

ENERGY STAR Version 3

Online Syllabus

Part 1: Course Information

Instructor Information

Instructor(s): Scott Doyle, Glenn Pease, Matt Thornberry, Various

Office: Logical Living Center in Berthoud, Colorado

Office Hours: Hours Posted on Welcome Block of Course Page

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Prerequisite

This course is designed for HERS Raters.

Course Description

ENERGY STAR for New Homes helps homebuyers easily identify homes that are significantly more energy efficient than standard construction in the marketplace. As code requirements have become more rigorous and builder practices have become more efficient, EPA has periodically modified the guidelines to ensure that qualified homes represent a meaningful improvement over non-labeled homes.

The newest iteration of ENERGY STAR for Homes, version 3, requires that all verification partners attend training and pass the national exam. The deadline for completing this training for existing partners is December 31, 2011. Upon your successful completion of this course you will have met that requirement. EnergyLogic is pleased to welcome you to our training.

Course Requirements

- Internet connection (DSL, LAN, or cable connection desirable)
- Access to EnergyLogic Academy
- Please read the configure browser posting on the course page to use this course.

Course Structure

This course will be delivered entirely online through the learning management system Moodle. You will use your account to login to the course from the EnergyLogic Academy Login Page (<https://nrglogic.mrooms3.net/login/index.php>)

In the EnergyLogic Academy, you will access online lessons, course materials, and resources. At designated times throughout the training; we will participate in a blend of self-paced and group-paced activities using the EnergyLogic Academy and alternative Internet-based technologies. Participation will consist of learning resources, activities, discussion forums, and quizzes.

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.

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 – Narrated Presentations
2. Activity – Building a Wiki Based on the Program
3. Social – Forum Discussions
4. Evaluation – 40 Question Quiz

EnergyLogic Academy Access

EnergyLogic uses Moodle for its Learning Management System (LMS). Moodle is an Internet based course management system that is used for delivery of courses online and runs as an interactive website with features and activities designed to promote learning and collaboration in an asynchronous environment. An asynchronous environment, which means "not at the same time," allows the learner to complete EnergyLogic courses on his/her own time and schedule. A student in this environment typically learns without live interaction with the instructor. Students are able to communicate with each other and the instructor through discussions (known as forums), chat rooms, and e-mail.

Requirements

Please review the following list of requirements and make all necessary changes to ensure a smooth LMS experience:

Internet Access -- Broadband or high-speed internet access is strongly recommended. Broadband includes DSL, cable, and wireless connections. It is highly recommended that you use a wired connection for best results.

Dial-up Internet connections will result in a diminished experience where Moodle pages may load slowly.

You will need an e-mail account (Note: If you change e-mail addresses after you set up a Moodle account, be sure to update your new e-mail address in your account profile).

Web Browser -- Internet Explorer or Firefox/Mozilla is preferred, although most web browsers will work. Opera, Chrome, and Safari browsers may not show the built-in html editor in Moodle, although you are still able to submit assignments and other activities without using the editor. Chat may not work all the time in Safari browsers.

You will need the Java plug-in and Adobe Flash V8.0 or higher for your browser in order to take complete lessons or tests and run the streaming visual presentations (see links below for downloads).

- Java Plug-In (<http://java.com/en/>)
- Flash Player (<http://get.adobe.com/flashplayer/>)

Configurations and Hardware -- Moodle uses pop-up windows, therefore you will need to disable pop-up blockers in your browser. From time to time, web search engines on your navigation bar may also prevent pop-ups. Please make sure these are disabled for the EnergyLogic Academy. It is recommended that you only disable pop-ups for the EnergyLogic Academy.

Sound – The Academy uses narrated resources and videos. We recommend using a headset for listening to the presentations.

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with the EnergyLogic Academy you can:

- Visit the EnergyLogic Academy [Student Resources Page](#)
- Submit an Email to [Technical Support](#)

Important Note: This syllabus, along with course assignments and due dates, are subject to change. It is the student's responsibility to check the EnergyLogic Academy course page for corrections or updates to the syllabus. Any changes will be clearly noted in course announcement or through email.

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Part 2: Course Objectives

This training is designed to prepare HERS Raters to implement the ENERGY STAR version 3 program requirements.

Objectives:

1. To familiarize Raters with the new requirements for ENERGY STAR version 3.
2. To prepare Raters to implement the new requirements in the Thermal Enclosure Rater System Checklist.
3. To prepare Raters to implement the new requirements for the HVAC Quality Installation checklist
4. To prepare Raters to implement the Water Management Builder Checklist
5. To prepare Raters for the ENERGY STAR version 3 national exam

You will meet the objectives listed above through a combination of the following activities in this course:

- Complete each module, and all items within each module, on the day the module is scheduled to open.
- Participate in the social interaction in the course
- Assume a leadership role when necessary: voluntarily help other students when you have knowledge they don't have.
- Manage your time in the course
- Approach the course with a desire to learn

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Part 3: Topic Outline/Schedule

Important Note: Refer to the course calendar for specific meeting dates and times. Activity and assignment details will be explained in detail within each week's corresponding learning module. If you have any questions, please contact your instructor.

Day 1:

- Module 1—ENERGY STAR Version 3 Program Requirements
- Module 2 – Thermal Enclosure System Rater Checklist

Day 2:

- Module 3 – HVAC Quality Installation
- Module 4 – Water Management Builder Checklist

Time Commitment

Each participant will need to budget at a minimum 2 hours for each module. Please expect to commit 4-6 hours per day for the training.

It is expected that the modules are completed on the day they are open. Participants have the flexibility to complete the modules during any time of the day.

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Part 4: Grading Policy

Successful Completion of Course

Obtaining the certificate of completion requires a student to pass the training and national exam.

Passing Training

Your overall score is a combination of scores for each module, which are a combination of scores for each section (the modules will be broken down further below). A total course score of 80% or greater is expected to receive a passing grade. Between 80%-89% is acceptable but indicates there are modules in the course where you need to do some more work.

Each module has a total point value of 100 points. Each module has distinct sections that break down as follows:

- Learning Resources – 40 Points
- Activity – 15 Points
- Social – 15 Points
- Evaluation – 30 Points

Learning Resources

The LMS will report your activity based on the percentage of slides viewed. You are required to view all learning resources to receive credit for this section. Please make sure to complete 100% of the learning resources to receive credit, all the way to listening to the last slide.

Activity

Your score for completing the activity:

- Creating one Wiki Post = 10 Points
- Creating second Wiki Post = 5 Points

Social

A cornerstone of successful online learning is establishing the social component of live training. We do this by adding a forum to each module to discuss the topic covered. The grading criteria of this section are as follow:

- Creating a New Discussion in the Forum = 10 Points
- Responding to a Colleague = 5 Points

It is important to give your perspective in the social activities. Simply cutting and pasting will not receive credit. Please go deeper, you and your colleagues participating in the course will benefit from your posts.

Evaluation

Each module will have a quiz associated with the topic. Each quiz needs to be passed with an 80% or higher grade. Quizzes can be taken as many times as you need.

- Quiz = 30 Points

EnergyLogic will report your course results on the first full business day after the training is complete.

ENERGY STAR National Exam

ENERGY STAR developed a national exam for the program. Each verification partner is required to pass this exam. The test is a 50 question test to be completed within 2 hours. A score of 80% or higher is passing.

It is the responsibility of the Rater/Verifier Candidate to locate an approved testing center and provide contact information to Energy Logic. The following information is required from the potential proctor:

- Name
- Company/Agency/Institution names
- Street Address
- City, State, ZIP
- Phone
- Email address
- Requested date and time of exam

Participants have an option to take the exam on the LMS or in a paper form. The paper form will take longer to get results and reporting.

Reporting

EnergyLogic will issue a certificate upon successful completion of the course and national exam. After issuing the certificate EnergyLogic will report results to EPA ENERGY STAR.

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Part 5: Course Policy

Student Code of Conduct

It is critically important that we are in agreement regarding the code of conduct for students during this course. Each student is an important member of our class community and has a responsibility to himself/herself, the instructor, and his/her classmates to support and contribute to the course's learning community. This Code of Conduct is established to ensure that all students have a clear understanding of the expectations the instructor has regarding student conduct in this course.

Student Responsibilities

- Treat all other students, instructors, and guests with dignity and respect.
 - Abusive or offensive language will not be tolerated. Those that submit language deemed inappropriate, threatening, or offensive will be removed from the course with no refund.
- Participate respectfully in team collaborations and team projects.
- E-learning requires self-motivation and self-direction, so approach the course with the following behaviors:
 - Manage your time.
 - Approach the course with a desire to learn.
 - Assume a leadership role when necessary: voluntarily help other students when you have knowledge they don't have.
 - Contribute to all forum discussion. This is the foundation of e-learning.
 - Submit constructive suggestions for course improvements.
- Become familiar with the course policies. The policies are clearly posted on the homepage and the welcome block of each course. Students who intentionally abuse this system will be removed from the course without refund.

EnergyLogic respects the students who attend our training to help us create a more sustainably built environment. The intent of this Student Code of Conduct is to have an enforceable position. In truth, we hope that we will never have to enforce the policies outlined in this section. Your professionalism will go a long way toward ensuring this.

If for any reason you need to report an infraction, please feel free to send a private email message to one of the instructors. This will be confidential and your instructor will find a solution that helps resolve any problems.