
Unit 8: Course Summary

Objectives

At the end of this unit, the students should be able to:

- Identify the course objectives.
 - Take the final exam.
-

Scope

- Unit Introduction
 - Review ICS-100 Course Objectives
 - Taking the Exam
 - Feedback
-

Methodology

The instructors will begin this unit by telling the group that they should ask themselves if the course met their learning objectives.

The instructors will then provide instructions on taking the final exam. To conclude the unit, the instructors will emphasize to the group the importance of providing course feedback.

Time Plan

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Review ICS-100 Course Objectives	5 minutes
Taking the Exam and Feedback	10 minutes
Final Exam	30 minutes
Total Time	45 minutes



Visual 8.1

Unit 8: Course Summary



Visual Description: Unit Introduction

Instructor Notes

Explain that this unit will summarize the lessons learned in ICS-100.



Visual 8.2

Review ICS-100 Course Objective

Are you now able to . . .
. . . Describe the Incident Command
System (ICS) organization?



Unit 8:
Course Summary

Visual 8.2

Visual Description: Review ICS-100 Course Objective

Instructor Notes

Tell the group that as part of the course summary, they should ask themselves if the course met their learning objectives.

Ask the participants if they are now able to describe the Incident Command System (ICS) organization.



Visual 8.3

Taking the Exam

Instructions:

1. Take a few moments to review your Student Manuals and identify any questions.
 2. Make sure that you get all of your questions answered prior to beginning the final test.
 3. When taking the test . . .
 - Read each item carefully.
 - Circle your answer on the test.
 - Check your work and transfer your answers to the computer-scan (bubble) answer sheet or enter the answers online.
- You may refer to your Student Manuals when completing this test.

Unit 8:
Course Summary

Visual 8.3

Visual Description: Taking the Exam

Instructor Notes

Note: Additional guidance appears on the next page.

Present the following instructions:

1. Take a few moments to review your Student Manuals and identify any questions.
2. Make sure that you get all of your questions answered prior to beginning the final test.
3. When taking the test . . .
 - Read each item carefully.
 - Circle your answer on the test.
 - Check your work and transfer your answers to the computer-scan (bubble) answer sheet or enter the answers online.

Tell the participants that they may refer to their Student Manuals when completing this test.

Important Instructor Note: It is important that you allow the participants enough time to review the course materials prior to taking the exam. If time permits, you can facilitate a structured review of the materials using the following techniques:

- Assign each team a lesson and have them summarize and present the key points to remember.
- Select five to seven of the most critical points from each lesson. Present a brief review of these points. Ask questions to ensure that the participants remember the most important information.

When the review is completed, distribute the exams. Remain in the room to monitor the exam and to be available for questions. Collect the completed exams.

Instructor Note:

To receive a certificate of completion, students must take the 25-question multiple-choice posttest, submit an answer sheet (to EMI's Independent Study Office), and score 75% on the test. Two options exist for test submission:

Students submit their tests online, and receive a certificate in the mail.

- Go to <http://training.fema.gov/EMIWeb/IS/> and click on the link for ICS-100.
- Click on "Download Final Exam Questions" (found at the bottom of the page). You may want to print the test.
- Click on "Take Final Exam" (found at the bottom of the page).

Instructions for group delivery: Tests can be provided upon request by calling (301) 447-1256. The completed tests can then be submitted as a group to:

EMI Independent Study
16825 South Seton Ave.
Emmitsburg, MD 21727



Visual 8.4

Feedback



**Please complete the
course evaluation
form.**

**Your comments are
important!**

Unit 8:
Course Summary

Visual 8.4

Visual Description: Feedback

Instructor Notes

Emphasize that completing the course evaluation form is important. Participants' comments will be used to evaluate the effectiveness of this course and make changes for future versions.