

**ROSS Dispatch Course
Instructor's Advanced Demonstration Scenario
(And Required Database Population)**

Notes:

1. All In-Class Actions AND Database Population are performed in Pagosa Springs Dispatch for Deer Valley Incident unless otherwise stated.
2. PSD = Pagosa Springs Dispatch.
3. BVD = Buena Vista Dispatch.
4. CD = Craig Dispatch
5. CRD = Castle Rock Dispatch (External).
6. CZD = Cortez Dispatch (Status-Only)
7. IG Page = Page number in the Instructor's Guide.
8. Changes for 2.13 are highlighted.

IG Page	Topic	In-Class Instructor Action	Database Population
UNIT 1 – ROSTERS			
ROSTER Screen			
1.5	Create a Roster.	Create a roster for Engine 6 using the Engine T3 configuration as a template.	Enter Engine 6; qualify as Equipment, Engine, Type 3.
1.6	Create Roster Versions.	Create two versions (V1 and V2) of Engine 6 roster.	
1.8	Add a Roster Position.	Add two FFT1 positions to Engine 6 roster.	
1.8	Sequence Roster Positions.	Re-sequence roster positions using 'Move Position Up/Down' buttons and 'Set To #' button.	
1.8	Delete a Roster Position.	Delete an FFT1 position from Engine 6 Roster.	
1.9	Mark a Resource as Reserve for a Roster.	Assign a resource to an FFT2 position, and then mark as reserved.	
1.9	Clear the Reserved Designation from a Roster Resource.	Clear reserved designation from FFT2 position.	
1.9	Remove Resource from a Roster Position.	Remove resource from FFT1 position.	

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1.10	Assign Roster Versions.	<p>Add first 3 engine positions, the STEN position, and first 3 FFT2 positions to Version 1 of Pagosa Springs #1 roster.</p> <p>Add last 3 engine positions, the STEN position, and last 3 FFT2 positions to Version 2 of Pagosa Springs #1 roster.</p>	<ul style="list-style-type: none"> • Enter Pagosa Springs #1; qualify as Equipment, S/T Engine, Type 3. • Create roster for Pagosa Springs #1 based on configuration; add 5 extra FFT2 positions; assign Engine 1 and Engine 2 to roster. • Create two roster versions (V1 and V2), no default, no positions assigned to versions. <p>Assign 2 engines to the roster:</p> <ul style="list-style-type: none"> • Enter Engine 1; qualify as Equipment, Engine, Type 3. • Create roster for Engine 1 based on configuration; assign overhead to roster positions: <ul style="list-style-type: none"> – Engine Boss: Tara Benson – Engine Operator: Ben Taylor – Fire Fighter: Mark Lopez • Enter Engine 2; qualify as Equipment, Engine, Type 3.
1.12	Add an Alternate to a Roster Position.	Add Engine 3 as an alternate to an unfilled Engine T3 roster position.	Enter Engine 3; qualify as Equipment, Engine, Type 3.
1.12	Add a Resource to a Roster Position.	Add Engine 4 to an unfilled Engine T3 roster position.	
1.12	Swap the Resource on a Roster Position.	Swap Engine 3 and Engine 4 on the unfilled Engine T3 roster position.	Enter Engine 4; qualify as Equipment, Engine, Type 3.
1.13	Remove a Resource as an Alternate.	Remove an Engine as an alternate from an unfilled Engine T3 roster position.	

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QUICK FILL Screen			
1.14	Quick Fill Assign with Master Roster.	Quick Fill Engine 12 to Deer Valley Incident using Fill with Master Roster (use roster version 1).	<ul style="list-style-type: none"> • Enter Engine 12; qualify as 'Equipment, Engine, Type 3. • Create roster for Engine 12 based on configuration; create two roster versions (V1 and V2), no default, no positions assigned to versions, no default; assign overhead to roster positions: <ul style="list-style-type: none"> – Engine Boss: Roscoe Harrington – Engine Operator: Patricia Olsen – Fire Fighter: Felix Gupta
ASSIGNMENT ROSTER Screen			
1.16	Add an Assignment Roster Position.	Add Equipment, Engine, Type 3 position to Engine 12 Assignment Roster.	
1.17	Build an Assignment Roster Position from Configuration.	Build From Configuration the Engine T3 position just added to Engine 12 Assignment Roster. Add/Swap with Resource Only Engine 350 to Engine T3 position just added to Engine 12 Assignment Roster.	Enter Engine 350; qualify as Engine T3, designate as Quick Fill; create roster: add 5 FFT2 positions, create 2 versions, V1: ENOP and first 3 FFT2 positions, V2: ENOP and last 3 FFT2 positions, no default.
1.18	Set/Unset Add Roster Later.	Set, then clear, intention to add roster later to Engine T3 position with Engine 350 assigned.	
1.18	Build an Assignment Roster Position from a Master Roster.	Build From Master Roster the Engine T3 position with Engine 350 assigned (use roster version 1).	Enter Engine 350; qualify as Engine T3, designate as Quick Fill, create roster.
1.21	Add/Swap with Resource Only	Swap Felix Gupta with Joe Patrick on Engine 12 Firefighter position using 'With Resource Only'.	Enter Joe Patrick; qualify as Overhead, Positions, Firefighter; add as an alternate for Firefighter position on Engine 12 roster.
1.22	Add/Swap with Resource Only (Add Roster Later).	Swap Engine 400 for Engine 350 using Add/Swap with Resource Only (Add Roster Later).	<ul style="list-style-type: none"> • Enter Engine 400; qualify as Engine T3, Quick Fill. • Has roster.

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1.22	Fill Configuration Request using Master Roster.	Fill Deer Valley request for Engine T3 with Engine 7 using Master Roster.	<ul style="list-style-type: none"> • Enter Engine 7; qualify as Equipment, Engine, Type 3. • Create roster for Engine 7 based on configuration; assign overhead to roster positions: <ul style="list-style-type: none"> – Engine Boss: Eduardo McGill – Engine Operator: Joe Spears – Fire Fighter: leave unassigned
1.25	Select Request Creation Option.	Select Save and Continue Later Option.	
1.26	Select Request Creation Option.	Select Commit Resources and Create Outstanding Requests Option. Do <u>not</u> check Set as Filled. Set At incident.	
1.26	Select Request Creation Option.	Select Commit Resources and Create Outstanding Requests Option and <u>check</u> Set as Filled. Set At Incident.	
1.28	Fill with Prepositioned Roster.	Fill Deer Valley request for Incident Obligation Team with prepositioned Incident Obligation Team #2 (At Incident).	<ul style="list-style-type: none"> • Enter Incident Obligation Team #2; qualify; create roster leaving one position empty. • Create Longbow (prepo) request for Incident Obligation Team; fill with Incident Obligation Team #2 (At Incident). • Create Deer Valley request for Incident Obligation Team.
1.32	Reassign Configuration Parent.	Reassign Engine 7 to BVD Bear Lake request for Engine T3.	Create BVD Bear Lake request for Engine T3; place to PSD.
1.33	Add Assignment Roster.	Add assignment roster to Deer Valley Engine T3 request filled with Engine #33.	<ul style="list-style-type: none"> • Create Engine #33, qualify as Engine T3, create roster. • Create Deer Valley request for Engine T3. • Fill Engine T3 request with Engine #33 – Fill As Single Resource (Add Roster Later). Set At Incident.

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1.36	Continue Assignment Roster.	Continue assignment roster of Deer Valley Engine T3 request filled with Engine 450.	<ul style="list-style-type: none"> • Create Engine 450, qualify as Engine T3, create roster. • Create Deer Valley request for Engine T3. • Fill Engine T3 request with Engine 450 with master roster. Select Save and Continue.
1.37	Refill Subordinate Request.	Refill Deer Valley <u>Equipment</u> subordinate request for FFT2 filled with Pete Markovich.	<ul style="list-style-type: none"> • Create Pete Markovich, qualify as FFT2. • On Engine 450 in-progress Deer Valley Engine T3 assignment roster, assign Pete Markovich to a FFT2, create a sub request for the position. Set travel <u>TBA</u>. • <u>Unfill</u> FFT2 subordinate request.
UNIT 2 – PRE-ORDERS			
2.4	Create a Pre-Order.	Create 'Starkey's Type 2 Incident Team' overhead pre-order.	
2.4	Add Catalog Items to a Pre-Order.	Add following to pre-order: <ul style="list-style-type: none"> • Aircraft, Helicopter, T3 Standard. • Crew, Fire, Crew T1. • Equipment, Mobile Food Service. • Overhead, Positions, Resource Unit Leader. 	(preorder created in class)
2.5	Change Quantity of a Pre-Order Catalog Item.	Change quantity of Crew T1 to '2' on pre-order.	
UNIT 3 – DETAIL REQUEST			
3.4	Create a Detail Request.	Create Detail Request for Excess Timber Incident.	
3.4	Add Positions to a Detail Request.	Add following to Detail Request: <ul style="list-style-type: none"> • Prescribed Fire Burn Boss T1. • Prescribed Fire Ignition Specialist T1. 	(detail request created in class)
UNIT 4 – MERGE INCIDENTS			
4.4	Grant Merge Authority.	Grant Merge Authority for PSD Teller Peak Incident to dispatch BVD.	Create PSD Teller Peak Incident.

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4.5	Set Source Incident.	Set PSD Teller Peak Incident as Source Incident.	
4.5	Set Destination Incident.	Set BVD Sage Brush Hill Incident as Destination Incident.	Create BVD Sage Brush Hill Incident.
4.5	Merge two Incidents.	Merge PSD Teller Peak Incident into BVD Sage Brush Hill Incident.	
4.7	Display pending and filled requests from Source Incident.	Display on Request Status screen for BVD Sage Brush Hill Incident: <ul style="list-style-type: none"> • Pending Airtanker T2 request. • Filled Airtanker T2 request. 	Create 2 requests for Airtanker T2 on Teller Peak; fill one request and set At Incident; leave other request pending.
UNIT 5 – TRAVEL			
5.4	Set travel to 'Travel itinerary' option.	Change travel option of John Waters (Deer Valley, travel TBA) to Itinerary.	<ul style="list-style-type: none"> • Enter John Waters; qualify as FFT2. • Create Deer Valley request for FFT2; fill with John Waters (TBA).
5.4	Create Travel Itinerary.	Create a travel itinerary for Rex Johansen (Deer Valley, Incident Commander T1).	
5.5	Add Travel Leg to an Itinerary.	Add travel leg to itinerary of Rex Johansen (Deer Valley): FROM: Durango – La Plata County (Durango) TO: City of Colorado Springs Municipal Airport (CO Springs).	
5.7	Add Travel Leg to an Itinerary.	Add another travel leg to itinerary of Rex Johansen (Deer Valley): FROM: City of Colorado Springs Municipal Airport TO: William T Browder (Ft. Collins).	
5.8	Set Travel itinerary as Complete.	Set itinerary of Rex Johansen as complete.	
5.9	Copy and Paste Travel Legs.	Copy second travel leg of Rex Johansen; paste to itinerary of Nancy Potter.	

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5.10	Add Legs from Travel Plan.	Add Travel Plan Leg of Anne's Transport (External Transport Resource) from Poudre Valley Hospital (Ft. Collins) to E.P.M.C. (Estes Park) to Travel Itinerary of Rex Johansen.	Create a Travel Plan for Anne's Transport (External Transport Resource) with one leg: FROM: 'Poudre Valley Hospital' (Ft. Collins) (Present Date). TO: 'E.P.M.C.' (Estes Park) (11-15-03).
5.11	Reminders.	Set Check For Notifications/Reminders to '1' minute.	
5.13	Unset Travel itinerary as Complete.	Unset itinerary of Rex Johansen as complete.	
5.14	View Travel Reminder.	View Travel Reminder for itinerary of Rex Johansen.	
UNIT 6 – TRAVEL PLAN			
6.4	Transport Resource on Incident.	Access Transport Resources on Incident.	Enter Pickup 1; qualify as Equipment, Transportation, Pickup. Create Deer Valley request for Pickup; fill with Pickup 1 (At Incident). Create Travel Plan for Pickup 1 with one leg: FROM: Salida, CO (Present Date). TO: Buffalo Creek, CO (years in future).
6.5	Transport Resource not on Incident.	Access Transport Resources not on Incident.	Enter Pickup 2; qualify as Pickup. Create Travel Plan for Pickup 2 with one leg: FROM: Salida, CO (Present Date). TO: Buffalo Creek, CO (years in future).
6.6	Create a Travel Plan – Internal Transport Resource.	Create a Travel Plan for Beth's Bus (Internal Transport Resource; Not on Incident; Bus, Crew Carrier).	Enter Beth's Bus; qualify as Equipment, Transportation, Bus Crew Carrier.
6.8	Add a Travel Plan Leg.	Add a Travel Plan Leg to Beth's Bus: FROM: E.P.M.C. (Estes Park) TO: Laramie Regional (Laramie, WY).	
6.10	Add Traveling Resource to a Travel Plan Leg.	Add Nancy Potter to Travel Plan Leg of Anne's Transport.	

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6.12	Add Administrative Passenger to a Travel Plan Leg.	Add Rod Parker (PSD person) to Travel Plan Leg of Anne's Transport.	Enter Rod Parker (PSD Person).
6.13	Add Untracked Supply to a Travel Plan Leg.	Add Supply, NFES, ACTUATOR PTT Racal to Travel Plan Leg of Anne's Transport.	Create Deer Valley request for Supply, NFES, ACTUATOR PTT Racal; ensure catalog item is NOT tracked, fill).
UNIT 7 – MULTI PLACE REQUESTS			
7.5	Display requests in Select Pending Requests table.	Filter for Equipment catalog, Van/Trailer category.	<ul style="list-style-type: none"> • Create following Deer valley requests: <ul style="list-style-type: none"> (10) Equipment, Van/Trailer, Command (10) Equipment, Van/Trailer, Communications (10) Equipment, Van/Trailer, Operations • Place to BVD: <ul style="list-style-type: none"> (3) Equipment, Van/Trailer, Command (1) Equipment, Van/Trailer, Communications (2) Equipment, Van/Trailer, Operations • UTF by BVD: <ul style="list-style-type: none"> (2) Equipment, Van/Trailer, Command (1) Equipment, Van/Trailer, Operations • Enter and qualify for BVD; avail. to GACC: <ul style="list-style-type: none"> (2) Equipment, Van/Trailer, Command (2) Equipment, Van/Trailer, Communications (2) Equipment, Van/Trailer, Operations • Enter and qualify for BVD; avail. to National: <ul style="list-style-type: none"> (2) Equipment, Van/Trailer, Command (2) Equipment, Van/Trailer, Communications (2) Equipment, Van/Trailer, Operations • Create BVD Bear Lake (BL) requests: <ul style="list-style-type: none"> (5) Equipment, Van/Trailer, Command (5) Equipment, Van/Trailer, Communications (5) Equipment, Van/Trailer, Operations • Fill BVD BL requests (Avail. GACC; reserved): <ul style="list-style-type: none"> (1) Equipment, Van/Trailer, Command (0) Equipment, Van/Trailer, Communications (1) Equipment, Van/Trailer, Operations

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			<ul style="list-style-type: none"> • Fill BVD BL requests (Avail. Ntl.; reserved): <ul style="list-style-type: none"> (0) Equipment, Van/Trailer, Command (1) Equipment, Van/Trailer, Communications (1) Equipment, Van/Trailer, Operations