

UBD Template for Storyboarding

Title: GCOR Safety Training Topic: 1.1 Safety Through 1.48 Time	Designer: Brenda Hedden
Stage 1- Desired Results	
<p>Established Learning Goal: <i>Upon completion of this tutorial, the learners will gain a greater depth of knowledge regarding GCOR and SSI requirements and implement the safety practices expected at the Utah Transit Authority.</i></p> <p>Learning objectives: Upon completion of this course, the learner will</p> <ol style="list-style-type: none"> 1. identify and explain safe practices in the workplace. 2. explain the process of responding to an accident or injury. 3. identify their resources for additional information and clarification. 4. define the circumstance and responsibilities of an “employee in charge.” 5. explain the reason for an equipment and mechanical inspection after an incident. 6. explain a “person in interest” regarding statements and furnishing information. 7. identify the point of contact if an unauthorized person is observed on, under or between railroad equipment. 8. describe how to report a broken piece of equipment. 9. identify the handbook(s) accessible to them. 10. explain the expectations if taking a prescription drug. 11. explain the threshold for alcohol usage outside the work environment. 12. identify the responsibility of a yardmaster. 13. state the expectation if an employee is convicted of a felony. 14. demonstrate the proper way to cross a track and walk around rail vehicles. 15. explain the proper protection equipment used when working. 16. 	
<p>Understandings:</p> <ul style="list-style-type: none"> • What are the Big Ideas/Desired Results? All employees in the Maintenance of Way department will demonstrate knowledge of and follow the safety practices outlined in the GCOR and SSI handbooks. • General Ideas: Safety Practices come naturally → common sense • Response expectations also come naturally how to respond to an accident/defect • Knowledge about Drug and Alcohol policy, conduct, behavior, attitude and processes. 	<p>Essential Questions: What provocative questions will foster inquiry, understanding and transfer of learning? See below. Essential question for each GCOR content area.</p> <hr style="border: 0.5px solid #0070c0;"/> <p>Questions for SME’s: in Green print</p> <ol style="list-style-type: none"> 1. How do the learners learn most effectively? Hands On 2. What do they like? Hunting, Fishing, The Walking Dead type of shows. 3. What type of assessment questions would you like to see? A variety 4. Do you want a virtual guide? A character that narrates that they can relate to? Yes, a mechanic

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<ul style="list-style-type: none"> • What specific understandings about Big Ideas are desired? To understand the expectations and know where to find clarification if needed. • What misunderstandings are predictable: The depth and breadth of these rules are vast. Policy is difficult to remember so making a story will create relevance. 	
<p>Knowledge: Learners will know:</p> <ul style="list-style-type: none"> • What key knowledge will learners acquire as a result of this e-learning? (Think in terms of nouns and content) Clear understanding of safety practices including personal safety, equipment safety, PPE's, workplace safety and personal responsibility in a drug free work environment. 	<p>Skills: Learners will be able to:</p> <ul style="list-style-type: none"> • What key skills will learners acquire as a result of this unit? (Think in terms of verbs) See objectives above also Identify hidden hazards Listening, observing situations Verbal and visual communication to identify concern or questions Gathering information/data Accountability for actions/decisions Communicate with supervisors
<p>Stage 2- Assessment Evidence</p>	
<p>Performance Tasks:</p> <ul style="list-style-type: none"> • Through what authentic performance tasks will learners demonstrate the desired understandings? Quizzes, Drag and Drop, Observation and Inquiry based Activities • By what criteria will performance tasks be judged? Not a performance assessment. Brian will follow up w/spot checks regarding performance 	<p>Other evidence:</p> <ul style="list-style-type: none"> • How will learners reflect upon and self-assess their learning? Level 1-Satisfaction • Through what other evidence (tests, quizzes, prompts, observations, etc.) will learners demonstrate achievement of results? Level 2-Learning • How do we follow up to determine application of learning? Level 3- Applying Knowledge (Behavior on the job) • How do we determine if the desired results are achieved? Level 4-Results
<p>Stage 3- Learning Plan</p>	
<p>Learning Activities: What learning experience and instruction will enable the learners to achieve the desired results? How will the design: W- Help the learners to know where it is going and what is expected? Help the facilitator to know where the learners are coming from? Provide an outline of the course at the beginning of the online session. We can create a facilitators guide if needed for any peer training. H- Hook all learners and hold their interest. Storytelling will make it relevant and engaging. E- Equip learners, help them experience the key issues and explore the issues. I have been told learners are very kinesthetic. Would like to have engaging activities and not just seat time. R- Provide opportunities to rethink and revise their work. If we have activities, this would be engaging. If it is just seat time, there may not be "work" collected from the learner unless there will be a demonstration or performance task for certification.</p>	

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E- Allow learners to evaluate their learning and its implications. An evaluation tool should be implemented. Level 2 bridged to Level 3 is preferred, not just a level 1-learner satisfaction.

T- Be tailored to the different needs, interest and abilities of the learners.

O- Be organized to initiate and maximize sustained engagement and effective learning. Create the infrastructure for learning by tying the questions, assessments, activities and content in with the objectives and desired results.

ID Challenges:

1. Designing and Storytelling
2. I am a novice with the authoring tool
3. Conversion of Rule to a Story

ID Constraints:

1. Keep the training within an hour
2. Training with the learner interests in mind (Fishing, hunting and The Walking Dead)
3. Creating a training that UTA will appreciate

Solutions:

1. Watched videos, listened to podcasts and read much on storytelling
2. Have Captivate at home, purchased two books and been through tutorials.
3. Searching for stories that I can adapt.
4. Keep reading through the content and timing it, making modifications.
5. Attempting to create relevant mechanic situational stories
6. Trying not to get too emotional or too dramatic for UTA

Questions:

1. Are you looking for an animated, wireframe or just wording for a storyboard? Please explain the details of what you desire.
2. If just words, would you like the story or just highlights and fill in a story later?
3. You had requested a test question and an essential question for each GCOR number. I have those next to the story. Do you want an objective also for each number?
4. Do you want a true story with a protagonist, emotion in the first person that will capture their attention and make them feel like the protagonist?






Storyboard for Safety Training

Overview:






Waldo has been with UTA for a year and is taking his yearly safety review. He and the trainer are going to talk about safety procedures as they walk around the shop and the track area. Naturally, Waldo has common sense about safety and has practiced these procedures for a year, but a refresher is always good. Other things are new to him as rules and regulations may be modified. As they walk and talk, Topher points out things in the shop that he wants Waldo aware of. Waldo is great at answering questions and making his learning relate to past experiences. Let's take this trip with them through the shop and yard.

Storyboard for GCOR Safety Training


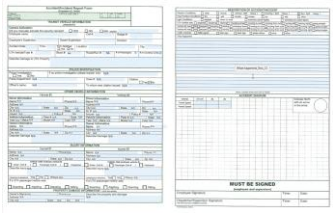

Lesson Name:

Slide #/Dur.	Page Visual & Title	Slide Text Narration in Red		Narration
1 (3)sec	 <p>Double click to add </p>	TOPHER	WALDO	
2 (12)sec	 <p>Welcome to GCOR Safety Training. This is a review and will cover GCOR and SSI Safety and Employee Responsibilities. This tutorial is approximately an hour in length.</p>			
3 (12.2)sec	 <p>I am Susan and will be your narrator through this tutorial. Our story begins with Waldo and Topher reviewing expectations as they walk around.</p>			A bit long after
4 (22.3)sec		<p>Good morning Waldo.</p> <p>Welcome back for your annual review. This past year, I am sure you have found a common thread in much of our training and that is safety. Safety is our first priority here at UTA and this training is your yearly review so you are aware of current practices. Are you ready to begin?</p>	<p>Good morning.</p> <p>Yes, I am.</p>	




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<p>5</p> <p>(23.4)sec</p>		<p>1.1 GCOR and SSI Preface First, we have two handbooks that you have become very familiar with. They are the General Code of Operating Rules known as (GCOR) and the System Special Instructions or SSI for short.</p> <p>SSI trumps GCOR as it is updated yearly and more restrictive. Any questions so far?</p>	<p>Yes I am familiar, GCOR and SSI</p> <p>Not yet.</p>	
<p>6</p> <p>(13.9)sec</p>		<p>1.1 Safety Tell me the most important element in performing your duties?</p>	<p>I believe that would be Safety. I know that obeying the rules is important for me to keep everyone around me safe, and keep my job here at UTA.</p>	
<p>7</p> <p>(21.5)sec</p>		<p>1.1.1 Maintaining a Safe Course I have a rhyme for you to remember for safety. "In case of doubt, take the safe route." Do you think you can remember this?</p> <p>Absolutely.</p> <p>Let's walk over to the shop.</p>	<p>Yes, "In case of doubt, take the safe route." That means if I don't know the answer and you are not around, I make a decision based on the safest course.</p>	
<p>8</p> <p>(10.2)sec</p>		<p>See that employee over there? Do you think he understands safety? There is no doubt, safety comes first. Always!</p>	<p>Yes, I do.</p>	
<p>9</p> <p>(47.4)sec</p>		<p>1.1.2 Alert and Attentive A priority in safety is being alert and attentive. It's not thinking about last night's basketball game or what you are going to have for lunch. It is your eyes, ears and mind working together every minute you are here working.</p>	<p>Got it. If I see, hear and think about what is happening, then I will know what is happening.</p> <p>Uh, what if there is an accident anyway?</p>	




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		<p>Good question. If there is an accident, injury or even a defect that we discover, we report it by the first means of communication. That means using our radio, or as a last resort, our phone, if we have one. Ask for assistance if co-workers are near.</p> <p>Next is a short quiz. After, lets walk out to a track.</p>		
<p>Slides 10-13 Quiz</p>				
<p>14</p> <p>(22.9)sec</p>		<p>1.1.3 Accidents, Injuries and Defects</p> <p>Now we are going to discuss accidents, injuries and defects.</p> <p>Any defect such as a break in a track or bridge or a signal not working. Anything that is unusual that may affect our railroad operations or someone's safety.</p>	<p>What kind of a defect would require immediate reporting?</p> <p>Once we get help do we have to write up the incident?</p>	
<p>15</p> <p>(11.6)sec</p>		<p>Yes, you and co-workers will need to complete a written report of an incident. It's called a green sheet and this is what it looks like, but printed on green paper.</p>		
<p>16</p> <p>(25.3)sec</p>		<p>1.1.4 Condition of Equipment and Tools</p> <p>Each day, you will use equipment and tools to perform your duties. What do you think you need to do if you find a broken tool?</p> <p>That's true. We would not want you using anything that is broken and we want you to report defects to your supervisor.</p>	<p>Well, I think I would have to find another tool so I can do my job.</p>	

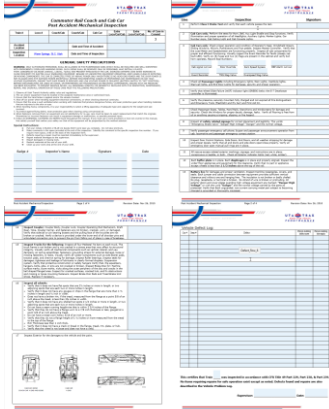


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			<p>That makes sense, so it can be repaired or replaced.</p>	
<p>17 (19.7)sec</p>		<p>1.2.1 Personal Injuries and Accidents/Care for the Injured If someone is injured using a broken tool or if there is an accident, we want you to care for them, whether they are a passenger or an employee.</p> <p>Well, you will be or have been trained in CPR/First Aid here at work, and there will be first aid kits taken on to job sites.</p>	<p>How would I do that?</p> <p>Sounds good.</p>	
<p>18 (36.5)sec</p>		<p>1.2.2 Witnesses Also, if there is a personal injury or accident, what other information do you think UTA will want?</p> <p>That is correct. If you are a witness to an accident, we want your help in immediately getting names, addresses and occupations of everyone at the scene and those that arrived shortly after. Why do you think we do this?</p> <p>Right. Even if we do see the same thing, it is nice to have the story from everyone so we are able to get a “picture” of what happened.</p>	<p>I think they might want to know what happened and who saw it happen.</p> <p>Probably because we all don’t see the same thing.</p>	
<p>19 (37.8) sec</p>		<p>I have another question for you. What if someone doesn’t want to give you information or said they did not see anything?</p> <p>Very insightful. We also want to get license numbers of nearby vehicles, just in case we miss someone. Other</p>	<p>I guess I would ask them to write down what they saw when they pulled up, and if they don’t want to talk, I could write down their license plate number.</p>	




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		<p>employees can help you get this information and we complete a Green Sheet and give this to the supervisor.</p> <p>If the accident is near a signal or a flagman, we also want witnesses who can testify whether either of these were working.</p>	<p>That sounds reasonable.</p>	
<p>Slides 20-23 Quiz</p>				
<p>24 (14) sec</p>			<p>HOVER OVER HOT SPOTS</p>	
<p>25 (15.6) sec</p>		<p>1.2.3 Equipment Inspection We have talked about witnesses if there is an accident but what about the UTA equipment?</p> <p>Well, there is a form called an Equipment Inspection Form. This form is completed when there is personal injury or death.</p>	<p>What do you mean?</p>	
<p>26 (19.1)</p>		<p>All tools and machinery are inspected, the condition is documented and marked. The inspector then forwards it to his manager. Why do you think we need to complete this form?</p>	<p>I guess to see if our equipment may have caused an accident. Maybe to see what damages need repairing?</p>	



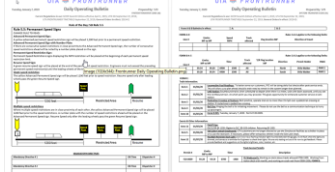
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<p>27</p> <p>(24.5) sec</p>		<p>1.2.4 Mechanical Inspection</p> <p>When engines, cars or other equipment are involved in an accident, it must be inspected before it leaves the site. Then, it is inspected again by the mechanical department. Why do you think we need TWO inspections?</p> <p>Good thinking.</p>	<p>Umm, to make sure the inspections are consistent? Maybe one inspector saw something different than the other inspector.</p>	
<p>28</p> <p>(22.2) sec</p>		<p>1.2.5 Reporting</p> <ul style="list-style-type: none"> *If someone is injured, it must be reported. *If they are injured off duty and it will affect their work at UTA, it must be reported. *The injured employee has a form to complete * If the employee has an occupational illness, they must report. 	<p>Hey, I now have a pun for you. Before you resort, always report.</p>	
<p>29</p> <p>(47) sec</p>		<p>1.2.6 Statements</p> <p>Another good question Waldo. Information about the facts concerning an injury or death may ONLY be given someone in interest, such as the injured person, an immediate relative, an authorized representative of the railroad or a law enforcement officer. If the press approaches you, UTA has a public relations department.</p> <p>1.2.7 Furnishing Information</p> <p>Just remember, what defines a person of interest, as you must not withhold information or fail to give all of the facts to those authorized to receive information.</p>	<p>What if I am creating a report and a reporter approaches me and wants information?</p> <p>So if a UTA supervisor approaches me or a police officer after an accident, I can share everything I saw?</p>	






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		<p>Yes, you can and should.</p>		
<p>Quiz slides 29-32</p>				
<p>34 (28.2) sec</p>		<p>1.3 Rules 1.3.1 Rules, Regulations and Instructions We have talked a lot about accidents and injury so let's change the subject to rules, regulations and instructions. We don't expect you to memorize the rules but you are expected to be familiar with them and to have a current copy of rules that you can refer to when you are at work.</p> <p>For instance, if you work with hazardous materials, you must have a copy of the instructions for handling these materials. Does that make sense to you?</p>	<p>Yes</p>	<p>< he points to a code s wall>.</p>
<p>35 (23.7) sec</p>		<p>1.3.1 Rules, Regulations and Instructions Much of what we do and are trained for here at UTA, there are support materials for reference that should be readily available to you.</p> <p>Rules will be updated, canceled or modified. Ask your supervisor if you need clarification or have questions.</p>	<p>Yes, there is a copy of instructions and regulations for most of what we do here at UTA.</p>	
<p>36 (28.4) sec</p>		<p>1.3.1. Classes and Explanation You will take online training classes on our UTA Intranet site and will also take instructor led training like this one. They are required periodically to ensure you are very familiar with the content. You will also have to pass required examinations (tests). You can ask me or any other supervisor for an explanation of rules or</p>		





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		<p>instructions if you don't understand. Are you comfortable asking any of us questions?</p>	<p>Yes.</p>	
<p>37 (31) sec</p>		<p>1.4 Carrying Out Rules and Reporting Violations Your supervisor is your point of contact if you need to report a violation or condition that you observe which may threaten the safety of trains, passengers, employees and any misconduct or negligence. We all want to enjoy work but we cannot create a situation where we do not see, hear or think clearly when we are working.</p> <p>Let's walk up to the main MOW area and I can show you things as I mention them.</p>	<p>I understand. Always alert and attentive, no conduct that could affect others or UTA in a negative way.</p>	
<p>38 (36.9) sec</p>		<p>1.3.2 General Orders We are moving on to General Orders. These are numbered consecutively, contain only information and instructions related to rules or operating practices and you must review general orders that apply to the territory you will work in. You must also sign for general orders.</p> <p>In other words, wherever you are working, you will have general orders, you must read and sign for them.</p>	<p>This is a lot to remember. I have a lot of questions about these orders. Can you explain further?</p>	
<p>38 (21.7sec)</p>		<p>1.3.3 Circulars, Instructions, and Notices Designated managers produce circulars, instructions and notices and before beginning each day's work or trip, you must review those that apply to the territory you will work on.</p> <p>Good question. They are emailed each morning to supervisors who post them.</p>	<p>Will we be notified of these notices or will they be posted somewhere?</p>	



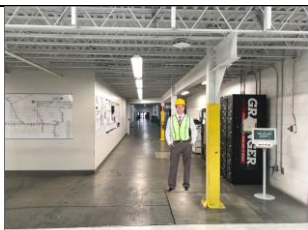

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<p>39 (11.4) sec</p>		<p>Well Waldo, that's enough for this morning, it is about time for lunch. We will finish this up another time.</p>	<p>Ok. Thank you and I will see you later.</p>	<p>After Waldo's time with Topher through the shop on his way there, he saw Cosmo, who was hired a month ago. Cosmo is funny, but so goes a bit too far.</p>
<p>40-44quiz slides</p>				
		<p>Cosmo</p>	<p>Waldo</p>	
<p>46 (34.9) sec</p>		<p>Hey Waldo, how was your tour with Topher?</p>	<p>It went well. It was a great review. I was reminded of things I had forgotten.</p>	
		<p>Yeah, I remember when I took that tour about safety. It all made sense except for the conduct part.</p>	<p>Why is that?</p>	
<p>47 (20.5) sec</p>		<p>Well, they made it sound like we can't have fun on the job. You know, we spend a lot of time here and I want to enjoy it. I like to laugh, I like to play pranks and have a good time.</p>	<p>Yeah, I've noticed. Did you ever think that people might not appreciate you playing pranks on them?</p>	
<p>48 (9.7) sec</p>		<p>Oh, they know I am kidding. Just having a little fun, you know?</p>	<p>I know, but still, do you think it gets old for them?</p>	
<p>49 (25.4) sec</p>		<p>It's fun and it makes the time pass faster. Hey, I should tell you the latest one. I pretended to be a passenger asleep in a seat. Aurelia came in and tried to awaken me, but I would not wake up. She started shaking me and when she got upset and ran to find help, I snuck out.</p>	<p>Why did you think that was funny?</p>	




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<p>50 (20.8) sec</p>		<p>It just was, lighten up will you.</p>	<p>Cosmo, how did Aurelia feel? You scared her.</p>	
		<p>Nah, just keeping it light.</p>	<p>Why don't you think about it from her perspective? You were playing games when she was trying to do her job! Then she left her job to find help for you, when you didn't need it. What's wrong with that picture?</p>	
<p>51 (15.6) sec</p>		<p>Nothing is wrong. It was fine. Just adding a little excitement to the workplace. 1.7 Altercations</p>	<p>Employees are NOT to play practical jokes while on duty or on railroad property. Do you think that is what your boss would want?</p>	
<p>52 (13.6) sec</p>		<p>Oh gosh., it was just a couple of minutes, no harm, no foul.</p>	<p>Cosmo, why do you think it would be important to be honest with your work time and not spend time goofing off with others?</p>	
<p>53 (43.3) sec</p>			<p>No, you are playing and you pull others off task. That is not what UTA wants from us. They want us to act with morals, be courteous, abide by the rules and careful about safety. Are you doing that?</p>	
		<p>Yeah, most of the time I am working hard. We are entitled to breaks, you know.</p>	<p>I know, and the break room is a great place for that.</p>	




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		Gee, you take all the fun out of things		<Cosmo walks away from work. In a few minutes commotion and walks what is going on.>
54 (5.3) sec		Cosmo is shouting, it was just a joke, but Citrius did not think so.		
55 (25.8) sec		<i>Citrius-</i> I am so tired of his pranks, he just sprayed me with a hose, look at me? <i>Cosmo-</i> just having fun. You are not my boss, I don't have to answer to you so leave me alone. Well that's not going to happen. I can't work where I can't have fun.	Cosmo what is going on? I know I am not your boss, but you are acting negligent and careless, and now you are arguing with us. You need to stop this, for good. 1.6 Conduct	
56 (4.5) sec		1.6 Conduct	1.9 Respect of Railroad Company	<The shift supervisor h the commotion
57 (23.6) sec				He thanked Waldo for rules regarding conduct, apologized to Citrius. Cosmo that employees careless with the safety, or others, negligent, dishonest, immoral or

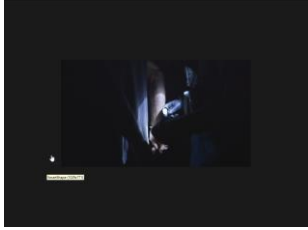



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				<p>He told Cosmo that it had checked all of those boxes. Citrius thanked Waldo.</p>
<p>58 (21.7) sec</p>			<p>Cosmo, come with me</p>	<p>. <and he escorted Cosmo to the shop floor></p> <p>Waldo was concerned about the violations Cosmo had. When he watched the supervisor walk away, he wondered if he would see him again. He never did.</p>
<p>Add quiz slides 58-60 61 is quiz results 62 congratulations page</p>				
		<p>TOPHER</p>	<p>WALDO</p>	
		<p>1.5 Drugs and Alcohol</p>		
<p>62 (17.2) sec</p>		<p>Hi Waldo, how was work this week?</p> <p>Good. Today we are going to talk about a few more things, beginning with our drug and alcohol policy.</p>	<p>I had a great week, thanks.</p>	<p><A week later, Topher caught up again.></p>
<p>63 (18.7) sec</p>		<p>I know in your new employee orientation last year, much time was spent talking about our Drug and Alcohol policy. We are responsible for the safety of all of our passengers, so we are very serious about this policy. Let me tell you a short story about a previous employee.</p>		
		<p>Police Officer</p>	<p>Sampson</p>	





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<p>64 (36.9) sec</p>		<p>Hello Sir. Would you please hand me your driver's license, registration and current insurance?</p>	<p>Sampson: Yes sir, why did you pull me over?</p>	<p><Sampson, a three year old was out with friends on a night out. They had attended a concert and decided to stop at a pub for a few drinks after. The night was over and the morning was dawning and they closed the pub. Sampson had dropped his friends at home and was driving home as he pulled away from the pub. He saw red and blue flashing in his rear view mirror. He pulled over and sat in his car waiting for the police officer.></p>
<p>65 (21.4) sec</p>		<p>PO: Well, I have been following you for the past mile, and you have been switching lanes without a signal and it appears you are doing this involuntarily.</p> <p>Why is the front of your car smashed?</p> <p>It appears you have hit something. What did you hit?</p>	<p>Well, I can assure you that I am perfectly well enough to drive.</p> <p>It isn't.</p> <p>Nothing.</p>	
<p>66 (30.6) sec</p>		<p>Please step out of your car and stand in front of the police vehicle behind you.</p>		<p><Sampson stumbled to the front of the vehicle where he was standing. The police officer's headlights of the officer's car were shining on him.></p>
		<p>What have you taken tonight?</p>	<p>Nothing sir.</p>	
		<p>You smell like alcohol. Have you been drinking?</p>	<p>Not much sir. My friends and I went to a concert, that's all.</p>	
		<p>Take your left hand, hold it out in front of you. Now I want you to touch your nose.</p>		<p><He used the wrong hand and completely missed his nose.></p>


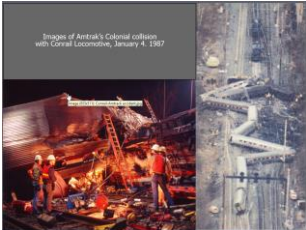
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<p>67 (28.9) sec</p>		<p>You are under arrest for driving under the influence. Please turn around.</p>	<p>I have not been drinking that much. I am not drunk. I know what I am doing. I got my friends home, didn't I?</p>	<p><Two other police officers are in the scene. They move Sampson back of the police car. While sitting down, an officer administers a breathalyzer. Sampson refuses.></p>
<p>68 (6.8) sec</p>				<p><Sampson awakens the next morning in the county jail.></p> <p><What am I doing here?></p> <p><He looks at himself.></p>
<p>69 (14.6) sec</p>		<p>1.6.1 Motor Vehicle Driving Records</p>		<p><Later, Sampson is told he is charged with felony driving under the influence from his accident and his intent to flee.></p> <p><He is wondering what he is doing here. He knows this must be at least 48 hours.></p>
<p>70 (11.7) sec</p>		<p>1.6.2 Notification of Felony Convictions</p>		<p><Sampson called a friend to get bail for him. He needs to get this over and he feels he has to do his duties today, so he leaves for his absence.></p>

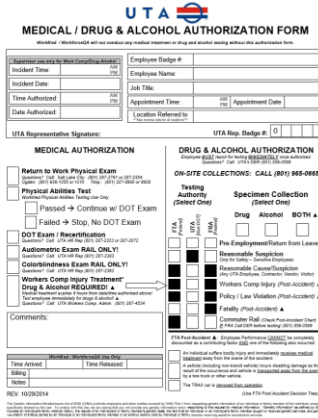


Storyboard for Safety Training

<p>71 (12.2) sec</p>				<p>< The next day, Samps to work. He knows he charged with a felony, convicted, he must not Resources within 48 ho</p>
		<p>Topher</p>	<p>Waldo</p>	
<p>72 (11.6) sec</p>		<p>We never found out, but I have not seen him at work. Too bad as he was a nice guy, just made poor decisions.</p>	<p>What happened to him Topher?</p>	
<p>73 (28.4) sec</p>		<p>There are other drugs that are not acceptable at work. Can you name any?</p> <p>Yes, can you think of anything else?</p> <p>Very good. Just make sure that even if it is prescribed or over the counter, if it inhibits your performance, it cannot be in your system.</p>	<p>Maybe some prescription drugs. Other drugs such as narcotics.</p> <p>What about over-the-counter drugs that can make you sleepy?</p>	
<p>74 (13.1) sec</p>		<p>SSI Supplement: Rule 1.5 Drugs and Alcohol It is also very important to communicate with your doctor and share your medical history. They should know your profession, and if you need medication, they may be able to make a choice for you that would not affect you at work.</p>	<p>That sounds good.</p>	




Storyboard for Safety Training

<p>75 (31.4) sec</p>		<p>SSI Supplement: 1.5 Drugs and Alcohol Remember though, even if you are given a prescription, you must follow the correct dosage and use it how it was intended.</p> <p>There are steps that we take to determine if an over the counter or prescription drug may have an adverse effect on our work.</p> <p>Yes. The other is to share your medical history. That way, they can create a safe dosage for you. We want you to remain healthy and also be safe at work if you need medication.</p>	<p>I understand</p> <p>Is one of them to follow directions on the bottle?</p>	
<p>Next five are quiz slides.</p>				
<p>80 (43) sec</p>		<p>Let me share something with you: the FRA led a crackdown on drugs within the rail industry following a fatal Northeast Corridor collision. On Jan. 4, 1987, Amtrak's Colonial collided with a set of Conrail locomotives near Chase, Md. Sixteen people, including 14 passengers and two Amtrak employees, were killed. It was later discovered that the crew aboard the Conrail locomotives had been under the influence of marijuana and had failed to stop at a red signal.</p> <p>SSI Supplement: Rule 1.5 Drugs and Alcohol The lives of passengers are in our hands. The requirements of Rule 1.5 are conditions of employment here at UTA.</p>	<p>That is so sad.</p>	




Storyboard for Safety Training

<p>81</p> <p>(5) sec</p>	 <p>The image shows a form titled "MEDICAL / DRUG & ALCOHOL AUTHORIZATION FORM" from UTA. It includes fields for supervisor and employee information, incident details, and checkboxes for medical authorization, physical abilities test, DOT exam, and drug/alcohol testing. There are also sections for "ON-SITE COLLECTIONS" and "Specimen Collection".</p>	<p>This is UTA's Drug and Alcohol Authorization form.</p>		
<p>82</p> <p>(40) sec</p>	 <p>The image shows two workers in orange safety vests and hard hats standing in an industrial setting. One worker is pointing towards a piece of equipment, possibly a track heater, while the other looks on.</p>	<p>All controlled substances are on a Schedule I-V of the Federal Controlled Substance Act. They include marijuana, narcotics (even cough syrup with codeine), stimulants, depressants and hallucinogens.</p> <p>Sleeping pills and prescriptions for pain or a bad cough will also fall in to this category. But if you are convicted of any misdemeanor or felony involving unlawful use, you have ONE day to report it to your supervisor.</p> <p>Well Waldo, another great meeting with you.</p>	<p>So use while working must be communicated and follow a doctor orders if prescribed.</p> <p>Understood</p>	
<p>Add quiz slides</p>				
<p>86</p> <p>(1:042) sec</p>	 <p>The image shows several workers in safety gear standing on a railway track covered in snow. They appear to be in the middle of a work site or inspection.</p>	<p>1.5.1 Good Faith Challenge</p> <p>Hannes- No it is not.</p> <p>I appreciate you bringing this to my attention, but I assure you, it is out of commission today.</p>	<p>I have a question. I notice the track heaters are on, yet we were told to work on this track all day? Is this track in use today?</p> <p>It did not state on the territory instructions that this track would be out of commission</p>	<p><Waldo has remembered lessons Topher has shared. He is out working on a few others one day, and under another supervisor is given a directive that doesn't make sense. He knows it, someone may get hurt as he also remembers that he must comply with instructions issued by managers of</p>




Storyboard for Safety Training

			<p>today, and since the heaters are on, I am concerned.</p> <p>Is there a way we can check to be sure? With track heaters on, we really cannot do much on the track.</p>	<p><i>departments when it a duties. He decides con key.></i></p>
<p>87 (7.5) sec</p>		<p>Yes, I will contact my supervisor and let you know.</p>	<p>Thank you for checking and for ensuring our safety.</p>	
<p>88 (4) sec</p>				<p><i>Hannes speaks with his regarding Waldo's con</i></p>
<p>89 (19.6) sec</p>		<p>Waldo, thank you for being concerned with our safety. The engineers were notified this track is out of commission and the main switches have secured that, but you are right, the heaters are working. Rest assured that this track is not in operation today, but to make sure, we will put a watchman on the track.</p>		
<p>Add quiz slide</p>				
		<p>Abner</p> <p>1.6.3 Notification of Deteriorating Vision or Hearing</p>	<p>Doctor</p>	<p><i><Abner has been a rem engineer with very few Lately, his vision is blur hearing has not been s decides to go to the do hearing and vision test</i></p>





Storyboard for Safety Training

<p>91 (18.7) sec</p>			<p>Good Morning Abner, what are we seeing you for today?</p>	
<p>92 (25.4) sec</p>		<p>Well, I don't hear so well and sometimes it is hard for me to focus on objects. I see blurry words even though my vision seems to be fine for distance. Just recently.</p>	<p>Doctor: Abner, how long have you felt this way?</p>	<p><i>The doctor checks his e hearing and recommends an audiologist and a retina to follow up with a more exam.</i></p>
<p>93 (28) sec</p>				<p><i><Abner follows up with specialists. The audiologist recommends a hearing him.></i></p> <p><i><The retinal specialist has macular holes on his this time his vision can to 20/40.</i></p> <p><i><Abner knows the rule any changes in hearing cannot be corrected to acceptable requirements immediately reports the authority.></i></p>
<p>Add quiz slides</p>				




Storyboard for Safety Training

<p>96 (44.3) sec</p>		<p>SSI Rule 1.10 Games, Reading, or Other Media</p>		<p><i>As Abner was cleaning the cab of the train for his first time, now he is a full time train engineer, he looked for something he always stored in the cab. Engineers are required to carry a flashlight. Abner found things that were not there. He showed them to him on the shelving of the cab. There were newspapers, books, puzzles and even empty soda cans. He knew they had not been there a month when he cleaned the cab but two new engineers had been there recently. He decided to show them.</i></p> <p><i>That afternoon, Gowen and Gertrude showed for their training.</i></p>
<p>97 (19.7) sec</p>		<p>I was cleaning the control cab of this engine and found these items stored here, who's are they?</p>		<p><i>Gertrude did not react and Gowen looked at his phone.</i></p>
<p>98 (9.3) sec</p>		<p>Well?</p>	<p>Gowen: The soda cans are mine. Gertrude: the magazines and newspapers are mine. We only look at them when we leave for lunch break.</p>	
		<p>Liquids are not allowed in the control cab unless stowed away in your backpacks, not on cab shelves. And you know you cannot play games, eat, smoke, drink</p>	<p>We know. It won't happen again.</p>	




Storyboard for Safety Training

		anything or have any media devices in the control cab. It must be in your backpacks. And certainly no trash.		
99 (21.7) sec				<p>1.11 Sleeping <i>After they left, Abner t... Last week, during Gow... caught him sitting bac... his eyes closed. Althou... was not sleeping, just... with your eyes closed i... seems like the only rule... caught one of them br... weapons rule. Neither... weapon.</i></p> <p>1.12 Weapons</p>
100 (36.9) sec				<p><i>Abner decides to step u... training and make it ve... so Gowen and Gertrud... more to what he is tea... hopefully remember.</i></p>
Add quiz slides				
104 (11.4) sec				<p><i>The next day, Abner ha... training planned for G... Gertrude. It is all han... interactive. It will be i... out of commission.</i></p>
105 (10) sec		<p>1.18 Unauthorized Employment</p> <p>Gowen, would you please step over here?</p>		<p><i>He noticed Gertrude w... participated and Gowe... watched and yawned.</i></p>




Storyboard for Safety Training

<p>106 (29.1) sec</p>		<p>Gowen, What is going on?"</p> <p>I am beginning to put the pieces together. I see a lot of soda cans in the cab, I catch you sleeping during a break and now I am having a difficult time keeping your attention.</p>	<p>Sorry, I didn't sleep well last night.</p> <p>"My wife lost her job and I picked up a second job to pay the bills. It's nothing that conflicts with the railroad, I work at Maverick at night. I realize this is too much for me though."</p>	
<p>107 (14.3) sec</p>		<p>"Well, even though it is not a conflict of interest, it appears it is interfering with your proper performance of duties here at UTA." We cannot have train engineers that are half asleep. We need you alert and prepared.</p>		
<p>108 (6.1) sec</p>			<p>"I know, I will give my notice and take care of it and this won't happen again."</p>	
<p>109 (9.3) sec</p>		<p>In this morning's lesson, we will familiarize ourselves with the parts of a control cab. Are you ready to learn?</p>	<p><i>Gowen and Gertrude:</i> Yes we are.</p>	
<p>110 (32.2) sec</p>	<p>This is long, but covers three rules.</p>	<p>Finish Rule 1.23.1 Locomotive/Cab car-Mounted Safety Devices..... SSI Rule 1.23.1: Locomotive/Cab car-Mounted Safety Devices</p>		



Storyboard for Safety Training

		<p>Employees are prohibited from knowingly operating a train when the controlling Locomotive/Cab car of that train is equipped with a disabled safety device. Safety devices include Engineer alertness devices, automatic cab signal devices, automatic train control/train stop devices, and recording devices.</p> <p>Make sure if you work in the cab of a train that nothing interferes with the intended function of these devices.</p> <p>I am going to share a story with you.</p>		
<p>111 (4 min)</p>				
<p>112 (28.1) sec</p>		<p>The Engineer must make a visual inspection of accessible safety devices in the controlling locomotive cab, or in the cab control car when taking charge of a locomotive or train</p> <p>Good question. Immediately report it to Control.</p>	<p>Wow, now I understand. What does an engineer do to make sure all is working?</p> <p>What if I make a visual inspection and find that something is not working?</p>	
	<p>Moved part of this up to 110</p>	<p>1.23 Altering Equipment Now let's step down to the shop floor.</p>		<p><i>Could be deleted with</i></p>




Storyboard for Safety Training

<p>113 (15.1 sec)</p>		<p>1.1.9 Care of Property Any railroad property is not for personal use. These tools here actually belong to our mechanics. If you use a UTA asset for work, return it when you are done with it, but you cannot take it home.</p>	<p>Got it.</p>	
<p>114 (36.5) sec</p>	<p>Front Runner Grand Opening</p>  <p>Note: With large crowds, there is a fence separating people from the engine. People are allowed on the platform or in the passenger cab, but not around the train.</p>	<p>1.22 Unauthorized Persons on Equipment Here is a picture of a train with a crowd. Note that the crowd is separated. This is important for both of you to remember as engineers. No unauthorized people are allowed on our equipment. Not in the cab, not on the outside, only in the passenger compartments. If you see anyone on, under or between railroad equipment, what should you do?</p> <p>Great. Why should you do this?</p> <p>Yes.</p> <p>Yes, anyone.</p>	<p>Contact dispatch or a supervisor to find an inspector ASAP.</p> <p>To make sure the equipment is secured and safe?</p> <p>Even emergency personnel?</p>	
<p>115 (18.5) sec</p>		<p>Who is allowed to be in the control cab?</p> <p>Just you or are there other authorized personnel?</p> <p>Yes, engineers, your supervisors and managers only, unless the FRC or control authorizes anyone else.</p>	<p>Just Us?</p> <p>Our supervisors?</p>	




Storyboard for Safety Training

<p>116 (40.2) sec</p>		<p>1.24 Clean Property Railroad property must be kept in a clean, orderly, and safe condition. Have you noticed how clean the building, shop and cars are? UTA makes a great effort to keep every aspect of their property clean. Cars are cleaned every night and washed on the exterior every week or two depending on the season.</p>	<p>Yes, it is impressive.</p>	
		<p>SSI Supplement: Rule 1.8 Appearance: Employees must care for all articles of value found on railroad property and promptly report the articles to the proper authority. Also Gertrude, you have a bright red shirt on today. Just remember when you are on the tracks, you cannot wear any type of a red shirt.</p>	<p><i>Understood</i></p>	
<p>Next seven slides: Quiz</p>				
<p>125 (22.9) sec</p>		<p>1.26 Gratuities UTA Bus and rail operators and train hosts exemplify customer service, gratuity free. You may find that customers want to tip or bring you a gift. Remember that employees must not discriminate among customers and do not accept gifts or rewards from customers, suppliers, or contractors of the railroad unless authorized by the proper manager.</p>		




Storyboard for Safety Training

<p>126 (19.4)sec</p>		<p>1.27 Divulging Information Look at this open desk with the computer on. Without realizing it, an employee could allow an unauthorized person to access any information on their computer such as emails, reports, books, bills and more.</p> <p>Remember than you cannot divulge information to those that should not have access to it.</p>		
<p>127 (20.6) sec</p>		<p>1.25 Credit of Property Unless specifically authorized, employees must not use the railroad's credit and must not receive or pay out money on the railroad account. Numerous employees have a P-card and can make purchases. Otherwise, everything must go through your supervisor.</p>		
<p>128 (30.9) sec</p>		<p>1.28 Fire Trains can produce a spark if they slow down quickly and the MOW team is excellent at keeping brush clear of the tracks.</p> <p>We expect you to take every precaution to prevent loss and damage by fire. That includes communicating smoke or fire seen near the railway to Frontrunner Control, unless you already see that the fire is being controlled.</p> <p>That information must also be shared with Control.</p>	<p>What if our sparks created a fire?</p>	
<p>Add quiz slides</p>		<p>Dex</p>	<p>Supervisor</p>	<p>Narrator</p>


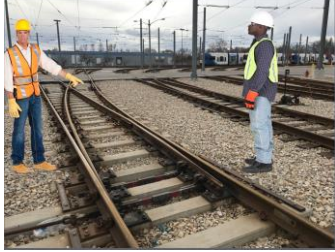


Storyboard for Safety Training

<p>132 (25.7) sec</p>		<p>1.8 Appearance</p> <p>Sure, what's up?</p>	<p>Hey Dex, can I speak with you?</p> <p>Let's go in my office.</p>	<p><i><Dex is just approaching with the railroad. He works on the rails every day, but lately he has complained about his clothes. He doesn't want to share a video of his supervisor has been talking about that his clothes are dirty. He decides to speak with Dex.</i></p>
<p>133 (13.4) sec</p>		<p>How long have you noticed?</p>	<p>I want you to know there is a problem and I would like to help.</p> <p>I have noticed that your clothes are not clean and there is a body odor problem.</p> <p>Shortly after you began working here.</p>	
<p>134 (19.6) sec</p>		<p>Uh, yeah, well it has been a difficult few years for me.</p>	<p>How can I help?</p>	
		<p>Well, I don't have a washer and dryer at home.</p>	<p>So you are unable to wash your clothes?</p>	
		<p>Yes.</p>	<p><i>The supervisor was very kind and brainstormed solutions with Dex, hoping by Monday, this problem would be solved.</i></p>	

Storyboard for Safety Training

<p>135 (9.4) sec</p>				<p><i>The following Monday, to work with soiled clothes. I wanted to share a truck with them. This time he heard them.</i></p>
<p>136 (22) sec</p>				<p><i>Finally, his supervisor called him to work. Again, they talked about cleanliness expectations. He told Dex about a previous incident where the odor was so bad he had to keep the windows closed. He finally had to detail his truck to remove the odor.</i></p> <p><i>He stated that he was surprised this happened again.</i></p>
<p>137 (33) sec</p>		<p>I saw a Laundromat down the street, so I went to check it out over lunch break.</p> <p>Well, I guess.</p>	<p>Dex, Where have you been?</p> <p>Why didn't you let someone know? You have been gone for an hour and a half. They could not leave without you. Isn't that something you could have done over the weekend?</p>	<p><i>Although Dex worked hard that morning, he disappeared past his lunch break.</i></p>
		<p>OK</p>	<p>We discussed concerns and solutions twice now, so I need to have you showered with clean clothes tomorrow.</p>	

Storyboard for Safety Training

<p>138 (21) sec</p>		<p>1.15 Duty- Reporting or Absence</p>		<p><i>Dex did not show up for work of the week. He also did not make any phone calls. His supervisors grew concerned and decided to provide assistance with a welfare check. Topher made a visit and found Dex. He was quite a site. The supervisor was able to find community resources for Dex.</i></p>
<p>Add quiz slides</p>		<p>Topher</p>	<p>Waldo</p>	
<p>142 (40.8) sec</p>		<p>1.20 Alert to Train Movement</p> <p>“There is much to learn about behavior when working on or near the tracks. Since you will be spending time on or near the tracks both inside and outside, I want you aware of what is expected.”</p> <p>First and foremost, you must always expect the movement of trains or anything on a track. They move in both directions.</p> <p>Yes, just like a road. Never stand on the track in front of an approaching engine, car or any equipment.</p>	<p>“Sounds great.”</p> <p>Right. Just like a road.</p>	<p><Topher and Waldo are on the tracks today.></p>
<p>143 (9.9)</p>		<p>One would think so, but trains cannot stop quickly, so stay clear.</p> <p>Let’s walk inside.</p>	<p>Well that seems to be common sense.</p> <p>Understood.</p>	
<p>147 (7) sec</p>		<p>ITEM 3: Safety Rules Rule S-1: Sufficient Distance</p> <p>Let’s practice how to cross a track when a train is standing still.</p>		

Storyboard for Safety Training

148

(21.8) sec



Insert a picture of Frontrunner

As you know, never cross closely in front of or behind moving equipment.

This is too close of a distance.

Around an engine or car, no less than 20 feet.

What is the distance?

149




(15.1) sec



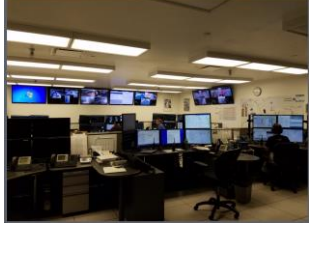
Between two vehicles such as this, no less than 100'.

Here is a picture of one train on the same track as another. There is not enough room to pass between them.




Storyboard for Safety Training

<p>150 (12.6) sec</p>		<p>Rule S-13: Coupling and Uncoupling As you know, on the front of each car is a coupling. Here are some words of wisdom: Stand in the clear when a coupling or uncoupling is being made.</p> <p>Let's step outside to a track.</p>		
<p>151 (18.8) sec</p>		<p>Rule S-7: Walking on or near Tracks Like any road, look in both directions, if two tracks run parallel, don't stand on one while another train is passing and ensure no one is foul on the track prior to moving cars or engines.</p> <p>Yes, and also remember to make sure that others are not foul of the track.</p>	<p>That makes sense.</p>	
<p>152 (27.2) sec</p>		<p>Now you can see a train is approaching. Can you tell me from your experience what you must do when near the rails?</p> <p>Yes, and also make sure that others are not foul of the track.</p>	<p>Yes.</p> <p>Stand clear of all tracks</p> <p>Keep a careful lookout in both directions for trains, engines or cars if we are working near adjacent tracks and do not stand on one track while trains are passing on an adjacent track.</p>	



Storyboard for Safety Training

<p>153 (12.8) sec</p>		<p>Rule S-9: Riding on the side of equipment Also, I know you have seen this on movies, but riding on the side of railroad equipment is very dangerous. Employees are prohibited from riding or hanging on the side of rolling equipment.</p>		
<p>154 (15.2) sec</p>		<p>While in motion, employees must be on the back deck or inside. This is Snowflake, or 901. This is the only pusher that has a deck at UTA. Lets walk inside and see our control room.</p>		
		<p>Topher</p>	<p>Waldo</p>	
<p>155 (15.2) sec</p>		<p>1.44 Duties of Train Dispatchers This is our TRAX control room. Train dispatchers supervise train movement and any employees connected with that movement. This room controls the rails and switches for the tracks. It would be similar to air traffic control for planes.</p>		
<p>156 (17.1) sec</p>		<p>Meet Meredith. She is one of our Control Operators. Topher said he would be bringing you here to see our operations. Yes it is. I heard you were here for a briefing on switches.</p>	<p>Nice to meet you. This is quite an impressive room.</p>	





Storyboard for Safety Training

<p>157 (21.9) sec</p>		<p>Rule S-14: Switch Operation Here is one type of switch as you know. Switches have different physical operating characteristics. There are power and manual switches. We can control some of them here and you can control them manually on the track.</p> <p>Well, hopefully you will learn some things, during your visit here.</p>	<p>I knew they could be controlled on a track, but not here.</p>	<p>Is this the wrong switch</p>
<p>158 (23.8) sec</p>		<p>This is our view of a section of track. If the heaters are not working, an operator will contact us, and we will send a message for repair.</p> <p>There is a light on the signal shack, This lets the operator know that a switch is on.</p> <p>Here is an image of tracks in the downtown area. You can see all of the switches in this section of track.</p>	<p>How would they know?</p>	
<p>159 (23) sec</p>		<p>Rule S-16: Power Switch Well, we can pull a power switch in this room. Here are switches on some of our tracks in the downtown area.</p> <p>I always ask if the mechanic has his hands and feet clear of connections, including the switch point and stock rail before I throw it though.</p> <p>They are very powerful, and hands and feet must be clear of the connections first, as the switches do not stop if you are in the way.</p> <p>Well, the handle could take you with it, right to the ground.</p>	<p>What would happen?</p>	
<p>160 (19.3) sec</p>	 <p>Wrong switch picture</p>	<p>Here is another type of automated switch. The ease with which a switch operates will change depending on weather, temperature, maintenance, and other operating conditions. You must be trained and know what you are doing to operate a switch.</p>	<p>I respect that. I would not touch one now. What do you do in the winter when they are covered with snow or ice?</p>	



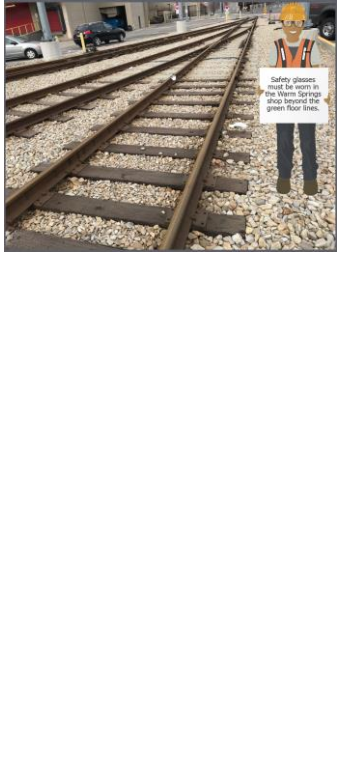
Storyboard for Safety Training

<p>160 (53.9) sec</p>		<p>Rule S-17: Switch Heaters We have switch heaters. Naturally, you want to avoid contact with a switch heater when it is turned on.</p> <p>Yes</p> <p>Well, an engineer generally tells us if they see a light off, and it is supposed to be on, or if a track is icy. We then report a defective switch, and the MOW team will take care of it.</p> <p>If it creates a track that is down, then we have to let all engineers know as the trains will get backed up.</p> <p>They have a sensor on them that detects temperature and moisture, and they turn on automatically when needed.</p>	<p>Yeah, that would be a no-brainer for me. I had a concern about working on one, just recently. You can tell they are on by the melted snow, but otherwise I look for the light?</p> <p>So you are informed by the engineer or operator?</p>	
<p>161 (32.3) sec</p>		<p>Let me tell you a quick story. One time, we had a car that needed to be off the track temporarily. We moved the car on to a spur. No one realized how icy this track was as it did not have a switch heater. What do you think happened?</p> <p>Well, I wish that is how it worked, but with the power of a train behind, the car kept moving, right off of the track and derailed.</p>	<p>Uh, I don't know. It didn't move?</p> <p>Oh my goodness. Guess they needed a switch heater there.</p>	
<p>Add quiz slides</p>				
			<p>What do I do when I try to operate a switch, and cannot. Then I ask you to power the switch over, but it does not work?</p>	

Storyboard for Safety Training

<p>162 (45) sec</p>		<p>Rule S-15: Defective Switches Good question. When any switch is found hard to operate, defective, or in need of maintenance we will</p> <ul style="list-style-type: none"> • Take the switch out of service. • Report the switch to the proper authority, including its exact location and problem. • The switch must remain out of service until an inspection and repairs can be completed. 	<p>Doesn't this stop train traffic?</p>	
		<p>It could. The maintenance team tends to it and gets it running again quickly.</p>	<p>Thank you so much for explaining switches to me and showing me the control room.</p>	
<p>175 (7) sec</p>		<p>Well Waldo, just a few PPE points and I think you are good for another year.</p>	<p>Thanks Topher.</p>	
		<p>Rule S-10: Personal Protective Equipment (PPE) Here is Safety Steel: He is going to show us what to wear on different jobs throughout UTA.</p>		
<p>176 (5.2) sec</p>		<p>Hearing Protection is required for employees in the engine compartment. Here you can see that Steel has covered his ears to protect his hearing.</p>		
<p>177 (10.4) sec</p>		<p>Gloves provide appropriate protection if hands are exposed to harmful substances, cuts or abrasions, and temperature extremes. Do you know that wearing gloves prevents most of the injuries in an industrial setting?</p>		

Storyboard for Safety Training

<p>178 (6.5) sec</p>		<p>Appropriate footwear provides support and protection. Soles must withstand punctures. They must cover ankles and lace up and have a defined heel.</p>		
<p>179 (8.9) sec</p>		<p>A safety vest must be worn when in the right of way or when flagging on the rail way.</p>		
<p>(4) sec</p>		<p>Engineers/conductors while on duty, are required to carry a UTA approved flashlight.</p>		
<p>180 (14) sec</p>		<p>Employees must wear safety glasses while in the Warm Springs shop, beyond the green floor lines.</p> <p><Input a picture></p>		

Storyboard for Safety Training

Add quiz slides				
Congratulations slide				
Quiz score slide				