

Course: Training Operations in Small Departments
September, 2000

Standard	Reference	Remarks
1021—5-2.2	IG 6-6 to 6-10	Prerequisite Knowledge: Training resources
1021—5-2.2	IG 6-6 to 6-10	Prerequisite Knowledge: Training resources
1021—5-4.2	IG 3-5 to 3-18	Prerequisite Knowledge: needs assessment
1021—5-4.2	IG 2-21 and 2-22	Prerequisite Knowledge: training standards
1041—3.2.3.2	IG 3-23 to 3-27 Activity 3.	Prerequisite Skills: Resource analysis and forms completion
1041—3-2.2.1	IG 6-3 to 6-6	Prerequisite Knowledge: scheduling processes
1041—3-2.3.1	IG 6-6 to 6-10	Prerequisite Knowledge: sources of instructional materials
1041—3-2.3.1	IG 3-3 to 3-29	Prerequisite Knowledge: needs analysis
1041—3-2.4	IG 4-11 to 4-21	Acquire training resources according to agency policy
1041—3-2.5.1	IG 2-5 to 2-26	Prerequisite Knowledge: laws affecting records and disclosure of training information
1041—3-2.5.1	IG 2-21 and 2-20	Prerequisite Knowledge: professional standards applicable to training records
1041—3-2.5.1	IG 2-27 to 2-43	Prerequisite Knowledge: databases used for record keeping
1041—3-2.5.1	IG 2-5 to 2-26	Prerequisite Knowledge: laws affecting records and disclosure of training information
1041—3-2.5.2	IG 2-27 and 2-29 Activity	Prerequisite Skills: record auditing procedures
1041—3-2.5.2	IG 2-27 and 2-29 Activity	Prerequisite Skills: record auditing procedures
1041—3-3.2.1	IG 6-6 to 6-10	Prerequisite Knowledge: sources of references and materials
1041—3-3.2.2	IG 3-25 to 3-27 Activity 3.	Prerequisite Skills: student needs assessment
1041—3-3.3.1	IG 6-6 to 6-10	Prerequisite Skills: sources of references and materials
1041—3-3.3.2	IG 3-25 to 3-27 Activity 3.	Prerequisite Skills: student needs assessment
1041—3-4.3.1	IG 1-21 to 1-37	Prerequisite Knowledge: leadership techniques
1041—3-5.2	IG 6-12 to 6-14	Develop student evaluation instruments so that the evaluation instrument determines if the student has achieved the learning objectives
1041—3-5.2	IG 6-12	The instrument evaluates performance in an objective, reliable, and verifiable manner
1041—3-5.3	IG 6-13 to 6-15	Develop a class evaluation instrument so that students have the ability to provide feedback to the instructor on instructional methods
1041—3-5.3.1	IG 6-11 to 6-23	Prerequisite Knowledge: Evaluation methods
1041—4-2.2.1	IG 2-15 to 2-17	Prerequisite Knowledge: disclosure of information

1041—4-2.2.1	IG 2-15 to 2-17	Prerequisite Knowledge: disclosure of information
1041—4-2.7	IG 6-11 to 6-13	Present evaluation findings, conclusions, and recommendations to agency administrator
1041—4-3.2	IG 3-5 to 3-17	Conduct an agency needs analysis
1041—4-3.2.1	IG 3-3 to 3-21	Prerequisite Knowledge: needs analysis
1041—4-3.2.1	IG 6-11 to 6-15	Prerequisite Knowledge: development of evaluation instruments
1041—4-3.2.1	IG 3-3 to 3-21	Prerequisite Knowledge: needs analysis
1041—4-3.2.2	IG 3-23 to 3-27	Prerequisite Skills: needs and task analysis
1041—4-5.4	IG 6-11 to 6-15	Create a program evaluation plan