

Event Planning – Type 1

Pre-Class Homework Assignment

This is an advanced-level course with a lot of material to cover. The class prerequisites are that you must have completed any of the level 2 classes in Field Ops, Net Control, or Packet.

While not required, we suggest that you have attended several drills and/or public service events where you have used the Resource Net, Staging, and worked in one or more of the major roles (Field Ops, Net Control, Packet, or Shadow. Without that experience, you may have difficulty with the table-top exercises during class.

To make the best use of class time and spend as much time as possible on classroom tabletop exercises, participants will need to do some reading before class. This should take 1.5 to 2.5 hours for most people.

1. Before the class, review these two examples provided as part of the course material:
 - a. Shadow Planning document from the 2014 County-Wide Drill
 - b. Net Control After Action Report from the 2015 County-Wide Drill

By the end of class, you should be able to create a planning document for one part of a larger event and generate an After-Action Report (AAR).

2. Before class, review the classroom presentation, slides 38 through 74. We will not cover this material in class, but we will review it and answer any questions you may have.
3. Review the “SCCo Event Planning Checklists” document (part of classroom exercise materials) located on the [website](#). Bring the Checklist to class.
4. You will need to be familiar with all the above material for the classroom tabletop exercises and discussion. The classroom tabletop exercises will consist of you doing some planning for a fictitious event. You will take on one of the planning roles as part of a planning team and determine how the event might be planned from a RACES perspective. This will involve working individually and as part of a planning team.