

Facilitator Notes for IS-700

This information is included to help you with course delivery. Please Note: We do not distribute answer keys for our exams.

1. Course materials are available at:
<http://www.training.fema.gov/EMIWeb/IS/is700>.
2. To receive a "certificate of completion", students must take the 25 multiple choice posttest, submit an answer sheet to EMI's Independent Study Office and score 75% on the test. There are two ways to take the test.
 - a. Administer the test in class:
 - Contact the EMI Independent Study office at 301-447-1200 or go to <http://www.training.fema.gov/EMIWeb/is/ansreq.asp> to request copies of the Blank Fema Opscan Answer Form 95-9.
 - Download the test from <http://www.training.fema.gov/EMIWeb/IS/is700>.
 - Make sufficient copies of the test for the class.
 - Mail the completed Blank Fema Opscan Answer Form 95-9 to:

EMI Independent Study
16825 South Seton Ave.
Emmitsburg, MD 2172
 - b. Take the test on-line by going to <http://www.training.fema.gov/EMIWeb/IS/is700> and following the directions there.
3. To successfully deliver this course you should:
 - a. Have training and experience in adult learning
 - b. Take and pass the web-based version of this course
 - c. Have ICS or EOC training and experience
 - d. Coordinate this training with your local emergency manager.