

***Emergency Management 489: Capstone  
Spring Semester 2012***

Instructors: Daniel J. Klenow, Ph.D. and George Youngs, Ph.D.  
Office: Art Gallery Room 107 just west of the Minard Coffee Shop  
Hours: Dr. Klenow: Monday/Wednesday 10:00-11:00 and by  
appointment. I am normally in everyday but call before you stop  
in outside of office hours. My office phone is 231-8925, e-mail  
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Classroom: South Engineering Room 118  
Time: 2:00 to 2:50 on Wednesdays

**NDSU Undergraduate Bulletin Course Description: 2008-2012**

"Integrate course work taken in Emergency Management major; apply emergency management principles to real world events; and explore career and graduate options in the field of emergency management. Prereq: Senior Standing."  
(p. 145)

A theme in this course will be integration. Our text will focus on the applications of what you have learned in the major with the possibility of an extreme event defined as a catastrophe. In addition, we will review key FEMA IS courses as a finishing activity to your academic program.

**Required Books and Readings**

Catastrophic Disaster Planning and Response , by Clifford Oliver. Boca Raton, FL: CRC Press 2011.

Also, a number of articles and handouts will also be utilized.

**Testing and Evaluation**

1. Three in class quizzes on the text. 15 points each (total of 45 points).
2. Emergency management job opening assessment. 10 points
3. Resume development 15 points
4. FEMA Independent study course tests (Pass/Fail at 70% correct for a pass on our custom exam) 8 points for each pass. We will review four FEMA IS courses (100, 200, 700 and 800). You will also need to complete the online FEMA testing and present your certificate to get your 8 points. FEMA also requires a 70% pass rate. Total of 32 points.
5. Attendance - miss three classes without valid rationale (medical, etc) and lose one letter grade

6. Planning group project on catastrophe 60 points.

#### Summary of Points

1. Quizzes	45	
2. Job opening assessment		10
3. Resume development		15
4. FEMA courses	32	
5. Planning project	60	
Total points		162

The grading scale will be: A = 90% and above, B = 80-89%, C = 70-79%, D = 60-69%, F = 59% and below. Plagiarism or cheating will result in a failure for the assignment (no points).

#### **TENTATIVE WEEKLY COURSE OUTLINE**

1. Week 1: Wednesday, January 11<sup>th</sup> - Course introduction
2. Week 2: Wednesday, January 18<sup>h</sup> - Reviewing the job market.
3. Week 3: Wednesday, January 25<sup>th</sup> - Emergency Management job opening assessment is due. Job options and graduate education.
4. Week 4: Wednesday, February 1<sup>st</sup> - Complete FEMA IS - 100he. Chapters 1 and 2 in Oliver.
5. Week 5: Wednesday, February 8<sup>th</sup> - Complete FEMA IS - 200. Tentative date for first quiz.
6. Week 6: Wednesday, February 15<sup>th</sup> - Attend the career fair. Chapters 3 and 4 in Oliver.
7. Week 7: Wednesday, February 22<sup>nd</sup> - Chapter 5 in Oliver. Complete IS 700.
8. Week 8: Wednesday, February 29<sup>th</sup> - Chapter 6 in Oliver.
9. Week 9: Wednesday, March 7<sup>th</sup> - Tentative date for quiz 2. Complete IS 800. Chapter 7 in Oliver.
10. Week 10: Wednesday, March 14<sup>th</sup> - Spring Break Week, no classes
11. Week 11: Wednesday, March 21<sup>st</sup> - Chapter 8 and 9 in Oliver.
12. Week 12: Wednesday, March 28<sup>th</sup> - Project discussion. Chapters 10 and 11 in Oliver.
13. Week 13: Wednesday, April 4<sup>th</sup> - Project discussion, special topics.
14. Week 14: Wednesday, April 11<sup>th</sup> - Special topics.
15. Week 15: Wednesday, April 18<sup>th</sup> - Complete IS 33
16. Week 16: Wednesday, April 25<sup>th</sup> - Review group projects.
17. Week 17: Wednesday, May 2<sup>nd</sup> - Last quiz

*Any students with disabilities who need accommodations in this course are encouraged to speak with the instructor as soon as possible to make appropriate arrangements for these accommodations. This publication will be made available in alternative formats upon request.*

#### **ACADEMIC HONESTY STATEMENT**

The academic community is operated on the basis of honesty, integrity, and fair play. Occasionally, this trust is violated when cheating occurs, either inadvertently or deliberately. NDSU University Senate Policy, Section 335 (<http://www.ndsu.nodak.edu/policy/335.htm>) will serve as the guideline for cases where cheating, plagiarism, or other academic improprieties have occurred. All student work must be done in a manner consistent with this policy. Students who violate the policy will be subject to failure of the assignment, test, or course, depending on gravity of the offense and the circumstances of the particular case (Policy 335, 2, b).