

## ESv3 Rater Training Course Flow

This is a basic guide to the layout of the ENERGY STAR version 3 Training for Raters in EnergyLogic's learning management system (LMS) and the order in which we recommend moving through its contents.

### **General Design**

The course is divided into sections called modules. These modules are integrative, so each one builds off knowledge gained from the previous module. Please complete module 1 before module 2, and module 2 before 3, and so on.

Modules will remain open all day for the duration of the designated course dates and then close. Once module one 1 opens, please plan to complete that module within the time frame that it will be open. This holds true for each module throughout the course.

After the final day of the course, the modules that were available during the designated course dates will close. Once a module closes it will not be reopened. If you do not complete the module, it will be unlikely that you will pass the course. Please refer to the "Grading & Successful Completion of Course" document, which will be attached to the welcome block of the LMS, for more information on successfully completing the course.

### **Modules**

The individual modules are broken down into 4 sections. These sections are placed in the LMS in the order we expect you to access them. Please complete the module sections as ordered below:

1. Learning Resources
2. Activity
3. Social
4. Evaluation

### **Schedule**

The schedule will be attached to the welcome block of your course. It has details on when each module will open. It is important that you try to adhere to the schedule to the best of your ability. Our goal is to have all participants working on the same module in order to take advantage of the social interaction in the course, which is proven to help with information

retention. Please try to do as much work as possible during the 8am-5pm MST timeframe, as it is between these times when our instructors will be available and we expect most students to be completing the coursework.

Our course is designed using best practices for distance learning. The schedule is established to help you and your classmates learn as much of the information being presented as possible - please do your best to adhere to it.

**Happy Learning,  
The EnergyLogic Team**