

## **Standard Basic High-rise Certification Class Instructions revised – 12.20.20**

*The Fire Marshall (Executive Assistant Chief) is very concerned about the falsifying of certificates for the high-rise certification class.*

*When a class attendee takes the online class on their personal computer, at the end of the class they must send me a completion form*

*after the class stating they have watched all three videos and they have read the two handouts. With that being said, everyone must take*

*the online class on their own personal device. No group classes are allowed.*

The class provider has informed me that participants may now take the online classes using an iPad or Android Tablet along with their desktop or laptop.

I checked the class and everything is working properly.

Before you begin, make sure you are using the latest version of your browser. We recommend Google Chrome, Microsoft Edge, Mozilla Firefox, Brave or Opera, not just for security purposes but to allow the videos to load properly using the latest technology available.

In many corporate environments the IT department will have certain restrictions in place (network security), firewalls, spam blockers, spam filters, junk filters, buffering restrictions and etc. which can disrupt the streaming of the class videos. If you have problems with the class, I suggest you get in touch with your IT Department so they can relax the restriction and allow the streaming of the videos.

**We are requesting that you complete this class as soon as possible to maintain/obtain the approval for the Buildings Fire Plan which is required by the Fire Code.**

### **The New Standard Online High-rise Certification Class:**

The Standard Online High-rise Certification Class takes approximately 1 hour & 45 minutes to complete with the capability of stopping for short breaks (up to 30 minutes), rewinding for clarification, and then forwarding to the original position. **I recommend 2 full hours of dedicated time to complete the class.** The class attendee may pause for short breaks but **cannot** log in and out to their previous location.

After viewing all 3 videos the class attendee must press **continue** button once again, for the **class confirmation form**. This form must be completed and when sent, will be emailed to the administrator who will send you your certificate. The Fire Safety Director is required to keep a copy of the class confirmation form, a copy of the Certificate of Completion and distribute a complete copy of the latest Fire Marshal Approved Fire Safety Plan with the appendix, to each class attendee, to Complete their Certification.

To get started:

- Start the class here: <http://www.dealsconsulting.com/high-rise-certification-briarlake-downloads/>
- Enter a password: **class2000**

- Print the listed materials (two handouts) and follow along during the videos
- Watch the 3 videos (1 hour and 45 minutes) **Short breaks are allowed as needed, but should you take an extended break, it may require you restart the process**

**Note: After viewing a video, to continue to the next video, click on the "Continue" button just below the pause/play button in the bottom left hand corner of the screen.**

- At the conclusion of the third video, if you are a Fire Warden or a Building Management Employee, fill out the Class Confirmation Form, click on **send**, which will email the Class Confirmation form to the Administrator for your Certificate
- **Note:** If you are viewing a class just for the information and do not want to be a fire warden, at the end of the third video, **do not** fill out the class completion form and **do not** send it to the administrator. If the class attendee **does** fill out class completion form and **does send** it to the class administrator, then they will be put on the Master Fire Warden List as a certified Fire Warden for that particular tenant, in their building.

The Fire safety Director (Building Manager) must distribute a complete copy of the latest Fire Marshal Approved Fire Safety Plan, with the appendix, to each class attendee to complete your Certification.

Thank you