



Intermediate Unit 3 – Quick Fill

**ROSS Dispatch Training Instructor Guide
Release 2.16.12**

For ROSS Steady State
Operations & Maintenance

12.0



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Intermediate Unit 3 – Quick Fill

OBJECTIVES

Upon completion of this unit, the trainee will be able to:

1. Quick Fill assign a resource.
2. Quick Fill reassign a resource.
3. Quick Fill assign a configuration resource.

REVISION LOG

Rev #	Date	Revision(s)	Author
12.0	10/08/2018	2.16.12: No updates.	M. Apicella
11.0	01/22/2018	2.16.11: No updates.	M. Apicella
10.0	10/06/2017	2.16.10: No updates.	M. Apicella
9.0	03/29/2017	2.16.9: No updates.	M. Apicella
8.0	01/23/2017	2.16.8: No updates.	M. Apicella
7.0	01/17/2017	2.16.7: No updates.	M. Apicella
6.0	05/11/2016	2.16.6: No updates.	J. Olson
5.0	02/16/2016	2.16.5: No updates.	C. Dingman
4.0	07/14/2015	2.16.4: No updates.	C. Dingman
3.0	04/23/2015	2.16.3: No updates.	C. Dingman
2.0	09/30/2014	2.16.2: No updates.	C. Dingman
1.0	02/28/2014	Re-formatted for consistency with NAP Instructor Guides, and updated for ROSS version 2.16.1.	J. Vahl

INTERMEDIATE UNIT 3: QUICK FILL

3.1 Objectives

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.1 Objectives	<p>Display Slide ROSSD-SL-INTERMEDIATE-03-01 (Quick Fill).</p> <p>Display Slide ROSSD-SL-INTERMEDIATE-03-02 (Objectives).</p> <p>Display Slide ROSSD-SL-INTERMEDIATE-03-03 (ROSS Dispatch Process).</p> <p>Point out which portions of the ROSS Dispatch Process are discussed in this unit.</p>

3.2 Overview

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.2 Overview	<p>Log into Pagosa Springs Dispatch.</p> <p>Perform a quick, uninterrupted walk-through of the screens and major functions to be covered in this unit.</p> <p>Use the ‘extra’ resources in the training database as appropriate to demonstrate major actions.</p>

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.2 Overview (continued)	Do not field student questions during the walk-through; have students save their questions for the lecture.

3.3 Quick Fill Screen > Filter Criteria Panels

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.3 Quick Fill Screen > Filter Criteria Panels	<p>Open the Quick Fill screen for the Deer Valley incident.</p> <p><u>Discuss the following:</u></p> <ul style="list-style-type: none"> • Accessed by Request menu or QF toolbar button. • Used for expedited resource assigning on local incidents. • Automatically generates a resource request and fills it at the same time. • Resource automatically statused as At Incident. • Select Catalog to Quick Fill panel.

☑	Topic	Instructor Actions
☐	3.3 Quick Fill Screen > Filter Criteria Panels (continued)	<ul style="list-style-type: none"> • Select Filter panel. • Manage Non-Inventory Quick Fill button – Allows management of non-inventory resources on local preposition incidents. – Manage Pre-Positioned Non-inventory Quick Fill dialog box – To change Quick Fill status of a resource, toggle Yes/No in Quick Fill column. Set the quick fill status of ‘Sky Plane 15’ Aircraft to Yes.

3.4 Quick Fill Screen > Available Resources Panel

☑	Topic	Instructor Actions
☐	3.4 Quick Fill Screen > Available Resources Panel	<p><u>Discuss the following:</u></p> <ul style="list-style-type: none"> • Available Resources grid. <ul style="list-style-type: none"> – For resource to display: <ul style="list-style-type: none"> ▪ Must be inventory (unless prepositioned).

☑	Topic	Instructor Actions
☐	3.4 Quick Fill Screen > Available Resources Panel (continued)	<ul style="list-style-type: none"> ▪ Must have non-service Aircraft, Crew, or Equipment qualification designated as 'Quick Fill'. ▪ If local resource, your dispatch is Current Dispatch. ▪ If non-local resource, your dispatch is Preposition Dispatch and Current Dispatch. – Grid columns. <ul style="list-style-type: none"> ▪ 'G'. '*' = Resource has a QF qual that is a configuration, and resource presently being used as a configuration (though not necessarily the QF qual). '+' = Resource has a QF qual that is a configuration, but resource not presently assigned to an incident.

☑	Topic	Instructor Actions
☐	3.4 Quick Fill Screen > Available Resources Panel (continued)	<p>Blank = Resource either:</p> <ul style="list-style-type: none"> ▫ Has a QF qual that is a configuration, but is presently being used as a single item. ▫ Has a QF qual that is not a configuration. <ul style="list-style-type: none"> ▪ Qualifications – A resource can only have one Quick Fill qualification. <ul style="list-style-type: none"> • Go To button. • View button.

3.5 Quick Fill Screen > Action Button > Assign

☑	Topic	Instructor Actions
☐	3.5 Quick Fill Screen > Action Button > Assign	Select 'The Dennis Dozer' Equipment resource.

☑	Topic	Instructor Actions
☐	3.5 Quick Fill Screen > Action Button > Assign (continued)	<p><u>Discuss the following:</u></p> <ul style="list-style-type: none"> • 'Assign' used to either assign an available resource or reassign a committed resource. • Assigns resource to selected incident in context of its QF qual. • If resource's QF qual is for a configuration, the configuration catalog items are ignored. An Assignment Roster can be added at a later time. • Request generated is assigned next available number from 'System Default' request number block. <p>Quick Fill assign The Dennis Dozer to the Deer Valley incident.</p> <ul style="list-style-type: none"> • Quick Filling a group of prepositioned resources. <ul style="list-style-type: none"> – Root and subordinate resources Quick Filled in context of their preposition Assignment Roster. – Only root resource must be a Quick Fill resource; subordinate resources do not.

☑	Topic	Instructor Actions
☐	3.5 Quick Fill Screen > Action Button > Assign (continued)	<ul style="list-style-type: none"> – If any resources on Assignment Roster are not either 'Available' or assigned to a local incident, Quick Fill is rejected • Reassigning a configuration. <ul style="list-style-type: none"> – Parent cannot be reassigned if any of subs are pending. – Resource on an individual sub can be reassigned even if other subs are pending. – Order of positions, and their associated subordinate request number suffixes, retained on reassign-to assignment roster. – Each resource reassigned in context of qualification they are presently using.

☑	Topic	Instructor Actions
☐	3.5 Quick Fill Screen > Action Button > Assign (continued)	<ul style="list-style-type: none"> – Intent to add assignment roster later: <ul style="list-style-type: none"> ▪ If indicated for parent or subordinate resource, and assignment roster not complete, user warned of the intent. ▪ Completing reassign removes ability to add assignment roster to reassign-from request. ▪ If multiple resources selected, and any are designated with intent to add a roster later, entire reassignment is cancelled.

3.6 Quick Fill Screen > Action Button > Assign (Add Roster Later)

☑	Topic	Instructor Actions
☐	3.6 Quick Fill Screen > Action Button > Assign (Add Roster Later)	Select 'Engine 250' Equipment resource.

☑	Topic	Instructor Actions
☐	3.6 Quick Fill Screen > Action Button > Assign (Add Roster Later) (continued)	<p><u>Discuss the following:</u></p> <ul style="list-style-type: none"> • Assign (Add Roster Later) – Allows quick filling dispatch of a resource’s initial assignment to assign a group resource as a single resource but indicate intent to add assignment roster later. • ‘Initial’ assignment is first assignment made from an unassigned or Reserved state. • Only available if resource is not currently assigned to an incident. • Intent to add an assignment roster does not have to be indicated to actually add an assignment roster. <p>Quick Fill assign Engine 250 to the Deer Valley incident using the ‘Assign (Add Roster Later’ option.</p> <ul style="list-style-type: none"> • Reminders. <ul style="list-style-type: none"> – Add Roster Later designation results in a Reminder. <p>Click RE tool bar button. Display Assignment Rosters tab.</p>

☑	Topic	Instructor Actions
☐	3.6 Quick Fill Screen > Action Button > Assign (Add Roster Later) (continued)	<ul style="list-style-type: none"> – Reminder remains active until any of following occur: <ul style="list-style-type: none"> ▪ Assignment roster is completed for request, ▪ Intention to add an assignment roster to request is unset via Edit Assignment screen. ▪ Resource’s demobilization ETA arrives. ▪ Resource on sub request checked in with parent resource. ▪ Request is unfilled. ▪ Resource is reassigned.

3.7 Quick Fill Screen > Action Button > Assign with Master Roster

☑	Topic	Instructor Actions
☐	3.7 Quick Fill Screen > Action Button > Assign with Master Roster	<p><u>Discuss the following:</u></p> <ul style="list-style-type: none"> • Builds assignment roster using the parent’s master roster.

☑	Topic	Instructor Actions
☐	3.7 Quick Fill Screen > Action Button > Assign with Master Roster (continued)	<ul style="list-style-type: none"> • Resource cannot already have a pending assignment roster. • Only parent resource must be a Quick Fill resource; subordinate resources on roster do not. <p>Select Engine 12 on the Quick Fill screen.</p> <p>Initiate ‘Assign with Master Roster’ action.</p> <ul style="list-style-type: none"> • If selected resource and all members of roster are available, receive message stating they can be assigned immediately without accessing assignment roster. • If one or more roster positions are not filled with an available resource, ‘Assignment Roster’ dialog box appears. <p>Note: Point out that assignment rosters are discussed in the Advanced Course.</p>

Intermediate Unit 3 – Quick Fill

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.7 Quick Fill Screen > Action Button > Assign with Master Roster (continued)	<ul style="list-style-type: none"> If multiple versions of roster exist, and no default is designated, Select Master Roster Version dialog box displays. <p>Click Cancel; do not assign the resource.</p>

3.8 Objectives Review

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.8 Objectives Review	<p>Display Slide ROSSD-SL-INTERMEDIATE-03-04 (Objectives Review).</p> <p>Ensure each objective has been met.</p> <p>Elicit and answer remaining student questions.</p> <p>Request students fill out the unit evaluation.</p>

3.9 Practice Session

<input checked="" type="checkbox"/>	Topic	Instructor Actions
<input type="checkbox"/>	3.9 Practice Session	Facilitate the unit practice session.