

**New York State Outdoor Guides Association
Education and Standards Committee
Suggested Outline for NYS Guide Examinations**

General Exam – Required of All Applicants

I. DEC Rules and Regulations

- A. Knowledge of the guide law and DEC regulations pertaining to the guide program
- B. Public land use
- C. Wilderness area restrictions
- D. Fire regulations and forest fire protection
- E. Information to leave at State trail registers
- F. Group size limitations

II. Trip Planning and Preparations

- A. Planning considerations
 - 1. Trip objective(s)
 - 2. Skill level of party members
 - 3. Weather and season
 - 4. Terrain
 - 5. Timetable
 - 6. Clients' preferences and habits
 - 7. Medical considerations for clients and guides
 - a. Clients' physical ability
 - b. Allergies
- B. Meal planning, menus and food
 - 1. Calorie and nutrition requirements
 - 2. Transportation consideration of heavy or bulky items
 - 3. Spoilage consideration for perishable items
 - 4. Storage to protect from elements and wildlife
 - 5. Likes and dislikes of clients
 - 6. Caffeine deprivation
- C. Equipment, clothing and supplies
- D. Emergency plans and procedures; information to leave with responsible party

III. Camp sanitation and health

- A. Water purification (special consideration of Giardia)
 - 1. Water sources
 - 2. Purification techniques
 - a. boiling
 - b. chemical treatment
 - c. microfiltration

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- B. Privies and latrines
 - 1. Types
 - 2. Location, especially with regard to water
 - 3. Use a facility when it is available
- C. Dishwashing
 - 1. Materials, methods and procedures
 - 2. Disposal of waste water
- D. Dehydration danger; need to consume adequate fluids

IV. Land Navigation

- A. Topographic maps: Symbols, contour lines, scale, declination, colors, latitude and longitude
- B. Compass: Sources of deviation, reading and interpretation, compass rose
- C. General knowledge of GPS
- D. Route planning: Triangulation, bearings, circumnavigating obstacles, casting off (offset technique)

V. Weather Knowledge

- A. Basic weather signs: Barometric changes, storm clouds, red sky in morning or dusk, storm clouds, thunderstorms
- B. Reaction to weather conditions: Lightning, heavy rainfall and flooding, high wind and blowdowns

VI. Survival

- A. Planning and preparation
 - 1. Survival kit, need to remain calm, when to seek shelter, knowledge of where to obtain help; moving decisions regarding injured person
- B. Fire building: Suitable fuels, tinder, fire starting, limitations on use, cleanup
- C. Shelters: Types of emergency shelters, materials, “space blankets,” location
- D. Signaling: Seek open space, snow writing, smoky fires, mirrors, flares, gunshots, whistles. Three repetitions mean help; two mean acknowledgement

VII. Safety

- A. Protection from animals such as bears, raccoons and small rodents. Be aware of food canister requirement in high peaks

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- B. Personal safety concerns for clients and self
 - 1. Guide needs to know everyone's physical condition including allergies and limitations
 - 2. Sunburn prevention and treatment
 - 3. Effects of excessive heat
 - 4. Insect bites/stings – protection and treatment; how to handle an allergy problem
 - 5. Poisonous plants
 - 6. Rabid animals; special concern with raccoons
 - 7. Trail hazards: high water, slippery logs, etc.
 - 8. Carbon monoxide danger from stoves
 - 9. Lyme disease, West Nile virus, hanta virus
 - 10. Hypothermia prevention, recognition and treatment
 - 11. Recognizing dehydration

VIII. Winter Activities and Special Considerations

- A. Ice safety on frozen waterways: Interpretation and rescue
- B. Shelter construction
- C. Special fire considerations
- D. Handling weather extremes
- E. Winter food requirements: more calories; high fat diet
- F. Increased dehydration danger in winter; increase fluid intake.
 - 1. Fluids with caffeine or alcohol cause increased urination and do not help
 - 2. Alcoholic drinks freeze at a lower temperature and can freeze flesh in mouth or throat if consumed when they are very cold.
- G. Cold weather first aid
 - 1. Frostbite and frostnip; especially in toes, fingers and ears
 - 2. Hypothermia prevention, recognition and treatment
- H. Proper clothing and footwear: Materials, layering, types
- I. Special winter equipment considerations, use and care
 - 1. Ice axe
 - 2. Snowshoes
 - 3. Skis

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Suggested Outline for Small Craft Section of NYS Guide Exams

I. Personal flotation devices (life jackets)

- A. Knowledge of types 1 – 5
- B. Regulations regarding use
- C. Maintenance and care of

II. Terms relating to small craft and their use such as bow, stern, transom, amidships, gunwales, freeboard, starboard, port, bilge, river right and river left

III. Entering and leaving craft

- A. Keep center of gravity low
- B. Distribute weight evenly
- C. Keep craft secured until passengers are aboard or out
- D. Be ready to assist clients, especially ones not in good shape

IV. Capsize procedure

- A. As a rule, stay with craft. **Exception:** upstream of dam, falls or dangerous rapids
- B. Be familiar with recognizing a “horizon line”
- C. When falling into water, grab an upright craft **at once** to avoid wind blowing it out of reach
- D. If two people are thrown into the water, the best way to enter a capsized or upright craft is together **from opposite sides**

V. Rescue of others

- A. Approach person in water from side and extend oar or paddle **blade**.
- B. Keep weight low in case victim tries to struggle aboard
- C. A swamped canoe may be emptied by passing (on side) over another craft. Your primary concern should be the safety of those in the water

VI. Weather precautions, considerations and reactions

- A. High winds
- B. Heavy rain
- C. Thunderstorms
- D. Anticipating and being prepared for changing temperatures
- E. Weather predicting generalities

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VII. Motorboat use (only small boats are considered here)

- A. Required equipment for small motorboats (Note variances depending on whether a craft is in Coast Guard administered water or not)
- B. Light requirements with and without a motor
- C. Regulations regarding overtaking another craft, approaching from the side, yielding
- D. Buoys and other navigational aids
- E. Alcohol and boating
- F. NYS Joint Pilot and Engineer's license and PV boat designation; (518) 474-0445

VIII. Cleanliness and sanitation around small craft

IX. Invasive species such as zebra mussels, Eurasian milfoil, etc.

- A. Life cycle and reproduction
- B. Preventing spread to new waters

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Suggested Outline for Camping Section of NYS Guide Exams

Note: You will need this if you will be out with clients overnight, even if on a guided trip in another specialty.

I. DEC rules and regulations regarding overnight camping on State land

- A. Camp permits – when required and from whom
- B. Lean to regulations
- C. High elevation camping limitations
- D. Regulations regarding interference with others
- E. Fire regulations and protection

II. Camcraft

- A. Minimum impact camping
 - 1. Philosophy
 - 2. Use of stoves
 - 3. Visual and audio impact
 - 4. Use of established campsites
- B. Campsite selection
 - 1. Proximity to water source
 - 2. Elevation
 - 3. Surrounding vegetation
 - 4. Dead branches overhead
- C. Fire building
 - 1. Restrictions in some areas
 - 2. Safety concerns
 - 3. Types of fires
 - 4. Fuel sources
 - 5. Procedures
 - 6. Special precautions in very dry or windy conditions
- D. Equipment
 - 1. Tents and shelters
 - 2. Cooking materials
 - 3. Woods tools
 - 4. Packs
 - 5. Clothing and footwear

III. Sanitary concerns

IV. Winter considerations

- A. Sleeping bags
- B. Other special equipment, clothing and footwear
- C. Shelter
- D. Recognition and treatment for hypothermia and frostbite.

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Suggested Outline for Fishing Section of NYS Guide Exams

Note: The NYS Fishing Syllabus may be referred to during this exam. It is recommended that those taking it familiarize themselves with how to reference it to get answers to specific questions.

I. Rules and Regulations

- A. License requirements
- B. Definitions
- C. Possession and transportation
- D. Bait fish
- E. Open seasons
- F. Size limits
- G. Ice fishing

II. Fish Identification

III. Fishing Tackle and Techniques

IV. Fish Behavior

- A. Preferred habitat
- B. Feeding and spawning

V. Fish and Trophy Care

- A. Releasing fish
- B. Tagged fish
- C. Cleaning and filleting
- D. Sanitary considerations
- E. Preparing fish for the taxidermist

VI. Fishing Safety

- A. Water safety
- B. Boating safety
- C. Wading safety
- D. Hooks and knives
- E. Hazards of handling fish

VII. Zebra mussels and other threatening invasives

- A. Knowledge of what is present in New York State
- B. Precautions to prevent spread

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Suggested Outline for Hiking Section of NYS Guide Exams

Note: This certification is required for outings on foot, snowshoes, etc. However, it is **not** required if the activity falls under another guiding specialty such as camping, fishing or hunting.

- I. Planning**

- II. Gear, clothing and footwear**

- III. Hiking techniques and procedures**

- IV. Weather considerations**

- V. DEC rules and regulations**

- VI. Horse trail regulations**

- VII. Winter considerations, including snowshoe use**

- VIII. Safety**
 - A. Bear protection
 - B. Effects of temperature extremes
 - C. Trail hazards
 - D. Insect protection
 - E. Crossing streams
 - F. Blisters and treatment
 - G. Treatment of drinking water

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Suggested Outline for Hunting Section of NYS Guide Exams

Note: The use of the Small Game and Large Game syllabuses of the New York State hunting regulations may be referred to during this exam. It is recommended that those taking it familiarize themselves with how to reference them to get answers to specific questions.

I. Rules and Regulations for big and small game

- A. Licenses and permits
- B. General regulations
- C. Protected wildlife
- D. Possession and transportation of game
- E. Firearms regulations

II. Firearms

- A. Types of hunting firearms
- B. Nomenclature
- C. Ammunition

III. Hunting Safety

- A. Gun handling
- B. Safe target identification
- C. Firearms transportation
- D. Personal safety, including hypothermia

IV. Game Identification

- A. Big Game
- B. Small Game
- C. Protected species

V. Meat and Trophy Care

- A. Big Game
 - 1. Field dressing
 - 2. Transporting
 - 3. Preparing a trophy for the taxidermist
- B. Small Game
- C. Upland birds and waterfowl