

SIMULATIONiQ 3 Day Training: Sample Agenda

DAY 1

	Course	Audience	Teaching Method	Location
Morning 9am - noon	<i>Introduction to SIMULATIONiQ</i> <ul style="list-style-type: none"> ▪ Web application Overview/ EMS Overview ▪ Interface/Capabilities/Navigation tools ▪ Accounts- Log in as each user type & complete session user activities ▪ Workflow discussion ▪ Discuss your needs, data requirements and anticipated outcomes ▪ Demonstrate your workflow in Web and AV ▪ Overview of Task Groups ▪ Create Cases and/or Scenarios (core components) 	Sim Center Directors Sim Center Staff	<ul style="list-style-type: none"> • Demonstration • Hands-on application 	Classroom
LUNCH 12:00 – 1:00 PM				
Afternoon 1-4pm	<i>System Management</i> <ul style="list-style-type: none"> ▪ Tour of Office, Sim Rooms and Control rooms ▪ Scheduling a Case/ Simulation Session ▪ Execute the session ▪ Video Access 	Sim Center Directors Sim Center Staff AV Technician	<ul style="list-style-type: none"> • Demonstration • Hands-on application 	Classroom Control Room

DAY 2

	Course	Audience	Teaching Method	Location
Morning 9am - noon	<p><i>Review of Day 1</i></p> <p><i>Case and Scenario workflows</i></p> <ul style="list-style-type: none"> ▪ Continue Creating a Case and/or Session adding relevant layers of functionality and data ▪ For example: <ul style="list-style-type: none"> ○ SOAP Note and Patient Note, SP Performance Assessment, team assessment ▪ Scheduling a Case/ Simulation Session ▪ Blueprints ▪ Audio Paging templates (if applicable) ▪ Creating Bookmarks ▪ Execute the Scenario and/or SP Session (web and AV) 	<p>Sim Center Directors</p> <p>Sim Center Staff</p> <p>AV/IT Technician</p>	<ul style="list-style-type: none"> • Demonstration • Hands-on application 	<p>Classroom</p> <p>Control Room</p>
LUNCH 12:00 – 1:00 PM				
Afternoon 1-4pm	<p><i>Recording the Session (in depth)</i></p> <ul style="list-style-type: none"> ▪ AV application training in the Control Room ▪ Recording SP Case Simulation session ▪ Recording Scenario Simulation session with simulator <p><i>Playing back Video and Debriefing</i></p> <ul style="list-style-type: none"> ▪ Debrief Room - Accessing video for debriefing ▪ Applying Bookmarks ▪ Video from the web application 	<p>Sim Center Directors</p> <p>Sim Center Staff</p> <p>AV/IT Technician</p>	<ul style="list-style-type: none"> • Demonstration • Hands-on application 	<p>Classroom</p> <p>Control Room</p>

DAY 3

	Course	Audience	Teaching Method	Location
Morning 9am - noon	<i>Review of Day 2</i> <i>Administrative Account Settings</i> <ul style="list-style-type: none"> ▪ User Task Access ▪ Organizational Units and Learner Groups ▪ Inventory ▪ Email templates ▪ Parameters ▪ Administrative Reports (center utilization, et al) 	Sim Center Directors Sim Center Staff	<ul style="list-style-type: none"> • Hands-on application 	Control Room Classroom
LUNCH 12:00 – 1:00 PM				
Afternoon 1-4pm	<i>Generating Data</i> <ul style="list-style-type: none"> ▪ Evaluations – scoring assessments ▪ Data in / Data out – Sample Reports ▪ Scores & Reports- overview of scores 	Sim Center Directors Sim Center Staff	<ul style="list-style-type: none"> • Hands-on application 	Classroom

Follow up with any open items, questions, and review