**Fire Safety and Extinguisher use**

**Target Audience: All office employees and new hires to expand or refresh their knowledge annually of the different fire types, different types of extinguishers, and how to use an extinguisher should a fire start.**

**Learning Objectives**:

1. Name two different classes of fires
2. List at least two types of fire extinguishers
3. Explain what P.A.S.S means
4. Identify how often an extinguisher needs to be inspected

**Seat Time:** 30 Minutes

**Outline:**

* Course Intro
* Navigation
* Welcome
* Objectives
* Main Menu
* Fire Types
* Fire Extinguishers
* PASS (Pull, Aim, Squeeze, Sweep)
* Quiz
* Summary
* Congratulations

**Directions:** Please review the information and note if anything needs to be added or omitted.

**Module Resources/References:** N/A

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [1.1]/ Menu Title: *Title Slide*** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Course title set within rectangle with orange/yellow fill with title “Fire Safety and Extinguisher use”.**  Background image:  Office hallway near elevators with a green box containing an AED and a red box containing a fire extinguisher and a water fire hose.  Custom Start and Navigation buttons. | [Slide Title]  **Fire Safety and Extinguisher use**  **[Buttons]**  **START**  **NAVIGATION** | Welcome to fire safety and extinguisher use. This training is designed for employees, CEO’s, and anyone that would like to learn more about fire safety. This course covers the different types of fires, the different types of fire extinguishers, and which extinguisher is needed to fight which type of fire. If you are familiar with how to navigate the course, press the start button. If you would like to learn more about how to navigate the course, press the navigation button. You may start whenever you’re ready. | The Start and Navigation buttons fly in timed with the VO reference. |
| **Notes: No next or previous buttons on the title slide** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [1.2]/ Menu Title: *Navigation*** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Slide title “Navigation” set within rectangle with dark red fill.**  **Red rectangle with text**  **Background image:**  **Office hallway with two dry chemical/ABC fire extinguishers in view on the wall. Character guide placed in hallway**  **Green arrows pointing towards different navigation tools titled “menu”, “play/pause”, “seekbar”, “replay”, “volume”, “previous”, and “next”.** | [Slide Title]  **Navigation**  **[Red rectangle] Please observe the arrows bellow to find out how to navigate through the course**  **[Green Arrows]**  **“Menu” “Play/Pause” “Seekbar” “Replay” “Volume” “Previous” “Next”** | Let’s review how to navigate the course. The button pointing to the left is where the menu is located. To start and stop the course, press the play and pause button. Use the seek bar to get to a certain point of the timeline on each slide. To review the information on the slide, press the replay button. To change the volume of my voice, use the volume button. To go back to the previous slide, press the previous button. Lastly, when you are ready to continue press the next button. Ready? Let’s continue… | **Green Arrows with text fade in timed with the VO reference.** |
| **Notes: Previous and Next button will be disabled when the time line starts on the slide and will return to normal once all of the arrows are displayed and the voiceover completes.** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [1.3]/ Menu Title: Introduction** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Slide title “Introduction” set within rectangle with dark red fill.**  **Background image:**  **Office hallway with fire alarm in the spotlight**  **Red rectangle has slide text that matches the VO.** | [Slide Title] Introduction  [Red rectangle]  Fires can affect anyone at any time!  In this course, you will learn about the elements that are needed to start a fire and how to use a fire extinguisher.  **“A fire today, no job tomorrow!” -Unknown** | Fires can affect anyone at any time!  In this course, you will learn about the elements that are needed to start a fire and how to use a fire extinguisher.  It is important to know the source of what started the fire so that you can choose the right extinguisher to put it out. Choosing the wrong extinguisher for the wrong fire can result in detrimental losses. | **Quote “A fire today, no job tomorrow!”- Unknown enters the slide on a zoom.**  **Next button will be disabled until the end of the timeline.**  **The next button will return to normal at the end of the timeline.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [1.4]/ Menu Title: Objectives** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Slide title “Objectives” set within rectangle with dark red fill.**  Background image:  White with smoke floating through the middle  Guide character “Laura” on the left side pointing towards the right where the objectives are. | [Slide Title]  Objectives  [Objectives]  1.Name two different classes of fire  2.List at least two types of fire extinguishers  3.Explain what PASS means  4.Identify how often an extinguisher needs to be inspected. | By the end of the course, you will be able to......Name two different classes of fire.....List at least two types of fire extinguishers......Explain what PASS means......Identify how often an extinguisher needs to be inspected. | **Each objective bullet enters the slide with a float in effect.   Next button will be disabled until the end of the timeline.**  **The next button will return to normal at the end of the timeline.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [1.5]/ Menu Title: Main Menu** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Top border with Dark red fill with slide title “Main Menu”.**  **Background image: White with an outlet that is beginning to catch on fire**  **Large red arrow with directions text.** | [Slide Title]  Main Menu  [Directions] Please select the buttons in order from top to bottom to learn more about fire safety  [Buttons]  “Fire Types”  “Extinguisher Types”  “P.A.S.S”  “Quiz” | Please select the buttons in order from top to bottom to learn more about fire safety | **Large red arrow with directions to. Select one of the buttons moves on a motion path to the right where the buttons are located.**  **The main menu is the slide that the user will return to after the end of each segment.**  **The learner has to go in order starting with the fire types buttons and all of the buttons underneath will be disabled until the buttons above it is in a visited state.**  **The fire types button branches to slide 2.1 and when the learner completes slide 2.3, they return to the main menu slide.**  **The extinguisher types button branches to slide 3.1 and when the learner completes slide 3.2 they return to the main menu slide.**  **When the learner clicks the P.A.S.S button, it branches to slide 4.1 and when the learner completes slide 4.4 they return to the main menu.**  **Once the learner clicks the Quiz button, they will go to 5.1 and will continue through to the end of the course.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.1]/ Menu Title: Fire Triangle** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Top border with Dark red fill with slide title “The Fire Triangle”.**  **Background image:**  **Dark red background with a fire explosion situated on the right of the slide. A two layer triangle with a fire engine red base layer and a orange/yellow top layer to resemble fire.**  **Yellow rectangle containing directions.** | [Slide Title]  The Fire Triangle  [Directions]  Click each marker below to learn more.  -Below are the elements needed to start a fire  -The goal of fire prevention is to keep those elements separate  -On the next slide we will learn the different fire types and how they are started | Below are the elements needed to start a fire.  The goal of fire prevention is to keep those elements separate.  On the next slide we will learn the different fire types and how they are started. Click each marker on the fire triangle to learn more about each element.  Oxygen is needed to help sustain the chemical reaction that starts the fire. It reacts to the burning fuel to release carbon dioxide and heat.  A heat source is needed to start the fire which can range from electric to gasoline. The heat source determines what is needed to extinguish the fire.  Fuel is the materials that burn in a fire (ex. paper, wood, etc.). Businesses contain many flammable materials. Some of which burn easier than others.  When all three elements combine, a fire is created.   \*An explosion sound will play after the audio for the chemical reaction marker completes | **Directions text has a fly in entrance**  **VO text has a float in entrance**  **Markers numbered 1,2,3,4 are located next to Oxygen(1), Heat(2), Fuel(3), and Chemical Reaction(4)**  The Next button is disabled until all 4 markers are selected.  VO stops when a new marker is pressed so that there is no overlap. |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.2]/ Menu Title: Fire Types** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Top border with Dark red fill with slide title “Different types/classes of fires”.**  **Background image:**  **Smoke detector with visible smoke and fire underneath which serves as cover picture**  **Accordion takes up most of the slide with 5 vertical rectangles connected to a larger rectangle that will contain a picture and text explaining what each fire type is.**  **Each table will reveal a layer containing information about the fire type** | [Slide Title]  **Fire Types/Classes**  **[Numbered Tabs]**  **1. Class A Fires**  **2. Class B Fires**  **3. Class C Fires**  **4. Class D Fires**  **5. Class K Fires** | As we saw on the fire triangle, there are three items needed to create a chemical reaction otherwise known as a fire. There are many different options for fuel to start a fire ranging from paper to gasoline. Knowing what fuel started the fire will let you know which class of fire you’re dealing with so that you know how to extinguish it.  There are five different classes of fire. It is important to know which fire class you are dealing with so that you select the correct extinguisher. Select each tab to learn more. | **Cover photo fades out to reveal text that aligns with the VO as well as directions regarding how to navigate the accordion.**  Clickable tabs for the learner to click to reveal a layer to learn more about the corresponding fire type housed within the tab.  Next button is disabled on the base layer  Accordion tabs appear on the right as they are clicked and the learner navigates the layers. |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.2A]/ Menu Title: Class A Fires** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Unique image that shows an example of a Class A fire on the left side of the text with text to the right** | [Sub Title]  Class A Fires   * **In general, the most common fire to occur in the work place** * **Caused by paper products such as printer paper or boxes for exaple** | Class A fires involve solid combustibles such as paper, plastic, cloth, and other solid materials. It is considered the most common fire to occur in the workplace. | **Learner can select another tab to jump to another layer to learn about another fire type.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.2B]/ Menu Title: Class B Fires** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Unique image that shows an example of a Class B fire on the left side of the text with text to the right** | [Sub Title]  Class B Fires   * **Involves flammable liquids like gasoline and propane** * **Similar to Class K fires since both are caused by flammable liquids** | Class B fires involve flammable liquids and gasses such as gasoline or propane | **Learner can select another tab to jump to another layer to learn about another fire type.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.2C]/ Menu Title: Class C Fires** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Unique image that shows an example of a Class C fire on the left side of the text with text to the right** | [Sub Title]  Class C Fires   * **Class C fires are started by electricity** * **Office building that use a lot of electrical equipment, such as data centers, are at higher risk for having a class C fire occur.** | Class C fires involve a source of electricity such as old wiring in the walls or an overheated computer. | **Learner can select another tab to jump to another layer to learn about another fire type.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.2D]/ Menu Title: Class D Fires** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Unique image that shows an example of a Class D fire on the left side of the text with text to the right** | [Sub Title]  Class D Fires   * **Class D fires are also known as “Metallic fires” which involves gasses such as magnesium or lithium** * **These types of fires typically occur in laboratories and chemical plants** * **Class D fires are the hardest to put out** | Class D fires are also known as “Metallic fires” which involves gasses such as magnesium or lithium..............  These types of fires typically occur in laboratories and chemical plants ............  Class D fires are the hardest to put out.... | **Learner can select another tab to jump to another layer to learn about another fire type.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.2E]/ Menu Title: Class K Fires** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Unique image that shows an example of a Class K fire on the left side of the text with text to the right** | [Sub Title]  Class K fires   * **Nicknamed the kitchen fire due to grease being the fuel that starts the fire** * **Least likely in an office setting unless a kitchen with a stove is present within the building.** | Nicknamed the kitchen fire due to grease being the fuel that starts this fire....  Class K and Class B fires are similar due to their fuel being a flammable liquid....  Least likely in an office setting unless a kitchen with a stove is present within the building.  Now that you have had the opportunity to learn about the different fire types, we are going to have a quick knowledge check to see what you have learned so far. Are you ready? | **Learner can select another tab to jump to another layer to learn about another fire type.**  Next button returns to normal state when the audio completes on the class k fire layer. |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.3]/ Menu Title: Knowledge Check 1** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background** | True or False: If a computer catches on fire in the workplace it is classified as a Class C fire?  True (correct) That’s correct! Any fire involving electrical equipment is a class c fire.  False (incorrect) Not quite. Class C fires involve electrical equipment, such as computers. | True or False: If a computer catches on fire in the workplace it is classified as a Class C fire? | **Learner can select either the true or false option and then click the custom submit button**  **When the learner clicks the continue button on either layer, they will return to the main menu slide (1.5).** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.3a]/ Menu Title: Correct layer** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background** | True (correct) That’s correct! Any fire involving electrical equipment is a class c fire. | N/A | **When the learner clicks the continue button on either layer, they will return to the main menu slide (1.5).** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [2.3b]/ Menu Title: Incorrect layer** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background** | False (incorrect) Not quite. Class C fires involve electrical equipment, such as computers. | N/A | **When the learner clicks the continue button on either layer, they will return to the main menu slide (1.5).** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [3.1]/ Menu Title: Extinguishers Introduction** | | | **Objective: [#2 List at least two types of fire extinguishers]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top or bottom border**  **Background image: Image containing all types of fire extinguishers**  **Guide character Laura is positioned on the left of the slide.** | Now that we have covered the different types of fires. It’s time that we go over the different types of fire extinguishers that are needed to put out each type | Now that we have covered the different types of fires. It’s time that we go over the different types of fire extinguishers that are needed to put out each type. | **Text in Laura’s callout back enters on a fade in**  **Next button is hidden and slide will automatically transition to the extinguisher types slide when the timeline ends on the slide** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [3.2]/ Menu Title: Extinguisher Types** | | | **Objective: [#2 List at least two types of fire extinguishers]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/ bottom border**  **Background image: an image displaying 5 fire extinguishers with graphics underneath visually displaying which fire types the extinguishers can extinguish.** | [Slide Title]  Extinguisher types  [Directions]  Click on each blue graphic in the middle of each extinguisher below to learn more about each extinguisher type.  [Sub title marker 1]  ABC extinguisher   * **Ideal for businesses because it puts out many different fire classes.**   **[Sub title marker 2]**  **Fire hose**   * **Similar to the water extinguisher, it can only put out fires that started due to solid materials**   **[Sub title marker 3]**  **Foam extinguisher**   * **Can be used on solid materials and flammable liquids such as gasoline.**   **[Sub title marker 4]**  **Water extinguisher**   * **Only extinguishes solid material fires. Dangerous on electrical and flammable liquid fires.**   **[Sub title marker 5]**  **Carbon dioxide**   * **Known as the clean extinguisher because it leaves no residue after use.**   **[Button]**  **Main menu** | Click on each blue graphic in the middle of each extinguisher below to learn more about each extinguisher type. | **Light blue markers that the learner can click on to learn more about each fire extinguisher.**  **Next button is not on this slide**  **Main menu button will appear once each marker is clicked and the user can press it when they are ready to return to the main menu slide (1.5)** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.1]/ Menu Title: PASS Introduction** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom borders**  **Background image: a unique image depicting a person using a fire extinguisher.**  **Guide character Laura is to the left**  **Red rectangular callout.** | [Slide Title]  P.A.S.S Introduction  Callout text: In the next few slides, you will learn about P.A.S.S (pull, aim, squeeze, sweep) and how to ensure a fire extinguisher is working properly. | In the next few slides, you will learn about P.A.S.S (pull, aim, squeeze, sweep) and how to ensure a fire extinguisher is working properly. | **Callout text enters the screen on a fly in animation.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.2]/ Menu Title: PASS Steps** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Dark red top border with directions**  Background image: a unique image of an office hallway with fire extinguishers within view. | [Slide Title]  [Directions]  Click on each tile to learn what PASS stands for, starting with P | PASS is an acronym used to remind people how to use a fire extinguisher to effectively put out a fire. Please click on each tile to learn what the acronym means starting with the letter P. | **Flip card interaction where the learner clicks on each tile to reveal a corresponding picture with audio describing what happens**  **The learner can click on each tile and it will take them to the corresponding layer regardless of which layer they are currently on.**  **The learner must click in order starting with the Pull Tile**  **Other tiles will be locked until the tile before it is visited** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.2A]/ Menu Title: Pull** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Dark red top border with directions**  Background image: a unique image of an office hallway with fire extinguishers within view.  P tile reveals a unique image of the pin of a fire extinguisher being pulled. | **N/A** | Pulling the pin breaks the tamper seal on the extinguisher which unlocks it and allows you to activate it. | **Learner can select the A (aim) tile to jump to another layer to learn about the next step in the PASS acronym.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.2B]/ Menu Title: Aim** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Dark red top border with directions**  Background image: a unique image of an office hallway with fire extinguishers within view.  A tile reveals a unique image of a fire extinguisher being aimed towards a fire. | N/A | Aim the extinguisher nozzle low around the base of the fire which is the best way to extinguish a fire. | **Learner can select the first S (squeeze) tile to jump to another layer to learn about the next step in the PASS acronym.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.2C]/ Menu Title: Squeeze** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Dark red top border with directions**  Background image: a unique image of an office hallway with fire extinguishers within view.  First S tile reveals a unique image of the lever of a fire extinguisher being squeezed to release the contents. | N/A | Squeezing the lever downwards initiates the release of the extinguisher materials through the nozzle. | **Learner can select another tile to jump to another layer to learn about the next step in the PASS acronym.** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.2D]/ Menu Title: Sweep** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Dark red top border with directions**  Background image: a unique image of an office hallway with fire extinguishers within view.  Second S tile reveals a unique image of a fire extinguisher actively putting out a fire. | N/A  **[Button]**  **Next** | Starting at the base, sweep the nozzle from side to side until the fire is out. If it re-ignites, then start again at step 2, the aim step. | **Learner can select another tile to jump to another layer to learn about the next step in the PASS acronym.**  **Custom next button will appear that the user can click to go to the next slide once the audio ends on the “sweep” tile layer.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.3]/ Menu Title: Extinguisher Maintenance** | | | **Objective: [#4 Identify how often a fire extinguisher needs to be inspected]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Top border with Dark red fill with slide title “Different types/classes of fires”.**  **Table with two columns and three rows First column titled “Type of inspection” and the second column titled “Frequency”** | [Slide Title]  Fire Extinguisher Maintenance  **[Subtitle]** To ensure they are working properly, fire extinguishers need to undergo three different types of inspections: visual inspection, fire extinguisher servicing, and an internal maintenance and inspection.  **[Table text]**  **[Column one]**  **Type of inspection**   * **Visual inspection** * **Fire extinguisher servicing** * **Internal maintenance and inspection**   **[Column two]**  **Frequency**   * **Once a month** * **Every year** * **Every six years** | To ensure they are working properly, fire extinguishers need to undergo three different types of inspections: visual inspection, fire extinguisher servicing, and an internal maintenance and inspection.  A visual inspection should be conducted once a month to ensure that it is in proper condition. A fire extinguisher should be serviced once a year, or sooner if it had to be used on a fire. Every six years, a fire extinguisher needs to undergo internal maintenance and inspection.  On the next slide, we will have a brief knowledge check to see what you remember. | **Paragraph between top border and the table enters the slide with a fly-in animation.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.4]/ Menu Title: Knowledge Check 2** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background**  **Drag and drop interaction with 4 choices.** | [Slide Title]  Knowledge check  [Directions/Quiz Question]  Can you put the acronym P.A.S.S in order  [Answer choices in correct order]  Pull the pin  Aim the nozzle  Squeeze the lever  Sweep from side to side | Can you put the acronym P.A.S.S in order? | **Drag drop interaction numbered 1 through 4 where the learner must put the steps for PASS in the correct order.**  **Next button is not on this slide**  **When the learner clicks the custom submit button it will reveal either the correct or incorrect layer** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.4a]/ Menu Title: Correct layer** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background** | [Correct]  That’s right! You put P.A.S.S in the correct order. | N/A | **When the learner clicks the continue button on either layer, they will return to the main menu slide (1.5).** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [4.4b]/ Menu Title: Incorrect layer** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background** | [Incorrect]  Not quite. The order is: pull, aim, squeeze, sweep. | N/A | **When the learner clicks the continue button on either layer, they will return to the main menu slide (1.5).** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.1]/ Menu Title: Quiz Introduction** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image:**  **Unique image with a background blur with fire extinguishers in the forefront.**  **Guide character Laura is situated on the left with a poster board with text announcing the quiz.** | [Poster board text]  Time for a five-question quiz to check what you have learned. You need a score of 80% to pass. Good luck! | Time for a five-question quiz to check what you have learned. You need a score of 80% to pass. Good luck! | **Text on the poster board enters the slide on a zoom animation.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.2]/ Menu Title: Multiple Choice Question 1** | | | **Objective: [#3 Explain what PASS means]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image: Blacked out background with a fire extinguisher** | [Slide Title]  Quiz Question 1  [Question]  What does the acronym P.A.S.S stand for?  [Answers]  Pull Arm Slowly Shake (Wrong)  Pull Aim Squeeze Sweep (Correct)  Push Aim Scream Sweep  (Wrong) | What does the acronym P.A.S.S stand for? | **User selects an answer and then click submit button which will take them to the next slide** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.3]/ Menu Title: Multiple Choice Question 2** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image: Blacked out background with a fire extinguisher** | [Slide Title]  Quiz Question 2  [Question]  Which two fire classes are both started by a flammable liquid?  [Answers]  Class B and Class K Fires (correct)  Class A and Class C Fires (wrong)  Class C and Class D Fires (wrong) | Which two fire classes are both started by a flammable liquid? | **User selects an answer and then click submit button which will take them to the next slide** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.4]/ Menu Title: Multiple Choice Question 3** | | | **Objective: [#4 Identify how often a fire extinguisher needs to be inspected]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image: Blacked out background with a fire extinguisher** | [Slide Title]  Quiz Question 3  [Question]  How often should a fire extinguisher be serviced?  [Answers]  Once a year (correct)  Once a month (wrong)  Every 3 months (wrong)  Every 6 months (wrong) | How often should a fire extinguisher be serviced? | **User selects an answer and then click submit button which will take them to the next slide** |
| **Notes:**  **Aligns with learning objective “Identify how often an extinguisher needs to be inspected”** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.5]/ Menu Title: Multiple Choice Question 4** | | | **Objective: [# 1 Name two different classes of fire]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image: Blacked out background with a fire extinguisher** | [Slide Title]  Quiz Question 4  [Question]  Which two types of fires are most common in an office building?  [Answers]  Type B (Gasoline) and Type K (Grease) [Wrong]  Type A (Paper) and Type C (Electrical Equipment) [Correct]  Type A (Paper) and Type D (Lithium) [Wrong]  Type C (Electrical Equipment) and Type D (Lithium) [Wrong] | Which two types of fires are most common in an office building? | **User selects an answer and then click submit button which will take them to the next slide** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.6]/ Menu Title: Multiple Choice Question 5** | | | **Objective: [#2 List at least two types of fire extinguishers]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image: Blacked out background with a fire extinguisher** | [Slide Title]  Quiz Question 5  [Question]  Which fire extinguisher is effective in putting out fire types A,B,C, and K?  [Answers]  Carbon dioxide extinguisher (Wrong)  Water extinguisher (Wrong)  Foam extinguisher (Wrong)  Dry powder extinguisher (Correct) | Which fire extinguisher is effective in putting out fire types A, B, C, and K? | **User select an answer and then click submit button which will take them to the next slide** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.7]/ Menu Title: Quiz Results** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background**  **Guide character Laura appears in a disappointed pose if the learner doesn’t pass the quiz.**  **Guide character Laura appears in a celebratory pose if the learner passes the quiz.** | [Slide Title]  **Quiz Results**  **[Buttons]**  **Review Quiz**  **Retry Quiz**  **[Success layer]**  **Nice job, you passed!**  **[Failure layer]**  **Sorry, you didn’t pass.** | N/A | **N/A** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.7A]/ Menu Title: Success Layer** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background**  **Guide character Laura appears in a celebratory pose if the learner passes the quiz.**  **Giant green circle with white check in the middle** | [Slide Title]  **Quiz results**  **[Buttons]**  **Review Quiz**  **[Success layer]**  **Nice job, you passed!**  **[Score Box]**  **Your score**  **{percentage}**  **Passing score: {percentage}** | N/A | **N/A** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.7]/ Menu Title: Failure Layer** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Reddish brown background**  **Guide character Laura appears in a disappointed pose if the learner doesn’t pass the quiz.**  **Giant red circle with a white “X” in the middle** | [Slide Title]  **Quiz Results**  **[Buttons]**  **Review Quiz**  **Retry Quiz**  **[Failure layer]**  **Sorry, you didn’t pass.  [Score Box]**  **Your score**  **{percentage}**  **Passing score: {percentage}** | N/A | **N/A** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.8]/ Menu Title: Summary** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **Dark red top border with slide title within**  **Background image: unique image of a person/fire fighter using a fire extinguisher on a fire** | [Slide Title]  Summary  [Slide text]  **For a fire to start it needs oxygen, heat, and a fuel source**  **There are different classes of fires (A,B,C,D and K) that are all started by different types of materials**  **An ABC fire extinguisher extinguishes most of the fire types which makes it the most beneficial to have in an office space**  **When using a fire extinguisher, remember the acronym P.A.S.S (Pull, aim, squeeze, sweep)**  **It is important to do a monthly inspection of a fire extinguisher and ensure that it is serviced once a year** | For a fire to start it needs oxygen, heat and a fuel source......  There are different classes of fires (A,B,C, D, and K) that are all started by different types of materials........  An ABC fire extinguisher extinguishes most of the fire types which makes it most beneficial to have in an office space........  When using a fire extinguisher, remember the acronym P.A.S.S (Pull, aim. squeeze, sweep)......  It is important to do a monthly inspection of a fire extinguisher and ensure that it is serviced once a year. | **Each summary bullet will be in its own text box and will enter the slide on a float in animation timed with the VO reference.** |
| **Notes:** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Slide [5.9]/ Menu Title: Celebration End** | | | **Objective: [#]** |
| **Visual / Display:** | **Slide Text:** | **Narration / Voiceover:** | **Animation / Interaction:** |
| **No top/bottom border**  **Background image: Black background with a ring of fire imagery.**  **Circle call out shape with yellow/orange fill** | [Callout]  Congratulations! You have completed the course!  [Button]  Exit | Congratulations! You have completed the course! You should be able to implement what you learned in the course should a fire arise. By law, businesses are required to have fire extinguishers present on the premises, so if you see a fire, grab the closest Dry Chemical (otherwise known as ABC) extinguisher, and remember to PASS (Pull, Aim, Squeeze, Sweep) when you begin to extinguish the fire.  Whenever you are ready, you may press the exit button to exit the course. | **Callout text enters the slide on a grow animation.**  **Exit button will appear once the voice over ends.** |
| **Notes:** | | | |