



# ***Instructional Materials***

**ITCE 570  
Instructional Systems Design**

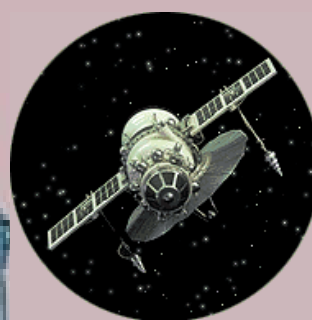
**by  
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**December 11, 2002**



# Garmin eTrex Vista

## Instruction Booklet





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# *GPS*

## *What is it?*

Global Positioning System is a system that's changed navigation forever.

The Global Positioning System (GPS) is a worldwide radio-navigation system formed by 24 satellites and their ground stations. GPS uses these satellites as reference points to calculate your position on Earth accurate to within meters. Soon GPS will become almost as basic as the telephone.

As you work through this instruction booklet on how to use the Garmin eTrex Vista GPS, think about the following questions?

Does the GPS really pick up satellites from outer space?

How do I turn it on?

What does all the information on the screens really tell me?

When will I reach my destination?

How will I know if I'm still on the right path?

Okay, are you ready to step into the exciting world of GPS? Then let's get started!





# ***Buttons*** ***and Their Functions***

**What does this button do?**

**How do I turn this GPS on?**

In this section, you will learn to identify the buttons on the Garmin eTrex Vista GPS and learn their basic functions.





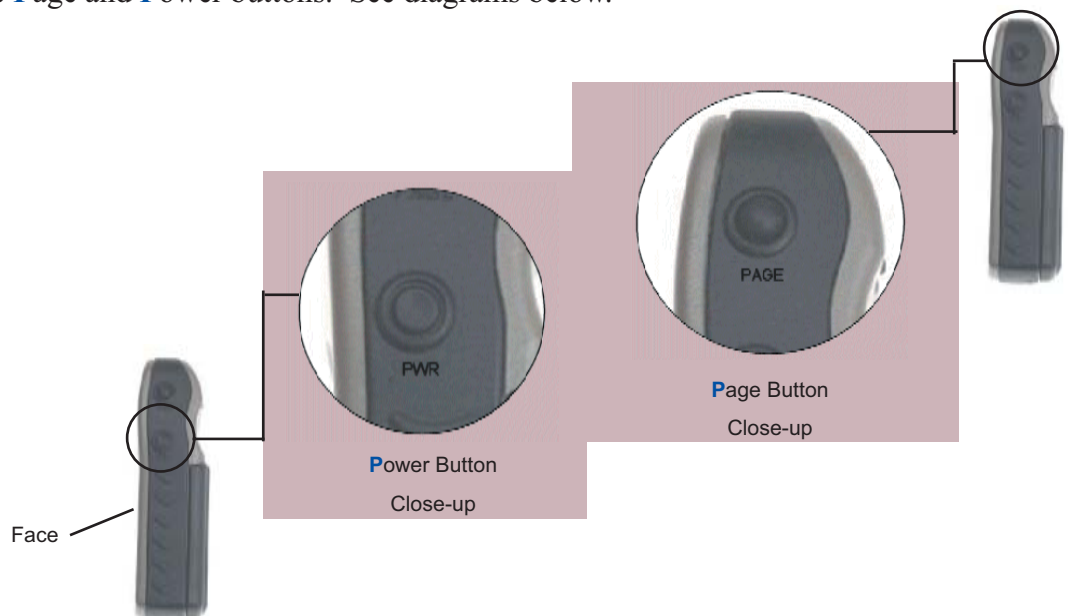
▶ Let's begin by looking at the diagram below.



Notice that most of the buttons are located on the sides of the GPS. The Click Stick is the only button on the face.

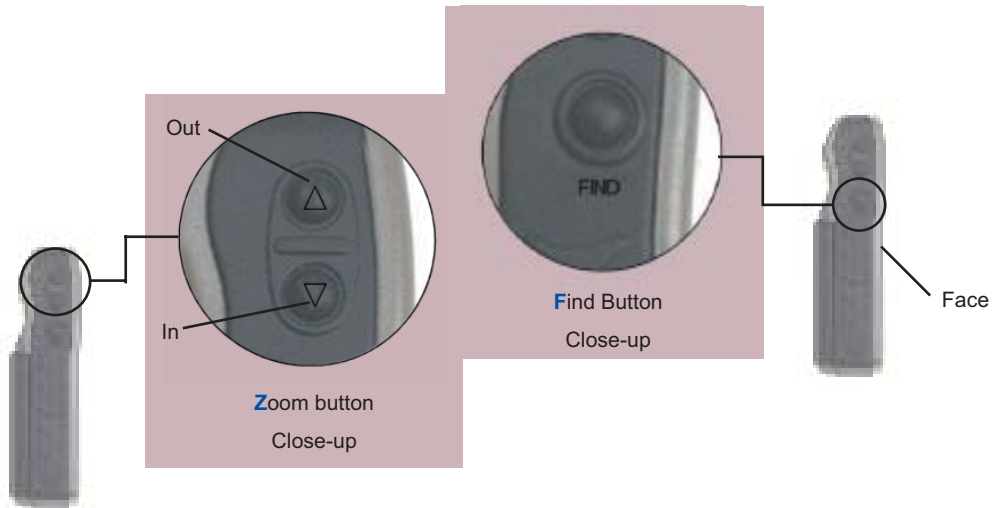
▶ Now, let's locate these buttons on the GPS that is provided to you!

Pick up the GPS with either hand. Turn it to the right side to locate the **P**age and **P**ower buttons. See diagrams below.



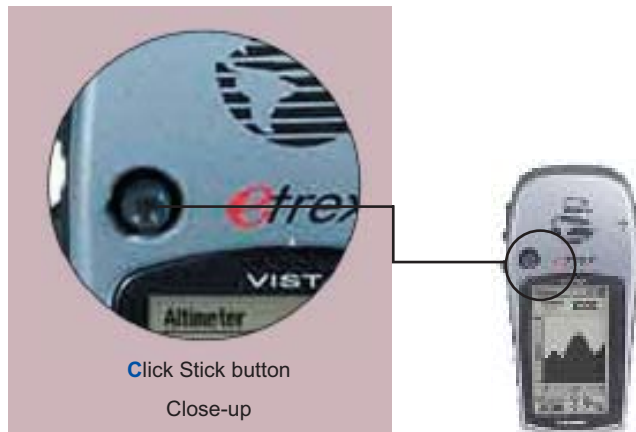


Now turn the GPS to look at the left side where the **Z**oom and **F**ind buttons are located. See diagrams below.



▶ We have just one more button to locate!

You'll find the **C**lick Stick button on the face of the GPS. See diagram below.



To help you remember the buttons (**P**ower, **Z**oom, **P**age, **C**lick Stick and **F**ind), try this memory aid:


**P**retty **Z**ebra **P**ick **C**olors **F**irst

Or make up your own!



► Congratulations, you have located all the buttons! But what are their basic functions? Take a few minutes to study the table

Table

Button	Function
Power	Press and hold for two seconds to turn GPS on and off.
Zoom	Press and hold for two seconds to Zoom in and out.
	Press and release to cycle through main pages.

The above table contains a lot of information. But don't worry, we'll be using the buttons repeatedly in the following sections! You'll be proficient in no time!



You will have mastered this section if you answer both review exercises correctly on the next page. For more detailed information on "Buttons and Their Functions", refer to pages 2 & 4 in the Garmin Owner's Manual and Reference Guide.

To continue to this section's review exercises, please go to the next page.





### Review Exercise 1

Using the labeled diagram below of the Garmin eTrex Vista GPS, write the letters A-E in front of the correct button names.



- \_\_\_\_\_ Power
- \_\_\_\_\_ Zoom
- \_\_\_\_\_ Page
- \_\_\_\_\_ Click Stick
- \_\_\_\_\_ Find

### Review Exercise 2

Place the numbers from column B in front of the button names that best matches that button's basic function.

#### Column A

- \_\_\_\_\_ Power
- \_\_\_\_\_ Zoom
- \_\_\_\_\_ Page
- \_\_\_\_\_ Click Stick
- \_\_\_\_\_ Find

#### Column B

1. Displays the Find Menu
2. Five position switch
3. Turns GPS on and off
4. Cycles through main pages
5. Zooms in and out

Check your answers in the Appendix. You have completed this section on 'Buttons and Their Functions'. The next section covers the steps required for the start-up sequence. We'll actually be turning the GPS on! So, if you're ready, let's go to the next page.





▶ Exercise 1

Using the labeled diagram below of the Garmin eTrex Vista GPS, write letters A-E in front of the correct button names.



- \_\_\_\_\_ Power
- \_\_\_\_\_ Zoom
- \_\_\_\_\_ Page
- \_\_\_\_\_ Click Stick
- \_\_\_\_\_ Find

▶ Exercise 2

Place the numbers from column B in front of the button names that best matches that buttons basic function.

Column A

- \_\_\_\_\_ Power
- \_\_\_\_\_ Zoom
- \_\_\_\_\_ Page
- \_\_\_\_\_ Click Stick
- \_\_\_\_\_ Find

Column B

1. Displays the Find Menu
2. Five position switch
3. Turns GPS on and off
4. Cycles through main pages
5. Zooms in and out

Check your answers in Appendix B. You have completed this section on ‘Buttons and Their Functions’. The next section will cover the steps required for the start-up sequence. We’ll actually be turning the GPS on! So, if you’re ready, let’s turn the page.





# ***Start-up Sequence/Satellite Signal***

**What happens when I turn on the  
GPS?**

**How does it know where I am?**

**In this section, you will learn the  
start-up sequence on the Garmin eTrex  
Vista GPS to get satellite signals.**



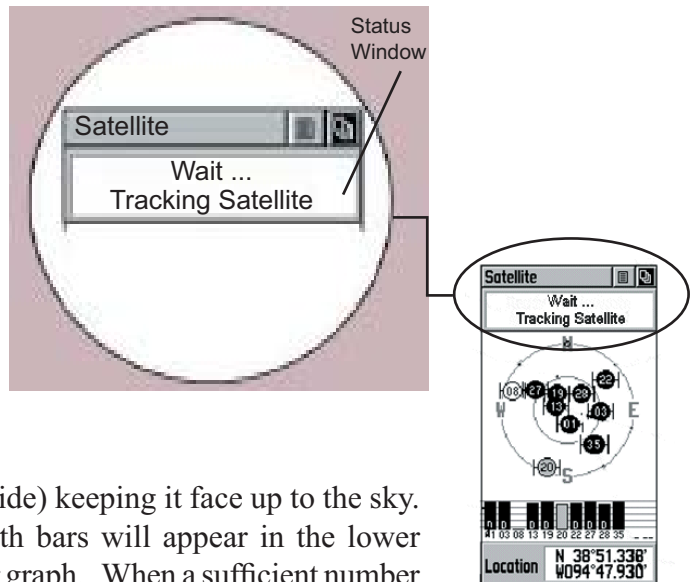


▶ The steps required for the start-up sequence are:

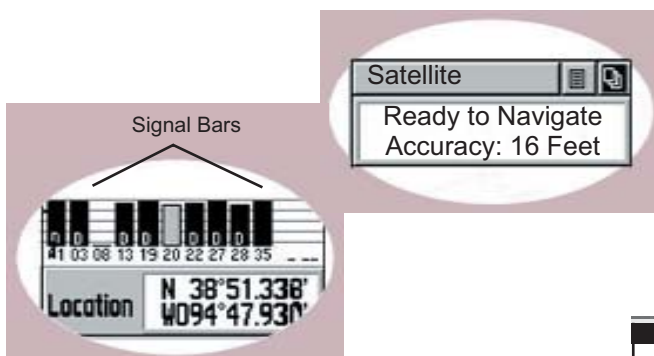
1. Turning the unit on.
2. Getting to the Satellite page.
3. Locating the satellite signals.
4. Waiting to Receive the “Ready to Navigate” message.

▶ Now let's go through the steps using the Garmin eTrex Vista.

Pick up the GPS and press and release the Power button. Watch the display area as it cycles through the pages until the Satellite page displays. The name of the page is displayed in the upper left corner. The “Wait..Tracking Satellite” message appears just below the page name in the status window. See diagram at right.



Move the GPS to a window (or go outside) keeping it face up to the sky. As satellites are located, signal strength bars will appear in the lower section of the page. These resemble a bar graph. When a sufficient number of satellites (usually 3) have been located by the GPS, the “Ready to Navigate” message will display in the status window. The more satellites the GPS locates, the more accurate the navigation. See diagram below.



You can go to the Satellite page quicker after turning on the GPS by pressing the Page button to cycle through the opening



You will have mastered this section if you answer the review exercises below correctly. For more detailed information on the start-up sequence, refer to pages 3 & 4 in the Garmin Owner's Manual and Reference Guide.

### ▶ Review Exercise 1

Put the following steps in order by writing the correct number for their sequence starting with 1 as the first step, 2 as the second, and so on..

- \_\_\_\_\_ Hold GPS face up to locate satellites
- \_\_\_\_\_ Receive the "Ready to Navigate" message
- \_\_\_\_\_ Press and release the Power button
- \_\_\_\_\_ Go to the Satellite Page

### ▶ Review Exercise 2

Please, turn off the GPS (Press and release the Power Button). Now turn the GPS on and go through the start-up sequence one more time. When you have located at least 3 satellites, please write down your Location in the spaces provided below. The location coordinates are found at the bottom of the Satellite page.

LOCATION N \_\_\_\_\_  
WO \_\_\_\_\_

Check your answers in the Appendix. You have completed this section on 'Start-up Sequence/Satellite Signal'. In the next section we'll preview the main pages required for your upcoming hike. So, if you're ready, let's turn the page.





Notes:



# *Main Pages* *and their Functions*

**What type of information is available**

**What information on which**

**I**n this section, you will learn which main pages are available on the Garmin eTrex Vista GPS and what information is found on each page.

Getting Started



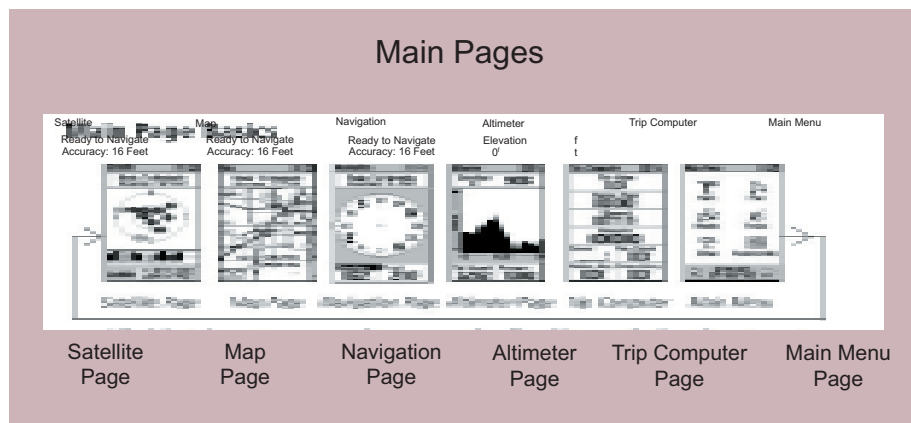


- ▶ All of the information you need for your upcoming hike can be found on the six main pages (display screens) on the Garmin eTrex Vista.

You move from main page to main page by pressing and releasing the Page button. The six main pages are:

- Satellite Page
- Map Page
- Navigation Page
- Altimeter Page
- Trip Computer Page
- Main Menu Page

See diagram below.



- ▶ We'll look at each individual main page using the Garmin eTrex Vista. Pick up the GPS. Turn it on and go through the start-up sequence, unless you're already there! You will **not** be able to view information on the main pages unless you have made a connection with at least 3 satellites. We have already looked at the Satellite Page in the last section, so we'll focus on the other main pages. For more detailed information on the Satellite Page, refer to pages 15 & 16 in the Garmin Owner's Manual and Reference Guide.

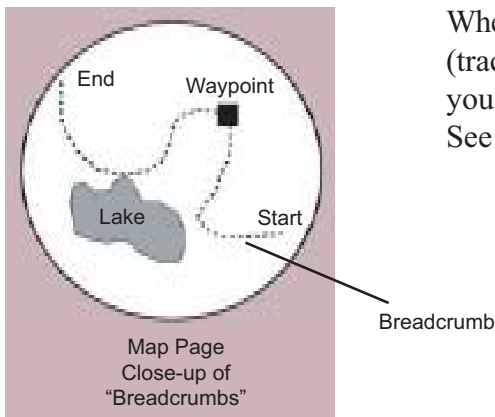
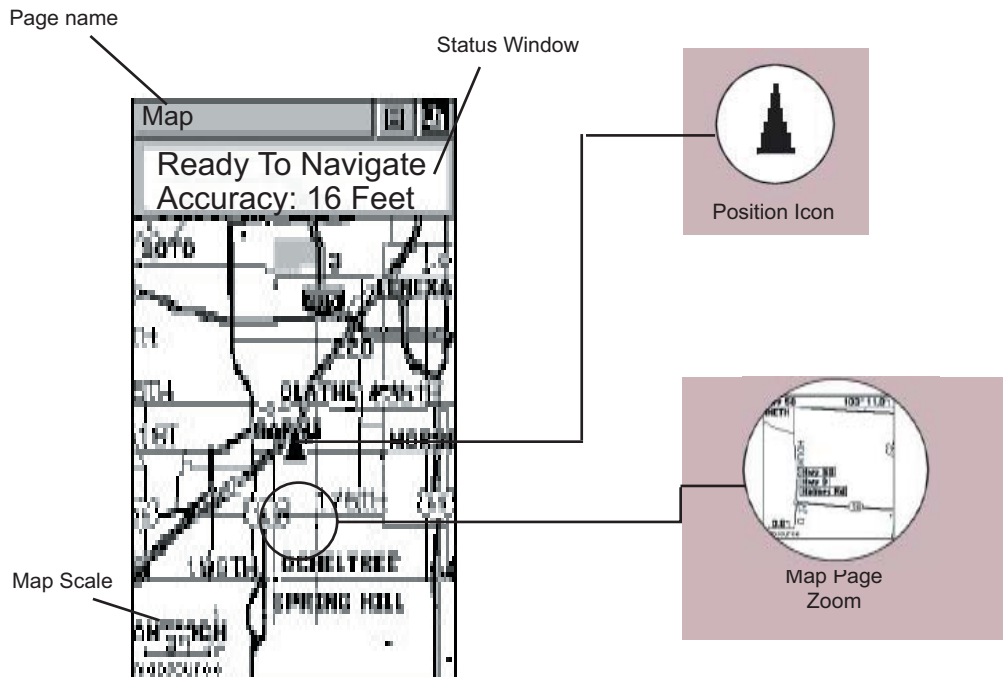
So, turn the page and we'll look at the next main page found on the GPS, the Map Page.





▶ Let's go to the next main page, the Map Page.

Press and release the Page button until you see the Map Page. Remember: the page name is displayed in the top left corner. The Map Page shows your present position and direction of movement as a triangular "Position Icon" in the center of the map. Use the Zoom buttons to change the map scale in order to show more or less detail. See diagram below.



When you move, the map display leaves "breadcrumbs" (track log), of where you have been. This track allows you to repeat a path or return to your starting point. See diagram at left.

For more detailed information on the Map Page, refer to pages 18-24 in the Garmin Owner's Manual and Reference Guide.



▶ Let's go to the next main page, the Navigation Page.

Press and release the Page button until you find the Navigation Page.  
See diagram below.



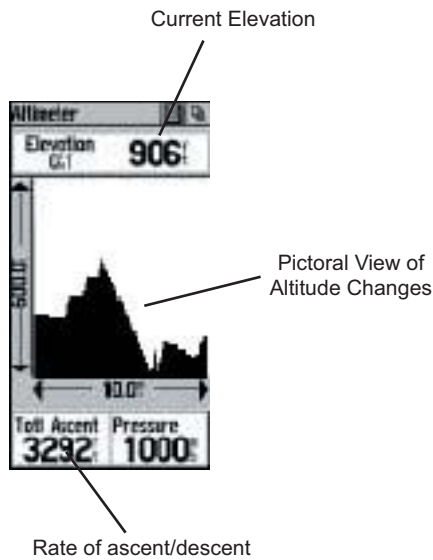
This page provides you with a compass for navigation. The demo route we will use in this instructional booklet and the actual beginner's route that you will follow on your next hike will not require the use of this page for navigation.

For more detailed information on the Navigation Page, refer to pages 25-27 in the Garmin Owner's Manual and Reference Guide.



Let's go to the next main page, the Altimeter Page.

Press and release the Page button until you find the Altimeter Page. See diagram below.



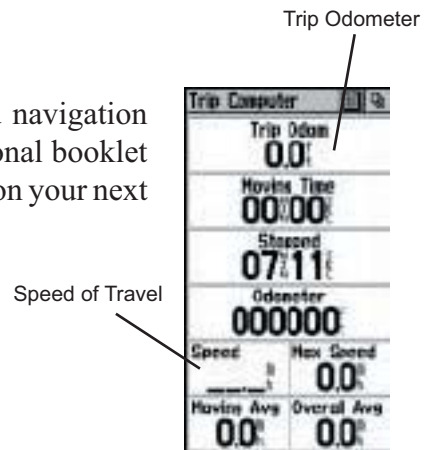
This page provides you with elevation and ascent/descent information. The demo route we will use in this instructional booklet and the actual beginner's route that you will follow on your next hike will not require the use of this page.

For more detailed information on the Altimeter Page, refer to pages 28-31 in the Garmin Owner's Manual and Reference Guide.

▶ Let's continue to the next main page, the Trip Computer Page.

Press and release the Page button until you find the Trip Computer Page. See diagram below.

This page provides you with a variety of trip and navigation data. The demo route we will use in this instructional booklet and the actual beginner's route that you will follow on your next hike will not require the use of this page.



For more detailed information on the Trip Computer Page, refer to page 32 in the Garmin Owner's Manual and Reference Guide.

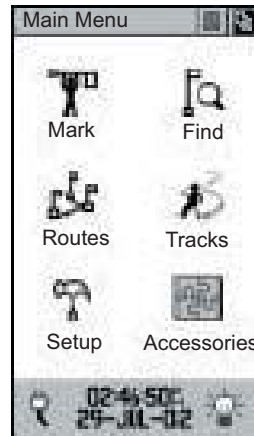


▶ Let's continue to the next main page, the Main Menu Page.

This page provides access to additional feature pages that allow for enhancements to the GPS' operations. The additional feature pages are:

- Mark Waypoint Page
- Find Menu
- Route Page
- Tracks Page
- Setup Page
- Accessories Page

See diagram at right.



The two additional feature pages that we will look at more closely in following sections of this instruction booklet will be the Route Page and Setup Page for selecting a pre-saved route and changing the time on the GPS, respectively. For more detailed information on the other additional feature pages, refer to pages 33-59 in the Garmin Owner's Manual and Reference Guide.

Progress  
Check



You will have mastered this section if you answer the review exercises correctly on the next page.

To continue to this section's review exercises, please go to the next page.





Use the list of page names and corresponding letters at left for both exercises.

- A. Satellite Page
- B. Map Page
- C. Navigation Page
- D. Altimeter Page
- E. Trip Computer Page
- F. Main Menu Page

▶ Review Exercise 1

Write the correct letter for the main page name to the picture of the page on the underline space provided below.



▶ Review Exercise 2

Write the correct letter for the main page name in front of the descriptions below that best matches that pages main function.

- \_\_\_\_\_ A directory of additional feature menus
- \_\_\_\_\_ Provides elevation information
- \_\_\_\_\_ Displays breadcrumb track and position icon.
- \_\_\_\_\_ Provides a visual reference of satellites being tracked.
- \_\_\_\_\_ Displays a compass for guidance to your destination
- \_\_\_\_\_ Provides data on how far you've traveled and how fast you walked.

Check your answers in the Appendix. You have completed this section on “Main Pages and Their Function”. The next section covers the steps required to select a route already pre-saved on the GPS. So, if you're ready, let's go to the next page.





Notes:



# *Routes, Locate and Highlight*

**How do I find the pre-saved route?**

**What information is available  
for this route?**

In this section, you will learn to locate and highlight the correct pre-saved route on the Garmin eTrex Vista GPS.

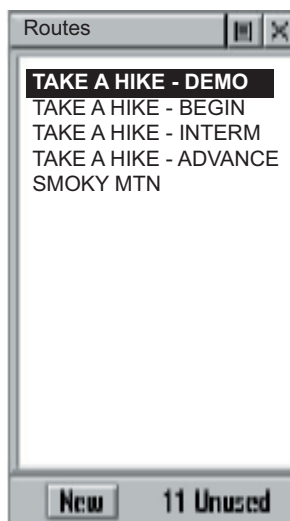




- ▶ The steps required to locate and highlight the pre-saved route (Take a Hike - Demo) are:
  - Go to Main Menu Page
  - Select Route menu
  - Select desired route
  
- ▶ Now let's go through the steps using the Garmin eTrex Vista.

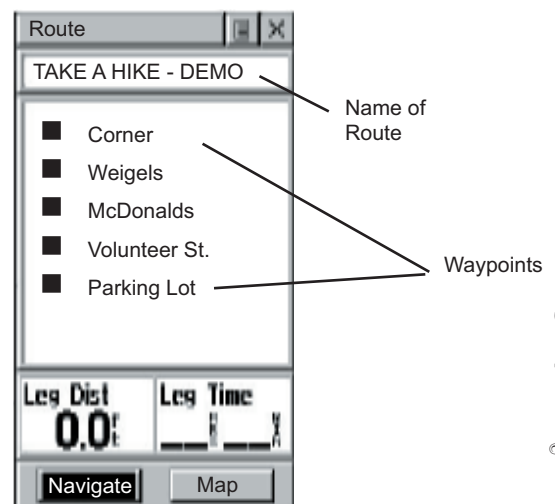
Press and release the Page button and cycle through the main pages until you get to the Main Menu Page.

Use the Click Stick button by pressing left/right and down/up to highlight the word "Routes". When the word is highlighted the flag icons will move. Press in on the Click Stick to select.



Press the Click Stick down/up to highlight the "Take a Hike - Demo" route. See diagram at left.

When highlighted, press in on the Click Stick to select the route. A list of waypoints (intermediate points along the path to your destination) will display. See diagram below for an example of a list.





If at any time you lose satellite connection, move closer to the window (or go outside) and re-establish the connection.



You will have mastered this section if you answer the review exercise correctly below. For more detailed information on Routes, refer to pages 45-50 in the Garmin Owner's Manual and Reference Guide.



### Review Exercise 1

Below on left is an example of a list of waypoints for a route. If you selected the correct route (Take a Hike - Demo) using the Garmin eTrex Vista, the GPS display area will list these waypoints in a different order. In the spaces provided below, write the waypoints, from top to bottom, that you see on the GPS provided to you.

#### As listed on previous page

- Corner
- Weigels
- McDonalds
- Volunteer St.
- Parking Lot

#### As displayed on your GPS

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Check your answers in the Appendix. You have completed this section on “Routes - Locate and Highlight”. The next section covers the steps required to navigate this route. So, if you're ready, let's go to the next page.





Notes:



# ***Navigating the Route***

**How do I get back on the correct path?**

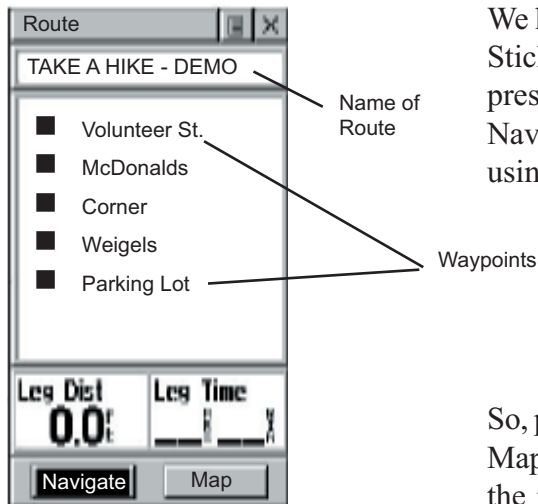
**What information do I need to navigate this route?**

In this section, you will learn to navigate the selected 'Demo' route on the Garmin eTrex Vista GPS.





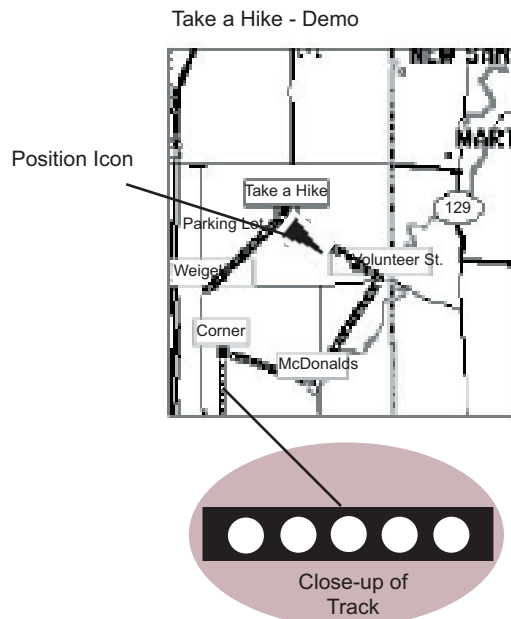
▶ Let's continue from the previous sec-



We left off at this route page. Press the Click Stick down/up to highlight “Navigate” and press in to select. This will take you to the Navigation page. But for our demo, we’ll be using the Map page for navigation.

So, press the Page button until you get to the Map page. Use the Zoom button to change the map scale to 800 feet. You should be able to view the entire Demo route on one screen. See diagram below.

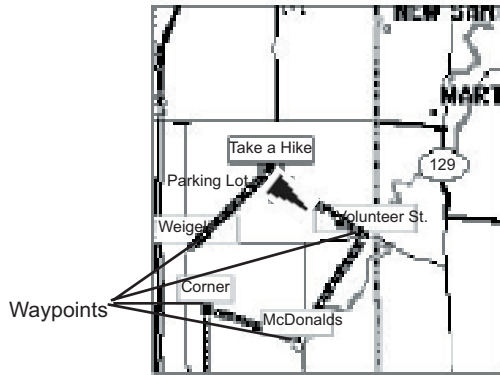
As you walk, the position icon points in the direction you are moving. You want to keep the position icon over the track. If the icon points just left of the track, then you need to turn to your right. Conversely, if the icon is pointed right of the track, you need to turn to your left.





The waypoints (intermediate points along the path to your destination) are displayed as squares. See diagram below.

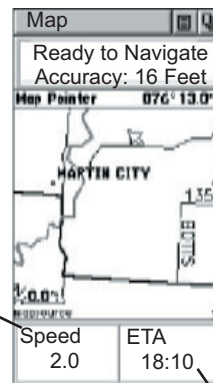
Take a Hike - Demo



When you arrive at a waypoint, the position icon will turn to face the next leg of the track and your ETA will change. The ETA (estimated time of arrival) located on the bottom of the Map page is the time you will arrive at the next waypoint - not your final destination - if you maintain your present speed. Your present speed (how fast you are walking) is also located on the bottom of the Map page. See diagram below.



You will have mastered this section if you answer the review exercise correctly on the next page. For more detailed information on Navigating a Route, refer to pages 45-51 in the Garmin Owner's Manual and Reference Guide.



Walking Speed

ETA to next waypoint

To continue to this section's review exercises, please go to the next page.





▶ Review Exercise 1

From the list of words in column A, write the best choice to fill in the blank in the sentence below.

We will use the \_\_\_\_\_ page to navigate our demo route.

Column A

- Click Stick
- Altimeter
- Satellite
- Map
- Setup

▶ Review Exercise 2

Using the Demo route on the Garmin eTrex Vista, what is our first waypoint? (Write your answer on the line below)

\_\_\_\_\_

▶ Review Exercise 3

What does the ETA on the Map page tell us? (Write your answer on the line below)

\_\_\_\_\_

—

Check your answers in the Appendix. You have completed this section on “Navigating a Route”. The next section covers the steps required to set the local time. So, if you’re ready, let’s go to the next page.





# *Local Time*

## *To Set It*

**How do I change the time?**

**Is having the right time on the GPS important?**

In this section, you will learn to set the local time on the Garmin eTrex Vista GPS and learn why it is important.



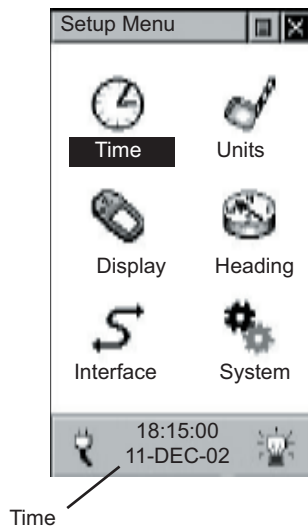
## Local Time - To Set It



- ▶ The steps required to set the local time on the GPS provided to you are:
  - Go to the Main Menu Page
  - Select SetUp
  - Select Time
  - Select the correct Time Zone
- ▶ Now let's go through the steps using the Garmin eTrex Vista.

Press and release the Page button and cycle through the main pages until you get to the Main Menu Page.

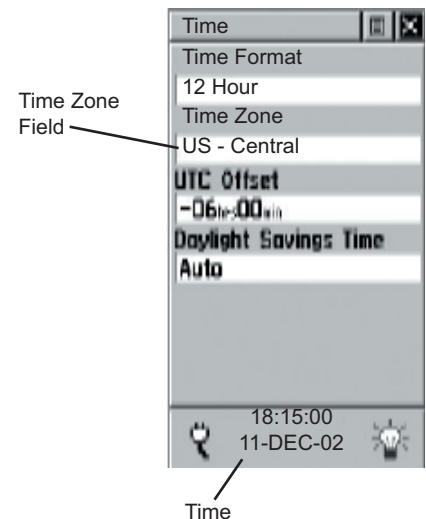
Use the Click Stick by pressing left/right and down/up to highlight the word "Setup". When the word is highlighted the hammer icons will move. Press in on the Click Stick to select.



Press the Click Stick down/up to highlight "Time". See diagram at left.

When highlighted, press in on the Click Stick to select the Time page. Press the Click Stick down/up to highlight the Time Zone field. In the diagram below, the Time Zone field is US - Central.

Press the Click Stick down/up to highlight the correct U.S. time zone. Knoxville, TN is in the US - Eastern time zone. Press in the Click Stick to select this option. See diagram at





If you have completed this step correctly, the current local time should display at the bottom of the Main Menu Page.



You will have mastered this section if you answer the review exercise below correctly. For more detailed information on Setting the Time, refer to page 53 in the Garmin Owner's Manual and Reference Guide.



### Review Exercise 1

Below are the steps required to set the current local time in no specific order. You are to order them in their proper sequence using the numbers 1-4 to denote the first step (1) to the last step (4). Write the numbers in the underlined spaces provided below.

- \_\_\_\_\_ Select SetUp
- \_\_\_\_\_ Select the correct Time Zone
- \_\_\_\_\_ Go to the Main Menu Page
- \_\_\_\_\_ Select Time

Check your answers in the Appendix. You have completed this section on “Local Time - To Set It”. The next section covers the steps required to replace the batteries and calibrate the compass. So, if you're ready, let's go to the next page.





Notes:



# ***Batteries***

## ***Replace and Calibrate***

### **How do I replace the batteries?**

### **Calibrate the compass? What's that?**

In this section, you will learn to replace the batteries and calibrate the compass on the Garmin eTrex Vista GPS.





- ▶ The steps required to replace the batteries and calibrate the compass on the GPS are:
- Remove battery cover
  - Remove old batteries and insert new ones
  - Put battery cover back on
  - Turn GPS on and go through start-up sequence
  - Go to Navigation Page
  - Go to Options Menu and select 'Calibrate Compass'
  - Activate the 'Start' button
  - Follow on-screen directions
- ▶ Now let's go through the steps using the Garmin eTrex Vista starting with replacing the batteries.



Remove the battery cover from the back of the GPS by turning the D-ring 1/4 turn to the left (counter-clockwise) and pulling on the ring. Insert two AA batteries as shown in diagram at left.

Put the battery cover back on by turning the D-ring 1/4 turn to the right (clockwise).

If you can turn on the GPS and complete the start-up sequence, then you have correctly replaced the batteries. So, let's continue to calibrate the compass.

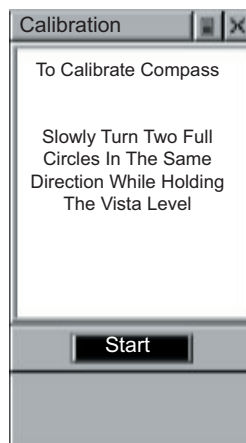
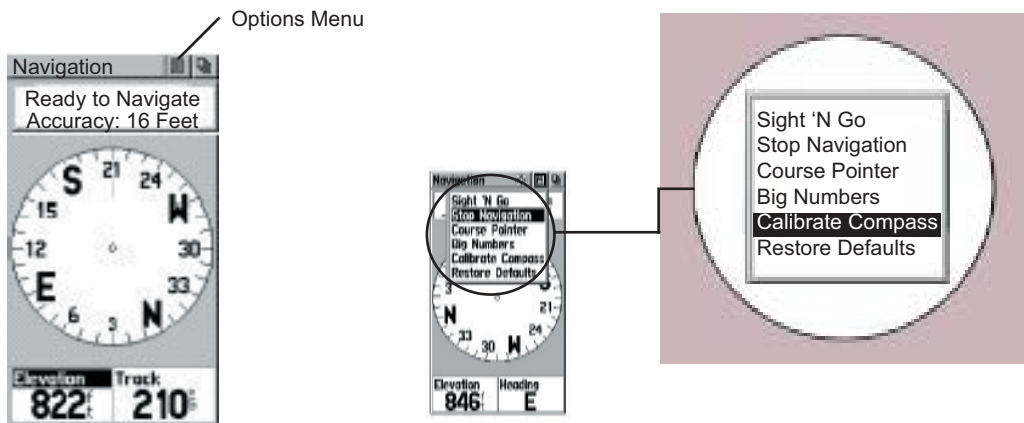




The compass must be calibrated when new batteries are installed. This **MUST** be done or the compass will be inaccurate.

▶ Now let's calibrate the compass.

Use the Page button to go to the Navigation Page. Press the Click Stick button to highlight the options menu and press in to select. A list of 6 options will display. Press the Click Stick button down/up to highlight “Calibrate Compass” and press in to select option. See diagrams below.



The calibration page will display. The information screen states “To Calibrate Compass”, “Slowly Turn Two Full Circles In The Same Direction While Holding The Vista Level”. Press the Click Stick button down/up to highlight “Start” button and press in to select.



▶ Follow directions on-screen.

Hold the GPS level in either hand and rotate your entire body in either direction for two full rotations. The screen will prompt you to adjust your speed if you are turning too slow or too fast.



When the “Calibration Successful” message appears, press in on the Click Stick button to select ‘OK’. If you get a “Calibration Failed” message, press in on the Click Stick button to repeat the calibration process.



You will have mastered this section if you answer the review exercises correctly. For more detailed information on the start-up sequence, refer to pages 3 & 8 in the Garmin Owner’s Manual and Reference Guide.

To continue to this section’s review exercises, please go to the next page.





### Review Exercise 1

Given the steps required to replace the batteries and calibrate the compass, put them in order by writing the correct number for their sequence starting with 1 as the first step and 8 as the last step.

- \_\_\_\_\_ Turn GPS on and go through start-up sequence
- \_\_\_\_\_ Remove old batteries and insert new ones
- \_\_\_\_\_ Follow on-screen directions
- \_\_\_\_\_ Remove battery cover
- \_\_\_\_\_ Go to Options Menu and select ‘Calibrate Compass’
- \_\_\_\_\_ Put battery cover back on
- \_\_\_\_\_ Go to Navigation Page
- \_\_\_\_\_ Activate the ‘Start’ button

### Review Exercise 1

Why do we calibrate the compass every time we replace the batteries? (Circle the one best answer)

- A. Won’t be able to find a satellite location.
- B. Changing the batteries resets all defaults
- C. To make the compass more accurate
- D. To have the correct time displayed on the Main Menu Page.

Check your answers in the Appendix. You have completed this section on “Batteries - Replace and Calibrate”. To complete this instruction booklet, please go to the next page.





# ***Congratulations!***

## ***You have finished the instruction booklet.***

Upon completion of this instruction booklet on the Garmin eTrex Vista, you should be confident in your ability to:

- identify the buttons and their functions
- complete the start-up sequence
- recognize the main pages and know what information can be found on each page
- select and navigate a pre-save route
- set current local time
- replace the batteries and calibrate the compass

To complete your training, please take the final test and fill out the evaluation form that was given to you. The staff at 'Take A Hike' thank you for participating and wish you a safe, enjoyable outdoor experience on your next hike!



# Appendix

## Answers to review exercises

### Buttons

- 1) E, A, D, C, B
- 2) 3, 5, 4, 2, 1

### Start-up Sequence

- 1) 3, 4, 1, 2
- 2) N 35° 52.620' , WO 84° 07.017'

### Main pages

- 1) C, E, B, F, A, D
- 2) F, D, B, A, C, E

### Routes, Locate and Highlight

- 1) 1. Volunteer St., 2. McDonalds, 3. Corner, 4. Weigels, 5. Parking Lot

### Navigating the Route

- 1) Map
- 2) Volunteer St.
- 3) The estimated time of arrival to our next waypoint.

### Set Time

- 1) 2, 3, 1, 4

### Replace Batteries and Calibrate Compass

- 1) 4, 2, 8, 1, 6, 3, 5, 7
- 2) C





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## **Design Buddy Meetings with Tina Faust**

### **Sept 12th for 1 hour (College of Education)**

- Reviewed task analysis
- Suggested changes
- Corrected task analysis
- Discussed instructional objectives

### **Sept 26th for 1 hour (ITC - Dunford Hall)**

- Discussed sequencing
- Made changes to documents
- Discussed task content analysis

### **Oct 10th for 1 1/2 hours (Library)**

- Worked on instructional objectives
- Worked on classification section of project

### **Oct 31st for 1 1/2 hours (ITC - Dunford Hall)**

- Discussed pre-instructional strategy
- Made suggestions and changes to project

### **Nov 21st for 1 hour (College of Education)**

- Discussed final project
- Made tentative changes to evaluation techniques



## **SME notes (John and Donna Carnduff):**

### **Initial meeting, 14-Sep-02:**

Our initial meeting took place at my SME's work place. The meeting closely followed the agenda of items we had agreed on in our telephone conversation, and covered the full range of my objectives for that meeting. The meeting lasted 90 minutes resulting in the following:

- Agreement of the statement of the problem. As expected this was a long and difficult task, and it took considerable time to arrive at the basis of the problem and to agree on a statement that accurately described the problem.
- Identification of an aim.
- Finally, our meeting focused on a long list of very specific goals. The goals framed the desired length of the training, identified key training steps for the operation of the Garmin eTrex Vista, and ended in a demonstration of navigating a simple route using the GPS.

### **Second meeting, 21-Sep-02:**

The second meeting again took place at the SME's business, and this time lasted about 35 minute resulting in the following:

- Refining goals. Time to roll up the sleeves and taking one goal at a time, we refined it in light of our aims.
- Ranking goals. We ranked the goals in a logical sequence which should make the training process very straight forward to follow.
- Identify the general characteristics of the audience. The final goal for this meeting was to gather some insight into the characteristics of those who would receive the training. The SME has been involved with training people on the use of technical equipment for over 25 years, and has conducted classroom as well as practical demonstrations on the use of a GPS for navigation since 1991. Knowing the characteristics of the learners is crucial to focus the delivery of the training.

### **Third meeting, 28-Sep-02:**

For this meeting, we used my work location to develop a task analysis statement. Using a large white board, and multi-color markers,, we set about the task to build a flow chart which would depict the flow of activities we expect will lead the students to meet our goals. The meeting lasted approximately 75 minutes and covered the following:

- Developed a task flow analysis flowchart. With me operating the Vista, we carefully captured actions a user would take to operate the GPS and gain the information required for basic navigation.
- Refine the task analysis using procedural analysis. Using the flow chart, the steps to operate the Vista were further broken down into mechanical steps the user needed to successfully operate the GPS and meet the company's aim.



#### Fourth meeting, 12-Oct-02:

Following a short review of our results to date, the next step was to develop objectives for the training. The meeting lasted 90 minutes and was conducted at the SME's workplace. Goals, further refined by procedural analysis were grouped by content and seven objectives were logically grouped together.

#### Fifth meeting, 26-Oct-02:

Now came the time to determine if I had accurately captured the SME's technical knowledge, as well as find out if the training program we developed was likely to realize the desired results. The meeting which lasted about 120 minutes, was intended to evaluate the program, and for me to gain feedback on the progress to date included. Several references and graphics were corrected or improved and the following were accomplished:

- Evaluate the terminology in the lesson for technical accuracy and ease of use
- Evaluate if the graphics accurately depict the subject matter being addressed
- Experiment with different graphics to get ideas from others

#### Final meeting, 16-Nov-02:

This meeting took place at the SME's workplace and was a hands on evaluation to determine if we were likely to meet our aims using what was developed in our task analysis. The meeting lasted 90 minutes and covered:

- Review of the results of previous meetings
- Using the training program as a single source guide, develop a summative evaluation plan to settle on the tools to determine if our training was meeting our aim.
- Final corrections were made to all portions of the plan