



R0247

Dear National Fire Academy Student:

By now you should have received an email notification from the National Emergency Training Center (NETC) Admissions Office. This notification indicates your acceptance into the U.S. Fire Administration (USFA), National Fire Academy (NFA) “Advanced Life Support Response to Hazardous Materials Incidents” (ALSRHMI) course.

Congratulations on your acceptance into the USFA’s/NFA’s ALSRHMI course. This fast-paced, highly technical program poses a serious challenge to the student. You are asked to arrive prepared to engage in the course with maximum commitment. There will be many opportunities to explore new relationships with chemistry and toxicology and how they relate to response to hazardous materials incidents.

This course represents a state-of-the-art approach to training, which utilizes computer-based reference materials, scenario-type exercises and multiple opportunities for the student to apply the information. This type of approach to learning is performance based and designed to equip you with the tools and experience to make “risk-based” decisions in your local setting.

Feel free to bring materials, such as procedures and protocols, to share with other students. We ask that these items be in Microsoft Office format.

Prior to your arrival, you should complete the “Chemical and Physical Properties Terms” (Q0259) self-study course. This course is available through NFA Online at <https://apps.usfa.fema.gov/nfacourses/catalog/details/10887>.

Students and instructors bringing laptops or other electronic devices to campus are responsible for the security and maintenance of their equipment. The NFA cannot provide computer software, hardware (which includes disks, printers, scanners, monitors, etc.), or technical support for your device. For your convenience, we do provide surge protector power strips at each classroom table.

The course materials are now available in a Bring Your Own Device (BYOD) format that will function on any electronic device. If you own an electronic device (laptop computer, tablet, etc.) and are familiar with its document reader functions, we are asking you to download the Student Manual (SM) **before you travel to Emmitsburg** and bring the preloaded device with you. Please see the page following this letter for complete instructions on successfully downloading your course materials. Please note: If you plan to bring/use an iPad, you may experience issues saving/storing/printing course assignments because there is no USB/thumb drive capacity for these devices.

If you need additional information related to your course's content or requirements, please contact Mr. David Donohue, Hazardous Materials Curriculum training specialist, at 301-447-1094, or by email at david.donohue@fema.dhs.gov. Good luck, and I hope to see you on campus.

Sincerely,

A handwritten signature in black ink, appearing to read "Eriks J. Gabliks". The signature is fluid and cursive, with the first name "Eriks" being the most prominent part.

Eriks J. Gabliks, Superintendent
National Fire Academy
U.S. Fire Administration

Enclosures

National Fire Academy Bring Your Own Device (BYOD) Course Materials/Download Instructions

If you own an electronic device (laptop computer, tablet, etc.) and are familiar with its document reader functions, we are asking you to download the Student Manual (SM) before you travel to class and bring the preloaded device with you.

The **first step** is to download Adobe Acrobat Reader to your device. This will enable you to read and manipulate the course materials. Adobe Acrobat Reader can be used to comment and highlight text in PDF documents. It is an excellent tool for note-taking purposes.

For laptops and computers

Adobe Acrobat Reader can be downloaded from www.adobe.com/downloads/. It is a free download. Please note that depending on your settings, you may have to temporarily disable your antivirus software.

For tablets and other similar hand-held devices

Adobe Acrobat Reader can be downloaded onto devices such as iPads, Android tablets and other hand-held devices. The application can be found in the device's application store using the search function and typing in "Adobe Acrobat Reader." Follow the instructions given. **It is a free application.**

After you have successfully downloaded the Adobe Acrobat Reader, please use the following web link to download your SM. You may copy/paste this link into your web browser.

https://apps.usfa.fema.gov/ax/sm/sm_0247.pdf

Note: In order to have the editing capabilities/toolbar, the SM needs to be opened with Adobe Acrobat Reader. There should be a function on your device to do this.

If you need assistance, please contact nfaonlinetier2@fema.dhs.gov.