

Dual-Pol Operations Course Implementation Guide

Table of Contents In This Guide	
FAQs	2
Dual-Pol Operations Course Overview	3
Assigning the Course Learning Plan	4
Loading/Executing the WES Exercises	7
Tracking/Marking Completions	9
Managing Low Bandwidth	12
Following Your Office Staff's Progress	13
Course Certificates	18
Contact Us For Help!	19

FAQs

QUESTION	SLIDE #	TIMELINE
How do I assign the course learning plan (formerly known as development plan) to my staff?	4	2 months prior to deployment
How do I set completion milestones?	4	2 months prior to deployment
How do I monitor completions using available reporting?	7	Weekly
By what date does everyone in my office need to complete the course?		January 31, 2012 or one month following deployment, whichever comes last
How and when will my staff receive a completion certificate?	16	E-mailed to facilitator from WDTB upon completion

Dual-Pol Operations Course Overview

Dual-Polarization Radar Operations Course
Operations Course Overview (15 minutes)
Dual-Polarization Radar Products Modules: <ol style="list-style-type: none">1. Correlation Coefficient (CC) (20-30 minutes)2. Differential Reflectivity (ZDR) (25-35 minutes)3. Specific Differential Phase (KDP) (25-35 minutes)4. Hydrometeor Classification (HC) (20-30 minutes)5. Melting Layer (ML) (20-30 minutes)6. Dual-Pol QPE Products (20-30 minutes)
Dual-Polarization Radar Applications Modules: <ol style="list-style-type: none">1. Winter Weather (35-45 minutes)2. Hail (25-35 minutes)3. Tornado Debris Signature (20-30 minutes)4. Updraft Detection/ZDR Columns (20-30 minutes)5. Heavy Rain (25-35 minutes)6. Non-Precipitation Echo Detection (20-30 minutes)
Any 2 of the following Weather Event Simulator Exercises: <ol style="list-style-type: none">1. Winter Weather (~90 min analysis time + 26 min answer keys)2. Heavy Rain (~60 min analysis time + 22 min answer keys)3. Tornadoes and Hail (~100 min analysis time + 60 min answer keys)4. Bow Echo (~40 min analysis time + 20 min answer keys)

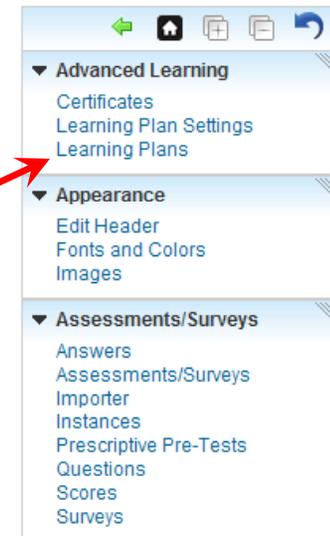
Assigning the Course Learning Plan

1. Log in to the LMS using your administrative account.

2. Click the **Control Panel** link.



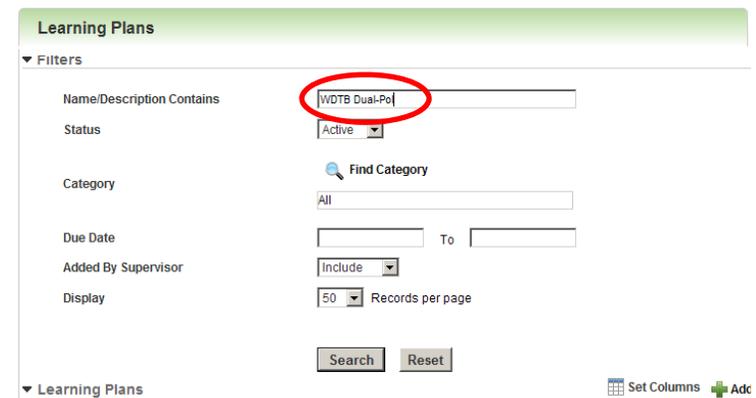
3. Click on the **Learning Plans** link on the left hand side.



4. Click on **Filters** so that you can see the text fields.



5. Enter **WDTB Dual-Pol** in the Name/Description Contains field and then click **Search**.



Assigning the Course Learning Plan (cont'd)

5. You should see these two courses:

Name	Description	Due Date	Enforce Sequencing	Time Frame	Added By Supervisor	Status	Actions
WDTB Dual-Pol Radar Operations Course	This is the development plan for the basic Dual-pol Radar Operations Course. To be completed by forecasters and	3/1/2012					
WDTB Dual-Pol Radar Principles and System Operations	This contains Lessons 1 and 2 of dual-pol RDA training, and will likewise contain training for the dual-pol RPO once it is available						

6. Click the **View Properties** box.

7. In the **View mapped** pull-down menu, select **Users***.

Learning Plan Details

Details

Name: WDTB Dual-Pol Radar Operations Course

Description: This is the development plan for the basic Dual-pol Radar Operations Course. To be completed by forecasters and operational management.

Category: [Empty field]

Learning Plan Options

Default Due Date: 3/1/2012

Time Frame: [Empty] Days Months

Overall Exempt Status: Completed

Show Exempt items:

Enforce Sequencing:

Sequence By: Due Date Custom Order Alphabetical

Learning Plan Mapped Items

View mapped: [ALL] (Sequenced Training Items)

392 items available, showing 1-10

Name	Type	Date	Sequence #
Dual-Pol Radar Operations Course Overview	Course		1
Dual-Pol Radar Products: Correlation Coefficient	Course		2
Dual-Pol Radar Products: Differential Reflectivity	Course		3
Dual-Pol Radar Products: Specific Differential Phase	Course	N/A	4
Dual-Pol Radar Products: Hydrometeor Classification	Course	N/A	5

Map/Unmap Training Refresh Sequencing

8. Then click **Map/Unmap Training**.

Assigning the Course Learning Plan (cont'd)

9. Click **Map to Learning Plan**.

The screenshot shows the 'Item Mappings' interface. At the top right, there is a link 'Return To Learning Plan'. Below it, there are filters for 'View Mapped' (set to 'Users*') and 'Pagination' (set to '50 items per page'). The main section is titled 'Item Mappings' and contains a table with two rows of data. The first row is for '_OLD.MAUREEN.HASTINGS@NOAA.GOV' and the second for 'AARON.ANDERSON@NOAA.GOV'. Both rows have 'N/A' in the 'Due Date' column. To the right of the table, there are two buttons: 'Map to Learning Plan' (circled in red) and 'Change Status'. Below the table, it says '375 items available, showing 1-50' and 'Page 1 of 8'.

10. Enter the enrollee's last name and click **Search**.

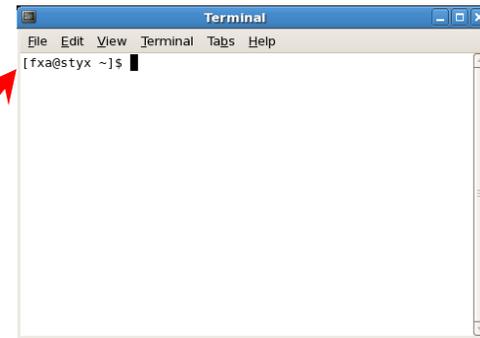
The screenshot shows the 'Users Selector' interface. It has a 'Filters' section with 'Combination Filters' and 'Field(s) containing' (Username, First Name, Last Name). There are input fields for 'Last Name' and 'Last Name (session)'. To the right, there are checkboxes for 'Users With Status': Denied, Approved, Pending, and Removed. Below that, there are 'Category' and 'Default Group' dropdowns, and a 'User Group' dropdown. A 'Group List' and 'Current Group' section are also present. At the bottom, there is a 'Display' dropdown set to '50 users per page' and a 'Search' button (circled in red) next to a 'Reset' button.

11. Put a check mark next to the enrollee and then click **Return Selected**. The desired person is now enrolled. Repeat these steps if you would like to enroll persons in the WDTB Dual-Pol Radar Principles and Systems Operations course.

The screenshot shows the 'Users List' interface. It displays a table with 4 users available, showing 1-4. The table has columns for 'Username', 'Last Name, First Name', 'Status', and 'Actions'. The first row is 'ASSISTANTMARK' with status 'Approved'. The second row is 'INSTRUCTORMARKS' with status 'Approved'. The third row is 'JANICE.SESSING@NOAA.GOV' with status 'Pending'. The fourth row is 'MARK.L.SESSING@NOAA.GOV' with status 'Approved' and a checkmark in the 'Actions' column. At the bottom right, there is a 'Return Selected' button (circled in red) and a 'Return All' button.

Loading/Executing the WES Exercises

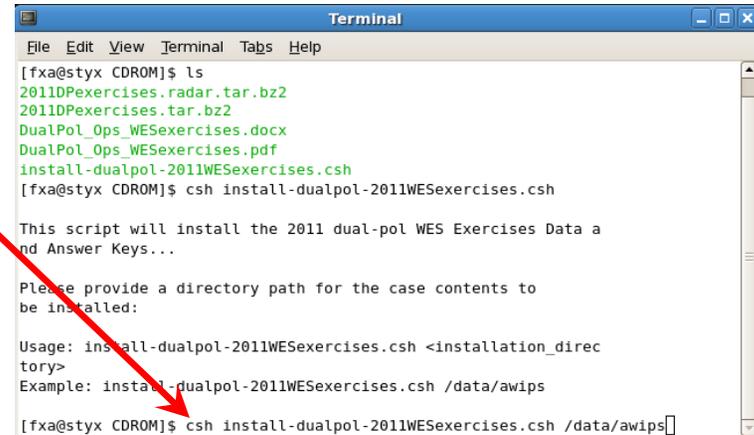
1. Insert the 2011 Dual-Pol WES exercises disc into your WES machine. The disc dated January 7, 2011 that you should already have and the disc dated September 15, 2011 included in this packet contain the same materials.
2. Ensure you are user fxa in your terminal window.
3. Get into the CDROM directory.
4. Install the exercises by typing `csch install-dualpol-2011WESexercises.csh /data/awips.`



```
Terminal
File Edit View Terminal Tabs Help
[fxa@styx ~]$
```



```
Terminal
File Edit View Terminal Tabs Help
[fxa@styx ~]$ cd /media/CDROM
```



```
Terminal
File Edit View Terminal Tabs Help
[fxa@styx CDR0M]$ ls
2011DPexercises.radar.tar.bz2
2011DPexercises.tar.bz2
DualPol_Ops_WESexercises.docx
DualPol_Ops_WESexercises.pdf
install-dualpol-2011WESexercises.csh
[fxa@styx CDR0M]$ csch install-dualpol-2011WESexercises.csh
This script will install the 2011 dual-pol WES Exercises Data and Answer Keys...
Please provide a directory path for the case contents to be installed:
Usage: install-dualpol-2011WESexercises.csh <installation_directory>
Example: install-dualpol-2011WESexercises.csh /data/awips
[fxa@styx CDR0M]$ csch install-dualpol-2011WESexercises.csh /data/awips
```

Loading/Executing the WES Exercises (cont'd)

5. To take the exercises, simply type `start_awips` and load the appropriate case from the `/data/awips/2011DPExercises` directory.
6. To view the PDF, double-click the CD icon on your desktop and open the PDF. You can also print each exercise by going to <http://www.wdtb.noaa.gov/courses/dualpol/index.html#exercises>.

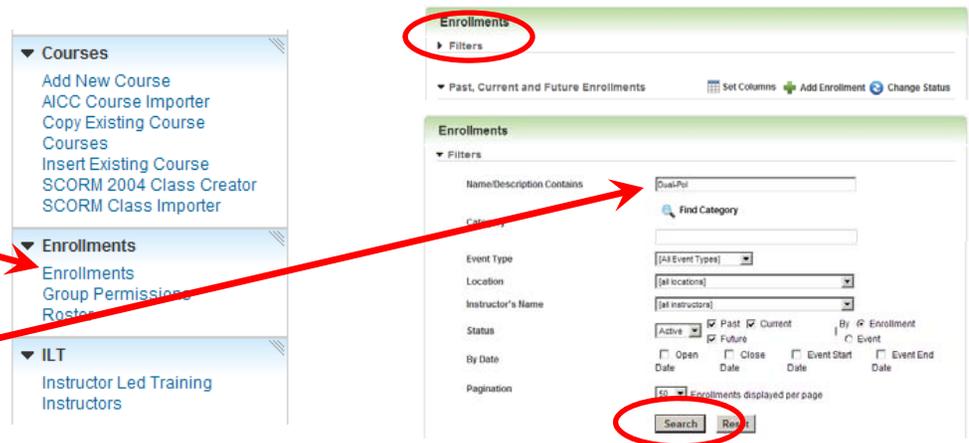


Tracking/Marking Completions

1. The completion of online modules is automatic once the exam at the end of each lesson is passed.
2. To show completion of the WES exercises (two required), log into the LMS using your administrative account and go to **Control Panel**.

So far, roughly $\frac{3}{4}$ of the questions WDTB has received about this course have dealt with enrollments. Pay close attention to this section for help.

- A. Find and click **Enrollments** on the left hand side.
- B. Expand the **Filters** section and type **Dual-Pol** in the Name/Descriptions Contain field and click **Search**.



- C. The first four results are the WES cases for this training. Click the **View Enrollment Users** icon for the desired simulation.

11 record(s) available, showing 1-11

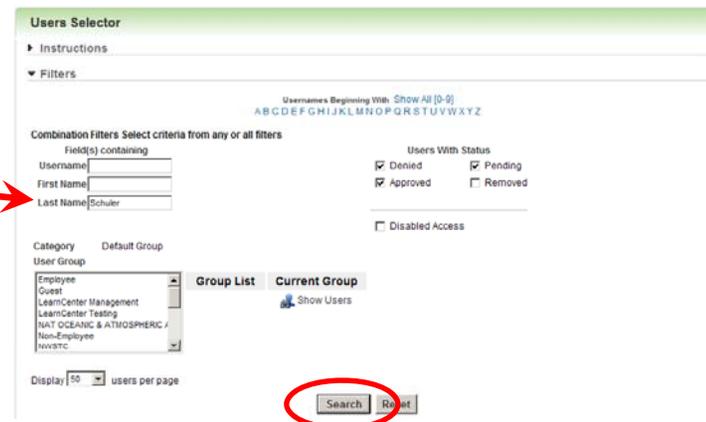
Name	Type	Opens	Event Start	Enrolled Users	Status	Actions
Dual-Pol Ops Course WES Exercise - Bow Echo	ILT Session	1/10/2011 7:00 AM (gmt-08:00)	1/10/2011 7:00 AM (gmt-08:00)	130 / 5000	✓	[View] [Refresh] [Print] [Export] [View Enrollment Users]
Dual-Pol Ops Course WES Exercise - Heavy Rain	ILT Session	1/10/2011 7:00 AM (gmt-08:00)	1/10/2011 7:00 AM (gmt-08:00)	144 / 5000	✓	[View] [Refresh] [Print] [Export] [View Enrollment Users]
Dual-Pol Ops Course WES Exercise - Tornadoes and Hail	ILT Session	1/10/2011 7:00 AM (gmt-08:00)	1/10/2011 7:00 AM (gmt-08:00)	140 / 5000	✓	[View] [Refresh] [Print] [Export] [View Enrollment Users]
Dual-Pol Ops Course WES Exercise - Winter Weather	ILT Session	1/10/2011 7:00 AM (gmt-08:00)	1/10/2011 7:00 AM (gmt-08:00)	129 / 5000	✓	[View] [Refresh] [Print] [Export] [View Enrollment Users]

Tracking/Marking Completions (cont'd)

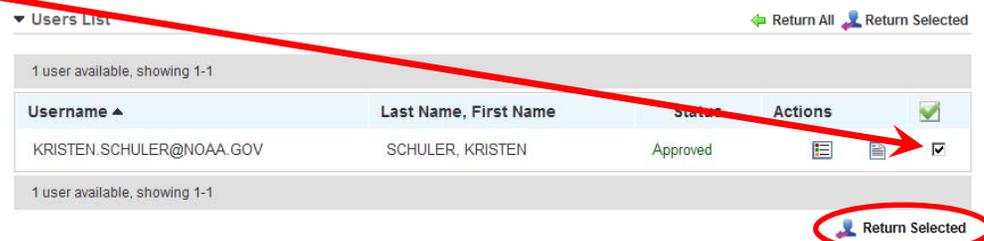
- D. Scroll to the bottom and click the **Insert Users** button.



- E. Enter the enrollee's last name and click **Search**.



- F. Click the check box next to the enrollee's name and click **Return Selected**.



Tracking/Marking Completions (cont'd)

G. If you need to insert more than one person, go back to step D and repeat as many times as necessary. Otherwise, click **Save**.



H. The list of enrollees for this particular enrollment will re-appear. To mark an enrollee complete, find their name and use the pull-down menu to mark them complete.



I. Once you are finished marking all the completions you need to, scroll to the bottom and click Save again. Return to Step C and repeat for the other WES exercises.



Managing Low Bandwidth

Many of you may experience low bandwidth and thus have issues with the web-based training lessons. Know that you can download each lesson off the WDTB website and have your enrollees view them on local machines by going to this link:

<http://www.wdtb.noaa.gov/courses/dualpol/index.html>

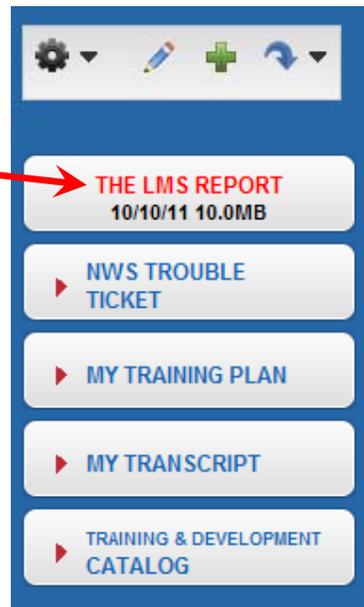
Each enrollee can then complete the quizzes at the end of each lesson on the LMS by logging in and skipping through the slides to get to the quiz slide.

Following Your Office Staff's Progress

You should have access to the LMS Report spreadsheet that WDTB staff updates twice a week in your facilitator LMS account. This link is on the left side of the welcome page in your facilitator account. If you do not see this link, please contact Mark Sessing (mark.l.sessing@noaa.gov) for access. Open that spreadsheet to do the following.

The reports for both the Dual Pol Operations Course and the Dual Pol Principles and System Operations Course can be customized for your office or region by entering your office or region into the appropriate filter box, clicking **Apply Filter**, and then clicking whichever dual pol report you wish to run.

The resulting spreadsheet that appears will show the list of people within your office or region that are taking the dual pol training and what they still need to complete.



Filter

Course Filter

Region Filter

Office Filter

Name: First Last

Date: Start End

Producer

Apply Filter

Selected 192677

AWOC Core

AWOC Severe

AWOC Winter

DLAC

Dual Pol

Dual Pol Advanced

Path Report Update Path Titles

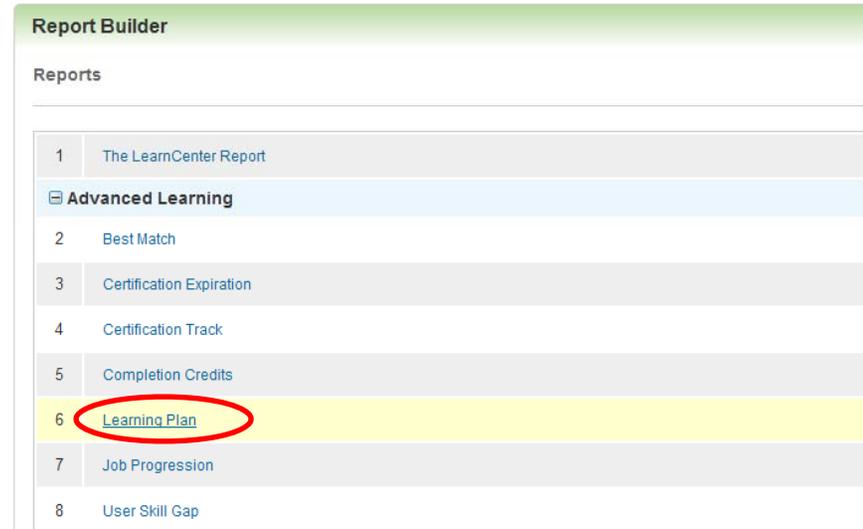
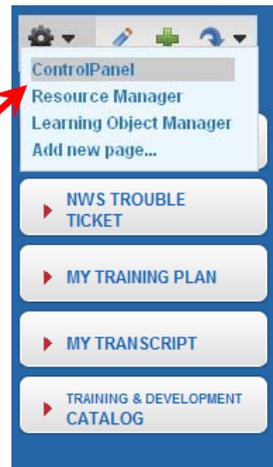
[9] DLAC

# Lessons	Name	Office	Region	Last Completion	Not Completed
22	...	WARNING DECISION TRAINING BRANH	OCWWS	7/5/2011	
22	...	WARNING DECISION TRAINING BRANH	OCWWS	7/12/2011	
18	...	WARNING DECISION TRAINING BRANH	OCWWS	7/26/2011	2W
17	...	WARNING DECISION TRAINING BRANH	OCWWS	8/17/2011	2W
14	...	WARNING DECISION TRAINING BRANH	OCWWS	8/11/2011	r to zbrc 2W rpe
13	...	WARNING DECISION TRAINING BRANH	OCWWS	6/20/2011	2W rda1 rda2 rpg1 rpg2 rpg3
6	...	WARNING DECISION TRAINING BRANH	OCWWS	7/29/2011	qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
5	...	WARNING DECISION TRAINING BRANH	OCWWS	7/27/2011	cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rpg3
3	...	WARNING DECISION TRAINING BRANH	OCWWS	8/16/2011	kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
2	...	WARNING DECISION TRAINING BRANH	OCWWS	7/19/2011	zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
1	...	WARNING DECISION TRAINING BRANH	OCWWS	7/25/2011	a cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
1	...	WARNING DECISION TRAINING BRANH	OCWWS	7/27/2011	cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
1	...	WARNING DECISION TRAINING BRANH	OCWWS	5/19/2011	o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
0	...	WARNING DECISION TRAINING BRANH	OCWWS		o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
0	...	WARNING DECISION TRAINING BRANH	OCWWS		o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
0	...	WARNING DECISION TRAINING BRANH	OCWWS		o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
0	...	WARNING DECISION TRAINING BRANH	OCWWS		o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
0	...	WARNING DECISION TRAINING BRANH	OCWWS		o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3
0	...	WARNING DECISION TRAINING BRANH	OCWWS		o cc zbr kdp hc ml qpe wwe h r tor zbrc 2W rpe rda1 rda2 rpg1 rpg2 rpg3

Following Your Office Staff's Progress (cont'd)

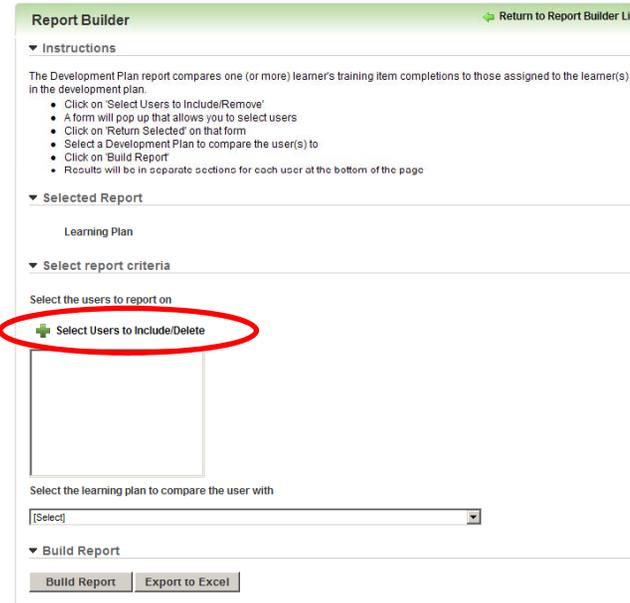
You can also track your office's progress using reports generated in the LMS. To do that:

1. Log into your facilitator or administrative account.
2. Click on **Control Panel**.
3. Click on the **Report Builder** link in the Reports section.
4. Expand the Advanced Learning section and click on the **Learning Plan** link.



Following Your Office Staff's Progress (cont'd)

5. Click the **Select Users to Include/Delete** button.



Report Builder [Return to Report Builder List](#)

Instructions

The Development Plan report compares one (or more) learner's training item completions to those assigned to the learner(s) in the development plan.

- Click on 'Select Users to Include/Remove'
- A form will pop up that allows you to select users
- Click on 'Return Selected' on that form
- Select a Development Plan to compare the user(s) to
- Click on 'Build Report'
- Results will be in separate sections for each user at the bottom of the page

Selected Report

Learning Plan

Select report criteria

Select the users to report on

Select Users to Include/Delete

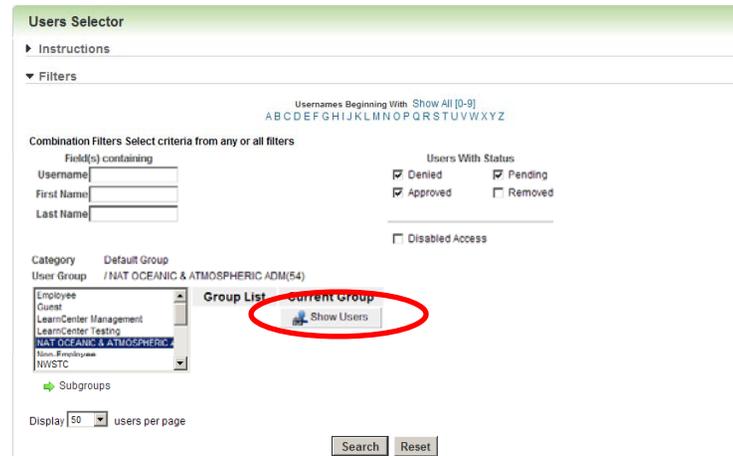
Select the learning plan to compare the user with

[Select]

Build Report

Build Report **Export to Excel**

6. Begin with double-clicking NAT OCEANIC & ATMOSPHERIC... and then keep filtering down until your office name appears. Then click **Show Users**.



Users Selector

Instructions

Filters

Usernames Beginning With [Show All \[0-9\]](#)
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Combination Filters Select criteria from any or all filters

Field(s) containing

Username

First Name

Last Name

Users With Status

Denied Pending

Approved Removed

Disabled Access

Category Default Group

User Group /NAT OCEANIC & ATMOSPHERIC ADM(54)

Employee
Guest
LearnCenter Management
LearnCenter Testing
NAT OCEANIC & ATMOSPHERIC
New Employee
NWSTC

Group List **Current Group**

Show Users

Display 50 users per page

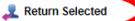
Search **Reset**

Following Your Office Staff's Progress (cont'd)

7. When the names appear in the new window, select the names you want included in the report then scroll down to the bottom and click **Return Selected**.

ROBERT.A.PRENTICE@NOAA.GOV	ATMOSPHERIC ADM(54) / NATIONAL WEATHER SERVICE(5420) / CLIMATE, WATER & WEATHER SERV (542002) / TRAINING DIVISION(542002000006) / WARNING DECISION TRAINING BR (54200200000692)	PRENTICE, ROBERT	Approved			<input type="checkbox"/>
STEVEN.MARTINAITS@NOAA.GOV	/ NAT OCEANIC & ATMOSPHERIC ADM(54) / NATIONAL WEATHER SERVICE(5420) / CLIMATE, WATER & WEATHER SERV (542002) / TRAINING DIVISION(542002000006) / WARNING DECISION TRAINING BR (54200200000692)	MARTINAITS, STEVEN	Approved			<input type="checkbox"/>
VERONICA.HOLTZ@NOAA.GOV	/ NAT OCEANIC & ATMOSPHERIC ADM(54) / NATIONAL WEATHER SERVICE(5420) / CLIMATE, WATER & WEATHER SERV (542002) / TRAINING DIVISION(542002000006) / WARNING DECISION TRAINING BR (54200200000692)	HOLTZ, VERONICA	Approved			<input type="checkbox"/>

27 users available, showing 1-27



8. Next, select the learning plan, which is either WDTB Dual-Pol Radar Operations Course or WDTB Dual-Pol Radar Principles and System Operations.

Report Builder [Return to Report Builder List](#)

Instructions

The Development Plan report compares one (or more) learner's training item completions to those assigned to the learner(s) in the development plan.

- Click on 'Select Users to Include/Remove'
- A form will pop up that allows you to select users
- Click on 'Return Selected' on that form
- Select a Development Plan to compare the user(s) to
- Click on 'Build Report'
- Results will be in separate sections for each user at the bottom of the page

Selected Report

Learning Plan

Select report criteria

Select the users to report on

Select Users to Include/Delete

A.ARON.ANDERSON@NOAA.GOV
ANDRE.REDDINGTON@NOAA.GOV
ANDREW.C.WOOD@NOAA.GOV
BRADFORD.N.GRANT@NOAA.GOV
CHRISTOPHER.SPANNAGLE@NOAA.GOV
CLARK.PAYNE@NOAA.GOV
DALE.A.MORRIS@NOAA.GOV

Select the learning plan to compare the user with

[Select]

WDTB AWOC FY09 Core Track
WDTB AWOC FY09 Severe Track
WDTB AWOC FY10 Core Track
WDTB AWOC FY10 Severe Track
WDTB AWOC FY11 Core Track
WDTB AWOC FY11 Severe Track
WDTB AWOC Severe
WDTB AWOC Winter FY2012 Platinum
WDTB AWOC Winter FY2012 Standard
WDTB DLOC FY11 Full Course
WDTB DLOC FY11 Short Course
WDTB DLOC FY12 Full Course
WDTB DLOC FY12 Short Course
WDTB Dual-Pol Radar Operations Course

Internet 100%

Following Your Office Staff's Progress (cont'd)

9. Now click **Build Report**. If you wish to export the results to Excel, click **Export to Excel**.

Report Builder Return to Report Builder List

Instructions

The Development Plan report compares one (or more) learner's training item completions to those assigned to the learner(s) in the development plan.

- Click on 'Select Users to Include/Remove'
- A form will pop up that allows you to select users
- Click on 'Return Selected' on that form
- Select a Development Plan to compare the user(s) to
- Click on 'Build Report'
- Results will be in separate sections for each user at the bottom of the page

Selected Report

Learning Plan

Select report criteria

Select the users to report on

Select Users to Include/Delete

AARON.ANDERSON@NOAA.GOV
 ANDRE.REDDINGTON@NOAA.GOV
 ANDREW.C.WOOD@NOAA.GOV
 BRADFORD.N.GRANT@NOAA.GOV
 CHRISTOPHER.SPANGLER@NOAA.GOV
 CLARK.PAYNE@NOAA.GOV
 DALE.A.MORRIS@NOAA.GOV

Select the learning plan to compare the user with

WDTB Dual-Pol Radar: Operations Course

Build Report **Export to Excel**

10. The progress of each person that was selected will appear in the window.

7 reports available, showing 1-7

Report results for ANDERSON, AARON (AARON.ANDERSON@NOAA.GOV)

Title	Type	Due Date	Started Date	Completed Date	Status
Dual-Polarization Radar Operations Course Overview	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Products: Correlation Coefficient	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Products: Differential Reflectivity	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Products: Specific Differential Phase	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Products: Hydrometeor Classification	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Products: Melting Layer	Course	3/1/2012	N/A	N/A	🚫
Dual-pol Quantitative Precipitation Estimation (QPE) Products	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Applications: Winter Weather	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Applications: Hail Detection	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Applications: Heavy Rain Detection	Course	3/1/2012	N/A	N/A	🚫
Dual-Pol Radar Applications: Tornadoic Debris Signatures	Course	3/1/2012	N/A	N/A	🚫

Course Certificates

1. WDTB staff monitor course completions three times a week (Monday, Wednesday, Friday) and will e-mail the local training facilitator a certificate of completion in PDF format once a person has completed the course.



2. If a person is enrolled in the optional Principles and System Operations Course, he/she will also receive a certificate of completion for that as well.



Contact Us For Help!

For help related to anything regarding these courses, please contact us!

Jami Boettcher – jami.b.boettcher@noaa.gov

Clark Payne – clark.payne@noaa.gov

Andy Wood – andrew.c.wood@noaa.gov

Mark Sessing – mark.l.sessing@noaa.gov

Veronica Holtz – veronica.holtz@noaa.gov

Don Rinderknecht – donald.m.rinderknecht@noaa.gov