



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**FI 1-2**

Certification title

**Fire Instructor 1**  
**Psychomotor Presentation**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

**NFPA 1041-2019 Edition**  
**4.2.2, 4.2.3, 4.2.4, 4.2.5,**  
**4.3.2, 4.3.3, 4.4.2, 4.4.3,**  
**4.4.4, 4.4.5, 4.5.2, 4.5.3,**  
**4.5.4, 4.5.5**

**IFSTA 9<sup>th</sup> Ed.**  
**Skill Sheet 6-2**

#### Task

Present a Psychomotor block of instruction to include the preparation, presentation, application, and evaluation steps of the Four Step Method of Instruction.

#### Conditions and Outcome

Given a prepared lesson plan, necessary training aids, students, and an adequate teaching environment the candidate shall present a psychomotor block of instruction to include the preparation, presentation, application, and evaluation steps of the Four Step Method of Instruction. The candidate shall incorporate the proper use of audiovisual equipment, teaching aids, demonstration devices, projectable and non-projectable instructional materials generally employed in training programs. **The candidate will complete this task with a minimum of 20 items answered correctly.**

Number

Task Steps

First Test

Retest #1

Retest #2

Pass

Fail

Pass

Fail

Pass

Fail

## PROGRAM MANAGEMENT

### Materials

1	Obtained and assembled course materials, resources, and equipment.						
2	Reviewed and adapted instructional materials and resources for topic, target audience, and learning environment.						

### Classroom Management

3	Organized classroom with consideration given to lighting, distractions, climate, noise seating, audiovisual, teaching aids, and safety.						
4	Adjusted to differences in learning styles, abilities, and behaviors. Controlled disruptive behavior, maintained a safe learning environment, and accomplished objectives.						

### Audio-visual

5	Pre-inspect audiovisual equipment.						
6	Demonstrate familiarity with equipment controls and aspects of projection.						
7	Correctly use the type of audiovisual equipment provided.						

## PREPARATION.

8	Introduce him or herself to students						
9	Introduce subject matter.						
10	Introduce lesson objectives						
11	Explain why skill is important, how it relates to other skills, how many people are required to perform it, and when it should be performed.						
12	Establish rapport with students						

**Instructor I Skill Sheet**

**Page 1**

<b>PRESENTATION</b>							
	<b><i>Classroom Presentation</i></b>						
13	Present new skills, concepts, and /or procedures according to prepared lesson plan.						
14	Guide Student toward meeting objectives.						
15	Demonstrate new skills competently. First in real time, then slowly, describing each skill.						
16	Adjust presentation to changes in class environment and maintain class continuity.						
	<b><i>Instructional Materials</i></b>						
17	Present projectable and/or non-projectable materials at the logical point in the lesson						
18	Relate projectable and/or non-projectable materials into the lesson material.						
	<b><i>Communication</i></b>						
19	Voice is clear, effectively pitched, and well-modulated.						
20	Speech is reasonably free of language errors						
21	Style is reasonably free of mannerisms materially detracting to teaching effort.						
	<b><i>Safety:</i></b>						
22	Communicate safety responsibilities and/or considerations to students.						
23	Demonstrate practices/ procedures safely to students						
24	Include safety practices and procedures in the practical skills testing of students.						
<b>APPLICATION</b>							
25	Provide students an opportunity to perform under supervision.						
26	Coach student. Check for and correct any errors						
<b>EVALUATION STEP</b>							
27	Test key points using oral questioning techniques.						
28	Administer practical test						
29	Evaluate student performance and provide timely, objective, clear, and relevant feedback to student. Provide suggestions based on data received from exams or evaluations.						
<b>SUMMARY OF SCORES</b>							
<b>Final Test Result for Entire Task</b>							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
Evaluator signature	Date	Evaluator signature	Date	Evaluator signature	Date
<b>Candidate signature &amp; acknowledgement, Test #1</b>		<b>Candidate signature &amp; acknowledgement, Retest #1</b>		<b>Candidate signature &amp; acknowledgement, Retest #2</b>	
By my signature below, I acknowledge I have read and understood the evaluation results and evaluator comments		By my signature below, I acknowledge I have read and understood the evaluation results and evaluator comments		By my signature below, I acknowledge I have read and understood the evaluation results and evaluator comments	
Candidate signature	Date	Candidate signature	Date	Candidate signature	Date