1. What courses are available?

<table>
<thead>
<tr>
<th>Course Title</th>
<th># of Lectures/Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper Manufacturing Technology</td>
<td>33</td>
</tr>
<tr>
<td>Pulp Manufacturing Technology</td>
<td>26</td>
</tr>
<tr>
<td>Chemical Recovery</td>
<td>12</td>
</tr>
<tr>
<td>Environmental Control</td>
<td>10</td>
</tr>
<tr>
<td>Wet End Chemistry</td>
<td>31</td>
</tr>
<tr>
<td>Coating Technology</td>
<td>26</td>
</tr>
<tr>
<td>Tissue Manufacturing Technology</td>
<td>26</td>
</tr>
<tr>
<td>Recycling Science &amp; Technology</td>
<td>31</td>
</tr>
<tr>
<td>Paper Machine Optimization</td>
<td>55 seminars</td>
</tr>
<tr>
<td>Pulping Laboratories</td>
<td>17 Laboratories</td>
</tr>
<tr>
<td>Paper &amp; Board Testing Laboratories</td>
<td>21 Laboratories</td>
</tr>
</tbody>
</table>

2. Are these courses for credit or non-credit and for how long?
   
   **Answer:** The courses available for Individuals are non-credit, and are available through the TAPPI LMS for a 20 week access period.

3. Send me information about the (course/module name).
   
   **Answer:** Request a Course Description or Course Catalog
4. How are these courses different from traditional training?

   **Answer:** Course modules are introductory/intermediate level, covering technology (both “what” happens, and “why” things happen). They are designed to complement, not duplicate, traditional training, which focuses on “what” happens in greater depth (Figure 1).

**Figure 1. Content of NPT2 P&P Courses**

**Introductory Level Content (70%)**
For persons relatively new to the Industry or position. Courses will discuss “what happens”, including:
1. Overview of Processes & Technology
2. Vocabulary
3. Equipment Overviews & Descriptions
4. Product Properties
5. Effects of Processes on Product
6. Effect of one part of the mill on other parts

**Intermediate Level Content (30%)**
For persons more experienced, with more knowledge of particular processes. Courses will list and discuss various process variables, and “why things happen”. It will fill in gaps of knowledge and increase ability to educate and train new employees more rapidly.

**Advanced Content (0%)**
They do not cover topics such as equipment operations in depth, maintenance, process control as found in traditional training programs. Or advanced topics like optimization and troubleshooting which are mill-specific. They do provide the foundation for learning advanced topics more quickly.

5. Are the Laboratories online courses?

   **Answer:** No, they are excellent training/learning documents that provide
   (1) Background information about the property being tested; (2) Identification of the relevant TAPPI Standard; (3) Videos of the correct testing procedure; (4) Sample data and calculations; and (5) Thought questions.
6. Are there Assessments and a Syllabus?
   **Answer:** There are no Assessments included with the TAPPI course. A sample Syllabus is included with some of the courses. For questions about a final Assessment, contact Dr. Michael J. Kocurek, Director NPT2, Coastal Alabama Community college, mike_kocurek@ncsu.edu

7. Is there any student interaction?
   **Answer:** Students can interact with the content by having discussion/Q&A with experienced mill personnel to apply the content to specific mill processes and products.

8. What is the length of the lectures?
   **Answer:** Lecture modules in the courses were recorded in 20 – 60 minute (45 minute average) presentations. The technology being used allows the lecture material to be viewed into any length portions, as needed by the individual.

9. How are the courses ordered and received?
   **Answer:** Once a decision is made to order, the following Process Occurs:
   - An Individual orders the online course directly from the TAPPI website. Questions: training@tappi.org
   - Once purchased from the TAPPI website, pay per view access to the course is granted within the TAPPI LMS (learning management system) for 20 weeks.

10. What is the cost of a course?
    **Answer:** The per course cost for a 20 week access is $950/user for TAPPI members or $1235/user nonmembers.

11. Are there discounts for multiple courses and students?
    **Answer:** Yes, there is a discount for multiple courses /students. This is typically a Company Site License. Quotations can be provided.
12. Can individual lectures/modules be accessed?
   Answer: Yes, individual lectures can be accessed for 2 weeks for $250 per lecture module

13. What was the Instructional Design and who were the Instructors?
   Answers:
   Different audiences at different reading levels are addressed by the selection of visuals, audio content, and flexibility to edit lectures and individual slides, depending on the learning objectives. The reading level is suited to high school and above, however, the non-text visuals and audio are suited to any reading level.

   Note – The instructors are experienced educators who have taught this content for many years to mixed audiences of hourly and professional mill employees.

   No prior knowledge is required for any of the Introductory Courses. All of the course instructors have experience in teaching this material in short courses to mill operators. The Paper Machine Optimization Course is intermediate in content and requires prior knowledge / experience.

   The visual design strategy used within the content relies heavily on illustrative figures, which have been shown to be far more effective in communicating information, compared to text. These figures consist of in-mill slides and line drawings that have been successfully used in short courses. Where text based slides are used, is the simplified lecture style of the instructors is a key part of the instructional design.

14. What are the technical IT specifics?
   Answers:
   TECHNICAL TOOLS AND STANDARDS IN CONTENT DEVELOPMENT
   The software utilized to develop these courses is the Articulate Suite of e-learning development tools – including Articulate Studio & Storyline. The Adobe Suite of Graphic & Video Tools will be utilized as well – particularly Adobe Photoshop, Illustrator, Premiere and After Effects.
   - On average, graphics are 150 kb per image (depending on desired quality of image).
   - On average, video file size is 2.5 Mb per 60 seconds of video
• The content will contain audio voiced over by a spokesperson. On average, 60 seconds of audio is about 800kb.

MEDIA FORMATS
The Adobe Suite of Graphic & Video Tools will be utilized as well Particularly: Adobe Photoshop, Illustrator, Premiere and After Effects. Audio is delivered as 96 kbps mono mp3 files. Video is delivered H.264 mp4 files – usually around 300 kb/sec

SCORM CONFORABILITY
All content is delivered as SCORM 1.2 compliant.

15. Who do I contact at TAPPI for answers to Frequently Asked Questions or about ordering?
   Answer: training@tappi.org

16. Who do I contact with questions about clarification of technical or educational content, or a need to receive a final course assessment.
   Answer: Contact Dr. Michael J. Kocurek, Director NPT2, Coastal Alabama at mike_kocurek@ncsu.edu or at mjkocurek@ascc.edu