

Fire Service Instructor I Practical Skill Evaluation Sheet Index

SS#	Title	NFPA 1041 2007 Edition
4.2A	Training Records and Report Forms	4.2.3, 4.2.3(B)
4.3A	Review and Adapt Prepared Instructional Material	4.3.2, 4.3.2(B), 4.3.3, 4.3.3(B), 4.4.2, 4.4.2(B)
4.4A	Present Lesson	4.4.3, 4.4.3(B)
4.4B.1	Projectable Equipment: Operate Computer / Projector	4.4.6, 4.4.6(B)
4.4B.2	Projectable Equipment: Operate VCR Playback Unit	4.4.6, 4.4.6(B)
4.4B.3	Projectable Equipment: Operate Overhead Projector	4.4.6, 4.4.6(B)
4.4C.1	Non-Projectable Equipment: Use of Chalk / Dry Erase Board	4.4.6, 4.4.6(B)
4.4C.2	Non-Projectable Equipment: Use of Easel Pad	4.4.6, 4.4.6(B)
4.4D	Transitions from Audio Visual Materials	4.4.7, 4.4.7(B)
4.5A	Administer and Grade Tests	4.5.2, 4.5.2(B), 4.5.3, 4.5.3(B)
4.5B	Report Test Results	4.5.4, 4.5.4(B)
4.5C	Evaluate Student Performance to Provide Feedback	4.5.5, 4.5.5(b)

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Fire Service Instructor I



Skill Sheet #: 4.2A	Primary Task: Training Records and Report Forms		
Objective(s) : 4.2.3, 4.2.3(A)(B)	NFPA Standard: 1041	Candidate #:	
Performance Evaluation Sheet			
Tasks:			
		Pass	Fail
1	Provides an accurate and legible report		
2	Includes format as appropriate for subject matter or report		
3	Assures content is correct, concise, and objective		
4	*Includes all pertinent dates, times, places, and required data		
5	Uses proper form, sentence structure, grammar, spelling, and syntax		
6	Ensures report(s) is/are complete		
7	Submits in accordance with SOPs, guidelines, requirements		
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT	
		Total number tasks candidate must complete to pass 5	

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Skill Sheet #: 4.3A	Primary Task: Review and Adapt Prepared Instructional Material		
Objective(s) : 4.3.2, 4.3.2(A)(B), 4.3.3, 4.3.3(A)(B), 4.4.2, 4.4.2(A)(B), 4.4.4, 4.4.4(A), 4.4.5, 4.4.5(A)(B)		NFPA Standard: 1041	Candidate #:
Performance Evaluation Sheet			
Tasks:			
		Pass	Fail
1	Considers target audience and learning environment		
2	Analyzes and adapts elements of the lesson plan		
3	Analyzes and adapts learning environment		
4	Analyzes and adapts instructional materials		
5	Delivers or describes delivery of revised program		
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT	
		Total number tasks candidate must complete to pass 4	

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Skill Sheet #: 4.4A	Primary Task: Present Lesson		
Objective(s) : 4.4.3, 4.4.3(A)(B)	NFPA Standard: 1041	Candidate #:	
Performance Evaluation Sheet			
Tasks:			
		Pass	Fail
1	*Includes Preparation/Motivation elements		
2	Communicates objectives		
3	Utilizes effective presentation delivery methods		
4	*Delivers Presentation step accurately to reflect content and objectives		
5	Elicits student participation and feedback		
6	*Includes Application step		
7	*Includes Evaluation step		
8	*Presents lesson within specified time limit		
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT	Total number tasks candidate must complete to pass 7

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Skill Sheet #: 4.4B.3	Primary Task: Projectable Equipment: Operate Overhead Projector	
Objective(s) : 4.4.6, 4.4.6(A)(B)	NFPA Standard: 1041	Candidate #:
Performance Evaluation Sheet		
Tasks:		
		Pass Fail
1	Assembles equipment properly	
2	Positions unit for adequate viewing by entire audience	
3	Positions projectable materials properly	
4	*Projects clear, focused image, corrected for keystoneing	
5	Projects requested image on demand	
6	Turns unit off properly	
7	Describes how to troubleshoot	
8	Returns equipment as found to original location	
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT
		Total number tasks candidate must complete to pass 6

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Skill Sheet #:	4.4B.1	Primary Task:	Projectable Equipment: Operate Computer/Projector		
Objective(s) :	4.4.6, 4.4.6(A)(B)	NFPA Standard:	1041	Candidate #:	
Performance Evaluation Sheet					
Tasks:					
				Pass	Fail
1	Assembles equipment properly				
2	Positions unit for adequate viewing by entire audience				
3	Loads projectable materials into computer				
4	Configures projector to computer				
5	*Projects clear, focused image, corrected for keystoneing				
6	Projects requested image on demand				
7	Turns unit off properly				
8	Describes how to troubleshoot				
9	Returns equipment as found to original location				
* Critical Task		Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass	7

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Skill Sheet #: 4.4B.2	Primary Task: Projectable Equipment: Operate VCR Playback Unit																			
Objective(s) : 4.4.6, 4.4.6(A)(B)	NFPA Standard: 1041	Candidate #:																		
Performance Evaluation Sheet																				
Tasks:																				
		<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Pass</th> <th style="width: 50%;">Fail</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	Pass	Fail																
Pass	Fail																			
1 Assembles equipment properly																				
2 Positions unit for adequate viewing by entire audience																				
3 Loads projectable materials and readies for presentation as directed																				
4 *Projects clear, focused image, adjusts volume																				
5 Projects requested image on demand																				
6 Turns unit off properly																				
7 Describes how to troubleshoot																				
8 Returns equipment as found to original location																				
* Critical Task	Failure of this task mandates failure on the entire objective	<table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Safety is PARAMOUNT</td> <td style="width: 50%; text-align: center;">Total number tasks candidate must complete to pass</td> </tr> <tr> <td style="text-align: center;">6</td> <td></td> </tr> </table>	Safety is PARAMOUNT	Total number tasks candidate must complete to pass	6															
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6																				

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Skill Sheet #: 4.4C.1	Primary Task: Non-Projectable Equipment: Use of Chalk/ Dry Erase Board															
Objective(s) : 4.4.6, 4.4.6(A)(B)	NFPA Standard: 1041	Candidate #:														
Performance Evaluation Sheet																
Tasks:																
		<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Pass</th> <th style="width: 50%;">Fail</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	Pass	Fail												
Pass	Fail															
1 *Selects appropriate writing utensils																
2 Assures surface is clean/clear before beginning																
3 Positions for audience viewing																
4 *Writes and verifies legibility																
5 Erases word(s)/image(s)																
6 Cleans/clears surfaces for next instructor																
* Critical Task Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 5														

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Fire Service Instructor I



Skill Sheet #:	4.4C.2	Primary Task:	Non-Projectable Equipment: Use of Easel Pad
Objective(s) :	4.4.6, 4.4.6(A)(B)	NFPA Standard:	1041
		Candidate #:	
Performance Evaluation Sheet			
Tasks:			
			Pass
			Fail
1	*Selects appropriate writing utensils		
2	Assures surface is clean/clear before beginning		
3	Positions for audience viewing		
4	*Writes and verifies legibility		
5	Introduces different message		
6	Readies for next instructor		
* Critical Task		Failure of this task mandates failure on the entire objective	
		Safety is PARAMOUNT	
		Total number tasks candidate must complete to pass	5

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Fire Service Instructor I



Skill Sheet #: 4.4D	Primary Task: Transitions from Audiovisual Materials		
Objective(s) : 4.4.7, 4.4.7(A)(B)	NFPA Standard: 1041	Candidate #:	
Performance Evaluation Sheet			
Tasks:			
		Pass	Fail
1	Selects media appropriate to material, audience, and environment		
2	*Uses effective presentation techniques to transition among media		
3	Demonstrates proper use of at least one Projectable and one Non-Projectable medium		
4	Verbalizes considerations for cleaning and maintenance of equipment		
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT	
		Total number tasks candidate must complete to pass	3

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Skill Sheet #: 4.5B	Primary Task: Report Test Results		
Objective(s) : 4.5.4, 4.5.4(A)(B)	NFPA Standard: 1041	Candidate #:	
Performance Evaluation Sheet			
Tasks:			
		Pass	Fail
1	Locates report forms and test results		
2	Records the results on appropriate form		
3	Forwards forms according to SOPs		
4	*Reports unusual circumstances		
5	Recommends corrective action as necessary		
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT	
		Total number tasks candidate must complete to pass 4	

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Skill Sheet #: 4.5A	Primary Task: Administer and Grade Tests			
Objective(s) : 4.5.2, 4.5.2(A)(B), 4.5.3, 4.5.3(A)(B)	NFPA Standard: 1041	Candidate #:		
Performance Evaluation Sheet				
Tasks:				
			Pass	Fail
1	Selects appropriate testing and evaluation instrument			
2	Describes process for administering oral test			
3	Describes process for administering written test			
4	Describes process for administering skills checklist			
5	*Verbalizes steps to maintain security of examination material and results			
6	Demonstrates correct scoring of test instrument			
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT		Total number tasks candidate must complete to pass 5

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Skill Sheet #: 4.5C	Primary Task: Evaluate Student Performance to Provide Feedback													
Objective(s) : 4.5.5, 4.5.5(A)(B)	NFPA Standard: 1041	Candidate # :												
Performance Evaluation Sheet														
Tasks:														
		<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Pass</th> <th style="width: 50%;">Fail</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	Pass	Fail										
Pass	Fail													
1	Reviews evaluation measurable instrument													
2	Indicates intention to set timely meeting													
3	*Provides objective, clear and relevant comments on student's performance													
4	Provides comments specific enough for student make efforts to modify behavior													
5	*Offers suggestions based on objective data													
* Critical Task Failure of this task mandates failure on the entire objective		Safety is PARAMOUNT												
		Total number tasks candidate must complete to pass 4												

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