
UNIT 1. COURSE OVERVIEW

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Unit 1. Course Overview

Unit Objectives

At the end of this unit, the participants will be able to identify:

- Their expectations for the course.
 - The course objectives.
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Scope

- Unit Overview
 - Course Structure
 - Course Objectives
 - Introductions
 - Expectations
 - Course Logistics
 - Course Completion
-

Methodology

The instructors will welcome the students to the course and introduce themselves, providing a brief statement of their backgrounds and experience with resource management. Next, the students will introduce themselves, providing their names, agencies, and experience with resource management. They will also share their expectations of this course.

The instructors will explain their expectations of the students and provide the students with course administrative information. They will also present the criteria for successful course completion.

Materials

- PowerPoint visuals 1.1 – 1.8
 - Instructor Guide
 - PowerPoint slides and a computer display system
 - Student Manual
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Unit 1. Course Overview

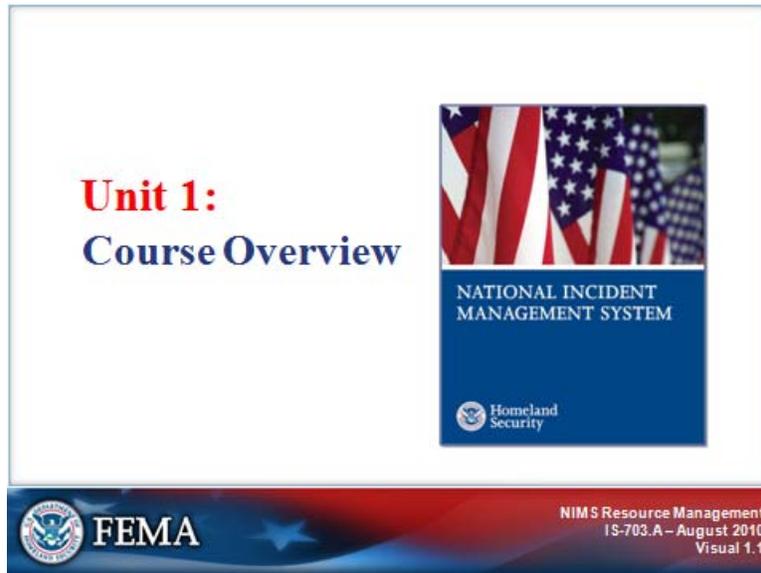
Time Plan

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
Unit Overview	3 minutes
Course Structure	3 minutes
Course Objectives	2 minutes
Introductions	10 minutes
Expectations	5 minutes
Course Logistics	5 minutes
Course Completion	2 minutes
Total Time	30 minutes

UNIT OVERVIEW

Visual 1.1



Instructor Notes: Present the following key points.

Welcome the students to the course.

This course introduces resource management as described in the National Incident Management System (NIMS), and shows how systems for managing resources can be used to improve incident response.

The course includes examples of best practices, lessons learned, and job aids to assist the participant in planning for resource management.

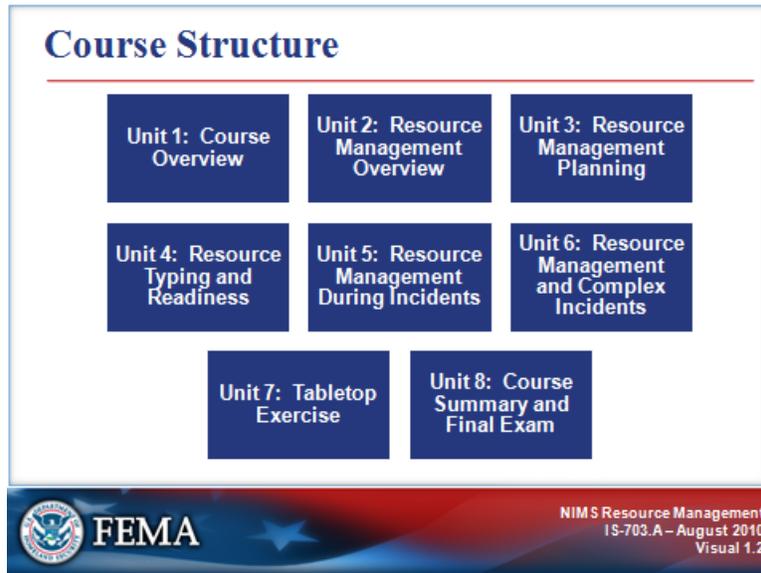
Introduce yourself by providing:

- Your name and organization.
- A brief statement of your experience with resource management.

Ask each of the other instructors to introduce himself or herself in the same way.

COURSE STRUCTURE

Visual 1.2



Instructor Notes: Present the following key points.

This course is divided into the following units:

- Unit 1: Course Overview
- Unit 2: Resource Management Overview
- Unit 3: Resource Management Planning
- Unit 4: Resource Typing and Readiness
- Unit 5: Resource Management During Incidents
- Unit 6: Resource Management and Complex Incidents
- Unit 7: Tabletop Exercise
- Unit 8: Course Summary and Final Exam

COURSE OBJECTIVES

Visual 1.3

Course Objectives

After completing this course, you should be able to:

- Establish systems for describing, inventorying, requesting, and tracking resources.
- Activate these systems prior to and during an incident.
- Dispatch resources.
- Deactivate or recall resources during or after incidents.



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Visual 1.3

Instructor Notes: Present the following key points.

At the conclusion of this course, you should be able to:

- Establish systems for describing, inventorying, requesting, and tracking resources.
- Activate these systems prior to and during an incident.
- Dispatch resources prior to and during an incident.
- Deactivate or recall resources during or after incidents.

INTRODUCTIONS

Visual 1.4

Participant Introductions



- Name, job title, and department, agency, or jurisdiction
- Overall experience with emergency or incident response, including resource management
- One special issue that you would like to be able to resolve.

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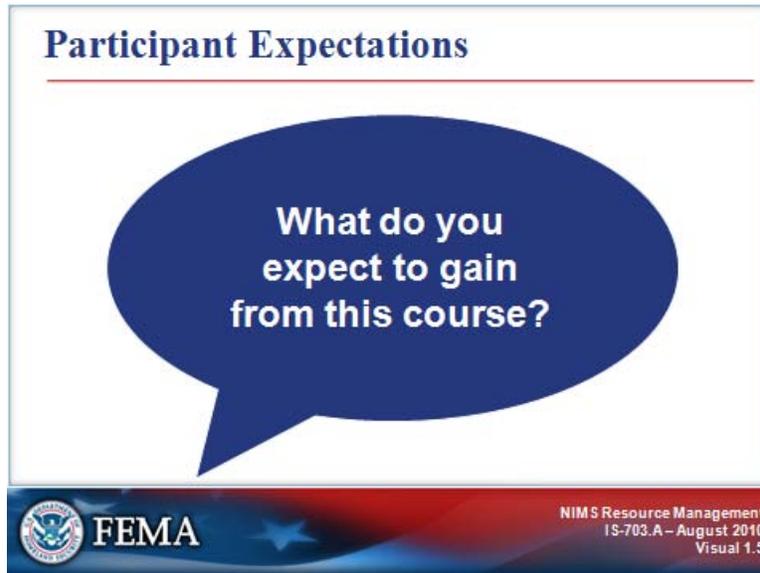
Instructor Notes: Present the following key points.

Ask the students to introduce themselves by providing:

- Their names and organizations.
- A brief statement of their experience with emergency or incident response, including resource management.
- One special issue about resource management that they would like to be able to resolve by taking this course.

EXPECTATIONS

Visual 1.5



Instructor Notes: Present the following key points.

Ask the participants: What do you expect to gain from this course?

Allow the group time to respond.

Record their responses on chart paper.

If possible, hang the list of responses in the training room. Revisit the list at the end of the course to ensure that participants have met their learning objectives.

EXPECTATIONS

Visual 1.6

Instructor Expectations



- Cooperate with the group.
- Be open minded to new ideas.
- Participate actively in all of the training activities and exercises.
- Return to class at the stated time.
- Use what you learn in the course to effectively manage incidents requiring multiagency coordination.

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Visual 1.6

Instructor Notes: Present the following key points.

Explain that like the participants, you, as the instructor, also have expectations for the course.

You expect that everyone will:

- Cooperate with the group.
- Be open minded to new ideas.
- Participate actively in all of the training activities and exercises.
- Return to class at the stated time.
- Apply the course material to effectively manage incidents that require multiagency coordination.

COURSE LOGISTICS

Visual 1.7

Course Logistics

- Course agenda
- Sign-in sheet
- Housekeeping:
 - Breaks
 - Message and telephone location
 - Cell phone policy
 - Facilities
 - Other concerns



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Visual 1.7

Instructor Notes: Present the following key points.

Review the following information with the group:

- Course agenda
- Sign-in sheet

Review the following housekeeping issues:

- Breaks
- Message and telephone location
- Cell phone policy
- Facilities
- Other concerns

COURSE COMPLETION

Visual 1.8

Successful Course Completion

- Participate in unit activities/exercises.
- Achieve 75% or higher on the final exam.
- Complete the end-of-course evaluation.



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Visual 1.8

Instructor Notes: Present the following key points.

Tell participants that in order to successfully complete this course, they must:

- Participate in unit activities/exercises.
- Achieve 75% or higher on the final exam.
- Complete the end-of-course evaluation in accordance with your agency's policies and practices.