

Syllabus – Fire Technology 1
Principles of Emergency Services
Fall Semester, 2024

Instructor: Steve Prziborowski

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Instructor Office: Room TBA

Office Hours (Spring): Room TBA, Thursdays 6pm-6:50pm

Additional Office Hours: Online – by appointment

Registration Number: 31174

Course Number: Fire Technology 1

Section Number: 071

Units: 3 (CSU Transferable)

Class Location: Room TBA

Weekly Meeting Time: Thursdays, 7pm-9:50pm

Weekend Sessions: 2 Saturdays, 9am-3:50pm

REQUIRED RESOURCES:

1. IFSTA, Fire and Emergency Services Orientation and Terminology, Seventh Edition, 2022.
2. Computer with web camera, microphone, internet connection, Microsoft Office, Adobe Reader, Google Chrome, and Mozilla Firefox
3. Course Technology: Canvas Learning Management System, Zoom Video Conferencing

COURSE DESCRIPTION

FT 1 – Principles of Emergency Services is a three unit introductory and orientation course to the fire service curriculum at Chabot College and the fire service as a career option. This course provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives.

Strongly Recommended: ENGL 1A

This is an in-person course with some online instruction. As such, you will learn within a Web-based learning environment for the duration of the course, and attend “live” Zoom sessions according to the calendar of events. The Web-based mode of instruction may include discussion boards, real-time chats, and e-mails, which will facilitate communication among class members and the instructor. All students will contribute actively to their own learning by reading materials, participating in required activities, sharing examples, etc. My primary role during online instruction is to facilitate students' thinking and learning by providing information and utilizing approaches that encourage student-directed learning opportunities.

COURSE LEARNING OUTCOMES

1. Describe and explain the influence on a fire protection organization from factors such as philosophy & history of fire protection, fire loss analysis, public & private organizations, labor-management relations, codes & ordinances, management operations, fire service resources, line & staff operations, fire behavior & combustion, fire protection systems, incident management systems, strategy & tactics, and cultural diversity.
2. Demonstrate knowledge, skills and abilities to complete a career potential assessment for an entry-level fire service position, including a civil service written examination, a physical ability test and a structured oral interview.
3. As both an individual and a member of a group peer review team, develop a two-year career plan with goals and objectives as both a firefighter and a civilian, following project parameters for organization and detail.
4. Write an analysis essay based on an emergency services related trade article, following proper format, mechanics, organization, word usage and comprehensive content parameters.

GOAL

The goal of this course is to provide the student with the basic information needed for entry into the fire service, and to provide a field overview of the many aspects of the fire service.

ATTENDANCE

Your in-person attendance will be tracked using sign-in/sign-out attendance rosters for each session. Your online attendance will be tracked through homework completion and quiz/exam completion. If you miss 2 weeks of homework, 2 quizzes, or 1 exam (without making contact with me and plans to resolve), you will be dropped. Since being dropped from class might affect your financial aid or student visa status if you want to stay enrolled be sure to keep attending class and contributing.

***NOTE: After the first week of the semester, no shows will be dropped. In online class sessions, no shows are identified as students who have not yet completed any assignments.**

TIME REQUIRED (UNITS)

The workload requirement for a 3-unit credit lecture class is that students put in 9 hours per week. For face-to-face, that's 3 hours in class and 6 hours of homework for an average grade of a C. For online, that's 9 hours at home. Each student will need to put in more or less time, depending on his or her background and study techniques.

METHODS OF EVALUATION

The course requirements include, but are not limited to: biweekly study assignments, biweekly quizzes, group activities and role-playing, midterm and final examinations, trade article analysis essay, and a two-year career plan project which is to be submitted individually then peer-reviewed by designated classmates.

COURSE REQUIREMENTS and PREPARATION

Before the start of each week of instruction, students should review the "Course Information" on CANVAS. Each week of instruction is identified by week number and dates. The work is presented in the order it should be completed (see table of contents in each week of instruction). Proper preparation will prepare the student to succeed in a virtual academic environment.

DEADLINES

Deadlines are not negotiable, regardless of the reason. However, you are ALWAYS welcome to complete assignments ahead of time! To get full points, assignments must be complete and on time. ALL assignments must be submitted, even if a penalty will be assessed for late submission. However, the Trade Article Analysis Essay and the Two-Year Career Plan must be submitted by the deadline, or you risk being dropped with a W grade.

GRADING and TESTING CRITERIA

- **CLASS PARTICIPATION:**

Students are expected to complete all assigned work by stated due date. I will be online daily and available for student needs. In any event, I will do my very best to respond to email within 24 hours when possible.

- **DISCUSSION BOARD:**

There will be six online Discussions throughout the semester. The Discussions will range in value from 5 to 20 points. Discussions can be accessed from the Discussions folder on the Home Page or Course Information Modules.

Instructions are located within the module for the week. In short, for each week that a Discussion is assigned, the Initial Post is due by few days before the Reinforced Responses to other students. Positive and respectful communication/attitudes are expected. Discussion board is worth **60 points**.

- **QUIZZES, ACTIVITIES, AND MIDTERM EXAMINATION**

Thirteen (13) quizzes valued at a total of **335 points**. These quizzes will be administered throughout CANVAS at the completion of each week. There will also be study sheets (extra credit), activities valued at **80 points** (in class and online), and a midterm examination valued at **50 points**.

- **TERM PAPERS (ANALYSIS ESSAY and INDIVIDUAL/GROUP PEER REVIEW PROJECT**

Students will write an analysis essay based on a trade article, providing three main points, and following the writing assignment guidelines. Students will also participate in a "Two-Year Career Plan" project as both an individual and a peer review. The analysis essay, individual two-year career plan and group peer review are valued at **150 total points**.

- **FINAL (SUMMATIVE) EXAMINATION**

The final exam will be valued at **100 points**. **Final examination will be due by May 22, 2025.**

- **PASSING GRADE**

To successfully pass this course a student must attain a minimum of **80% of the total points available (620 of 775)** **AND** achieve **80% or greater on the Final Examination (80 of 100)**.

COURSE GRADING

The course is graded on a point system for a letter grade (*No pass/fail option available -- only a letter grade*).

To pass this course, student must complete course with at least 80% of total points possible – and – student must complete the final (summative) examination with at least an 80% score.

- A = 100% to 92% of total points possible (775 to 710)**
- B = 91% to 86% of total points possible (709 to 663)**
- C = 85% to 80% of total points possible (662 to 620)**
- D = 79% to 74% of total points possible (619 to 574) * (See policies)**
- F = Below 74% of total points possible (less than 574)**

COURSE POLICIES

1. The student is responsible to attend all scheduled class meetings.
2. The Fire and Emergency Services Orientation and Terminology textbook is required by the second class session with the reading assignments completed.
3. Any homework assignments given must be submitted on time via Canvas or they will not be accepted.
4. All online quizzes must be completed within the time limit provided and prior to the posted deadline. Failure to follow these and other instructions regarding testing and evaluation procedures may result in a forfeiture of the points available for these assessments.
5. **NO** make-up quizzes will be given.
6. Article report is due by the date identified in the course syllabus. Automatic drop from the course if this assignment is not turned in by the due date.

7. The individual and peer review group project has two submission dates: one for the individual project and the other for the peer reviews of the submitted projects.
8. You may be dropped from class if you miss 3 classes in a row, or **15 total hours**. Each weekday class session is equivalent to 3 hours of instruction. **You must log in for each module and complete all assignments to get credit for attendance!** Failure to complete assignments on time will not only count against your score in class; but also it will count against your attendance for the affected module(s).
9. Category I Extra Credit (for homework and trade article assignments) will be calculated into your grade on a weekly basis and shall be automatically included in your overall score. Category II Extra Credit (for group projects, group activities and Saturday Session assignments) will not be automatically calculated into your grade until the final class session, provided that your overall grade is a minimum of 80% before the Category II Extra Credit Points are included. You must pass this course based first upon your individual performance before the group performance is factored into your grade.
10. Any student who fails the final exam, but was otherwise passing the course will be given a grade of “D.” Also, a grade of “D” will be given to any student who is maintaining a passing grade but misses more than the maximum allowable hours of class after the withdrawal period ends.

SEMESTER CALENDAR and IMPORTANT DATES

* Chapters listed are for 6th edition of textbook

Zoom OR In-Person sessions listed below ARE ALL TENTATIVE. The first two sessions will absolutely be in-person.

Thur.	Jan.	23	INSTRUCTION BEGINS – Week 1 – Lesson #01A – Course Introduction, Program Orientation, Student Contract
Thur.	Jan.	30	In-Person Class Meeting – Week 2 – Lesson #01B – Fire and Emergency Services as a Career (Chapter 1); Discussion #1A-IP Due (TBA)
Mon.	TBA.	TBA	DEADLINE to withdraw from class with a "No-Grade-of-Record"
Thur.	Feb.	6	In-Person Class Meeting (Synchronous) – Week 3 – Lesson #02A – Early Traditions and History (Chapter 3); Student Contract, Activity #1, and Quiz #1 Due; Discussion #1A-RR and 1B-IP Due (TBA); Discussion #1B-RR Due (TBA)
Sat.	Feb.	1	In-Person Saturday Session #1 (Part 1) -- Physical Ability [9 am to 12 pm] and Career Potential Assessment [1 pm to 4 pm] – Hayward Fire Training Center
Thur.	Feb.	13	In-Person Class Meeting (Synchronous) – Week 4 – Lesson #02B – The Fire Problem; Fire Analysis and Research / Statistics; Quiz #2A and Discussion #2A Due; Discussion #3-IP Due (TBA)
Thur.	Feb.	20	ZOOM Class Meeting – Week 5 – Lesson #03 – Fire Department Operations/Functions; Roles of Fire and Emergency Services Personnel (Chapter 2); Quiz #2B Due; Discussion #3-RR Due (2/26)
Thur.	Feb.	27	ZOOM Class Meeting (Synchronous) – Week 6 – Lesson #05 – Fire & Emergency Services Apparatus, Equipment & Facilities (Chapter 9) – Hayward Fire Training Center; Quizzes #3A and #3B Due; Discussion #2B-IP Due
Thur.	Mar.	6	ZOOM Class Meeting – Week 7 – Lesson #04 – Roles of Public and Private Support Organizations (Chapter 8); Quizzes #5A and #5B Due
Thur.	Mar.	13	In-Person Class Meeting – Week 8 – Lesson #06 – Fire Department Organization, Local Government Structure, Fire Department Administration, Management Functions and Budget (Chapter 10); Quiz #4 and Trade Article Analysis Essay Due
Thur.	Mar.	20	ZOOM Class Meeting – Week 9 – Review for Midterm; Activities #4 and #5 Due; Quizzes #6A and #6B Due; Fire Dynamics Demonstration – Hayward Fire Training Center
Thur.	Mar.	27	In-Person Class Meeting (Synchronous) – Week 10 – Lesson #07 – Building Construction (Chapter 7); Discuss 2-Year Career Plan; Midterm Examination Due
Thur.	Apr.	3	ZOOM Class Meeting – Week 11 – Lesson #08 – Community Risk Reduction (Chapter 5); Quiz #7 Due
Thur.	Apr.	10	Spring Break – No Instruction
Thur.	Apr.	17	In-Person Class Meeting (Synchronous) – Week 13 – Lesson #09 – Fire Dynamics (Chapter 6); Quiz #8 Due; Discussion #4-IP Due (11/3); Discussion #4-RR Due (4/23)

- Sat. Apr. 19 In-Person Saturday Session – Oral Interview Seminar [9 am to 12 pm] // Chief/Mock Interviews [1 pm to 4 pm]
- Sun. TBA.TBA DEADLINE to withdraw from class with a "W" grade
- Thur. Apr. 24 ZOOM Class Meeting (Synchronous) – Week 14 – Lesson #10 – Fire Protection Systems (Chapter 8); Quiz #9 Due
- Thur. May. 1 In-Person Class Meeting – Week 15 – Lesson #11 – Incident Command System (Chapters 2 and 10); Quiz #10 Due; Two-Year Career Plan Project Submittal Due online (Begin Peer Reviews)
- Thur. May 8 ZOOM Class Meeting – Week 16 – Lesson #12 – Fireground Strategy and Tactics (Chapter 8); Emergency Operations; Smoke Signals; ICS Orientation Test and Quiz # 11 Due
- Thur. May 15 In-Person Class Meeting – Week 17 – Last Session of Class Instruction; Review for Final Exam; Quiz #12 Due; Peer Reviews of Projects Due; Activity #10 (Final Review) Due
- Thur. May 22 Final Examination Due (10 PM)

Student Services Departments

(Each heading below includes an embedded link to each department or service.)

[Admissions & Records](#)

The Office of Admissions and Records (A&R) provides support with student records, applying and registering for classes, transcripts and more. Timely

[El Centro](#)

Your one-stop bilingual resource center dedicated to Chicax/Latinx and low-income students' success.

[Financial Aid Office](#)

Financial aid is money provided by the Federal Government, the State of California, and administered by the Chabot Financial Aid Office, to help cover costs associated with attending college at Chabot. The Financial Aid Office assists with the financial aid application process and with other financial aid opportunities.

[Counseling Division](#)

The Counseling Division provides students with educational, transfer, career, or personal counseling and support. Students who have completed Fire Technology program requirements outside of Chabot College will need to submit verification through the Fire Technology Program Coordinator so that Counseling can complete the prerequisite challenge, course substitution, or waiver process.

[Student Equity](#)

The Office of Student Equity seeks to reduce stigma in supporting students' basic needs around issues of food & housing insecurity, financial literacy, and mental health wellness.

[Special Programs and Services](#)

The Office of Special Programs and Services provides support programs and connections for students to stay motivated, connected and on a pathway to success.

[Student Health Center](#)

The Chabot Student Health Center is committed to providing Free and Low-Cost health care services in a safe and healthy environment for all currently enrolled Chabot College students.

This service is primarily supported by the Student Health Fee.

[Student Life Office](#)

The Student Life Office coordinates a wide variety of student activities, student clubs, and opportunities for leadership and engagement.

[Veterans Resource Center](#)

[Basic Needs / Mental Health](#)

The Veterans Resource Center at Chabot College is dedicated to ensuring that Veterans, Active Duty Service Members and eligible dependents make a smooth transition into Chabot College. We help provide the tools needed to be academically successful while providing a safe space for our student veterans to adjust to civilian and college life.

Chabot College provides the following assistance.

- [Basic Needs](#)
- [Fresh Food and Life Pantry](#)
- [Mental Health Services](#)
- [Community Resources Guide](#)
- [SparkPoint](#)

[Disabled Students Programs and Services](#)

Students with disabilities who need academic accommodations should request them from the DSPPS located in the Accessibility Center for Excellence in Building 2400. Telephone: 510-723-6725.

[Fresh Success](#)

Fresh Success program supports students to achieve their certificate or degree by providing funds to cover educational expenses (e.g., textbook vouchers, parking permits, uniforms) while receiving supplemental food benefits.

[Student Support and Academic Integrity](#)

(Each heading below includes an embedded link.)

[Library Information and Resources](#)

Chabot College Library provides many different resources to assist you with your school research. To get a full list of the information resources available at Chabot Library, visit the [Library Resources Page](#).

The library also provides access to computers and other hardware to watch/listen to DVDs, CDs, and other formats. Group study areas are also available for group projects or to practice presentations.

[Standards of Student Conduct](#)

Students who register in Chabot College classes are required to abide by the CLPCCD's Standards of Student Conduct.

Violation of the Standards of Student Conduct is basis for referral to the Vice President of Student Services or designee to determine the discipline warranted. See the [Guidelines for Addressing Student Conduct Violation](#).

[Diversity and Inclusion](#)

Chabot College is proud to serve one of the most richly diverse student bodies in the nation, many students who are first in their families to go to college, and to be the open door to education for everyone. We will continue to build a safe and supportive campus community, honoring and respecting cultural diversity, and encouraging diversity in our curriculum and community of learners.

[Non-Discrimination Policy Information](#)

Chabot College desires to maintain an academic and work environment which protects the dignity and promotes the mutual respect of all employees and students. Sexual harassment of employees or students will not be condoned. In general, deliberate verbal comments, gestures or physical contact of a sexual nature that are unsolicited and unwelcomed will be considered harassment (Title VII of the Civil Rights Act of 1964). If you believe you have been subject to discrimination or have inquiries concerning the application of these policies to programs and activities of Chabot College, please contact the Vice President of Student Services.

[Online Learning](#)

Log-in Issues with Chabot College Canvas: If you are having issues accessing your [Chabot Canvas](#) account, watch the following tutorial: [Student Canvas Overview](#). First-time users should go here: [Orientation](#)

[Learning Connection](#)

The Learning Connection provides free resources for learning support, including Drop-in Tutoring and the Writomg and Reading Across the

[to Online Learning](#). Canvas support for students is available Monday through Friday, 10am to 11am, and 2pm to 3pm by [ZOOM](#) or at (346) 248-7799. Meeting ID: 939 4243 3665.

Curriculum ([WRAC](#)) Center in Building 100, Room 192, Mondays through Thursdays.

STANDARDS OF CONDUCT

You are encouraged to work with other students -- learning can be greatly improved by collaboration. Collaboration is encouraged for all assignments. But what does that mean? If you are working closely with friends or fellow students, it means each of you working first on your own and bringing your best work together to compare and discuss, and then putting answers down in your assignment that reflect your own thinking and words.

Be absolutely sure that your answers are your own and in your own words. Copying of homework in whole or in part will be considered an act of academic dishonesty. Any identical submissions will be given a 0, so be careful and reach out to me right away if you have any questions or concerns.

Also, remember that quizzes are individual effort only. Any indication that students have collaborated on a quiz will result in a 0 on that quiz for all parties.

Please avoid any indication of cheating by writing your answers in your own word and submitting your own work. **PLAGIARISM = copying other people's words or drawings without giving them credit.**

FIELD TRIPS

You must arrange your own transportation to field trips. Start making friends now with students with cars. Carpools are encouraged! Field trips begin at times that provide you sufficient time to reach each site from Chabot College. Arriving late means you may miss us (if we move) or parts of the trip to which you can't return. Field trips will last between 2.5 to 3 hours depending on site (see syllabus). There is only one field trip in this class, so make plans well in advance to ensure you can participate for the full time if required. Dress in comfortable clothing to perform a physical ability test, and bring properly fitting gloves with full hand protection. (Caps are recommended). Weather cancellations of field trips will occur only during storms. Bring good shoes for performing the physical ability, and don't eat a big meal before the session. It is recommended that you have at least a quart of water with you for hydration.

BUILDING COMMUNITY

The heart of this class is the community we will build together. Through online assignments, you and your classmates will share your understanding of the material through discussion boards and a peer review assignment. You each bring something unique and valuable to the classroom, so sharing your background, your questions, and your experiences with the material helps to promote a greater understanding of the items we will present in this course.

COMMUNICATION, FEEDBACK, AND EXPECTATIONS

You will be most successful in this course if you meet the following expectations:

- Complete the assigned activities each week on time. Please let me know as soon as you can concerning difficulties that you may have in getting assignments in on time.
- Complete the biweekly quizzes on time.
- Think critically about the weekly topics. Is something surprising? Is it new to you? How does it contrast with what you know about XYZ or how does it compare to ABC?
- When you work with your fellow students, come together with your own best work already done and discuss and learn from each other. Be sure your work is your own.
- Please review feedback I leave you.

- If you have questions, make an appointment (for face-to-face or Zoom, or phone call), or e-mail me. I'm here to help if you're ready! But it's your responsibility to seek it out.
- Note: Do not expect a response to emails at night or on weekends.

You can communicate with me each week in multiple ways:

- Our in-person class sessions are a great opportunity for questions and feedback.
- You're also always welcome to email me at any time with feedback. If you don't hear back, try again – perhaps your email was misaddressed or lost in transit.
- Come to office hours!

Here is what you can expect of me:

- I will respond to your email or message within 24 hours M-F (holidays excepted) unless I inform you otherwise.
- I will treat you and your ideas with respect.
- I will grade on-time assignments within 24 hours of due date M-F (holidays excepted).
- I will grade quizzes within 24 hours of due date M-F (holidays excepted).
- I will keep the Canvas Gradebook current with your cumulative grade.
- I will check in periodically using the Announcements section of Canvas to address any questions not already answered by a fellow student.