



## Powerboard Files

The following Powerboard files are to be prepared and saved in the iLinc library by the IPER Course Manager:

*Table 1: Powerboard Files to be Entered in iLinc*

POWERBOARD TITLE/FILENAME	POWERBOARD CONTENT
<p><b>PB 1.1</b>—Sound check/technical issues</p>	<p><b>Can everyone hear us?</b></p> <p>Please confirm by replying through the iLinc Chat Tool, located in the bottom left section of your screen. Be sure to use the “Public” Tab of the Chat Tool.</p> <p><b>Are you having any technical issues?</b></p> <p>If you are having any technical issues, please let us know via the phone or notify us through the “Public” Tab of the Chat Tool.</p>
<p><b>PB 1.2</b>—Session 1 Review</p>	<p>In Session 1, you learned about:</p> <ul style="list-style-type: none"> <li>• The IPER Project</li> <li>• Emergency management terms and the phases of emergency management</li> <li>• Emergency federal guidance</li> <li>• The REAP</li> <li>• Preparation for developing a REAP</li> </ul> <p><b>NOTE TO COURSE MANAGER:</b> This is for the Q&amp;A approach to the session review (where the Instructor poses a bullet as a question and then records the answer(s) below). When creating the Powerboard, be sure to leave enough room between the bullets so the Instructor can write the correct answers.</p>
<p><b>PB 2.1</b>—Session 2 Review</p>	<p>In Session 2, you learned:</p> <ul style="list-style-type: none"> <li>• How to develop a REAP</li> <li>• How to maintain a REAP</li> </ul> <p><b>NOTE TO COURSE MANAGER:</b> This is for the Q&amp;A approach to the session review (where the Instructor poses a bullet as a question and then records the answer(s) below). When creating the Powerboard, be sure to leave enough room between the bullets so the Instructor can write the correct answers.</p>



POWERBOARD TITLE/FILENAME	POWERBOARD CONTENT
<b>PB 3.1</b> —Session 3 Review	<p>In Session 3, you learned:</p> <ul style="list-style-type: none"><li>• How to assess the nature and severity of the damage</li><li>• How to conduct the initial coordination meeting with your Assessment Team<ul style="list-style-type: none"><li>– Assessment Team roles and responsibilities</li><li>– Tips for performing the damage assessment</li></ul></li><li>• How to document damage to records</li><li>• The importance of communicating your findings</li><li>• How to develop your response plan</li><li>• How to implement your response plan</li></ul> <p><b>NOTE TO COURSE MANAGER:</b> This is for the Q&amp;A approach to the session review (where the instructor poses a bullet as a question and then records the answer(s) below). When creating the Powerboard, be sure to leave enough room between the bullets so the instructor can write the correct answers.</p>
<b>PB 4.1</b> —Course Review	<p>In the <i>Records Emergency Planning and Response Webinar</i>, you learned:</p> <ul style="list-style-type: none"><li>• What a REAP is and how to prepare for creating a REAP</li><li>• How to develop a REAP</li><li>• How to put your REAP into action and:<ul style="list-style-type: none"><li>– Assess the damage to records</li><li>– Develop a response plan</li><li>– Implement a response plan</li></ul></li><li>• Recovery procedures</li></ul> <p><b>NOTE TO COURSE MANAGER:</b> This is for the Q&amp;A approach to the session review (where the Instructor poses a bullet as a question and then records the answer(s) below). When creating the Powerboard, be sure to leave enough room between the bullets so the Instructor can write the correct answers.</p>