

PUBH 5117 Assignment #2

Two Part Presentation

Due Date: Module 9 & 10

Emergency Managers perform as facilitators, sometimes by providing briefings, and sometimes we are called upon to perform tasks while concurrently guiding participants through a process. Two key areas we are called upon to serve as facilitators are the development of Emergency Preparedness Plans and Developing and delivering functional exercises.

For this assignment:

You have been assigned to a group to review the Emergency Preparedness Plans for your fictional department and review the needs for a functional exercise. Your task is to do a presentation explaining this to the other team members. Imagine the team will include people new to the organization who have never seen the plans or been part of an exercise.

You are each assigned to a group; the expectation is you will connect with the members of your group and work together on developing a two-part presentation which will be delivered to the class during Module 9, with time the week of module 10 if needed for groups who did not present. Each group should bring together a presentation that can be shared with the class which may include visual aids such as PowerPoints etc. at your discretion. Any materials developed need to be submitted for assessment as part of the overall assignment package. A follow-up survey related to your group dynamics will also be shared.

Part 1 – (approximately 5 minutes)

Discuss the process for developing an Emergency Preparedness Plan. Include in your explanation some consideration for the following points:

- HRVA
- Priorities – linked to the HRVA.
- Types of plans
- Parts of a plan
- When to review

Part 2 – (Approximately 5 minutes)

Discuss the process for developing and delivering a functional exercise. Include in your explanation some consideration for the following points:

- Exercise Program Management
- Design and Delivery
- Meetings
- Documentation
- Controllers and Evaluators
- Briefings
- Logistics
- The exercise day
- Post Exercise activities

Key Resources

- Modules 7&9
- Course certificates
- Links within modules

Grading

You will receive points based on the following criteria:

- Group dynamic
 - How well did you communicate with each other.
 - How did you present the topics assigned as a group.
 - How effective were you as a team (your peers will provide information via post assignment survey)
- Presentation
 - Flow of information (transition between topics)
 - Integration of group effort (how well did you transition between speakers while presenting?)
 - Support material (do they support the information shared, are they effective)
 - Effectiveness of communication

**Be prepared to have members present your work during the week of Module 9.
(March 18 or 19, 2024) Those who do not present that week will be done the following week.**