University of Illinois Fire Service Institute

Course Syllabus

Course Title: ICS 100.c: An Introduction to the Incident Command System

Course Duration: 4 hours

Program: Homeland Security

Course Prerequisites: None

Course Description: The goal of this professional development course is to promote effective response by familiarizing personnel with the ICS framework and the principles used to manage incidents. This course also prepares personnel to coordinate with response partners from all levels of government and the private sector.

Course Requirements and/or Recommendations:

> Pre-Course Work – n/a
> Course Work – Participate in class discussion, activities and in group activities and exercises. Complete unit quizzes.
> Post-Course Work – n/a

Required Textbook:
> IS-0100.c: An Introduction to the Incident Command System, ICS 100, November 2018, version 3.
>
> A digital version of the textbook will be provided to the student on Day 1 of the class.

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Course Policies:

Attendance Policy: IFSI requires students to attend (100%) or make up all course content that leads to certification. Students are expected to attend on time and to remain in class for the duration of the course. Students MUST COMPLETE all portions of a certification course, both classroom and practical, to be eligible to receive their certification.

If a student misses any portion of class with an accumulated absence of 20% or less of scheduled class time, it will be the student's responsibility to arrange the make-up of the missed course content with the instructor(s) or program manager. The student must make up the specific course content that s/he missed, not just the hours. Make-ups are limited to 20% of scheduled class time. Make-ups must be documented on the class roster. If a student's absence is greater than 20% refer to "True Emergencies" section of the IFSI Examination Policy.

Safety Policy: Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors or as written in course materials. Instructors and students shall be mindful of safety at all times. Conduct judged to be unsafe shall be grounds for dismissal from the course.

Academic Integrity Policy: IFSI has the responsibility for maintaining academic integrity so as to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

American Disabilities Act: As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations they are to notify their instructor and provide documentation as soon as possible so arrangements can be made to provide for the student's needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

Evaluation Strategy: Students will be evaluated through a FEMA Independent Study Course online exam that they will complete after class.

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Course Content:

Lesson: 1
Title: ICS Overview
Terminal Learning Objective: Upon completion of this lesson, students will be able to explain the principles and basic structure of the Incident Command System (ICS).

Lesson: 2
Title: NIMS Management Characteristics
Terminal Learning Objective: Upon completion of this lesson, students will be able to describe the NIMS Management Characteristics that are the foundation of the ICS.

Lesson: 3
Title: ICS Functional Areas and Command Staff Roles
Terminal Learning Objective: Upon completion of this lesson, students will be able to describe the ICS functional areas and the roles of the Incident Commander and Command Staff.

Lesson: 4
Title: General Staff Roles
Terminal Learning Objective: Upon completion of this lesson, students will be able to identify the General Staff roles within ICS.

Lesson: 5
Title: How ICS Applies to You
Terminal Learning Objective: Upon completion of this lesson, students will be able to identify how the National Incident Management System (NIMS) Management Characteristics apply to ICS for a variety of roles and discipline areas.

Reference List:

U.S Department of Homeland Security, Federal Emergency Management
Agency. (2017) *National Incident Management System* (3rd Ed.)

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Course Schedule

Event	Duration
Lesson 1 – Course Welcome & ICS Overview	30 Minutes
Lesson 2 – NIMS Management Characteristics	1 Hour
Lesson 3 – ICS Functional Areas & Command Staff Roles	1 Hour
Lesson 4 – General Staff Roles	1 Hour
Lesson 5 – How ICS Applies to You	30 minutes