Principles of Basic Emergency Management (EMAP 1400) Online

CREDIT
4 Semester Credit Hours (4 hours lecture, 0 hours lab)

MODE OF INSTRUCTION
Online

PREREQUISITE/CO-REQUISITE:
None

COURSE DESCRIPTION
Overview of the Texas Emergency Management System and the concepts of emergency management and its integration of systems, basic definitions, identification of hazards, role of the local emergency manager, including interaction among various government entities. This course is equivalent to the Texas Department of Emergency Management and the Federal Emergency Management Agency courses G230 and former G610.

COURSE OBJECTIVES
Upon completion of this course, the student will be able to:
1.   Develop an Emergency Management plan
2.   Plan Development best practices
3.   Identify the agencies involved in disaster assistance.
4.   Describe the role of the emergency manager
5.   Describe the all-hazards approach to emergency management
6.   Outline the process for preparing a grant request
7.   Develop a plan for acquiring surplus property

INSTRUCTOR CONTACT INFORMATION

Instructor:	Tim Ocnaschek
Email:	twocnaschek@lit.edu
Office Phone:	409-839-2967
Office Location:	Technology Center (TC) – Room 116
Office Hours:	By Appointment

REQUIRED TEXTBOOK AND MATERIALS

Approved: TNS 08/18/25

1. Introduction to Emergency Management by B. Phillips, D. Neal, and G. Webb, 2nd edition. CRC Press. ISBN number is 978-1-4822-4506-6.
Other Text Material is provided online:
2. FEMA IS-230e: Fundamentals of Emergency Management
3. CPG 101
4. Beaumont Emergency Management Executive Guide
5. FEMA IS-2200 Basic Emergency Operation Center Functions

ATTENDANCE POLICY
1. Weekly discussion assignments are due by Wednesday at midnight. Responses to classmate(s) are due by midnight Saturday. Tests are due by midnight Sunday.
2. Discussion assignments must be submitted in the following format: Course name, Student name, and date as a header. Answers in Blackboard text may be single spaced, but attachments must be in paragraph format and double spaced. Either way, there is a 100 word minimum and 250 word maximum.

DROP POLICY
If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

COURSE CALENDAR

DATE	TOPIC	READINGS (Due on this Date)	ASSIGNMENTS (Due on this Date)
Week 1	"Start Here" Module 1 Introduction IS-230e	• Review "Start Here" Material • Initial Introduction Assignment 1 • Initial Introduction Assignment 2 • Final Introduction Assignment 1 • Final Introduction Assignment 2 Read FEMA Course IS-230e	• Post by Aug 27 • Post by Aug 27 • Post by Aug 30 • Post by Aug 30 • Read by Aug 31 • Post Course Completion certification by Sep 14
Week 2	Module 1 (Continued) Chapter 1 and Chapter 2	• Read Text Chapter 1	

		• Initial Chapter 1 Discussion 2 • Read Text Chapter 2 • Initial Chapter 2 Discussion 1 • Final Chapter 1 Discussion 2 • Final Chapter 2 Discussion 1 • **Test #1**	• Post by Sep 3 • Post by Sep 3 • Post by Sep 6 • Post by Sep 6 • Post by Sep 7
Week 3	Module 1- Chapter 3 and Chapter 4	• Read Text Chapter 3 • Initial Chapter 3 Discussion • Read Text Chapter 4 • Initial Chapter 4 Discussion • Final Chapter 3 Discussion • Final Chapter 4 Discussion • **Test #2**	• Post by Sep 10 • Post by Sep 10 • Post by Sep 13 • Post by Sep 13 • Post by Sep 14
Week 4	Module 1- Chapter 5 and Chapter 6	• Read Text Chapter 5 • Initial Chapter 5 Discussion 2 • Read Text Chapter 6 • Initial Chapter 6 Discussion 1 • Final Chapter 5 Discussion 2 • Final Chapter 6 Discussion 1	• Post by Sep 17 • Post by Sep 17 • Post by Sep 20 • Post by Sep 20
Week 5	Module 2, CPG 101 and Beaumont Emergency Management Executive Guide (BEMEG)	• Read CPG 101 • Initial CPG Discussion 1 • Read BEMEG • Initial BEMEG Discussion 1 • Final CPG Discussion 1	• Post by Sep 24 • Post by Sep 24 • Post by Sep 27 • Post by Sep 27

		• Final BEMEG Discussion 1	
Week 6	Module 2, IS-2200 and Chapter 7	• Read IS-2200 • Read Text Chapter 7 • Initial Chapter 7 Discussion • Final Chapter 7 Discussion • **Test #3**	• Post by Oct 1 • Post by Oct 4 • Post by Oct 5
Week 7	Module 2, Chapter 8 and Chapter 9	• Read Text Chapter 8 • Initial Chapter 8 Discussion • Read Text Chapter 9 • Initial Chapter 9 Discussion • Final Chapter 8 Discussion • Final Chapter 9 Discussion	• Post by Oct 8 • Post by Oct 8 • Post by Oct 11 • Post by Oct 11
Week 8	Module 2, Chapters 10 & 12 and Final Test	• Read Text Chapters 10 & 12 • Initial Chapter 10 Discussion • Initial Chapter 12 Discussion • Final Chapter 10 Discussion • Final Chapter 12 Discussion • **Test #5**	• Post by Oct 15 • Post by Oct 15 • Post by Oct 17 • Post by Oct 17 • Post by Oct 19

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

- Tests – 60%
- Course Assignments – 40%
- After each assignment post, a feedback post is required to at least one fellow student. Lack of a feedback post will result in a 20 point reduction for the assignment grade. Repeated refusal to submit feedback will result in a 30 point reduction for the assignment grade.
- Assignments will be graded up to 7 days after the due date with a 10 point penalty. Assignments later than 7 days will be assessed a 0.

- I will drop the lowest two weekly assignment grades if all assignments are submitted.
- I will drop the lowest test grade if all tests are submitted.
- There are two FEMA Independent Study courses covered in this class. All students must pre-register for their FEMA SID before the day of the class and create an account with Login.gov. Go to https://cdp.dhs.gov/FEMASID and Login.gov, then follow the instructions to register and create an account. Upon submission of a FEMA certificate indicating successful completion of the online course, I will add 5 points to the individual test score over that section of the course.
- If you wish to drop a course, the student is responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an 'F' in the course
- Tests will be automatically grade and recorded in Blackboard.
  Your final grade will be the average of your weekly discussions and tests.

GRADE SCALE
- 90-100   A
- 80-89   B
- 70-79   C
- 60-69   D
- 0-59   F

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at https://lit.edu/online-learning/online-learning-minimum-computer-requirements. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at Special Populations - Lamar Institute of Technology (lit.edu).

STUDENT CODE OF CONDUCT STATEMENT
It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

ARTIFICIAL INTELLIGENCE STATEMENT
Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses

STARFISH
LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/INFORMATION
Insert additional course policies/information specific to your section here.
1. Students are expected to use proper net etiquette while participating in course emails, assignment submissions, and online discussions
2. Use of AI for assignment completion is NOT acceptable and tends to impede student performance since the discussion requirements are limited between 100 and 250 words.
3. Log onto Blackboard at a minimum of 3 times a week.
4. Students must engage in weekly discussions and feedback to classmates
5. All students must register with FEMA and obtain a Student Identification Number (SID; https://cdp.dhs.gov/femasid/register).
6. Assignments' grades may be accessed through My Grades in Blackboard. Each assignment shows your grade and any comments I make on your assignment.