

**Introduction**

- Provides Instructors with lesson plans for teaching a 4-hour Beginners Workshop.
- All lesson plans are dry-fire. No actual shooting is required to teach these skills.
- Developed in association with [Armed Defense Training Association](#), a Washington State nonprofit membership organization whose volunteers have taught hundreds of beginners how to shoot.

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## Presenting Skills Using the EDGE Methodology

### About our Beginners Workshop

Our Beginners Workshop provides in-depth training for both new handgun owners and experienced shooters who want to refresh their skills. This 4-hour event covers all the basics of handgun safety and operation in one session.

### About our lesson plans

Most lesson plans include these sections:

- What is the objective of this segment?
- Why do you need to know this?
- Watch video
- Instructor demonstration
- Trainee hands-on

### EDGE = Explain, Demonstrate, Guide, Enable

This is the recommended method for training a group of people using our Beginners Workshop lesson plans.

**E** = Explain the skill

**D** = Demonstrate the steps of the skill

**G** = Guide the trainee through the steps of the skill

**E** = Enable the trainee to utilize the skill on their own

### Presentation

Here's the recommended method for training a group of people using our Beginners Workshop lesson plans. It involves presenting the skills using the EDGE training methodology. This is a combination of reading from the lesson plan while making the moves.

1. Explain.
  - a. What is the objective of this segment?
  - b. Why do you need to know this?
2. Demonstrate.
  - a. Watch the video
  - b. Instructor demonstration
3. Guide/Enable.
  - a. Trainee hands-on

## Core Concept Video Series

Our Core Concept Videos help trainees learn the basics of handgun safety and operation. Assuming they have just purchased their first handgun, these are the fundamental skills they need to know before proceeding into defensive shooter training. If their goal is to protect themselves and their loved ones from sudden threats at home or on the streets, these videos are the place to start.

*The video series visually presents the same content as many of the lesson plans. See below for the actual versions created specifically for use in this workshop.*

- CC-1. [The four basic rules of gun safety](#) (Segment 1)
- CC-2. [How a handgun works](#) (Segment 2)
- CC-3. [How to unload a handgun and make it safe to handle](#) (Segment 3)
- CC-4. [How to load a handgun and make it ready to shoot](#) (Segment 3)
- CC-5. [How to hold, aim, and dry-fire a handgun](#) (Segment 4)
- CC-6. [How to live-fire a handgun at the range](#) (Segment 5)
- CC-7. [How to present a handgun from the holster](#) (Segment 6)
- CC-8. [How to select your first handgun](#) (Appendix C)
- CC-9. [How to clean your semi-auto pistol](#)
- CC-10. [How to clean your double-action revolver](#)

## Videos Used in this Workshop

The videos used in the workshop are edited versions of our Core Concept videos. We've removed the musical introductions and endings, and in some cases shortened them to remove redundancy.

1. SEGMENT 1
  - a. Core Concept 1, "The four basic rules of gun safety"
  - b. Play from YouTube: [NS101-BW4-SEGMENT-1-CC1](#) (2:25)
2. SEGMENT 2
  - a. Core Concept 2, "How a handgun works"
  - b. Play from YouTube: [NS101-BW4-SEGMENT-2-CC2](#) (2:13)
3. SEGMENT 3
  - a. Combined video CC3 & CC4
  - b. Core Concept 3, "How to unload a handgun and make it safe to handle"
  - c. Core Concept 4, "How to load a handgun and make it ready to shoot"
  - d. Play from YouTube: [NS101-BW4-SEGMENT-3-CC3&CC4](#) (6:58)

**4. SEGMENT 4**

- a. Core Concept 5, "How to hold, aim, and dry-fire a handgun"
- b. Play from YouTube: [NS101-BW4-SEGMENT-4-CC5](#) (6:02)

**5. SEGMENT 5**

- a. Core Concept 6, "How to live-fire a handgun at the range"
- b. Play from YouTube: [NS101-BW4-SEGMENT-5-CC6](#) (7:19)

**6. SEGMENT 6**

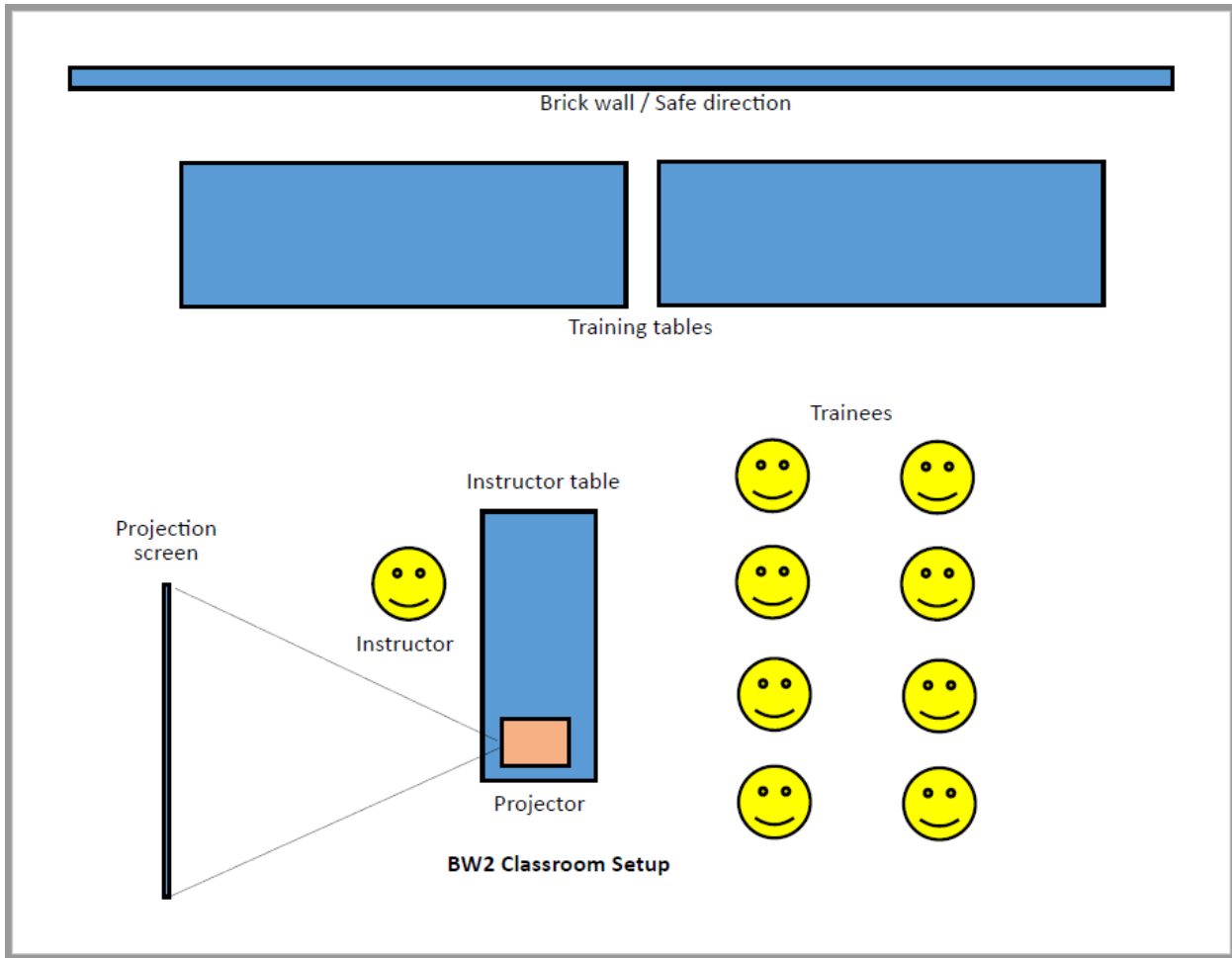
- a. Core Concept 7, "How to present a handgun from the holster"
- b. Play from YouTube: [NS101-BW4-SEGMENT-6-CC7](#) (5:32)

## Equipment and Supplies Needed

Here's an outline of the equipment and supplies we use in our Beginners Workshop classes. Naturally this may vary considerably depending on your situation.

1. Lesson plans
2. Trainee handouts
  - a. Rack cards – The 4 Basic Rules of Gun Safety / 12-Step Basic Dry-Fire Exercise
  - b. Rack cards – How to Hold & Aim a Handgun / Sight Picture
  - c. Rack cards – 5-Step Basic Holster Exercise
3. Audio-visual equipment
  - a. Laptop and speaker to show videos
  - b. Projector and screen
4. Tables
  - a. Projector table
  - b. Instructor table
  - c. Training tables
5. Targets
  - a. Safe direction target for classroom
  - b. Row of targets behind training tables
6. Firearms for instructor demos
  - a. Plastic training gun
  - b. Pistol - Striker-fired with safety
  - c. Pistol - Double-action with safety
  - d. Revolver – Double-action
  - e. Dummy training rounds
  - f. For pistol segments – Instructor wears a semi-auto pistol in an OWB holster.
7. Firearms for trainees
  - a. Variety of 9mm semi-auto pistols
  - b. 9mm dummy training rounds
  - c. 9mm only to prevent mixing up calibers
8. SIRT pistols for instructor demos
  - a. For SIRT segments – Instructor wears a SIRT pistol in an OWB holster.
9. SIRT pistols for trainees
  - a. Box of SIRT pistols, including gun belts, OWB holsters, and magazine holders.
  - b. Two magazines for each SIRT pistol
  - c. Two left-hand holsters.

**Typical Classroom Setup**



## Training Table Setups

When presenting classes we have one or more assistants available who set up the training tables prior to each segment. That way everything is ready to go when the trainees move from the classroom to the tables and begin the hands-on exercise.

1. SEGMENT 1 – How to be safe around handguns
  - a. None
  
2. SEGMENT 2 – How a handgun works
  - a. None
  
3. SEGMENT 3 – How to load and unload a handgun
  - a. Guns are on the table with the magazines inserted into them.
  - b. Magazines are loaded with dummy training rounds.
  - c. Chamber has a round loaded.
  
4. SEGMENT 4 – How to hold, aim, and dry-fire a handgun
  - a. Guns and magazines are beside each other on the table.
  - b. No dummy training rounds are used in this segment.
  
5. BREAK
  - a. Remove guns, magazines and dummy training rounds from the table.
  
6. SEGMENT 5 – How to live-fire a handgun at the range
  - a. None
  
7. SEGMENT 6 – How to present a handgun from the holster
  - a. SIRT pistols and gun belts + holsters + magazine carriers are set out on the table.
  - b. Each SIRT pistol should have two magazines.
  - c. Identify the left-hand holsters.

**SEGMENT 1 – How to be safe around handguns**

Takes place in the classroom.

**Instructor table setup**

1. Semi-auto pistol – unloaded.
2. Instructor is wearing the semi-auto pistol in an OWB holster.

**Trainee handouts**

1. Rack cards – The 4 Basic Rules of Gun Safety / 12-Step Basic Dry-Fire Exercise

**Training table setup**

1. NONE.

**EDGE = Explain, Demonstrate, Guide, Enable**

**E** = Explain the skill

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**E** = Enable the trainee to utilize the skill on their own

**(EXPLAIN) What is the objective of this segment?**

1. In this segment we'll help you learn the four basic rules of gun safety.
2. We'll also talk about how to stay safe around others who are handling guns in an unsafe manner.
3. Our objective is to help you memorize these rules, so that you always have them in mind when you are around firearms.

**(EXPLAIN) Why do you need to know this?**

1. You're going to hear us repeat these rules over and over.
2. The reason is – they may prevent injury or death from a gun accident.

**(DEMONSTRATE) Watch video**

1. Core Concept 1, "The four basic rules of gun safety"
2. Play from YouTube: [NS101-BW4-SEGMENT-1-CC1](#) (2:25)

**(DEMONSTRATE) Instructor demonstration**

1. (Refer to handout – 4 Rules rack cards.)
2. Start by reading the rules together.
  - a. Audience repeats the rules out loud in unison.
3. Now I'd like to go over each of these rules with you.
4. Rule 1 – Treat every gun as if it is loaded.



- a. The video talked about making assumptions when you see a gun.
- b. What assumptions would you make about this gun?
- c. (It is loaded and would fire if you pull the trigger.)
5. Rule 2 – Keep your gun pointed in a safe direction.
  - a. A safe direction needs to stop a bullet if the gun is accidentally fired.
  - b. What is the safe direction here, and why is that direction safe?
  - c. (Safe direction was identified at beginning of workshop, and it will stop a bullet.)
6. Rule 3 – Index your trigger finger until you are on target.
  - a. Can one of you show me how to index your finger, and tell me why this is important?
7. Rule 4 – Be certain of your target, and what is beyond it.
  - a. The video said you have to think carefully before you take any action.
  - b. If you're in a defensive situation—
  - c. You have to be certain this person intends to seriously harm you—
  - d. And you have to watch out for innocent bystanders in the line of fire.
  - e. So how much time would you have to make these decisions?
  - f. (Not much time at all.)

**(GUIDE/ENABLE) Audience participation**

1. Let's briefly talk about some situations that can happen with untrained gun owners.
2. I'd like you apply what you've just learned about the safety rules.
3. SITUATION 1 – A friend yours who is a firearms beginner wants to show you his new gun, but you don't know if it's loaded.
  - a. What should you be concerned about? And what should you do?
    - i. (Is the gun loaded? Does your friend know if it is loaded or not? Ask him to show you it is unloaded. Clear the gun yourself.)
  - b. Have any of you been in a situation like this?
4. SITUATION 2 – A relative of yours starts fooling around and pointing their gun in an unsafe direction.
  - a. What should you be concerned about? And what should you do?
    - i. (Same concerns as last situation.)
  - b. Have any of you been in a situation like this?
5. SITUATION 3 – You're in a crowded sporting goods store at the gun counter. Another customer is looking at a gun and sweeps you with the muzzle.
  - a. What should you be concerned about? And what should you do?
    - i. (Push the muzzle away from you. Ask them not to point guns at you. You need to be more aggressive in this situation.)
  - b. Have any of you been in a situation like this?

**Final thoughts**

1. Remember you always have the right to speak up in situations like these.
2. We want everyone thinking like a safety officer.

**SEGMENT 2 – How a handgun works**

Takes place in the classroom.

**Instructor table setup**

1. One semi-auto pistol.
2. One double-action revolver.
3. No dummy training rounds.
4. Instructor is wearing the semi-auto pistol in an OWB holster.

**Trainee handouts**

1. NONE.

**Training table setup**

1. NONE.

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**(EXPLAIN) What is the objective of this segment?**

1. Our objective in this segment is to help you learn the basics of handgun operation.
2. This will set the stage for everything else you will learn later.

**(EXPLAIN) Why do you need to know this?**

1. Knowing the names of the parts of a gun will help you communicate better with your instructors and fellow shooters.

**(DEMONSTRATE) Watch video**

1. Core Concept 2, "How a handgun works"
2. "Play from YouTube: [NS101-BW4-SEGMENT-2-CC2](#) (2:13)"

**(GUIDE/ENABLE) Audience participation**

1. Here's a semi-auto pistol.
  - a. Let's see if you can remember the names of the parts as I point to them.
    - i. Magazine
    - ii. Slide
    - iii. Barrel
    - iv. Chamber

- v. Muzzle
  - vi. Ejection Port
  - vii. Safety
  - viii. Sights
  - ix. Trigger
  - x. Frame
2. Now let's look at a double-action revolver.
- a. Let's name the parts on this gun.
    - i. Cylinder
    - ii. Ejector
    - iii. Barrel
    - iv. Muzzle
    - v. Sights
    - vi. Trigger
    - vii. Hammer
    - viii. Frame
3. The video talked about tradeoffs between the different types of handguns.
- a. Do you remember what they were?
    - i. Double-action revolvers
      - 1. Easy to shoot
      - 2. Slow to reload
      - 3. Hold fewer rounds
    - ii. Semi-auto pistols
      - 1. Harder to use
      - 2. Easy to reload
      - 3. Holds more rounds

**Final thoughts**

- 1. The point is that all safeties are different, and not all guns have external safeties.
- 2. You have to ask the gun's owner how the safety works.

**SEGMENT 3 – How to load and unload a handgun**

Starts in the classroom, then moves to the training tables.

**Instructor table setup**

1. One semi-auto pistol.
2. One magazine loaded with dummy training rounds in the gun.
3. One round in the chamber.
4. Instructor is wearing the semi-auto pistol in an OWB holster.

**Trainee handouts**

1. NONE.

**Training table setup**

1. Guns are on the table with the magazines inserted into them.
2. Magazines are loaded with dummy training rounds.
3. Chamber has a round loaded.

**EDGE = Explain, Demonstrate, Guide, Enable**

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**E** = Enable the trainee to utilize the skill on their own

**(EXPLAIN) What is the objective of this segment?**

1. In this segment we'll help you learn how to unload a handgun and make it safe to handle.
2. You'll also learn how to load a handgun and make it ready to shoot.

**(EXPLAIN) Why do you need to know this?**

1. These are basic skills required to operate any handgun.
2. You'll use these skills anytime you shoot your gun.

**(DEMONSTRATE) Watch videos**

1. Core Concept 3, "How to unload a handgun and make it safe to handle"
2. Core Concept 4, "How to load a handgun and make it ready to shoot"
3. Play from YouTube: [NS101-BW4-SEGMENT-3-CC3&CC4](https://www.youtube.com/watch?v=NS101-BW4-SEGMENT-3-CC3&CC4) (6:58)

**(DEMONSTRATE) Instructor demonstration**

1. Let's start with the safety assumptions we saw in the videos.
  - a. What happens if I touch the trigger?
    - i. (Assume the gun will fire.)

- b. Is the safety in safe or firing position?
    - i. (Assume it is in the firing position.)
  - c. Is the magazine loaded?
    - i. (Assume it is loaded.)
  - d. Is there a round in the chamber?
    - i. (Assume there is.)
2. Now I'm going to unload this gun and make it safe to handle.
- a. For this demonstration, I've loaded it with dummy training rounds.
  - b. The video showed us the five steps needed to unload it.
  - c. Step One – Remove the magazine.
    - i. We do it by pressing this button on the side of the gun.
  - d. Step Two – Remove the round from the chamber by operating the slide.
    - i. Operate the slide twice again.
    - ii. Why do we do that?
  - e. Step Three – Remove the rounds from the magazine.
    - i. Move them away from the gun.
  - f. Step Four – Point the gun in a safe direction and press the trigger until it releases.
    - i. What's the purpose of that?
  - g. Step Five – Show others that it is unloaded and safe to handle —
    - i. Your trigger finger is indexed.
    - ii. There is no round in the chamber.
    - iii. There is no magazine present.
  - h. When you're at the shooting range, this process is called "Unload and Show Clear".
3. Next let's load the gun with dummy training rounds and make it ready to shoot.
- a. Begin by loading the magazine.
    - i. Hold the magazine upright in one hand.
    - ii. Press the rounds down into the magazine with your other hand.
    - iii. Be sure the bullet end of the round is facing forward in the magazine.
  - b. Now insert the magazine into the gun.
    - i. Pick up the gun with your shooting hand.
    - ii. Keep your finger off the trigger and indexed.
    - iii. Insert the magazine into the gun.
    - iv. Strike it with the heel of your hand to be sure it is seated properly.
    - v. What happens if it is NOT seated properly?
  - c. If your gun has a safety, move it to the firing position.
  - d. Next we'll operate the slide to load a round into the chamber.
    - i. Hold the gun firmly with your shooting hand.
    - ii. Keep your finger indexed.
    - iii. Grip the top of the slide firmly with your other hand.

- iv. Push forward with your shooting hand – AND – pull back with your other hand – as far as the slide will go.
  - v. Release your slide hand quickly by straightening out your fingers.
  - vi. We need to hear a SNAP–SNAP sound.
  - e. Remember the discussion in the video about babying the slide?
    - i. Can you tell me what that means?
    - ii. What happens if you baby the slide?
  - f. Operating the slide can be challenging at first.
    - i. Takes a lot of practice to master.
4. Now let's go to the training table so you can load and unload some guns.

**(GUIDE/ENABLE) Trainee hands-on**

1. We'll start by unloading the guns and making them safe to handle.
  - a. For this demonstration, they've been loaded with dummy training rounds.
  - b. The video showed us five steps to unload them.
  - c. I'll call out the steps and you make the moves.
  - d. Step One – Remove the magazine.
    - i. Which style of magazine releases do your guns have, American or European?
  - e. Step Two – Remove the round from the chamber by operating the slide.
    - i. Operate the slide twice again.
    - ii. Why do we do that?
  - f. Step Three – Remove the rounds from the magazine.
    - i. Move them away from the gun.
    - ii. Why is that important?
  - g. Step Four – Point the gun in a safe direction and press the trigger until it releases.
    - i. What's the purpose of that?
  - h. Step Five – Show others that it is unloaded and safe to handle.
    - i. Your trigger finger is indexed.
    - ii. There is no round in the chamber.
    - iii. There is no magazine present.
  - i. By making an effort to show others your gun is unloaded, you let them know that you are trained in firearms safety.
2. Now let's load the guns and make them ready to shoot.
  - a. I'll call out the steps and you make the moves.
    - i. Let's take this slow, so we don't get ahead of ourselves.
  - b. Here are the steps for loading the magazine.
    - i. Hold the magazine upright in one hand.
    - ii. Press the rounds down into the magazine with your other hand.
    - iii. Be sure the bullet end of the round is facing forward in the magazine.
  - c. Here are the steps for inserting the magazine into the gun.

- i. Pick up the gun with your shooting hand.
    - ii. Keep your finger off the trigger and indexed.
    - iii. Insert the magazine into the gun.
    - iv. Strike it with the heel of your hand to be sure it is seated properly.
    - v. What happens if it is NOT seated properly?
  - d. If your gun has a safety, move it to the firing position.
  - e. Here are the steps for operating the slide to load a round into the chamber.
    - i. I want you to duplicate the moves we saw in the video.
    - ii. Hold the gun firmly with your shooting hand.
    - iii. Keep your finger indexed.
    - iv. Grip the top of the slide firmly with your other hand.
    - v. Push forward with your shooting hand – AND – pull back with your other hand – as far as the slide will go.
    - vi. Release your slide hand quickly by straightening out your fingers.
    - vii. We need to hear a SNAP–SNAP sound.
  - f. Remember the discussion in the video about babying the slide?
    - i. Can you tell me what that means?
    - ii. What happens if you baby the slide?
3. Now I want you to repeat these moves on your own.
  - a. Start by unloading the gun and making it safe to handle.
  - b. Then reload the gun and make it ready to shoot.

### Final thoughts

1. The way to get good at these basic skills is by practicing at home using dummy training rounds.
2. You can get them from Amazon or at most gun stores.



**SEGMENT 4 – How to hold, aim, and dry-fire a handgun**

Starts in the classroom, then moves to the training tables.

**Instructor table setup**

1. Striker-fired pistol – unloaded.
2. Hammer-fired double-action pistol – unloaded.
3. Instructor is wearing one of the semi-auto pistols in an OWB holster.

**Trainee handouts**

1. Rack cards – How to Hold & Aim a Handgun / Sight Picture
2. Rack cards – The 4 Basic Rules of Gun Safety / 12-Step Basic Dry-Fire Exercise (should already have these)

**Training table setup**

1. Guns and magazines are beside each other on the table.
2. No dummy training rounds are used in this segment.

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**E** = Enable the trainee to utilize the skill on their own

**(EXPLAIN) What is the objective of this segment?**

1. In this segment we'll help you learn how to hold and aim your gun, and how to get it on target accurately.
2. We'll also show you the proper body stance for shooting accurate shots.

**(EXPLAIN) Why do you need to know this?**

1. Mastering these skills will help you hit your target every time you shoot your gun.
2. In addition you can use what you learn here to dry-fire practice at home, which is one of the best ways to improve your shooting skills.

**(DEMONSTRATE) Watch video**

1. Core Concept 5, "How to hold, aim, and dry-fire a handgun"
2. Play from YouTube: [NS101-BW4-SEGMENT-4-CC5](#) (6:02)

**(DEMONSTRATE) Instructor demonstration**

1. Let's start by demonstrating the 12-Step Basic Dry-Fire Exercise.
  - a. (Refer to handout – back of the 4 Rules card.)

- b. (Instructor asks an audience member to read the steps.)
  - c. Step 1. Load your gun with dummy training rounds.
  - d. Step 2. Operate the slide.
  - e. Step 3. Proper grip.
  - f. Step 4. Basic Shooting Stance.
  - g. Step 5. Ready Position.
  - h. Step 6. Get your eye on the target.
  - i. Step 7. Push the gun toward the target.
  - j. Step 8. Raise the gun into your line of sight.
  - k. Step 9. Align the sights on the target.
  - l. Step 10. Focus your eye on the front sight.
  - m. Step 11. Press the trigger slowly until it releases.
  - n. Step 12. Back to the Ready Position.
2. That's how we want you to practice this at home.
  3. However we're going to modify it slightly when we practice it today.
    - a. Change steps 1 and 2:
      - i. Step 1. Pick up your gun.
      - ii. Step 2. Set the gun's action for dry-firing.
      - iii. All remaining steps remain the same.
    - b. Why are we doing this?
      - i. By eliminating handling the dummy training rounds, we can get in more practice time today.
  4. Here's how "setting the action" works.
    - a. Hammer-fired.
      - i. If the gun has an external safety, move it to the firing position.
      - ii. You don't have to do anything else with this type of gun.
      - iii. Just press the trigger and take your shot.
    - b. Striker-fired.
      - i. If the gun has an external safety, move it to the firing position.
      - ii. Pull the slide back about one-inch and then let it move forward.
      - iii. This sets the action so the trigger will operate.
      - iv. Don't pull the slide all the way back, or it will lock in the open position.
      - v. Go ahead and take your shot.
  5. Now let's talk briefly about how to use the sights on a handgun.
    - a. (Refer to handout – Handgun Sight Picture.)
    - b. Explain how to line up the sights on the target.
  6. Now let's move to the training table – where YOU are going to do it.

**(GUIDE/ENABLE) Trainee hands-on**

1. We're going to follow the moves on the 12-step cards.
  - a. With the exception that steps 1 and 2 are replaced by setting the action.
2. The first time thru we'll go over each step in detail.
  - a. Let's stay together on this – wait for me to call out each step before you do it.
  - b. Step 1. Pick up your gun.
  - c. Step 2. Set your gun's action for dry-fire.
    - i. For hammer-fired, do nothing.
    - ii. For striker-fired, pull slide back about one-inch and then let go.
  - d. Step 3. Proper grip.
    - i. Hold the gun with your shooting hand.
    - ii. Index your trigger finger.
    - iii. Point your thumb forward.
    - iv. The web of your hand should be as high as possible on the grip.
    - v. Bring your other hand up with the fingers together.
    - vi. Gently wrap those fingers around your shooting hand.
    - vii. Point both thumbs forward toward the target.
    - viii. Your shooting hand thumb should be on top.
    - ix. What did the video say about the jaws of a clamp?
      1. (Push forward with the heel of your shooting hand, while pulling back with the fingers of your other hand.)
  - e. Step 4. Basic Shooting Stance.
    - i. Your feet are apart.
    - ii. If you are right-handed, your right foot is behind the left, and the opposite for left-handed.
    - iii. Your knees are slightly bent.
    - iv. How does your balance feel?
      1. (You should feel like you can move quickly in any direction.)
  - f. Step 5. Ready Position.
    - i. Hold your gun out in front of you.
    - ii. Lower your arms so the gun points slightly downward.
    - iii. Pull your elbows in so they just touch your body.
  - g. Step 6. Get your eye on the target.
  - h. Step 7. Push the gun toward the target.
    - i. Don't try to aim the gun yet, just get it in the direction of the target.
  - i. Step 8. Raise the gun into your line of sight.
    - i. The most common mistake people make is to lower their heads, rather than raising the gun.
  - j. Step 9. Align the sights on the target.
    - i. Focus your eye on the target, so that it is in focus.

- ii. Try both eyes, use the one that works best for you.
    - iii. Which eye are you using?
  - k. Step 10. Focus your eye on the front sight.
    - i. Again try both eyes, use the one that works best for you.
    - ii. Sometimes it's hard to focus on the front sight if you wear glasses.
    - iii. Are you able to focus on the front sight?
  - l. Step 11. Press the trigger slowly until it releases.
    - i. Move your finger onto the trigger.
    - ii. The pad of your finger should rest on the trigger just before the first knuckle.
    - iii. Press the trigger with a slow smooth motion.
  - m. Step 12. Back to the Ready Position.
3. Now let's do that again, this time leaving out the detail.
  - a. I'll read the steps, including the step numbers.
    - i. Step 1. Pick up your gun.
    - ii. Step 2. Set the gun's action for dry-firing.
    - iii. Step 3. Proper grip.
    - iv. Step 4. Basic Shooting Stance.
    - v. Step 5. Ready Position.
    - vi. Step 6. Get your eye on the target.
    - vii. Step 7. Push the gun toward the target.
    - viii. Step 8. Raise the gun into your line of sight.
    - ix. Step 9. Align the sights on the target.
    - x. Step 10. Focus your eye on the front sight.
    - xi. Step 11. Press the trigger slowly until it releases.
    - xii. Step 12. Back to the Ready Position.

### Final thoughts

1. There are two reasons why the Basic Dry-Fire Exercise is so important.
  - a. These are the same moves you'd be making when you shoot your gun at the range.
  - b. You can practice this at home without ever firing a shot.

### TAKE A BREAK – 10 MINUTES

- During this time remove all guns, magazines and dummy training rounds from the training table.
- Then set out SIRT pistols and gun belts/holsters/magazine carriers onto the table.

**SEGMENT 5 – How to live-fire a handgun at the range**

Takes place in the classroom.

**Instructor table setup**

1. Instructor is wearing a SIRT pistol in an OWB holster.

**Trainee handouts**

1. NONE.

**Training table setup**

1. NONE.

**EDGE = Explain, Demonstrate, Guide, Enable**

**E** = Explain the skill

**D** = Demonstrate the steps of the skill

**G** = Guide the trainee through the steps of the skill

**E** = Enable the trainee to utilize the skill on their own

**(EXPLAIN) What is the objective of this segment?**

1. In this segment we're going to show you a video about shooting at the range.
2. Our objective in doing this is to show you that shooting at the range involves the same steps as our Basic Dry-Fire Exercise—
3. Except you will be using live rounds.

**(EXPLAIN) Why do you need to know this?**

1. If you have not shot at a range before, this video will show you just how easy it is.
2. It's just a matter of repeating what you've learned here.

**(DEMONSTRATE) Watch video**

1. Core Concept 6, "How to live-fire a handgun at the range".
2. Play from YouTube: [NS101-BW4-SEGMENT-5-CC6](#) (7:19)

**(GUIDE/ENABLE) Answer questions**

1. Can I answer any questions about what you just saw?

**Final thoughts**

1. So now I have a couple of questions for you—
2. What are the differences between the 12-Step Dry-Fire and the 12-Step Live-Fire exercises?
3. How do you think dry-fire exercise can benefit your live-fire shooting?

**SEGMENT 6 – How to present a handgun from the holster**

Starts in the classroom, then moves to the training tables.

**Instructor table setup**

1. Instructor is wearing a SIRT pistol in an OWB holster.

**Trainee handouts**

1. Rack cards – 5-Step Basic Holster Exercise

**Training table setup**

1. Guns, magazines and dummy training rounds have been removed from the table.
2. SIRT pistols and gun belts/holsters/magazine carriers are set out on the table.
3. Each SIRT pistol should have two magazines.
4. Identify the left-hand holsters.

**EDGE = Explain, Demonstrate, Guide, Enable**

**E** = Explain the skill

**D** = Demonstrate the steps of the skill

**G** = Guide the trainee through the steps of the skill

**E** = Enable the trainee to utilize the skill on their own

**(EXPLAIN) What is the objective of this segment?**

1. Our objective is to help you learn how to safely draw your handgun from a holster.

**(EXPLAIN) Why do you need to know this?**

1. First, this skill is required to participate in any live-fire practice event in an open bay.
2. Second, if you plan to carry a gun for self-defense, you need to know how to draw it from a holster.

**(DEMONSTRATE) Watch video**

1. Core Concept 7, "How to present a handgun from the holster"
2. Play from YouTube: [NS101-BW4-SEGMENT-6-CC7](#) (5:32)

**(DEMONSTRATE) Instructor demonstration**

1. We're going to practice drawing from the holster using SIRT laser training pistols.
  - a. There are two benefits to doing this—
  - b. First, we don't have to worry about loading them, and can focus on learning to draw.
  - c. Second, this will give you some good practice aiming the gun, because you can see where you're hitting.
2. Let's demonstrate Five-Step Basic Holster Exercise.

- a. (Refer to handout – Holster Draw card.)
- b. (Instructor asks an audience member to read the steps.)
  - i. One. Move your non-shooting hand to your chest, and at the same time grip the gun with your shooting hand.
  - ii. Two. Lift your gun straight up and out of the holster, while keeping your trigger finger indexed.
  - iii. Three. Rotate your gun toward the target, while keeping your trigger finger indexed.
  - iv. Four. Join your hands together and push the gun toward the target, while moving your trigger finger onto the trigger.
  - v. Five. Align your sights on the target and press the trigger until it releases.
- c. To re-holster the gun, play these steps backwards.
  - i. Four. Re-index your trigger finger and pull the gun back close to your chest.
  - ii. Three. Move your non-shooting hand to your chest, and while keeping your trigger finger indexed, pull the gun back over the holster.
  - iii. Two. Rotate the gun so that it points down in alignment with the holster, while keeping your trigger finger indexed.
  - iv. One. Re-holster the gun slowly, while keeping your trigger finger indexed.
3. Here are some of the reasons we do it this way.
  - a. When drawing a gun, people tend to extend their hand in front of them, which places it in the line of fire.
  - b. In step one, the purpose of moving your hand to your chest is to get it out of the line of fire.
  - c. In step three, the gun is aimed forward and is ready to shoot.
  - d. This means you can shoot anytime in steps three, four, and five.
4. Now let's move to the training table – where YOU are going to do it.

**(GUIDE/ENABLE) Trainee hands-on**

1. Let's start by putting on a belt and hip holster.
  - a. Be sure to cinch up the belt tightly.
  - b. Your magazine pouch goes on the opposite side from the holster.
2. Now go ahead and holster your SIRT pistol.
3. Next we'll practice the 5-Step Basic Holster Exercise.
  - a. Wait for me to call out the moves – let's not get ahead of ourselves.
  - b. One. Move your non-shooting hand to your chest, and at the same time grip the gun with your shooting hand.
  - c. Two. Lift your gun straight up and out of the holster, while keeping your trigger finger indexed.
  - d. Three. Rotate your gun toward the target, while keeping your trigger finger indexed.

- e. Four. Join your hands together and push the gun toward the target, while moving your trigger finger onto the trigger.
- f. Five. Align your sights on the target and press the trigger until it releases.
- g. To re-holster the gun, play these steps backwards.
  - i. Four. Re-index your trigger finger and pull the gun back close to your chest.
  - ii. Three. Move your non-shooting hand to your chest, and while keeping your trigger finger indexed, pull the gun back over the holster.
  - iii. Two. Rotate the gun so that it points down in alignment with the holster, while keeping your trigger finger indexed.
  - iv. One. Re-holster the gun slowly, while keeping your trigger finger indexed.
4. Now let's do it again with just the step numbers.
  - a. (Repeat the exercise again. Make sure they stay synchronized.)
  - b. (Throw in a few long pauses – purpose is to see if they are on the correct step, in the correct position, and to assure they are not skipping any steps.)
  - c. (Throw in some unexpected moves – for example four-three-four etc.)
5. Let's take a moment to review your sight picture.
  - a. (Hold up the Handgun Sight Picture rack card.)
  - b. Are you hitting the target?
6. Now I'd like you to draw and shoot on your own.
  - a. This time I'm not going to call out the steps.
  - b. Wait for my GO command, then run through the entire sequence.
  - c. Please avoid rushing through this – make sure you get all the steps.
  - d. Are you ready?
  - e. GO!
  - f. (Repeat this a couple more times.)
7. Now I want you to pick up the pace and shoot as quickly as you can.
  - a. Are you ready?
  - b. GO!
  - c. (Repeat this a couple more times.)
8. NOW I'M GOING TO LEAD YOU THROUGH SOME SHOOTING EXERCISES.

**(PICK & CHOOSE – INCLUDE AS TIME PERMITS)**

- a. Hit your target on the first shot.
  - i. Start with your gun holstered.
  - ii. When instructor says GO:
    1. Draw your gun and take your shot.
    2. Re-holster your gun.



- b. Get off the “X” while shooting – move Left.
    - i. Start with your gun holstered.
    - ii. When instructor says GO:
      - 1. Get off the “X” – move Left.
      - 2. Draw your gun and take your shot.
      - 3. Re-holster your gun.
      - 4. Move back to original position.
  - c. Same exercise – Get off the “X” while shooting – move Right.
  - d. Pick up your gun and shoot it.
    - i. Un-holster your gun and place it on the table.
    - ii. Turn around facing away from the table.
    - iii. When instructor says GO:
      - 1. Turn around and pick up the gun.
      - 2. Take your shot.
      - 3. Re-holster your gun.
  - e. Pick up your gun – get off the “X” and shoot it – move Left.
    - i. Un-holster your gun and place it on the table.
    - ii. Turn around facing away from the table.
    - iii. When instructor says GO:
      - 1. Turn around and pick up the gun.
      - 2. Get off the “X” – move Left.
      - 3. Take your shot.
      - 4. Re-holster your gun.
      - 5. Move back to original position.
  - f. Same exercise – Pick up your gun – get off the “X” and shoot it – move Right.
9. NOW I’M GOING TO SHOW YOU TWO NEW SKILLS.

**(INCLUDE AS TIME PERMITS)**

- a. Assess for additional threats.
  - i. Bad guys often work in pairs or even groups.
  - ii. Even though you’ve stopped an immediate threat, there may be other threats behind you.
  - iii. Start with your eyes on the immediate threat.

- iv. Scan 180-degrees to your left, turning your head over your shoulder so you can see behind you.
- v. Next, turn back toward the threat to make sure it remains stopped.
- vi. Then scan 180-degrees to your right, again turning your head so you can see behind you.
- vii. When scanning, keep your gun pointed toward the threat.
- viii. Finally, return your eyes to the threat.

b. Shoot controlled pairs.

- i. The idea behind this skill is that two shots have greater stopping power than one.
- ii. A controlled pair is two shots in a row, where an effort is made to aim both shots carefully.
- iii. Think of it this way: aim – shoot – aim – shoot.

10. HERE ARE SOME EXERCISES USING THE NEW SKILLS.

**(PICK & CHOOSE – INCLUDE AS TIME PERMITS)**

a. Hit your target on the first shot.

- i. Start with your gun holstered.
- ii. When instructor says GO:
  1. Draw your gun and take your shot.
  2. Return to compressed-high-ready.
  3. Assess for additional threats.
  4. Re-holster your gun.

b. Hit your target on the first shot – with controlled pair.

- i. Start with your gun holstered.
- ii. When instructor says GO:
  1. Draw your gun and shoot a controlled pair.
  2. Return to compressed-high-ready.
  3. Assess for additional threats.
  4. Re-holster your gun.

c. Get off the “X” while shooting – move Left.

- i. Start with your gun holstered.
- ii. When instructor says GO:
  1. Get off the “X” – move Left.
  2. Draw your gun and shoot a controlled pair.

3. Return to compressed-high-ready.
  4. Assess for additional threats.
  5. Re-holster your gun.
  6. Move back to original position.
- d. Same exercise – Get off the “X” while shooting – move Right.
- e. Turn, draw, and shoot.
- i. Start with your gun holstered.
  - ii. Turn around facing away from the table.
  - iii. When instructor says GO:
    1. Turn around and draw your gun.
    2. Take your shot.
    3. Re-holster your gun.
- f. Turn, draw, get off the “X”, and shoot – move Left.
- i. Start with your gun holstered.
  - ii. Turn around facing away from the table.
  - iii. When instructor says GO:
    1. Turn around and draw your gun.
    2. Get off the “X” – move Left.
    3. Take your shot.
    4. Re-holster your gun.
    5. Move back to original position.
- g. Same exercise – Turn, draw, get off the “X”, and shoot – move Right.

**Final thoughts**

1. Here’s why drawing from the holster is a basic self-defense skill you need to master.
2. First, this skill is required to participate in any live-fire practice event in an open bay.
3. Second, if you plan to carry a gun for self-defense, you need to know how to draw it from a holster.
4. Drawing from the holster is a skill you can practice at home as part of your dry-fire practice.

**Appendix A — Trainee Handouts**

<h3>THE 4 BASIC RULES OF GUN SAFETY</h3> <ol style="list-style-type: none"> <li>1. Treat every gun as if it is loaded.</li> <li>2. Keep your gun pointed in a safe direction.</li> <li>3. Index your trigger finger until you are on target.</li> <li>4. Be certain of your target, and what is beyond it.</li> </ol>  <p><b>Armed Defense Training Association</b> ARMEDDEFENSE.ORG <i>Building practical self-defense skills</i></p>	<h3>12-STEP BASIC DRY-FIRE EXERCISE</h3> <ol style="list-style-type: none"> <li>1. Load your gun with dummy training rounds.</li> <li>2. Operate the slide.</li> <li>3. Proper grip.</li> <li>4. Basic Shooting Stance.</li> <li>5. Ready Position.</li> <li>6. Get your eye on the target.</li> <li>7. Push the gun toward the target.</li> <li>8. Raise the gun into your line of sight.</li> <li>9. Align the sights on the target.</li> <li>10. Focus your eye on the front sight.</li> <li>11. Press the trigger slowly until it releases.</li> <li>12. Back to the Ready Position.</li> </ol>  <p><b>Armed Defense Training Association</b> ARMEDDEFENSE.ORG <i>Building practical self-defense skills</i></p>	<h3>HOW TO HOLD &amp; AIM A HANDGUN</h3> <p><b>Handgun grip</b></p>  <p>Wrap around</p>  <p>Thumbs point forward</p>  <p>Grip like a clamp</p>	<p><b>Operate the slide</b></p>  <p>Push &amp; pull at the same time</p> <p><b>Handgun sight picture</b></p>  <p>Target in focus</p>  <p>Front sight in focus</p>  <p><b>Armed Defense Training Association</b> ARMEDDEFENSE.ORG <i>Building practical self-defense skills</i></p>
<h3>5-STEP BASIC HOLSTER EXERCISE</h3> <p><b>To Draw and Shoot:</b></p>  <p>1. Move your non-shooting hand to your chest, and at the same time grip the gun with your shooting hand.</p>  <p>2. Lift your gun straight up and out of the holster, while keeping your trigger finger indexed.</p>  <p>3. Rotate your gun toward the target, while keeping your trigger finger indexed.</p>  <p>4. Join your hands together and push the gun toward the target, while moving your trigger finger onto the trigger.</p>  <p>5. Align your sights on the target and press the trigger until it releases.</p>	<p><b>To Re-Holster:</b></p>  <p>1. Re-index your trigger finger and pull the gun back close to your chest.</p>  <p>2. Move your non-shooting hand to your chest, and while keeping your trigger finger indexed, pull the gun back over the holster.</p>  <p>3. Rotate the gun so that it points down in alignment with the holster, while keeping your trigger finger indexed.</p>  <p>4. Re-holster the gun slowly, while keeping your trigger finger indexed.</p> <p><b>To Draw from Concealment:</b></p>  <p>When drawing from concealment, you must add one extra step to move your clothing out of the way.</p>  <p><b>Armed Defense Training Association</b> ARMEDDEFENSE.ORG <i>Building practical self-defense skills</i></p>		

## Appendix B — Suggested Rental Guns for Beginners

We often get asked, “What gun should I buy?” The answer is, first go to our website and watch our Core Concept 8 video – “How to select your first handgun”. Then go to the range with an experienced shooter. Many indoor ranges have rental packages where you can rent an unlimited number of guns. Keep trying different guns until you find one you like.

With that in mind, here is a list of guns you might want to consider trying. This was compiled from conversations with many instructors we work with. Selection criteria included personal experience, reliability, and availability of holsters made specifically for these models. Likely your instructors and friends will have additional suggestions. Try those out too.

### SUGGESTED RENTAL GUNS TO TRY OUT

- FULL-SIZE 9mm: Glock 17, Smith & Wesson M&P 2.0, Sig Sauer P320, Springfield XDM, Walter PPQ, Ruger SR9, FN/Herstal FN-509FN-509
- CONCEALED CARRY 9mm: Smith & Wesson M&P Shield, Sig Sauer P365, Springfield XD, Ruger SR9C, Walther PPS
- CONCEALED CARRY .380: Smith & Wesson M&P Shield EZ
- POCKET PISTOL 9mm: Ruger LC9s, Kahr CM9
- POCKET PISTOL .380: Ruger LCP, Smith & Wesson Bodyguard
- .22 DEFENSIVE HANDGUNS: Smith & Wesson M&P .22 Compact, Ruger SR-22

### SELECTION CRITERIA

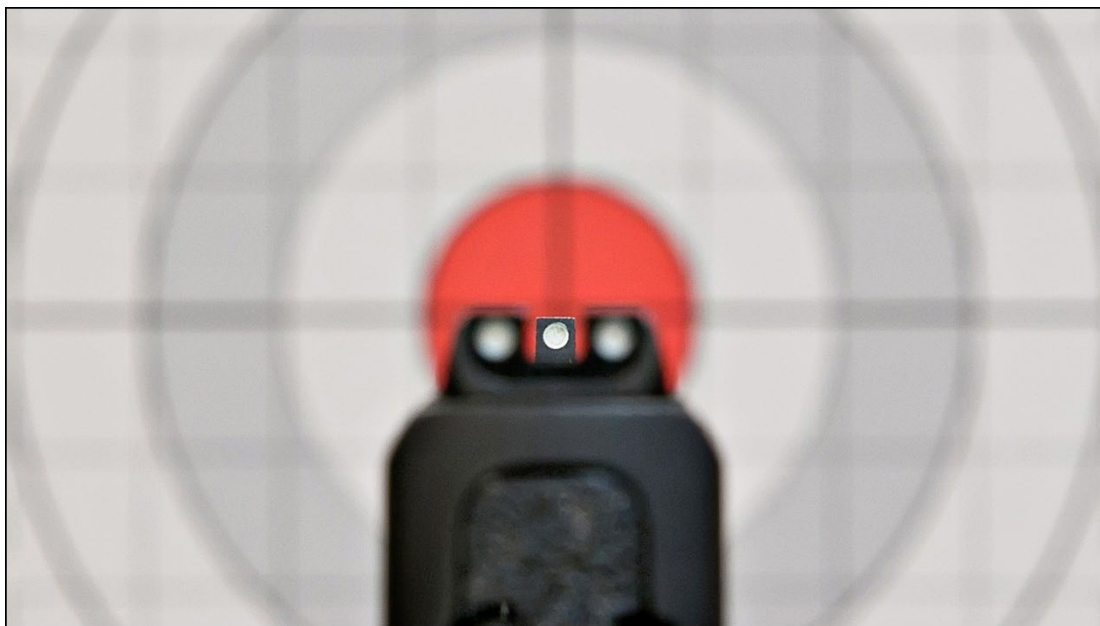
1. Does the gun fit your hand?
2. Does the trigger feel good to you?
3. If it's a semi-auto, can you operate the slide?
4. How much recoil can you tolerate?
5. Do you want to carry the gun concealed?

**WATCH THE VIDEO:** [How to select your first handgun](#)

**Appendix C — Handgun Sight Picture**



**Target In Focus**



**Front Sight In Focus**








**Appendix D — Recommended Holster for Beginners**






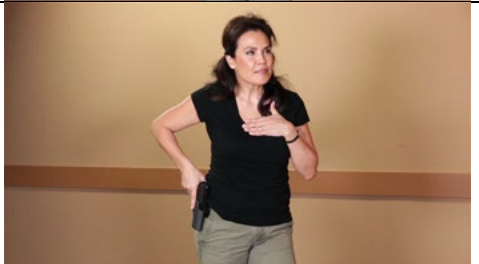
**Appendix E — Five-Step Basic Holster Exercise**

There are five steps for safely drawing your gun from a holster:

<ul style="list-style-type: none"> <li>• <b>One.</b> Move your non-shooting hand to your chest, and at the same time grip the gun with your shooting hand.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Two.</b> Lift your gun straight up and out of the holster, while keeping your trigger finger indexed.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Three.</b> Rotate your gun toward the target, while keeping your trigger finger indexed.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Four.</b> Join your hands together and push the gun toward the target, while moving your trigger finger onto the trigger.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Five.</b> Align your sights on the target and press the trigger until it releases.</li> </ul>	

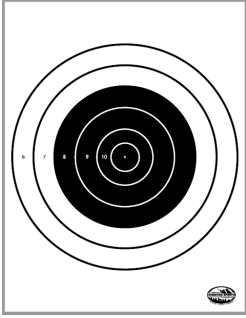
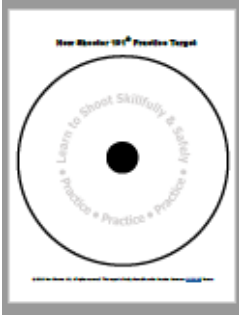



To re-holster the gun, play these steps backwards:

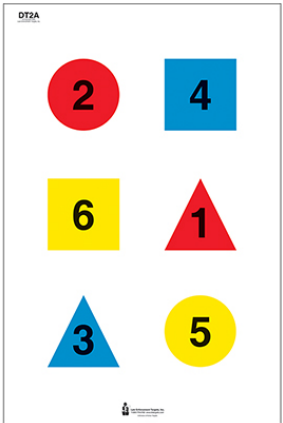
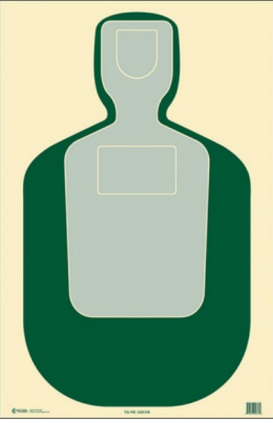
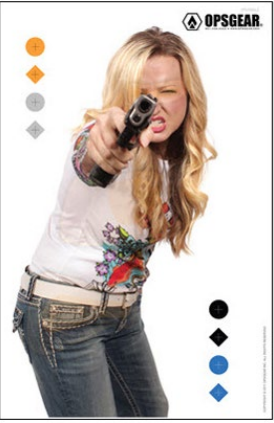

<ul style="list-style-type: none"> <li>• <b>Four.</b> Re-index your trigger finger and pull the gun back close to your chest.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Three.</b> Move your non-shooting hand to your chest, and while keeping your trigger finger indexed, pull the gun back over the holster.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Two.</b> Rotate the gun so that it points down in alignment with the holster, while keeping your trigger finger indexed.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>One.</b> Re-holster the gun slowly, while keeping your trigger finger indexed.</li> </ul>	

**Appendix F — Target Examples**

**1. Targets – Small Size**

Bulls-Eye	Defensive	Command
 <p><i>Target shooting with scoring rings</i></p>	 <p><i>Center-of-mass circle</i>  <a href="#">download</a></p>	 <p><i>Speed &amp; accuracy under pressure</i>  <a href="#">download</a></p>

**2. Targets – Large Size**

Command	Silhouette	Bad Girl	Bad Guy No-Shoot
			

*Target images courtesy of Action Target / Law Enforcement Targets*


**3. Targets – Shoot / No-Shoot**

At Home	At Work	On the Street	Out Shopping
			

**4. Targets – Sudden Confrontation**

Shoot Now	Shoot Now	Shoot Now	Shoot Now
			

**5. Target Stand – Used for Cover**

Cover		
		



**Sound like an instructor: Your Speaking Voice by Michael Buschmohle**

We recommend putting these speaking skills to use while “on stage” as a presenter.



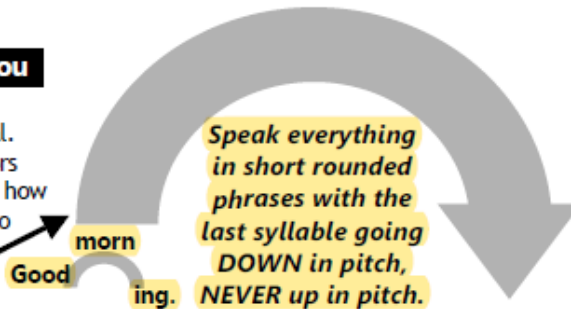
# Your Speaking Voice

THE FORGOTTEN SPEAKING TOOL...by Michael Buschmohle

**As a public speaker or trainer, you**

want to be an effective communicator of all kinds of information. You know your material. Your job is to communicate it so that listeners learn. The way you sound will contribute to how effective you are. To use your voice well, do what all good broadcasters do:

**Lock this shape into your psyche**



**A** VOICE CAN WORK magic—as the world found out when Susan Boyle appeared on the TV show *Britain’s Got Talent*.

Singers have an advantage. Our singing voice can make huge leaps as in the opening word of the Christmas song that begins: *Chestnuts roasting on an open fire*. Chestnuts has an 8-note jump.

*What about our speaking voice?*

How can we master the same natural speaking techniques heard daily on radio and TV?

**1) Turn on the Energy**

The first thing audiences detect is your *energy level*. Snag their attention by opening with lively energy—which is a combination of a friendly face, eye-to-eye contact, and a loud enough voice to be heard easily. (Speaking louder helped me overcome my nervousness.) Avoid opening with low-energy, mumbling words.

**2) Speak Short Phrases**

The first key to effective vocal communication and delivery is to speak in short phrases (called idea-units or thought units). Avoid long rambling sentences punctuated by “and, ers, ahs...”

Thought-units range from 3 to 11 words, with a 7-word average. No need to speak in complete grammatical sentences, unless they’re short. Short phrases are easy to say and easy to grasp.

Short phrases work well with all students, especially ESL students, and in meetings and interviews.

**3) Add Short Pauses**

Follow each phrase with a *short pause*, usually lasting less than a second—or up to 2 full seconds for emphasis. The pause allows listeners to think, absorb, and digest what you just said. As a Chinese maxim says: *When the words end, the meaning flows on.*

**EXERCISE:** Where would you pause in this 27-word sentence of Kennedy?



We observe today not a victory of party but a celebration of freedom—symbolizing an end as well as a beginning—signifying renewal as well as change. JANUARY 20, 1961

**4) Pitch Down on Ends**

American spoken English ends all declarative sentences by going down in pitch at the end, on the last syllable. This communicates closure, finality, fullness. To sound professional, the final syllable of every word, phrase, sentence, and nearly every question should go DOWN in pitch, never up.

Pitch is the musical note of our speech, the frequency level of sound. It is the key element for conveying meaning, decisiveness, confidence (more so than volume or speed. I recommend: talk loud and talk fast with pauses.)

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