12 May, 2021

Tasks

- Complete acknowledgment of Policies survey
    - ○ Survey completed to assure understanding of course policies.
- Watch course tutorials
    - ○ While these tutorials are redundant and repetitive from previous IDD&E courses, I found them to be refreshing regarding competencies and valuable resources for future use in this course
- Complete My Thoughts on Instruction and Learning Survey
    - ○ This survey was new to me and focused on online learning. I actually found this survey to be enlightening, as the questions required some exploration of my ideas and perspectives regarding online courses and their associated components and ideas.
- Read professor's message
    - ○ Dr. Koszalka's message was very informative and related to the focus of the course. Her message helped to provide me with a foundational understanding of the course purpose and expectations of the capstone assignment.
- Watch Welcome tutorial
    - ○ The welcome tutorial provided a good baseline of the final project and elaborated on the resources available to me as I begin work. It also will serve as a valuable resource during the initial stages of project construction.

17 May, 2021

Tasks

- Enter Unit 1 and read overview of capstone project
    - ○ I am not sure what to think about this assignment. I am a bit overwhelmed with trying to grasp the ideas and expanse of the assignment, but I feel confident that tomorrow's VS will provide some clarification.
- Review provided guidelines, rubrics, checklists
    - ○ These products helped to gather my thoughts and gave me a bit more understanding, but I am definitely looking forward to the VS to gain some footing here.
- Review CSR Unit example
    - ○ The example helped a lot. At least I know understand that I will be creating a course of instruction!
- Add notes and questions in journal
- Identify/briefly outline my instructional unit in journal
    - ○ EOD Team Leader Certification Preparation

18 May, 2021

Virtual Session 1

- Session Agenda
  - 4 Key topics
    - Reflection journal
    - Overview of deliverables
    - Project details (storyboard, resources)
    - Capstone project showcase website
- Must consult with outside source(s)
  - Matt Boehme (EOD SGM Ret.)
  - Dario Gundersen (Current EOD SGM)
    - <mark>Log all interactions in reflection journal!</mark>
- Two documents required in capstone
  - Assignment outline
    - https://learn-us-east-1-prod-fleet01-xythos.learn.cloudflare.blackboardcdn.com/blackboard.learn.xythos.prod/5956621d575cd/15442874?X-Blackboard-Expiration=1621371600000&X-Blackboard-Signature=VU6wD47PScKLEJ7YHnSPjb7icJsegCmb1biFayS%2BKEY%3D&X-Blackboard-Client-Id=311690&response-cache-control=private%2C%20max-age%3D21600&response-content-disposition=inline%3B%20filename%2A%3DUTF-8%27%27IDE737-AssignmentOutline-CapstoneGuidelines.pdf&response-content-type=application%2Fpdf&X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Date=20210518T150000Z&X-Amz-SignedHeaders=host&X-Amz-Expires=21600&X-Amz-Credential=AKIAYDKQORRYTKBSBE4S%2F20210518%2Fus-east-1%2Fs3%2Faws4_request&X-Amz-Signature=277a6eb02603cca5a5cc34faf8a2aca3a0152e89b450ac89f85151d8dca732af
- <mark>**Use provided templates as designed, do not change formats**</mark>
- Clearly incorporate 5 first principles of learning in design of showcase unit
- Unit should be 1-2 hours of seat time for learners
  - Indirect instruction can take more time (self-study, offline activities, etc.)
- Must include two advanced strategies (Cognitive/reflective)
  - Unit Critique Packet
    - https://learn-us-east-1-prod-fleet01-xythos.learn.cloudflare.blackboardcdn.com/blackboard.learn.xythos.prod/5956621d575cd/15442887?X-Blackboard-Expiration=1621371600000&X-Blackboard-Signature=c2QcCclL7u%2FgCJbSQOmtNHKj92iI8XtbdbceyxtAoXg%3D&X-Blackboard-Client-Id=311690&response-cache-

control=private%2C%20max-age%3D21600&response-content-disposition=inline%3B%20filename%2A%3DUTF-8%27%27IDE737-InstructionalUnitCritiquePacket.pdf&response-content-type=application%2Fpdf&X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Date=20210518T150000Z&X-Amz-SignedHeaders=host&X-Amz-Expires=21600&X-Amz-Credential=AKIAYDKQORRYTKBSBE4S%2F20210518%2Fus-east-1%2Fs3%2Faws4_request&X-Amz-Signature=4b1b2db2d940f1d1aa60e603aa7553233a661169a5bee63b91704ee474b8bfc5

- o Must incorporate the 9-events of instruction (construction/critique processes)
- Storyboard template
  - o Write expected unit outcomes as LOs
  - o Key UNIT content (bullet points)
- Readings located in assignments and exams section of BB page.
- Practical feedback from 30 minute session on template slides 1&4
  - o May need to develop a "mentor" guide" for use by TLs during 1 week practice section of training.
  - o Gap analysis between current EOD TLC requirements and NAVSCOLEOD curriculum
  - o Data analysis of current NAVSCOLEOD curriculum to provide a starting point for unit instructional content.
  - o Consider take home checklist for use during practice week in conjunction with mentor guide.
  - o Consider journaling as part of practice week to aid in reflective strategy.
  - o Build study list (ref, pubs, doctrine) for incorporation into learner guide as preparation for written assessment.
- Peer review peer critiques sheet/9-events done prior to next VS (1JUN21)
  - o Andy D. is peer reviewer.
- VS 1 was very helpful in pointing me in the right direction regarding the capstone showcase assignment. The exercise Dr. Koszalka used to help us get started with slides 1 and 4 of the template provided me with some perspective and helped to engage me on what the vision for this project will be. I plan to get started on drafting my products for the showcase tomorrow.

Link to VS1 recording

https://syracuseuniversity.zoom.us/rec/play/HsT6F6TLL7Me0COGJEtUEZCSojrG6RstAA55THP3_YfPeTXYk4MEtu2AMoJpneKZFQoFNzEE7TKcDDSV.3HIKK4rYg4Jd5VE2

19 May, 2021

Focus

Today's focus will be to begin the initial construction of the Capstone Showcase website framework on WIX.Com. I plan to build a layout within my existing portfolio with links to all the required documents for the project.

Thoughts

After completing the layout, I felt that it did not really flow well and required some retooling. I initially used the format found on Blackboard, but I found it to be a bit cumbersome. After reviewing the notes above from VS1, Dr. K mentioned that the layout was up to us as long as it included everything required and was easily located within our site. I worked all day to try to get it right and feel that I am at a 90% solution. I will continue to tweak it as we go along, but for now, I think it is fairly solid and ready for input of material.

Outcomes

I now have a repository for my information, but like any showcase, as I continue to build I will need to reorganize.

Way Ahead

Tomorrow, I plan to begin my storyboard. I feel that as I progress through it, I will gain a clearer perspective on my website layout.

20 May, 2021

Focus

Today's focus is the initial construction of my storyboard, starting with the narrative page. I feel that I have a good start on it based on the PE from VS1, but with the notes on Dr. K's comments, I will need to reconfigure it to get it right. I will also generate a list of resources needed for my unit.

Resources

Instructor Guide

- Flowchart
- Classroom Slides with instructor notes
- Synopsis and instructions for all events
- Feedback requirements
- Practical Assessment Rubric
- Student Written Exam
- Exam Answer Key

Learner Guide

- Course overview
- Expectations for instructional events
- Synopsis and instructions for all events

- Feedback requirements
- Reflection Journal
- Practical Assessment Rubric
- EOD/UXO Nine-Line report

Mentor Guide/Scenario Development Guide

- Overview
- Mentor responsibilities
- Scenario Guidelines
- Scenario Recommendations
- Feedback requirements
- Practical Assessment Rubric

Class PowerPoint Presentation

Thoughts
I think I am on the right track. The examples are helpful and I believe I am getting a better mental image of how the products should look.

Outcomes
I made it through the narrative, content hierarchy, and flowchart. I feel that these are at about an 80% completion.

Way Ahead
Tomorrow I plan to build the actual storyboard set for my instruction.

21 May, 2021

Focus
Today's focus is the actual storyboard set. Given that I created seven events on my flowchart yesterday, it looks like I have my work cut out for me.

Thoughts
I think I was a bit too ambitious with today's goal. I got through the first three events and have four to go. I do believe the ones I completed are good to go though and I feel that the rest will be easier as I now have some practice building them.

Outcomes
Completed three of seven storyboards.

UNIT Title: EOD Team Leader Certification Preparation		
EVENT Title: EODTLC Procedures and Task Preparation - **UNIT OVERVIEW**		Estimated Time for EVENT: 1 Week & 2 hrs.

EVENT Description:
- Instructors provide introductory lectures focused on the EODTLC process and dynamic demonstrations of EOD response techniques.
- Learners conduct practical application of gained KSAs during a one-week practice session with reflective journaling activities.
- Learners conduct a live practical application of EOD Team Leader response tactics and techniques with instructor feedback.
- Learners complete a multiple-choice written assessment.
- Instructors and learners conduct a reflective feedback, question and answer, and debrief session.

EVENT Deliverables:
- Junior EOD Soldiers capable of success during the formal EODTLC process

EVENT-Required Resources:
- Instructor guide
- Mentor guide
- Learner guide
- Reflective journal
- Slide presentation and associated audio/visual equipment
- EOD response equipment and vehicle
- Feedback sheets
- Multiple-choice assessment

Clarifying Notes on EVENT:
- Instructors focus learners on gaining understanding regarding the duties and responsibilities of an EOD Team Leader during EOD incident response including:
  - Team preparation
  - Equipment accountability
  - Procedures upon incident notification
  - Incident response criteria, procedures, and techniques
  - Attitudes and professionalism required of an EOD Team Leader

EVENT Primary and Sub-Learning Objectives:
- Learners will be able to describe and explain the role of an EOD Team Leader during comprehensive EOD operations.
- Learners will be able to identify the appropriate equipment required to conduct full-spectrum EOD operations.
- Learners will be able to demonstrate the proficiencies required to receive and respond to EOD incidents 100% of the time.

EVENT Primary Content Points:
- EOD Team Leader incident response procedures
- Reflection on EOD Team Leader roles and responsibilities

Way Ahead
I plan to take a break for the weekend, but will kick off Monday by completing the storyboard set and might get into the resources a bit.

24 May, 2021

Focus
Today's focus is to complete the storyboard set, and start on resources.

Thoughts
I was correct, the storyboards came easier as I had a good bit of practice with them on Friday. I think that I am on the right track. I also changed pace a bit and began on the learner guide resource. I am thinking I will tie the reflection journal for the learners into the learner guide for convenience.

Outcomes
Completed storyboard set, began learner guide resource.

Way Ahead
Tomorrow I plan on completing the learner guide and starting on the practice scenario guide.

25 May, 2021

Focus

Today's focus is to finish the learner guide and start on the other resources. I also plan to make initial contact with CSM(R) Boehme and CSM Gundersen to see if they are available for review as external resources.

Thoughts

I think I should have done the instructor guide first as it would have helped to build the learner guide. I did complete the learner guide to about 75%. I also started on the scenario guide and I think I might combine this guide with the mentor guide for practice week as it shares many of the same information. CSM(R) Boehme and CSM Gundersen are both on board, so I will send them my storyboards and await their feedback. I did come up with a design for my resource guides though, so that is a win.
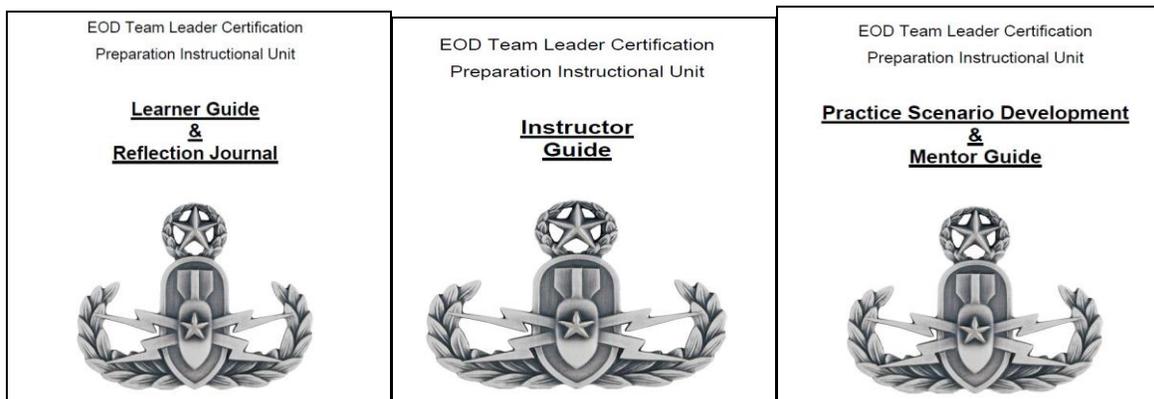
Outcomes

Nearly completed learner guide, started scenario guide, gained resources, sent resources my storyboards for review.

Way Ahead

Complete scenario guide start on instructor guide, incorporate feedback from CSM(R) Boehme and CSM Gundersen into project.

26 May, 2021

Focus
Scenario guide and instructor guide.

Thoughts
I think that combining the scenario guide with the mentor guide is a good idea. These two guides go well with one another and support each other's information well.

Outcomes
Completed the combined mentor/scenario guide. Received feedback from CSM(R) Boehme and CSM Gundersen.

Way Ahead
Tomorrow I will critically review CSM(R) Boehme and CSM Gundersen's feedback and try to adjust and incorporate it into my products.

27 May, 2021

Focus
Modify products based on input from CSM(R) Boehme and CSM Gundersen, and begin to plug products into website.

Thoughts
CSM(R) Boehme and CSM Gundersen are a wealth of knowledge and provided me with valuable feedback. Having been out of the field for the last while working here at the NCOLCoE, I lost track of some initiatives and their feedback helped to refresh my perspectives and thoughts on the EODTLC process. Further, they were able to get me refocused on the intent of my project and its importance to my career field. CSM Gundersen stated that he "would like to get ahold of the final product" for implementation in his Battalion.

Outcomes
Incorporated feedback from CSM(R) Boehme and CSM Gundersen into products.

Way Ahead
Tomorrow I will begin to put my products into my website so I can have Andy review them for the peer critique.

28 May, 2021

Focus
Fill content on website and contact Andy D. for peer critique. I will also do my own review based on the assignment rubric, Merrill's first five, and Gagne's 9 events.

Thoughts
I think that this project is a BEAST! The detail levels one can go to are extreme and are proving to be difficult to handle for me and my OCD when it comes to projects. I got it all posted on the site, reviewed the rubrics, pulled it all back down, and spent all day modifying it. I got it all put back up and working on the links to the documents. I also

reviewed Andy D.'s project today and provided him with feedback. He is a great partner and helped me to see some of the things I missed. I also finished the rough draft of my classroom slide deck presentation.

Outcomes
Edited products according to rubrics, posted to website, sent link to Andy D. for review. Finished rough draft of my classroom slide presentation.

Way Ahead
After reviewing the rubrics, I found I have a lot more to do. I still need to the instructor's guide, build the written assessment and answer key, and class slides for the instructor guide. I will also need to incorporate feedback from Andy D. when he is done with his review.

31 May, 2021

Focus
Today I am going to slow my pace and not start anything new. Instead, I plan to use Andy D.'s feedback and focus solely on completing the products I have. I may not have all the products required by VS2, but the ones I do have will be as close to 100% as I can get them.

Thoughts
I think I should have utilized all that PM knowledge from last semester to set my schedule for this project. I also think it was a good idea to focus on finishing what I started before moving into something new.

Outcomes
Finished incorporating feedback and critiques (self, peer, and resource) into products.

Way Ahead
Tomorrow morning I will ensure my website is functional and that I have what I can gather for VS2. I will also ensure to take plenty of notes during VS2 to help me on my project. I will also get to work on the instructor guide and its associated products.

1 June, 2021

Virtual Session 2
Merrill's First Five

1. **Learners should engage in real world problems**
   - Focused on real-world EOD competencies and activities of an EOD Team Leader.
2. **Learner existing knowledge is activated**
   - Instruction builds upon previous knowledge acquired at NAVSCOLEOD and incorporates advancements from NAVSCOLEOD curriculum and organizational standards of practice.
3. **New knowledge is demonstrated to learners**
   - Session one conducts demonstrations of EODTL competencies required to be successful during EODT TLC
4. **New knowledge is applied by learners**
   - Knowledge applied during practice week, session two practical demonstration, and written test.
5. **Learners integrate new knowledge into own context**
   - New knowledge is integrated during practice week, practical demonstration (session two), written assessment, and in future EODTLC activities.

Gagne's Nine Events

1. **Gain attention**
   - Need to establish/clarify this. Motivational introduction from EOD Team Leader/1SG/Commander during intro?
2. **Establish LOs**
   - 3 LOs defined and explained in intro
3. **Prompt Prerequisite Knowledge**
   - Activate NAVSCOLEOD knowledge during lecture/demonstration delivery
4. **Present/provide content**
   - Lecture and guided demonstration events
5. **Provide learner guidance**
   - Introduction/Learner guide/practice week
6. **Engage learner in practice**
   - Practice week with mentor
7. **Provide learner with feedback**
   - Immediate feedback during practice week, comprehensive feedback during debrief
8. **Help learner transfer knowledge**
   - Take observations and feedback sheets forward to assist in organizational individualized training plans focused on future EODTLC process.

        9. Assess content learning
- Practical application (skills) and written assessment (knowledge) during session two and reflections and thoughts (attitudes) during debrief portion of session two.

Cognitive Events

        Practice week training scenarios, practical application assessment, written assessment.

Reflective Events

        Reflective journaling, debrief thought-sharing event, observational feedback from instructors during debrief.

Notes from Dr. K. and Peers

- Attention getter does not need to be elaborate, just emphasize importance of curriculum, need for attention, criticality to future career, etc. Could be videos, images, motivational presentations or speeches, etc.
- Need to elaborate on debrief/reflection sessions occurring after practice week training events with mentors.

Reflections on VS2 session

Watching other's presentations and incorporation of elements such as Merrill's first five, Gagne's 9, and other instructional methodology provided some clarity and ideas to incorporate into my project. The diversity of methods used by my peers presented a wealth of resources that should help to get me over the hump and down the hill. I particularly appreciated Charles' thorough and consistent input. His recommendations on not only my project, but also nearly everyone's project, proved that we as IDs will be working as teams with the support of one another.

Link to VS2 Recording

https://syracuseuniversity.zoom.us/rec/play/-5gg265Y4WJqMTnB4qM4YoJl6KZLJh4InJrFYwoiR9ApC103U8bhths6X1kk5e6dkZNGpABD4gFmryq3.B1l40u2msOZFDW2_

Focus

Integration of notes, comments and reflections from VS2 into my project and beginning construction of my instructor guide including <mark>class slides and notes, written exam, exam key, and practical application</mark> rubrics. **PA RUBRICS** must be included in mentor and learner guides as well.

Thoughts

VS2 really helped me to get off to strong run. The examples provided by classmates and Dr. K's feedback seemed to focus me.

Outcomes

Today I accomplished my previous goal of completing all of the products I was trying work on simultaneously including the Practical assessment rubric, the exam, and the

EOD nine-Line report. A methodical approach served me best. I was also able to begin construction of my remaining products including the Instructor Guide.

Way Ahead
Tomorrow I plan to finalize rough drafts of all of my products for the project, and if I have enough time and gas left in the tank, I will begin to polish all of them as well.

2 June, 2021

Focus
Finalize all rough drafts, begin to polish and edit each of them, one by one.

Thoughts
This project is very intricate and requires a lot of resources that support it. It seems like each time I come up with an idea to make my instruction better, it results in another product I have to create. I think the most important take away is how much effort is involved with creating a two-hour instructional unit!

Outcomes
I must have been possessed today! I finalized all of my products and resources. I was also able to run through both critiques and to my surprise, it seems like I am meeting all of the requirements. I was also able to get everything loaded to my site. I feel like I am extremely close to being complete.

Way Ahead
While I feel like I might be done with my capstone project, I also know how important this project is. I think I will let it sit and revisit tomorrow, just to see it with clear eyes. I also would like to put off submission until I get a chance to talk with Dr. K during her upcoming office hours.

3 June, 2021

Focus
Today I plan to conduct a critical review, with fresh eyes, on my entire project. I also plan to edit and adjust as needed.

Thoughts

I think I am there with this project. The changes I made today were minor and nothing seemed to jump out as needing any major revision. I aloes think this project is intended to provide us with an idea of what it takes to design instruction. The statement Dr. K. has made throughout this program is that "instruction is purposeful, and it supports learning". I think this statement is critical in keeping the right frame of mind and has helped me to stay on the path without getting too distracted.

Outcomes

Revised project, a "belief" that I am 100% complete.

Way Ahead

I plan to await Dr. K's next office hour session, to get feedback on anything I may have missed, prior to submission.

<div align="center">

7 June, 2021

</div>

Focus

Office hour with Dr. Koszalka for a review of my project.

Thoughts

Dr. K was very supportive of my project during our session. The feedback I received helped me to solidify my confidence in my project. Dr. K's questions to me focused on my thoughts about this project and we engaged in a healthy discussion on the process of design. We did review my project together, where I was able to gain Dr. K's concurrence with what I have designed. However, the discussion we had helped to provide me with perspective on the amount of time involved in the IDD&E process. The variables, such as stakeholders, environment, learner needs, etc. all build into this IDD&E "formula" that expand and adjust one's perceived timeline and requirements for a project. Further, we discussed how when designing and developing instruction, the adjustments and realizations an ID makes effect all other aspects of the project. In example, when I discovered the need for the practical assessment rubric, I also discovered that the rubric needed to be standardized for inclusion and involvement with the learner, instructor, and mentor guide. Ultimately the process builds upon itself and the ID must be able to recognize this and mange it throughout the process to design meaningful instruction that supports learning.

Outcomes

I am now confident that my project is complete and that I am prepared to submit and move forward from here, thanks Dr. K!

Way Ahead

Submit my project, complete my surveys, and get to work…for real!

<div align="center">

--------------------------------------End of Reflective Journal--------------------------------------

</div>