

COURSE:	ICARS
UNIT:	5.11 – I-SUITE RESOURCE KINDS
SUGGESTED TIME:	45 minutes
TRAINING AIDS:	Computer projector, screen, computer (one for instructor and one per trainee).
OBJECTIVES:	Upon completion of this unit, the trainee will be able to: <ol style="list-style-type: none">1. Identify two I-Suite applications involved for creating a Kind.2. Identify a ‘model’ for creating a new kind.3. Create a new Kind.

OUTLINE	AIDS & CUES
<p>INTRODUCE THE UNIT.</p> <p>PRESENT UNIT OBJECTIVES.</p> <p>I. INTRODUCTION:</p> <p>I-Suite currently utilizes both IRSS and ICARS to create a fully-functioning resource Kind. Completing the table entries in both applications helps ‘build’ a resource kind that is available to all users and captures the new Kind data for all reports.</p> <p>A straightforward rule-of-thumb for creating a new Kind is to identify a resource similar in values, e.g. an ATV is similar to a four-wheeler, or a golf cart is like a potable water tender.</p> <p>II. EXERCISES</p> <p>DIRECT STUDENTS TO “CREATE A KIND” HANDOUT IN THEIR BINDER.</p> <p>A. To use ICARS to add a new Kind to the I-Suite lookup table</p> <ol style="list-style-type: none"> 1. On the Edit menu, point to Kinds, and then click Kinds of Resources. 2. Find a similar resource to the new Kind to be created and jot down the specific quantity, units, and categories assigned to this resource. 3. Click the New button. 4. Use the <i>Creating a Kind</i> handout to fill in the fields, assigning a code, quantity, units, rate type, report categories, and checking the applicable boxes for a Direct resource or an Aircraft. 	<p><i>exercise found on page 5.11-2 in student guide.</i></p> <p>CreateAKind.doc</p> <p>Help students create a new Kind called a ‘scooper’ or a ‘scraper’; model the new Kind like a Skidder.</p>

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<p>5. Click the Save button, and then click the Exit button to exit the Kind table view.</p>	
<p>CONTINUE WITH THE ‘CREATING A KIND’ HANDOUT.</p>	
<p>B. Complete the IRSS Index Lists</p> <ol style="list-style-type: none"> 1. On your desktop, double-click the IRSS icon. 2. On the IRSS Tools menu, click Index Lists. 3. Under Select Index List in the left hand column, highlight Kind/Position. 4. The new Kind will be at the top in the right hand list. 5. Use the <i>Creating a Kind</i> handout as a guide to complete the SectionCode, Subsection, 209 Code, VehicleRpt, and RequestCategory fields. Using Tab through each field saves the data. 6. Click the Close button, and then Exit IRSS. 	<p><i>exercise found on page 5.11-2 in student guide.</i></p>