

Course Syllabus

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FIRE 71: Fire Protection Organization

Section 4155, Fall 2017

Class begins: August 21, 2017 and runs Monday through Sunday. Class ends: December 22, 2017.

Final: December 22nd, 23rd or 24th, 2017 - your choice and Online only.

The first nights orientation class, will be conducted using the Conferencing Module within Canvas Course Management System. The first night's conference will be, Monday August 21st, 2017 at 7:00 pm (1900 Hrs). Archives of the first night's conference will also be available in the Conferences navigation bar button for a short period of time following the conference - BE SURE TO WATCH IT IF YOU DO NOT ATTEND. The class website will be accessible 1 week before class starts.

☐ This is a fully online course with no mandatory face-to-face meetings or activities.

INSTRUCTOR

[Bradley Mark](#) ([Links to an external site.](#))[Links to an external site.](#)

[EMAIL](#) bmark@santarosa.edu

[pdf of this syllabus](#)

A Few Links to Blocks Below

- [Textbook](#)
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I can be contacted by message board, [email](#) or telephone - see my [Instructor page \(Links to an external site.\)Links to an external site.](#)

Accommodations for Students with Disabilities

If you need disability related accommodations for this class, such as a note-taker, test-taking services, special furniture, etc., please provide the Authorization for Academic Accommodations (AAA letter) from the [Disability Resources Department \(DRD\) \(Links to an external site.\)Links to an external site.](#) to the instructor as soon as possible. You may also speak with the instructor privately during office hours about your accommodations. If you have not received authorization from DRD, it is recommended that you contact them directly. [DRD \(Links to an external site.\)Links to an external site.](#) is located in Analy Village on the Santa Rosa Campus, Tel: (707) 527-4278, and Jacobs Hall on the Petaluma Campus, Tel: (707) 778-2491. Link to [Campus Map \(Links to an external site.\)Links to an external site.](#)

[Santa Rosa Junior College Disability Resource Department website \(Links to an external site.\)Links to an external site.](#):Welcome to "Fire Protection Organization."

Before you can participate in this class you must have already:Step 1:

Registered with [Admissions and Records \(Links to an external site.\)Links to an external site.](#) (Links to an external site.)Links to an external site.

Step 2: If you are on the **Wait List** you will have access only for a day after class starts. If the class is still full you will be removed from the roster. Any work you may have completed will also be removed and deleted.

Fire 71 has weekly written assignments and quizzes and requires a diligent effort by students. To pass the class, students are required to participate in the class, complete assignments to college academic level and achieve a sufficient amount of points to achieve a 70% overall average.

Fire 71 is a core class in the Fire Technology Degree program and a prerequisite for the Fire Academy. I am looking forward to working with students to enhance their understanding of the Fire Service.

The class will be conducted on a weekly basis starting the first night of class. Students will have 7 days to complete the weekly assignments, (for example

only) from Monday through midnight on Sunday to turn in course assignments, then the following Wednesday (a total of 10 days) by midnight to complete tests and quizzes unless otherwise directed.

Although you can move through the course at a faster rate than the schedule, you can only take tests and quizzes during the week they are scheduled. Do not expect your early "turn-ins" to be graded until after the day they are due. Additionally, any late assignments, quizzes or exams will lose 10% of the points.

ATTENTION:

Online classes are a little more challenging than going to a class and sitting down. In order to get a good grade in the course, you must be self-motivated. It is important to keep up with the assigned reading and any other assignments every week. Most students consider the course material to be very interesting, so this should not be too much trouble. However, you are more likely to succeed if you get organized, schedule a regular block of time to study each day, and stick to it! Students must also feel at home navigating on the World Wide Web. You must be a self-starter who feels confident about learning from reading and listening to the lectures, viewing video links, and who is comfortable working independently. In a nutshell, this course is designed for the highly motivated, computer-savvy, and self-directed student who wishes to pursue a quality education.

If you ever run into an assignment or course material that you do not understand, ask for clarification IMMEDIATELY. You are the only one who knows what you do not understand. **Don't stay in the fog! Contact me ASAP.**

It is also your responsibility to keep track of all deadlines for assignments and quizzes in this class. All due dates and weekly requirements are listed on the class schedule and unit pages combined. Please read through the modules and calendar and take note of when you will be submitting assignments and quizzes. Use whatever method works for you to track what is due.

This course operates on the honor system. You are expected to do all of your own work. You may study with other students as well as share ideas though the chatroom or class message list, but **you are on your own when it comes to taking exams.**

Are you ready to take an online class?

If you are unsure about taking an online class, Visit the [New to Online Learning page \(Links to an external site.\)](#)Links to an external site. to find out if online learning is right for you and learn how to get started.

To learn more about Canvas you can visit ["Student Help for Canvas" \(Links to an external site.\)](#)Links to an external site.

COURSE DESCRIPTION This course is designed to provide the student an introduction to the fire service and fire protection; career opportunities in fire protection and related fields; history of fire protection; fire loss analysis; public, quasi-public, and private fire protection services; fire chemistry,

physics, ethics in the fire service, tactics and strategy, hazardous materials, emergency medical services and getting a job.

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STUDENT OUTCOMES AND OBJECTIVES

1. Develop an understanding of fire technology through an overview of fire technology, the fire service and the fire protection field.
2. Develop an awareness of the working environment of a firefighter.
3. Become acquainted with the basic information needed for entry into the fire service and for preparing for entry level examinations.
4. Analyze and describe the differences between the certificate, two-year, four-year degree programs, and state certification.
5. Describe the educational requirements, duties, and information sources for various occupations in fire protection.
6. Identify the basic components of fire as a chemical reaction, the major phases of fire, and the main factors that influence fire spread and fire behavior.
7. Identify the effects of fire on the environment and the historical efforts made to protect society.
8. Identify the major organizations that contribute to fire protection.
9. Define and describe the purpose and scope of fire departments.
10. Identify the types of common fire department apparatus, equipment, and personal safety equipment used for fire fighting.
11. Identify the various codes, standards, ordinances, and regulations that affect fire protection.
12. Identify the various types of public and private fire protection equipment and systems.
13. Define the common elements of a fire prevention bureau.
14. Identify the various applications of computers in the fire service.
15. Define fire fighting strategy and tactics.
16. Develop an awareness of Hazardous Materials as a threat to firefighters.
17. Describe the basic elements of fire fighter safety and survival

COURSE TOPICS

1. Introduction to Fire Protection Organization.
2. The Fire Service as a career.
3. Roles of the Fire Service.
4. Early Traditions and History.
5. Fire Investigation, Fire prevention and Public and Life Safety Education.
 - a. Fire Prevention, Fire Prevention Bureau and Fire Detection Systems.
6. Scientific Terminology (Introduction to Fire Behavior).
7. Building Construction.
8. Fire Detection, Alarm and Suppression Systems.
 - a. Automatic Fire Sprinkler Systems.
9. No Subject (Spring or Thanksgiving Break).

10. Role of Fire Service Support Organizations.
11. Fire Equipment and Facilities.
12. Fire Department Organization & Management.
13. Ethics, respect and work relationships.
14. Firefighting Tactics and strategy.
15. Emergency Medical Services and Hazardous materials.
16. Getting a Job in the Fire Service.

EXPECTATIONS - Teaching Methods:

- Video Lecture
- HTML written material
- Internet links to third party sites
- YouTube Video, Writing Assignments
- Research Paper
- Field Trips/Visitations

Instructor:

- Plan the course
- Alter that, plan as needed
- Help you succeed

Student Roles:

- Participation in the class
- Follow directions
- Completion of the weekly assignment (reading, view presentation, questions, video links, quizzes and tests)
- Completion of the additional assignments
- Participation in discussions
- College-level quality writing: legible and proofread.
- Courage to challenge what you read or hear (even from me).
- Courage to talk with me if there are concerns before they become a problem.

The only bad question is the question that was not asked. This is an online class built in the Canvas format and will need access to an Internet connection faster than Dial-up (more on this in the Hardware and Software block below). Some reference files are in Adobe Acrobat (PDF Files) and you will need an Adobe Acrobat reader to view the Adobe PDF file format. A link to download the Adobe Acrobat reader for the Windows operating systems is below:

Link to download a PDF reader for windows

computers: <http://www.adobe.com/support/downloads/product.jsp?platform=>

[windows&product=10 \(Links to an external site.\)Links to an external site.](#) ,
and here for the
Mac [http://www.adobe.com/support/downloads/product.jsp?platform=macintosh&product=10 \(Links to an external site.\)Links to an external site.](http://www.adobe.com/support/downloads/product.jsp?platform=macintosh&product=10 (Links to an external site.)Links to an external site.)

The course uses YouTube videos as reference and presentation of techniques and demonstration of fire ground operations. Many of you already are using YouTube and have the required Adobe Flash Player. If you do not have the required software, the YouTube site will direct you to the appropriate Download site for your computer operating system. (There are too many different versions to place a link for each type that is available and the adobe site does a good job of determining the type of software that is required for your system.)

We will be using the class Discussion and Announcement modules during this class as well as **email**. There will be multiple class messages and emails each week. These 3 media methods is how I will communicate with the class. If you do not check these frequently you may find yourself missing important class information and assignments. I RECOMMEND YOU CHECK EACH LOCATION AT LEAST TWICE DAILY. On the Discussion module you can send me private messages or send a message to the entire class. Some information that is time sensitive may be sent both by multiple means. We also will have a chat room available for the class.

Finish reading this page and LET'S GET GOING ON "[Getting Started](#)"!

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IMPORTANT DATES (Links to an external site.)Links to an external site.

FALL SEMESTER 2017

TBD

August 17, 2017

August 18, 2017

August 21, 2017

August 27, 2017

September 3, 2017

September 4, 2017

September 5, 2017

September 10, 2017

September 10, 2017

September 11, 2017

September 18, 2017

October 1, 2017

Oct 16- Nov 19, 2017

November 10, 2017

Web site information available

District-designated activities

Mandatory Professional Development Activity Institutional Day (No

CLASSES BEGIN

Last day to register/add without instructor's signature or add code

Last day to drop semester length class and be eligible for a refund

Labor Day Holiday

Professional Development Flex Day (No classes or activities)

Last day to register/add with the instructor's signature or add code

Last day to drop a class without "W" symbol

First Census Day

Constitution Day and Citizenship Day (Classes will meet)

Last day to opt for P/NP

Midterm progress indicators posted in student portal

Veterans Day Holiday

November 19, 2017	Last day to drop a class with "W" symbol
November 23-26, 2017	Thanksgiving Day Holidays
November 24, 2017	Professional Development 1/2 Flex Day (No classes or activities)
December 16-22, 2017	Final Examinations
Dec 23, 2017 - Jan 14, 2018	Semester Break
January 5, 2018	Final grade rosters due
January 6, 2018	Fall semester processing finalized

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HARDWARE AND SOFTWARE

Because this is an Internet-based class, students will need:

- Access to the Internet via a modem or high-speed connection such as cable or DSL.
- A recent version of Web browser software (such as Microsoft Internet Explorer, Firefox, Google Chrome or Safari).
 - **NOTE:** If assignment and quiz "Submit" buttons do not appear while using Firefox or Safari or IE switch to Chrome. This is recommended but SRJC when working on assignments, quizzes or exams.
- An email account and ability to access that account for sending and receiving messages.
- A sufficiently powerful computer with a modern operating system capable of supporting these requirements.
- Word processing software capable of creating a .doc or .docx is required to submit your written assignments. MAC folks can save .pages as a .doc or .docx if need be.

Students who don't possess a suitable computer with all the necessary software will need to make arrangements for reliable, convenient access to necessary hardware and software, such as through their work place or SRJC campus computer labs. [Computer Use in the SRJC Library \(Links to an external site.\)](#)[Links to an external site.](#)

Browser Information

The class web site works with any computer operating system (Windows, Mac OS) and functions well with any of the standard internet browsers (Windows Explorer, FireFox, Chrome, Safari).

- **NOTE:** If assignment and quiz "Submit" buttons do not appear in Firefox or Safari or IE switch your browser to Chrome. This is recommended but SRJC when working on assignments, quizzes or exams.

On Apple Mac machines, Firefox and Chrome seem to load the unit pages and presentations faster than Safari. However, each Mac browser shows the video

presentations in a different way. Safari will show a presentation with no background, Chrome adds a black background and Firefox adds a white background.

TEXTBOOK

Required: Fire and Emergency Services Orientation and Terminology - IFSTA - 6th Edition available at the [SRJC Bookstore \(Links to an external site.\)](#)[Links to an external site.](#), Amazon, the SRJC Libraries as well as other sources you can research.

Library Call # for the textbook is [TH9151 .S658 F574 2016 \(Links to an external site.\)](#)[Links to an external site.](#)

Optional:

Essentials of Fire Fighting- IFSTA/Brady 6th Edition, 2013, available at the [SRJC Bookstore \(Links to an external site.\)](#)[Links to an external site.](#), Amazon, the SRJC Libraries as well as other sources you can research.

The Essentials of Fire Fighting is an excellent Fire Service reference book that goes into more depth on the subjects that we will cover in class. Many fire agencies use the Essentials text as basis for many of their manipulative skills.

This is also the book that is issued to the Firefighter I (fire academy) students. If you have access to this book, I recommend that you review the Essentials book in addition to the standard text. However, the use of the Essentials of Fire Fighting is not required for the class or to pass the class.

A limited number of the Essentials of Fire Fighting will be available from the [SRJC Bookstore \(Links to an external site.\)](#)[Links to an external site.](#).

Please notify me if additional Essentials texts are required. It is also available at the SRJC Libraries Call # [TH9151 .E88 2013 \(Links to an external site.\)](#)[Links to an external site.](#)

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CLASS PARTICIPATION

Class material will be presented on a weekly basis. Although you can access all the class units I suggest that you work with the class material according to the class schedule. You can work ahead but you can only turn in assignments and take quizzes and tests the week that they are due. Other assignments can be turned in early if requested. You will have the period from Monday through Sunday night to complete the weekly assignments, reading and view presentations. Sunday evening by midnight (00:00 hours) is the deadline to submit weekly assignments. Quizzes and tests are extended 3 extra days to Wednesday at midnight.

- Without prior agreement with the instructor, Students who fail to log on to the website and initiate participation by Friday 11:59 p.m PST of the first week of class by the instructor.
- Students who are not participating in the class and have missed submitting three (3) Unit assignments will be dropped from the class.
- LOSS OF POINTS for missing assignments, quizzes or field trips may not give you enough points to pass the class. See information regarding late penalties in the "Grading" block below.
- Students who have five or more late assignments will be dropped from the class for not meeting the class participation standards.

Written assignment grading will be based on the content of the assignment, spelling and grammar. All answers must not be 1 sentence answers and must provide sufficient detail to demonstrate to me you really understand the subject. Many word processing programs can be set to inform you when a word is misspelled, if a word is highlighted or otherwise notated it is probably spelled incorrectly. Assignments scores will be reduced if there are spelling or grammar errors. (SP or GR) listed in the assignment comments will indicate a reduction in the assignment score for spelling or grammar errors.

You Will Also Lose Points If Do Not do the Following 2 items:

1. **In the header of the paper provide your name, date, Unit # and or Assignment name i.e. "Unit 16" or "Resume".**
2. **Place each question into every assignment and bold the font - you can cut & paste the question if you wish.**

Reading Assignments & Unit Questions: Weekly reading assignments are from the textbook, Internet links and online class material. *Accompanying the readings are Unit questions you will answer and turn in by the end of the class week found in each Module.* Completion of the reading and the corresponding questions will prepare the students for the quizzes, midterm, and final exams. Lecture material often supplements the textbook so reading and taking notes from the textbook and lecture is necessary for successful completion of the course. *There are some exam questions covering information from the textbook not covered in the lectures.*

Current Events Assignment: Students will be completing a Current Event assignment about any Emergency Services related media event. Details will be provided in the module where they are required to be submitted and the required format.

Resume Project paper: Students will prepare a one-page resume documenting your education, work experience and other information for a actual or a hypothetical job announcement.

Fire Service Training Report: Recommendation; if your schedule will not allow you to attend a field trip on your own by making arrangements with a fire agency that does night or weekend training you will need to do a virtual visit online to view a training session. Be sure to let me know if you have problems. More details will be found in the Module for this specific assignment. A report will be required of your experience.

Museum Report: The Museum Report requires students to visit an actual Fire Museum or conduct a virtual museum visit online. A report will be required describing the museum you visited and the articles you viewed.

FEMA IS-100b online class. Students are required to complete the FEMA IS-100b online class and submit a completion certificate. If you have already completed IS-100 or higher you can submit a copy of your completion notice or certificate.

Communication is an important part of the class. Students need to read the class emails and review the class message board on a regular basis. Students have the responsibility to coordinate with me concerning their class participation. There are many valid reasons why assignments cannot be submitted within the deadlines. I will work with students and their special circumstances.

IMPORTANT - Late assignments: Getting behind in the class can significantly affect your grade and your ability to pass the class. Assignments, quizzes and exams (except the final which cannot be late) that are submitted late will lose 10% off the points.

IMPORTANT - Late Quizzes or Exams: Quizzes and Mid-term Exam will only be available beginning the week that they open in the Unit and be available **to be taken for 10 days**. Quizzes and exams (except the final which cannot be late) that are submitted late will lose 10% off the points. Students with special circumstances concerning their late submissions can contact me and appeal the late penalty. Missing a quiz or the Mid-term will be counted as a missing assignment, the loss of points from being late in some cases may ADVERSELY affect a students grade.

IMPORTANT - Final Exams: The Final Exam will only be available for a three (3) day period.

[Santa Rosa Junior College Policy 3.11 ACADEMIC INTEGRITY: \(Links to an external site.\)Links to an external site.](#)

“Santa Rosa Junior College holds that its primary function is the development of intellectual curiosity, integrity, and accomplishment in an atmosphere that upholds the principles of academic freedom. All members of the academic community - student, faculty, staff, and administrator - must assume responsibility for providing an environment of the highest standards, characterized by a spirit of academic honesty and mutual respect. Because personal accountability is inherent in an academic community of integrity, this institution will not tolerate or ignore any form of academic dishonesty.

Academic dishonesty is regarded as any act of deception, benign or malicious in nature, in the completion of any academic exercise. Examples of academic dishonesty include cheating, plagiarism, impersonation, misrepresentation of idea or fact for the purpose of defrauding, use of unauthorized aids or devices, falsifying attendance records, violation of testing protocol, inappropriate course assignment collaboration, and any other acts that are prohibited by the instructor of record.”

The [Student Conduct and Discipline Due Process \(Links to an external site.\)Links to an](#)

[external site.](#) as found in SRJC Catalog, part of Policy 8.2.8 Student Discipline, will apply in the class.

When academic dishonesty is suspected sections [3.11 \(Links to an external site.\)Links to an external site.](#) and [3.11.p of the SRJC Policy Manual \(Links to an external site.\)Links to an external site.](#) will be followed and disciplinary action will be taken. Please refer to these policy sections if you have questions about forms of disciplinary action.

Ethical, Moral and Professional standards do not accept cheating. The Fire Service definitely does not!

One example of cheating: Taking an exam or quiz concurrently while looking at the online presentations and or collaborating with other students during the exam!

What will happen to students who are confirmed to have conducted academic dishonesty?

1. For the first offense, all parties involved will earn a **zero** for that quiz, exam or homework assignment.
2. For the first offense, the student may also be called to a meeting with the instructor, the department chair, and/or the Vice President of Student Services. This may result in a notation in the college's student discipline record.
3. For multiple offenses, a student could be reprimanded, receive probation, be suspended or expelled from the college.
4. The above consequences could negatively affect a student's future career plans and affect university transfer or graduate school admission.

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TESTS AND EXAMS

Quiz results will be available in the online gradebook after the submission deadline.

Online quiz and test rules:

1. For the scheduled quizzes and tests, students are allowed one load or view of a test or quiz. This means that you cannot start a test, close a test, look up the answers and reopen the test later or start a new test. Multiple starts of a test will result in a 0 test score. However, this rule is not applicable if the test has been officially reopened or the option to retake a test has been provided.
2. You cannot open a test or quiz and currently open a class unit or presentation. This means that you cannot start a quiz or test, open a class presentation and look up an answer and continue with the test or quiz. Violation of this rule will result in a 0 test score. **NOTE: Windows 8 users be sure to close all other unnecessary tabs as the**

swipe feature may cause another tab to open. Also, be careful putting off any Windows or other computer updates you know of that may begin automatically while you are taking an exam.

3. Each quiz or test has a time limit (usually one minute per question) unless you have provided the instructor with a verified wavier from SRJC disability services.
4. Do not take a quiz or tests with other students at the same location at the same time. Violation of this rule will result in an investigation and possible disciplinary action in accordance with SRJC student code of conduct.

If you and other students are going to take tests and quizzes at a Fire Agency you will need to coordinate with me to make arrangements for the Fire Agency to proctor the test and quizzes.

5. Concurrent access to the class units by a room mate while the other room mate is taking the test or quiz is not permitted.
6. Submitting a test or quiz under another persons class log-in is not permitted.

These rules are in effect and test rule violations will be enforced.

Violation of the above will result in a penalty for that quiz or test. [--Top--](#)

GRADING

I am not using weighted grading but total points achieved. I do not round up, what you earn is the grade that you get. If you fail to turn in assignments, quizzes or exams on time and are penalized, do not complete an assignment or fail to take a quiz, please do not ask me why you did not get a higher final grade or ask to have your grade increased. Getting enough points for a specific grade is your responsibility.

ACTIVITY WEIGHT

- Reading Assignments/Worksheet Questions 21%
- Quizzes 18%
- Resume Project 6%
- Current Events Assignment 4%
- Midterm Exam 17%
- Final Exam 24%
- ICS CERT 4%
- Fire Training Assignment 4%
- Museum Assignment 4%

Written assignment grading will be based on the content of the assignment, spelling and grammar. I will be using MS Word to read assignments, if a word is highlighted by either word processor it is probably spelled incorrectly.

Assignments scores will be reduced if there are spelling or grammar errors. (SP or GR) listed in the assignment comments will indicate a reduction in the assignment score for spelling or grammar errors. **Late assignments will be accepted and assessed the following penalties:**

Assignments, quizzes and exams (except the final which cannot be late) that are submitted late will lose 10% off the points.

The loss of points from being late in some cases may affect a students grade.

NOTE: Late Quizzes and Mid-term:

Assignments, quizzes and exams (**except the final which cannot be late**) that are submitted late will lose 10% off the points.

The loss of points from being late in some cases may affect a students grade.

_Final Exam - will be available to be taken for three (3) days only. **--Top--**

ORIENTATION CLASS

I will be conducting a first night of class orientation and you will find information about that in the Modules. The live Conferences or the conference archive is mandatory participation/viewing for all class members. The class will demonstrate how the course will be conducted and review course requirements, and some about Canvas. The orientation should be completed in about 1.0 to 1.5 hours. This is an opportunity for me to introduce myself to you and for you to ask course related questions and see a demonstration on how the course will work. An archive will be available for a few days for those that cannot make the live conference.

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LINKS

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[Firescope 2017 Field Operation Guide \(FOG\) \(Links to an external site.\)](#)[Links to an external site.](#)

[Santa Rosa Junior College \(Links to an external site.\)](#)[Links to an external site.](#)

[Student help for Canvas \(Links to an external site.\)](#)[Links to an external site.](#)

[Confirm Your Email - Important \(Links to an external site.\)](#)[Links to an external site.](#)

[Student Handbook for online classes \(Links to an external site.\)](#)[Links to an external site.](#)

[Preparing for online learning \(Links to an external site.\)](#)[Links to an external site.](#)

[SRJC email accounts for students](#)

[SRJC bookstore: Find and order textbooks online \(Links to an external site.\)](#)[Links to an external site.](#)

[\(Links to an external site.\)](#)[Links to an external site.](#)[Student Conduct and Discipline Due Process \(Links to an external site.\)](#)[Links to an external site.](#)

[Academic Integrity \(Links to an external site.\)](#)[Links to an external site.](#)

[Video Presentation Example - Look for Viewer Overview \(Links to an external site.\)](#)[Links to an external site.](#)

[Windows QuickTime Movie Viewer Down Load Link \(Links to an external site.\)](#)[Links to an external site.](#) Use this link to down load QuickTime for Windows

[MAC version of Adobe Reader \(PDF Files\) \(Links to an external site.\)](#)[Links to an external site.](#) Use this link to down load Adobe Reader for MAC

[Windows version of Adobe Reader \(PDF Files\) \(Links to an external site.\)](#)[Links to an external site.](#) Use this link to down load the Adobe Reader (PDF) for Windows