



FEMA

R0138

Dear National Fire Academy Student:

We are looking forward to your arrival at the U.S. Fire Administration's (USFA's) National Fire Academy (NFA), as well as your participation in *Hot Topics Research in Fire Protection* (HTRFP).

In order for you to be prepared upon arrival you must think about and bring to class a "current event" or "hot topic" that affects your community's fire protection. It might be something as mundane as requirements for fire apparatus access road widths or as controversial as requiring automatic sprinklers in new and existing buildings. You and your table group will select one topic and conduct team research on it.

Pre-course assignment (Online): <http://www.usfa.fema.gov/nfa/nfaonline/>

- *Designing an Applied Research Project Proposal* (Q0171)
- *Data Gathering Instruments to Support Applied Research Projects* (Q0170)

End-of-class graduation ceremonies are an important part of the course, and you are expected to attend. Please do not make any travel arrangements to leave campus until after you and your classmates graduate.

Increasing numbers of students and instructors are bringing laptop computers or other electronic devices to campus. You alone are responsible for the security and maintenance of your equipment. The Academy cannot provide you with computer software, hardware, or technical support to include disks, printers, scanners, etc. There are a limited number of 120 volt AC outlets in the classrooms. Thumb drives or external hard drives used to bring course materials to class cannot be connected to FEMA property without being scanned for viruses. Due to time limitations for scanning, these devices cannot be larger than 2 GB. Anything over this amount will not be scanned and cannot be used. A Student Computer Lab is located in Building D and is available for all students to use. It is open daily with technical support provided in the evenings. This lab uses Windows 7 and Office 2010 as the software standard.

Should you need additional information related to course content or requirements, please feel free to contact Mr. Woody Stratton, Training Specialist, at (301) 447-1380 or by email at Woodrow.Stratton@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Onieal".

Dr. Denis Onieal, Superintendent
National Fire Academy
U.S. Fire Administration