

COURSE:	ICARS
UNIT:	5.10 – COST PROJECTIONS
SUGGESTED TIME:	1 hour
TRAINING AIDS:	Computer projector, screen, computer (one for instructor and one per trainee).
OBJECTIVES:	Upon completion of this unit, the trainee will be able to: <ol style="list-style-type: none">1. Create a projection.2. Edit a projection.3. Update a projection.4. Generate a projection graph.5. Generate a projection report.

OUTLINE	AIDS & CUES
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INTRODUCE THE UNIT.

PRESENT UNIT OBJECTIVES.

I. INTRODUCTION:

- A. ICARS offers users a projection “module” to select and manipulate data for generating customized projections. As a starting point for each projection, ICARS uses the current day’s count of equipment and direct personnel resources. Added to this, is the support calculation as follows:

$\frac{\text{Current Day Total Support Cost}}{\text{Current Day Total Direct Personnel}} \times \text{Future Day Direct Personnel}$

- B. The *Update* function in the projection module can be used two ways.
 1. To increase or decrease the number of days for a projection.
 2. To apply current day’s costs to a previous day’s specifications.

INSTRUCTOR QUICKLY POINTS OUT THE ICARS PROJECTION MENU.

II. EXERCISES

AN ICARS USER IN A COST ROLE MAY BE ASKED BY THE FINANCE SECTION CHIEF, OR OTHER COMMAND STAFF, FOR A PROJECTION.

- A. To create a projection.
 1. Run **Create Daily**.
 2. On the **Projection** menu, click **Work With Projection**.

exercise found on page 5.10-2 in student guide.

Reiterate for students that projections use the current day’s count of resources, then adds a calculated support cost. Take this into consideration when presenting a projection for decision-making purposes.

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<ol style="list-style-type: none"> 3. On the Projection window, click in the first available blank row, in the cell to the right of the✳. 4. Click the Incident drop-down arrow, click to select the Incident of your choice, and then press TAB. 5. To assign the current date, press TAB to advance the cursor past the First Day of column. 6. In the Days column, type the number of days, and then press TAB. 7. In the Projection Name column, type an appropriate Projection Name, and then press TAB to save the projection. 	
<p>ICARS PROJECTIONS MODULE ALLOWS FOR EDITING THE KINDS AND COSTS OF RESOURCES INCLUDED IN A PROJECTION.</p>	
<p>PROJECTIONS ARE NEVER ‘HARD AND FAST’. THEY CAN BE MODIFIED TO REFLECT A WIDE VARIETY OF SCENARIOS.</p>	
<ol style="list-style-type: none"> B. Edit a projection. <ol style="list-style-type: none"> 1. Select or highlight the Frye Projection of Total Cost projection in the top grid. 2. In the middle grid of the projection window, click into the cell for LOWB Kind and Average Cost. 3. Change the amount to \$387. Tab to save this change. 4. Check the Flow Down check box at the bottom of the projection window. 5. In the bottom grid, click into the Quantity cell for 8/8/2003. Change this value to 4. 	<p><i>exercise found on page 5.10-2 in student guide.</i></p>

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<p>NOTE THE CHANGE TO ALL QUANTITIES FOR SUBSEQUENT DAYS.</p> <p>6. Release crews and pieces of equipment on a couple of different days of the projection.</p> <p>PROJECTIONS MAY NEED TO BE UPDATED FOR A COUPLE DIFFERENT REASONS:</p> <ul style="list-style-type: none"> • TO CHANGE THE NUMBER OF DAYS IN A PROJECTION • ADJUSTING A PREVIOUSLY CREATED PROJECTION FOR THE CURRENT DAY <p>C. Update a projection.</p> <ol style="list-style-type: none"> 1. Select or highlight the Frye Projection of Total Cost projection in the top grid of the projection window. 2. Click the Update Projection w/Current Days Costs button at the bottom of the projection window. 3. Change Projection Days to 8. Click the Run Update button. 4. Re-Select the Frye Projection of Total Cost in the top grid. Note the additional day of data in the lower grid. 5. Click the Utilities menu and select Set System Date/Time. Change the system date to August 9th, 2003. 6. Click the Update Projection w/Current Days Costs button at the bottom of the projection window. 7. Change Projection Days to 5. Click the Run Update button. 	<p><i>exercise found on page 5.10-3 in student guide.</i></p>

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<p>8. Re-Select the Frye Projection of Total Cost in the top grid. Note the change to First Day of and Days for this projection.</p> <p>ICARS USERS MAY WANT TO GENERATE A PROJECTION GRAPH FOR PRESENTATION ALONG WITH REPORTS.</p> <p>D. To generate a projection graph.</p> <ol style="list-style-type: none"> 1. Select or highlight a projection in the top grid of the projection window. 2. Find the Graphs window in the lower section of the projection window and click the radio button next to Cost by Date. 3. Click the Graph button to display the selected graph. 4. Run the Total Projection Cost graph. <p>USERS WILL WANT TO GENERATE A REPORT FOR MANAGEMENT DECISION-MAKING.</p> <p>E. Generate a projection report.</p> <ol style="list-style-type: none"> 1. Select or highlight a projection in the top grid of the projection window. 2. Find the Reports window in the lower section of the projection window and click the radio button next to Projection. 3. Click the Preview button to display the projection report 4. Run the Weekly and Total Costs reports. 	<p><i>exercise found on page 5.10-3 in student guide.</i></p> <p><i>exercise found on page 5.10-3 in student guide.</i></p>