You may add, substitute or take activities out as required. These are intended to guide your session to appeal to many learner preferences and provide a positive learner environment.

We encourage your creativity – create new activities, try new things and let us know your thoughts and ideas.

Sharing of ideas and resources is encouraged so all members of Surf Lifesaving New Zealand can benefit from your creativity, knowledge and skills in the instruction space.



<b>Lesson plan</b>	<b>Effective communication</b>	
<b>Manual section</b>	<b>Radio communication</b>	
<b>Learning objectives</b>	<p><b>At the conclusion of this lesson, learners will be able to:</b></p> <ol style="list-style-type: none"> <li>1. Identify radios types.</li> <li>2. Explain the role of SurfCom and how to communicate with them.</li> <li>3. How to transmit a message using pro-words and call signs.</li> <li>4. Report incidents appropriately.</li> <li><b>5. Maintain radios.</b></li> </ol>	
<b>Online learning</b>	<p><b>Online learning covers:</b></p> <p>Radio communications module covers:</p> <ul style="list-style-type: none"> <li>• Radio basics</li> <li>• Networks – VHF, UHF, Digital, channels etc</li> <li>• Types of radios</li> <li>• Surf Comm</li> <li>• Radio transmissions</li> <li>• Prowords</li> <li>• Call signs</li> <li>• Protocols</li> </ul>	
<b>Resources required</b>	<ul style="list-style-type: none"> <li>• A3 paper</li> <li>• Pens</li> <li>• Surf Lifeguard Award – Radio communication PowerPoint</li> <li>• Radios</li> <li>• Signing in CSOP</li> <li>• Radio scenarios activity</li> </ul>	
<b>Total lesson time</b>	<b>60 minutes</b>	
<b>Duration</b>	<b>Activity</b>	<b>Additional resources</b>
5 minutes	<p><b>Introduction</b></p> <p>Introduce the lesson to learners. Discuss with learners the focus on this lesson and how the session will run.</p>	
15 minutes	<p><b>Whakawhanungatanga and radio communication</b></p>	<ul style="list-style-type: none"> <li>• A3 paper</li> <li>• Pens</li> </ul>



	<p>Split learners into small groups. Hand them each a piece of A3 paper and have them create a mind-map of all the knowledge that they collectively hold about radios and radio communications.</p>	
10 minutes	<p><b>Knowledge acquisition</b> Take learners through the PowerPoint covering vital information in slides 3-4 on radio familiarisation.</p> <p>Allow learners to ask questions as required throughout the lesson.</p> <p><b>Radio familiarisation</b> Utilising the types of radio that you use at your club, assist learners to identify key areas of the radio. Ensure learners can locate:</p> <ul style="list-style-type: none"> <li>• Antenna</li> <li>• Battery or power supply indicator</li> <li>• Channel selector</li> <li>• Inbuilt microphone</li> <li>• On/off switch</li> <li>• "Press to talk" (PTT) button</li> <li>• Volume control</li> </ul>	<ul style="list-style-type: none"> <li>• Surf Lifeguard Award – Radio communication PowerPoint</li> <li>• Radios</li> </ul>
10 minutes	<p><b>Knowledge acquisition</b> Take learners through the PowerPoint covering vital information in slides 6-11 on transmitting.</p> <p>Allow learners to ask questions as required throughout the lesson.</p> <p><b>Signing on activity</b> Have learners explore the CSOP about how to sign on. Have them practice signing on according to the CSOP.</p>	<ul style="list-style-type: none"> <li>• Radios</li> <li>• Signing on CSOP</li> </ul>
10 minutes	<p><b>Knowledge acquisition</b> Take learners through the PowerPoint covering vital information in slides 13 on radio checks.</p>	<ul style="list-style-type: none"> <li>• Radios</li> <li>• Zello app</li> </ul>



	<p>Allow learners to ask questions as required throughout the lesson.</p> <p><b>Radio check activity</b> Split learners into pairs. Given each learner a radio or use the Zello app to simulate a radio. Have each pair perform a radio check.</p>	
15 minutes	<p><b>Knowledge acquisition</b> Take learners through the PowerPoint covering vital information in slides 15-17 on transmitting during patrol and emergency calls.</p> <p>Allow learners to ask questions as required throughout the lesson.</p> <p><b>Emergency calls and incident procedures activity</b> Split learners into small groups. Using the radio scenarios activity, have learners respond and perform radio calls using best practice.</p>	<ul style="list-style-type: none"> <li>• Radio scenarios activity</li> </ul>
5 minutes	<p><b>Conclusion</b> Summarise with learners the learning from the session. Ensure you inform learners of the next session and pre-learning that is required to be completed prior to attending.</p> <p>Allow learners time to ask any questions they may have.</p>	
10 minutes	<p><b>Signals</b> Take learners through the different signals that may be used from land to sea and sea to land. Allow learners to ask any questions and practice the signals.</p> <p>If you have a younger group of learners, or learners who enjoy games, you can turn this into a game of bingo. Display or demonstrate a signal and the first learner to answer what that signal is, places a counter on their board on top of that</p>	<ul style="list-style-type: none"> <li>• Bingo board</li> <li>• Counters</li> </ul>



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	<p>particular signal. The first learner to cover all signals is the winner. This may mean you have to go over signals a couple of times.</p>	
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