EVAC TRAINING PLAN

TRAINING SUMMARY

TRAINING TYPE	TRAINING DURATION	TRAINING CONDUCTED BY
Train-the-Trainer	4-hour training session	Genasys Training Specialist, Joe Grupalo

TRAINING OVERVIEW

The purpose of this course is to provide San Diego County **Genasys EVAC Users** with the basic knowledge required to perform their duties including all basic system operations and settings, such as creating and publishing zone status changes, adding both arrival points (shelters) and traffic control points (road closures), splitting and merging of zones, printing a PDF single zone map, running a fire simulation and overall monitoring of the public facing Genasys Protect community website.

COURSE OBJECTIVES

By the end of this course, the new User should be able to:

- Log in and navigate the EVAC System freely.
- Create, update, and publish zone status changes.
- Create, update, and publish Arrival Points (shelters) and Traffic Control Points (road closures).
- Confirm zone status changes in Genasys Protect and Tablet Command.
- Split and Merge zone boundaries.
- Print PDF maps of an individual zone.
- Create a fire simulation.

RESOURCE LIST

DOCUMENT	TYPE	NOTES
Training Video Library	YouTube and Vector Solutions Files	Video Based Learning
"Basic 3' Field Guide Card	Quick Start Guide	Reference Guide
Laptop and Mouse	Hardware Needed	Bring to training sessions

TRAINING AGENDA

TOPIC	DURATION	NOTES
Introduction and Overview	15 minutes	Introduction to EVAC, PROTECT and Training Agenda
Logging in	10 minutes	Log into EVAC. Open PROTECT. Bookmark both.
Review County Alert and Warning Process	10 minutes	From IC to Public
Changing Zone Status – Internal and Publish to Protect	30 minutes	Explain, Demonstrate. Guide.
Add an Arrival Point & Traffic Control Point	30 minutes	Add Shelter & TCP, Make Community Visible.
Splits & Merges – Temporary & Permanent	30 minutes	Create splits and merges and restore to original
Create Fire Simulations	30 minutes	Create Fire Sims – Extreme, Current, Historic Conditions
EVAC Website Navigation	15 minutes	Explain EVAC Icons and Features.
Review Basic 3 – Tabletop Exercise & Review	50 minutes	Run a simple tabletop.

HANDS-ON ACTIVITY CHECK LIST

TASK- HANDS ON	COMPLETED	DATE
1. Log into EVAC. Find your home Zone ID.		
2. Change a Zone Status – Internal ONLY		
3. Change a Zone Status – Publish to PROTECT		
4. Check your work in Genasys PROTECT public facing website		
5. Add an Arrival Point and make Community Visible		
6. Add a Traffic Control Point and make Community Visible		
20-minute break		
7. Perform Temporary Zone Split & Merge back to original		
8. Perform Permanent Zone Split & Merge back to original		
9. Create a Fire Simulation – Current Weather		
10. Create a Fire Simulation Custom Date/Historical Incident		
11. Create a Fire Simulation – Extreme Santa Ana Wind		
12. Turn on/off layers – Evacuation, Traffic, Fire		
13. Make a User an Editor with Alerter privilege in EVAC		
14. Print PDF Map and QR Code Review		
15. Tabletop Exercise – Practice workflow from field to ALERT		