













Fire and Emergency Services Instructor III Detailed Course Schedule

Module	Date & Time	Location	Assignments and Activities	Due Dates
Orientation	Week 1 Monday 30 Oct 23	 In-Person NHFA&EMS Classroom 1 1300-1600	Topics / Activities <ul style="list-style-type: none"> ▪ Orientation (3 hrs) ▪ Receive Student Manual 	
		 Online Independent	Online Activities <ul style="list-style-type: none"> ▪ Affirmation Statements ▪ Course Goals 	Sunday 5 Nov 23 23:59
Module 1	Week 2 Monday 6 Nov 23	 Online Synchronous 1800-2100	Topics / Activities <ul style="list-style-type: none"> ▪ Training Needs Analysis (3 hrs) Project Milestone <ul style="list-style-type: none"> ▪ Select a project topic 	Sunday 12 Nov 23 23:59
Module 2	Week 3 Monday 13 Nov 23	 Online Synchronous 1800-2100	Topics / Activities <ul style="list-style-type: none"> ▪ Curriculum Development (3 hrs) Project Milestone <ul style="list-style-type: none"> ▪ Collect training needs analysis data 	Sunday 26 Nov 23 23:59
	Week 4	 Independent	Topics / Activities <ul style="list-style-type: none"> ▪ <i>No class meeting</i> Project Milestone <ul style="list-style-type: none"> ▪ Define program goals 	Sunday 26 Nov 23 23:59
Module 3	Week 5 Monday 27 Nov 23	 Online Synchronous 1800-2100	Topics / Activities <ul style="list-style-type: none"> ▪ Program Evaluation (3 hrs) Project Milestone <ul style="list-style-type: none"> ▪ Perform the gap analysis 	Sunday 3 Dec 23 23:59
	Week 6	 Independent	Topics / Activities <ul style="list-style-type: none"> ▪ <i>No class meeting</i> Project Milestone <ul style="list-style-type: none"> ▪ Define the scope and sequence 	Sunday 17 Nov 23 23:59
Module 4	Week 7 Monday 11 Dec 23	 Online Synchronous 1800-2100	Topics / Activities <ul style="list-style-type: none"> ▪ Program Administration (3 hrs) Project Milestone <ul style="list-style-type: none"> ▪ Develop program administration guidelines 	Sunday 17 Nov 23 23:59
	Week 8 Monday 18 Dec 23	 Online Synchronous 1800-2000	Topics / Activities <ul style="list-style-type: none"> ▪ Project Progress Update (2 hrs) Project Milestone <ul style="list-style-type: none"> ▪ Develop a program budget 	Sunday 7 Jan 24 23:59
	Week 9	 Independent	Topics / Activities <ul style="list-style-type: none"> ▪ <i>No class meeting</i> Project Milestone <ul style="list-style-type: none"> ▪ Write the conclusion ▪ Design a syllabus ▪ Gather supplemental materials 	Sunday 7 Jan 24 23:59
	Week 10 Wednesday 3 Jan 24	 Online Synchronous 1800-2000	Topics / Activities <ul style="list-style-type: none"> ▪ Project Progress Update (2 hrs) Project Milestone <ul style="list-style-type: none"> ▪ Write the executive summary ▪ Submit your final revision 	Sunday 7 Jan 24 23:59
Testing	Week 11 Monday 8 Jan 24	 In-Person 0830-1700	Topics / Activities <ul style="list-style-type: none"> ▪ Instructor III Final Written Exam (2 hrs) ▪ Project presentations (6 hrs) 	

This schedule represents a tentative sequence of instruction and is subject to change.