Elevated Aircraft Detailing

Seat Time: 20 Minutes

Target Audience: Newly hired aircraft detailers participating in employee onboarding prior to their first cleaning job.

Directions for Reviewer: Please review for accuracy and consistency of content with company training mission, as well as visual design preference. Please leave feedback comments directly in this Google document. Review cycle due for completion 2/15/23.

Learning Objectives:

1. Select the appropriate chemicals for a Basic Interior Cleaning.
2. Recognize the two essential pieces of personal protective equipment needed before entering an aircraft.
3. Identify the four common sections of an aircraft interior.
4. Sequence the steps of a Basic Interior Cleaning.

Outline:

Scene 1: Intro

- Welcome, Navigation, Learning Objectives

Scene 2: Cleaning Products

- Products, Tools, and KC 1

Scene 3: Personal Protective Equipment

- The Two Essentials and KC 2

Scene 4: Areas

- Interior Areas, Sensitive Areas, Lavatory, and KC 3

Scene 5: Practice Cleaning

- Your First Cleaning Request
- Preparing to Enter the Aircraft
- Cleaning the Cabin
- Cleaning the Lavatory
- KC 3

Scene 6: Quiz

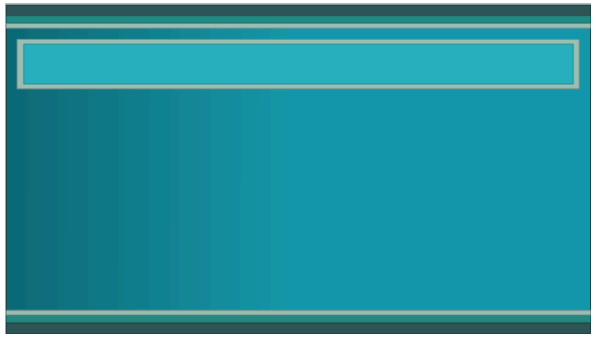
- Quiz Introduction and 5 Quiz Slides

Scene 7: Summary and Congratulations

Custom Borders & Header for KC and LO #1



Custom Borders & Header Slide Master #2





Global Comments:

- Use Classic Player in Storyline.
- Slide numbers with letters (ex. 1.8a) indicate layers for corresponding slide number
- Slide dimensions are 16:9 ratio with slide size (1280:720)
- [Bracketed text] should not be visible on the slide.
- All slides have a custom top and bottom border using custom color palette.
- An icon that illustrates the slide title will be placed in the left corner of each custom header.
- Slide title will appear in custom header unless otherwise noted.
- Use fade animation for text and objects unless otherwise noted.
- Menu is free and seekbar is visible and controllable on all slides and layers with audio.
- All thumbnails are client-provided or commercial use stock photos that are publishable.
- Full-resolution image files will be provided in a shared folder.

Slide [1.1]/ Menu Title: *[Welcome]*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
No top/bottom border Background image: Video of an airplane wing flying over clouds Company logo set in semi-transparent shape overlaying the background video in upper left corner Custom Navigation and Begin Course buttons	Elevated Aircraft Detailing This course will prepare new employees to perform a Basic Interior Cleaning. [Buttons] Navigation Begin Course	[*This course will prepare new employees to perform a basic interior cleaning.* *If you would like guidance on using the course navigation features, click the Navigation Button. If you are ready to get started, click the Begin Course button.*]	The Navigation and Begin Course buttons will fade in timed with when the VO says those words. Buttons have hover states. Clicking the Navigation button will advance learner to slide 1.2. Clicking the Begin Course button will advance learner to slide 1.3. Player Next and Previous buttons are removed.

Slide [1.2]/ Menu Title: *[Navigation]*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Player shows Menu on the left. Background image: Photographic image of airplane in the center of slide, fading into a solid color background. Labeled arrows point to player features Rectangle placed in the center of slide displays directions text.	[Slide Title] **Navigation** [Directions] Click NEXT to begin the course. [Arrow Callouts] Next Previous Audio Replay Seekbar Play/Pause Menu	[*You can use these tools to move around the course.* *Here you will find the navigation menu.* *This button will pause and play the course.* *This is the seekbar.* *This button will replay the course content.* *This button controls the volume.* *Use this button to return to a previous slide.* *Use this button to advance to the next slide.* *When you have finished reviewing the navigation features, click NEXT to begin the course.*]	Arrows will fade in and out timed with the VO reference. fading in when VO says each word in the arrow. Labeled arrows will remain onscreen for learner review at the end of the timeline. Rectangle showing click directions will remain on screen after entering with VO.

Slide [1.3]/ Menu Title: *[Learning Objectives]*			Objective: [#1-4]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Custom bullets formatted in a color from the custom palette appear with each learning objective.	[Slide Title] **After completing this course, you will be able to:**	[*After completing this course, you will be able to:* *Select the appropriate chemicals for a basic interior cleaning,*	Bullets and their grouped learning objectives will fade in as each first word of the four objectives is said by the VO.

Slide [1.3]/ Menu Title: *[Learning Objectives]*			Objective: [#1-4]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Slide uses slide master #1 referenced in global comments.	• Select the appropriate chemicals for a basic interior cleaning • Recognize the two essential pieces of personal protective equipment needed before entering an aircraft • Identify the four common sections of an aircraft • Sequence the steps of a Basic Interior Cleaning	*recognize the two essential pieces of personal protective equipment needed before entering an aircraft,* *identify the four common sections of an aircraft interior and two sensitive areas,* *and sequence the steps of a Basic Interior Cleaning.*]	They will remain onscreen. Player Next button will be hidden until VO completes.

Slide [2.1]/ Menu Title: *[Interior Cleaning Products]*			Objective: [#1]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
5 layer tab interaction with tabs at the bottom of the slide introduces learner to the different cleaning products. Base layer slide master shows through each subsequent layer.	[Slide Title] **Interior Cleaning Products** [Directions] Click the buttons below to learn about types of	[*Click the buttons below to learn about types of cleaning products you will use. After you have reviewed all five products, click the next button to continue.*]	Learner will be prevented from clicking all at tabs until VO completes. Learner can then click each tab to reveal a layer displaying text explanation, VO, and photo for each product.

	cleaning products you will use. [Tab Buttons] Leather Cleaning Concentrate Plastic Cleaner All-Purpose Spray Extractor Fluid		Text bullets will enter within each layer timed to correspond with the topic they summarize in the VO. Next button will be hidden until 5 tabs are visited. Buttons have hover, selected, and visited states in varying shades of gray.

Slide [2.1a]/ Menu Title: *[Interior Cleaning Products]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Photo of leather cleaner product appears on left side of slide, text on the right. Base layer elements visible behind product layer.  	**[Leather Cleaner Layer]** ● Formulated specifically for soft surfaces ● Apply with cotton rag, wipe away excess with a new micro-fiber cloth	[*Leather cleaner is formulated specifically for soft surfaces. Apply cleaner with cotton rag, then wipe away the excess with a new microfiber cloth.* .]	Bullets fade in timed with matching segments of the VO.

Slide [2.1b]/ Menu Title: *[Interior Cleaning Products]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

Photo of concentrate product appears on left side of slide, text on the right. Base layer elements visible behind product layer. 	**[Concentrate Layer]** ● Safe for plastic, fabric, and leather ● Dilute 1:8 with water ● Wipe dry ● Repeat as necessary	[*This gentle and effective product is safe to use on plastic, fabric, and leather. Dilute at a ratio of 1:8 with water in a plastic spray bottle before use. Wipe dry and repeat as necessary.*]	Bullets fade in timed with matching segments of the VO.

Slide [2.1c]/ Menu Title: *[Interior Cleaning Products]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Photo of plastic cleaner product appears on left side of slide, text on the right. Base layer elements visible behind product layer. 	**[Plastic Cleaner Layer]** ● For use on aircraft windows ● Spray on/wipe off application ● Streak-free, clear transparency	[*This spray is designed specifically for use on aircraft windows and other plastic surfaces. Spray onto the intended surface, and wipe dry with microfiber cloth. The spray leaves a streak-free, clear transparency.*]	Bullets fade in timed with matching segments of the VO.

Slide [2.1d]/ Menu Title: *[Interior Cleaning Products]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

Photo of all-purpose spray cleaner product appears on left side of slide, text on the right Base layer elements visible behind product layer. 	**[All -Purpose Cleaner]** ● Vinyl ● Finished Wood ● Chrome ● Laminate ● Glass Mirrors ● Metal mixtures ● Countertops	[*The most versatile cleaner, this general purpose cleaner can be used on all non-porous hard surfaces including vinyl, finished wood, chrome, laminate, glass mirrors, metal fixtures, and countertops.*]	Bullets fade in timed with matching individual surface words in the VO.

Slide [2.1e]/ Menu Title: *[Interior Cleaning Products]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Photo of extractor fluid product appears on left side of slide, text on the right. Base layer elements visible behind product layer. 	**[Extractor Fluid Layer]** ● Mix 1-2 ounces of this solution with a gallon of water and use an extraction machine.	[*For a basic interior cleaning you will most often just vacuum the carpets and upholstery, but for tougher cleaning jobs you can mix 1-2 ounces of this solution with a gallon of water and use an extraction machine.*]	Bullets fade in timed with matching segments of the VO.

Slide [2.2]/ Menu Title: *[Cleaning Tools]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

Photographic images of four basic cleaning tools will be staggered throughout the center of the slide, grouped with text labels that define the object. 	[Slide Title] **Interior Detailing Tools** [Directions] Below are some common cleaning tools you will have access to when cleaning aircraft interiors. [Headings for Images] Flannel Rag Horsehair Brush Microfiber Cloth Melamine Aircraft Washpad	[*Below are some common cleaning tools you will have access to when cleaning aircraft interiors: flannel rag, horsehair brush, microfiber cloth, and Melamine Aircraft Washpad.* *Click the next button to test your knowledge about interior detailing products.*]	Directions will fade in as the VO says “below”. Each image and its grouped text label will subsequently fade in timed with corresponding VO. Next button will be hidden until the VO completes.

Slide [2.3]/ Menu Title: *[Knowledge Check 1]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Use custom slide master background #1. Photographic images of 5 products will be displayed along the bottom of the slide, above the custom bottom border.	[Slide Title] **Test Your Knowledge** ● Vinyl ceiling ● Metal fixtures ● Wooden countertops ● Glass mirror ● Laminate floors	[*You walk into a lavatory that contains a vinyl ceiling, metal fixtures, wooden countertops, a glass mirror, and laminate floors. Click the single product you think would be most appropriate to clean the lavatory and then click the submit button.*]	Slide type will be freeform Pick One question type. Learner will click the product they think is most appropriate, it will hihglight, and then click learner will the submit button. Next button will be hidden on this slide so that learner advances only via correct

	Click the single product you think would be most appropriate to clean the lavatory and then click the submit button. [Try again feedback layer] That is incorrect. Please try again. [Incorrect Layer Feedback] The product that can be applied to all of these surfaces is actually the all-purpose cleaning spray. [Correct Layer Feedback] That's right! The versatile all-purpose cleaning spray can be applied to all of those surfaces.		feedback layer once they have submitted the correct answer or after their second incorrect attempt. Correct and incorrect feedback layers will be revealed based on learner submission.

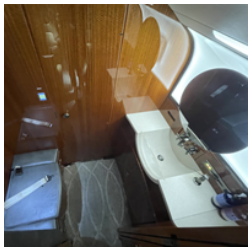
Slide [3.1]/ Menu Title: *[The Two Essentials]*			**Objective: [#2]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Photographic image of gloves and booties appear on the left side of	[Slide Title]	[*Before entering an aircraft, you will always put on gloves and slide protective*	Words “essential” and “optional” will fade in as they

Slide [3.1]/ Menu Title: *[The Two Essentials]*			Objective: [#2]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
slide, with glasses and masks appear on the right side. Two groups of images will be separated by a vertical line in a contrasting palette color that stands out against the background. The two sets of images are labeled with Essential and Optional. (essential)   (optional)  	**Personal Protective Equipment** Essential Optional	*booties over your shoes. This is essential for effective detailing. Optional personal protective equipment you may decide to use includes safety glasses and masks. Click the next button to test your knowledge on essential PPE.*]	are spoken by the VO. Each image will also fade in with the words, “gloves”, “booties”, “safety glasses”, and “masks”. Next button is hidden until VO finishes.

Slide [3.2]/ Menu Title: *[Knowledge Check 2]*			Objective: [#2]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Use custom slide master background #1.	[**Slide Title**] **Test Your Knowledge** [Question]	[*Which pieces of PPE are essential to put on before entering an aircraft to begin detailing? Check all that apply*]	Multiple choice quiz question.

	Which pieces of PPE are essential to put on before entering an aircraft to begin detailing? Check all that apply: [Answers, Correct Bolded] **Booties** Safety Glasses **Gloves** Mask Respirator Earplugs [Incorrect feedback layer] Gloves and booties covering your shoes are the PPE you will need every time. [Correct feedback layer] That's right! You will always need gloves and booties covering your shoes.		Learner will check all boxes they feel are correct answers and click submit. Next button will be hidden on this slide so that learner advances only via correct feedback layer once they have submitted the correct answer or after their second incorrect attempt. Correct and incorrect feedback layers will be revealed based on learner submission.

Slide [4.1]/ Menu Title: *[Interior Areas]*			Objective: [#3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
"As a detailer…" text box will appear above the images, "Click the photos… text box will appear below the images. Photographic images will appear in a horizontal line across the slide. (Cabin)  (Cockpit)  (Galley)	[Slide Title] **Identifying Interior Areas** As a detailer, you will be responsible for cleaning these four areas of the aircraft interior: Cabin, cockpit, galley, and lavatory. Click the photos to review the name of each interior area you will clean.	[*As a detailer, you will be responsible for cleaning these four areas of the aircraft interior: The cabin, the cockpit, the galley, and the lavatory.* *Click the photos to review the name of each interior area you will clean.*] When user clicks each photo: [The cabin is the most visible area to passengers and requires diligent attention to detail when cleaning.] [The cockpit requires the most cleaning caution due to sensitive aircraft control features.] [The galley will have the most visible fingerprints due to its large glossy surface area.] [The lavatory will always be cleaned last in order to avoid cross-contamination of other areas.]	"As a detailer" directional text will fade is at the VO says "as the". Photographic images and their text labels will fade in from the left hand side, timed with each corresponding word in the VO. "Click the photos" text will appear timed with identical VO. Learner will be prevented from clicking until the VO completes. Once timeline finishes, learner may click to reveal each photo as a flipcard. State change which will show a solid fill rectangle featuring the name of that area and will trigger audio explanations of each photo. Photo flipcards will each have hover, selected, and visited states, allowing user to flip the card back over to review the image if they choose.

 (Lavatory) 			Next button will be hidden until all photos have been visited.

Slide [4.2]/ Menu Title: *[Sensitive Areas Intro]*			Objective: [#3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Text bullets will appear to the left side of the slide, with provided image of a cockpit on the right:  An arrow will point to spray bottle icon:	[Slide Title] **Sensitive Areas Require Cleaning Caution** ● Pilot and crew safety should come first ● Equipment undisturbed ● Avoid red switches and dials ● Click the spray bottle to learn which cleaning	[*As a professional aircraft detailer, it is important to keep the safety of the pilot and crew in mind as you clean.* *All equipment should be left in its original position.* *Take special care not to bump switches or dials, especially red ones.* *Click the spray bottle to learn which cleaning products are appropriate for sensitive areas of the aircraft.*]	Each of the four text bullets will fade in on the first word of the 4 sentences. An arrow pointing to the spray bottle icon will fade in on the word “spray”. When the learner clicks the spray bottle icon, they will advance to slide 4.3. Next button removed from player for this slide.

	products are appropriate for sensitive areas of the aircraft.		

Slide [4.3]/ Menu Title: *[Sensitive Areas]*			Objective: [#1,3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Image of cockpit will appear centered within slide master 2, with space on either side for product photographs to appear with audio.  Top to bottom Icon  Caution Image CAUTION CAUTION	[Slide title] **Sensitive Areas** [No other text on base layer] [Slide layer 4.3a] **Vinyl Headliner** Use all-purpose cleaner and wipe dry with micro-fiber cloth. [Slide layer 4.3b] **Windscreen** Spray all-purpose cleaner onto micro-fiber cloth to wipe glass. [Slide layer 4.3c] **Upper Instrument Panel** Dust with micro-fiber cloth. [Slide layer 4.3d]	[*Click each area of the cockpit from top to bottom, as you will always clean surfaces in this order. Note which cleaning products and tools are appropriate for different areas, and pay special attention to the sensitive areas highlighted in red. When you are finished, click next to test your knowledge.*]	Top to bottom icon will fade in on the left when the VO says “top” and fade out after 3 seconds. A sampling of the previously used cleaning products or tools images will fade in on both sides of the cockpit image when the VO says“products” and fade out after 3 seconds. Red text of the word Caution repeated on either side of the cockpit image will fade in on the VO word “red” and fade out after 3 seconds. When learner hovers over each section of the photo, green shapes will appear highlighting general areas and red shapes will appear highlighting the most sensitive areas. When user clicks a shape, one of ten layers will be revealed showing

	Flight Display Lightly spray a micro-fiber cloth with all-purpose cleaner and wipe away all fingerprints and smudging, then dry with a second dry cloth. [Slide layer 4.3e] **Flight Control Wheel** Apply all-purpose cleaner to rag and wipe. [Slide layer 4.3f] **Instrument Panel** Wipe with micro-fiber cloth or dust with horsehair brush. [Slide layer 4.3g] **Throttle** Dust very carefully with horsehair brush, being care not to apply any pressure. [Slide layer 4.3h] **Sheepskin Seat** Vacuum the seat cushion carefully. [Slide layer 4.3i] **Leather Seatback**		a rectangle (with color matching corresponding green or red shape) containing a bolded heading with the area's name and one sentence describing how to clean it below the heading. Next button will remain hidden until user clicks bottommost shape.

	Apply leather cleaner with rag and wipe away excess with micro-fiber cloth. [Slide layer 4.3j] **Wood Panel** Apply general purpose cleaner to micro-fiber cloth and wipe wood. [Slide layer 4.3k] **Center Instrument Panel** Dust lightly with horsehair brush, avoiding all red switches and buttons.		

Slide [4.4]/ Menu Title: *[Knowledge Check 3]*			**Objective: [#1,3]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Use custom slide master background #1. Same cockpit interior image as 4.3 will appear with same positioning. In space on either side of interior image will be 6 different images of interior cleaning products and tools (shown previously in storyboard). Correct answer for drag and drop	[Slide Title] **Test Your Knowledge** [Alternate Slide Title, will replace first in heading box] Pick the best tool or product to clean this sensitive area. [Incorrect feedback layer]	[*While conducting a basic interior detail, you notice some red switches in the central instrument panel. Pick the best tool or product to clean this sensitive area and place it onto the panel, then click submit after making your choice.*]	Custom drag and drop interaction on a freeform question slide. Learner will need to place one item (see visuals for correct answer) on the central instrument panel and click submit. Next button will be hidden on this slide so that learner

will be the image of the horsehair brush: 	For this delicate task, you will need to select the horsehair brush. [Correct feedback layer] That's right! The horsehair brush is gentle enough to dust these sensitive areas.		advances only via correct feedback layer once they have submitted the correct answer or after their second incorrect attempt.

Slide [4.5]/ Menu Title: *[The Lavatory]*			**Objective: [#1,3]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Between the top and bottom border will be a rectangle that will serve as the cover for an accordion interaction. On the right side of the screen will be 5 numbered vertical rectangular tabs, with 1 in the leftmost tab and 5 in the rightmost tab. Toilet illustration begins on the right side of the rectangle, top-to-bottom illustration begins on the left. Toilet: Top-to-bottom:  	[Slide Title] **The Lavatory** [Directions] To learn how to clean a lavatory, open each tab by clicking the step number and close each tab by clicking the X icon. *When you're finished, click the Next button to test your knowledge of the lavatory cleaning sequence*.	[*To learn how to clean a lavatory, open each tab by clicking the step number and close each tab by clicking the X icon.* *When you're finished, click the Next button to test your knowledge of the lavatory cleaning sequence.*]	Accordion interaction will allow learner to navigate through 5 pages of layered content. On front cover of rectangular accordion, image of top-to-bottom illustration will fade in with the word "top" and remain until toilet illustration begins to fade out. Image of toilet will fade in with the word "toilet" and fade out after 3 seconds. "The Lavatory text will remain, and directional text will appear underneath in the space where images have faded out.

Slide [4.5]/ Menu Title: *[The Lavatory]*			Objective: [#1,3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
			Learner will be prevented from clicking all tabs until VO completes. Learner can then click each tab to reveal a layer displaying text explanation and photo for each product. Layers will pop open on motion paths and have a close icon in the upper left of each rectangle. Close icon and rectangle fill colors will be contrasting palette colors. Next button will be hidden until 5 tabs are visited. Tabs have hover and visited states. Next button will take learner so slide 4.6.

Slide [4.5a]/ Menu Title: *[Cleaning the Lavatory]*			Objective: [#4]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Image of person cleaning cabinets will appear on right side of slide, text boxes on the left.	[Inside Cabinets Layer] ● Clean inside cabinets and drawers with	*[Starting with top cabinets, open and clean inside all cabinets and drawers with all-purpose cleaner and a microfiber cloth.*	An X icon will appear in the upper left corner of this content layer, which will trigger this accordion layer to slide closed on a motion path.

	all-purpose cleaner ● Be sure to remove all items and replace in original positions	*If items are located inside cabinets and drawers; remove items, place items on counter, clean inside compartment, and then replace items exactly how they were previously arranged.]*	Text bullets will fade in on “cabinets” and “remove”

Slide [4.5b]/ Menu Title: *[Cleaning the Lavatory]*			**Objective: [#4]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Image of bag of garbage will appear on right side of slide, text boxes on the left. 	[Garbage Layer] ● Bag and dispose of trash ● If no receptable available, pack trash into work truck for later disposal	*[Remove and dispose of any garbage items from the aircraft in the nearest trash receptacle. If there is no receptacle available in the hangar, pack all trash into work truck for later disposal.]*	An X icon will appear in the upper left corner of this content layer, which will trigger this accordion layer to slide closed on a motion path. Text bullets will fade in on “dispose” and “receptable”

Slide [4.5c]/ Menu Title: *[Cleaning the Lavatory]*			**Objective: [#4]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Image of aircraft countertops will appear on right side of slide, text boxes on the left.	[Countertops Layer] ● Countertops ● Sink ● Faucet	*[Clean all countertops, sink, and faucet with all-purpose cleaner and a microfiber cloth.]*	An X icon will appear in the upper left corner of this content layer, which will trigger this accordion layer to slide closed on a motion path. Text bullets will fade in on matching VO words

Slide [4.5d]/ Menu Title: *[Cleaning the Lavatory]*			Objective: [#4]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Image of aircraft cabinet faces will appear on right side of slide, text boxes on the left. 	[Cabinet Faces Layer] • Close all cabinets and drawers • Clean mirrors • Clean cabinet faces	*[Close all cabinets and drawers. Working top to bottom, clean all mirrors and then wipe all cabinet faces with all-purpose cleaner and a microfiber cloth.]*	An X icon will appear in the upper left corner of this content layer, which will trigger this accordion layer to slide closed on a motion path. Text bullets will fade in on “close”, “mirrors”, and “cabinet faces”

Slide [4.5e]/ Menu Title: *[Cleaning the Lavatory]*			Objective: [#4]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Image of aircraft cabinet faces will appear on right side of slide, text boxes on the left.	[Toilet Layer] For toilet, clean in the following order:	*[For toilet, clean in the following order: Lift leather toilet seat lid and clean the underside of the lid. Clean area around*	An X icon will appear in the upper left corner of this content layer, which will trigger

	• Lift seat lid and clean underside of lid. • Clean area around the seat. • Clean the seat. • Lift seat and wipe down bowl. • Remove and dispose of gloves and towel in one motion with towel inside of gloves	*the toilet seat. Clean the toilet seat. Lift the seat and wipe down the toilet bowl. Once finished, remove and dispose of gloves and used cleaning towel in one motion, with the towel inside of the gloves to prevent contamination.]*	this accordion layer to slide closed on a motion path. Text bullets will fade in with each corresponding sentence

Slide [4.6]/ Menu Title: *[Knowledge Check 4]*			**Objective: [#1,3]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Use custom slide master background #1. Text multiple choice question will sit between top and bottom borders.	[Slide Title] **Test Your Knowledge** [Question] What cleaning task in the lavatory should you always complete last? [Answers, correct in bold] **Cleaning the toilet** Cleaning the cabinet faces Bagging the garbage	[None]	Multiple choice quiz question. Next button will be hidden on this slide so that learner advances only via correct feedback layer once they have submitted the correct answer or after their second incorrect attempt.

	Cleaning the countertops Cleaning inside the cabinets and drawers [Try again feedback layer] Not quite, try again. [Incorrect feedback layer] That's incorrect. You should always clean the toilet and dispose of the gloves and cleaning towel last, to avoid contaminating other clean areas. [Correct feedback layer] That's right! Cleaning the toilet last prevents contamination of other clean areas.		

Slide [5.1]/ Menu Title: *[Your First Cleaning Request]*			**Objective: [#1-3]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Generic gif of a laptop computer will be visible on the right.	[Slide Title] **Practice Cleaning**	[*Let's put what you've learned about products and procedures into action by practicing cleaning an aircraft cabin. A teammate will detail the lavatory and*	Images on left side of slide will fade in and be replaced with the next image in time with the

Laptop image will be replaced by an image of an email cleaning request at the end of VO. These these images cycle through fading in and out timed with the VO on the left side of the screen: Products: Cabin:   Lavatory: Galley:  		*apply those steam steps to detailing the galley. You've got a cleaning request! Click the cleaning request email to get started!*]	VO saying, "products", "cabin", "lavatory", and "galley". Computer illustration will be replaced with cleaning request email image via fade transition when the VO says "You've got a cleaning request." Learner will advance to slide 5.2 by clicking the image of the email. No next button in the player on this slide.

Slide [5.2]/ Menu Title: *[Entering the Aircraft]*			Objective: [#2]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
On the right side of the slide will be a photographic image of an aircraft exterior with stairs extended toward the viewer:  Learner will need to drag the two correct images onto the stairs: Gloves  Booties 	[Slide Title] **Entering the Aircraft** Grab the two things you know you will need before entering the plane and set them on the stairs. [Incorrect Feedback Layer] You will always need to put on gloves and slide protective booties over your shoes before entering an aircraft. [Correct Feedback Layer] That's right! You will always need protective booties and gloves when entering an aircraft.	[*You arrive at the aircraft. Grab the two things you know you will need before entering the plane and set them on the stairs. Click the Submit button when you are finished.*]	Custom drag and drop interaction on a freeform question slide. Learner will need to place two items (see visuals for correct answers) on the stairwell and click submit. Next button will be hidden on this slide so that learner advances only via correct feedback layer once they have submitted the correct answer or after their second incorrect attempt.

Slide [5.3]/ Menu Title: *[Cleaning the Cabin]*			Objective: [#1,3,4]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
No top/bottom border Gradient background fades from white on the left (to accommodate text) to a picture of an aircraft cabin interior on the right. Two text boxes inhabit the upper left corner in the white space created by the gradient. Four transparent blue ovals overlay the four areas the learner will practice cleaning. Products images (answers choices) are placed on bottom left side of screen. Correct Answers: 1 - Ceiling  2 - Window	[Title: None] To start detailing, drag and drop four items you would use on the vinyl ceilings, window, leather seats, and carpet into those spaces. When you have placed four items, click the submit button. [Numbers, with 1 starting at the ceiling and 4 on the floor] 1, 2, 3, 4 [Try Again Feedback Layer] Not quite, try again! [Incorrect Feedback Layer] In this cabin you should use all-purpose cleaning spray for the ceiling, the 20/20 swipe spray for the window, the jug of leather cleaner for the seat, and the vacuum for the carpet.	[*After grabbing your gloves and booties, you enter the cabin. To start detailing, drag and drop four items you would use on the vinyl ceilings, window, leather seats, and carpet onto those spaces. Always work top to bottom. When you have placed four items, click the Submit button.*]	Custom drag and drop interaction on a freeform question slide. Text boxes in upper left corner fade in with corresponding VO. Four numbered translucent ovals will appear from top to bottom overlaying the cabin photograph, timed with the words “vinyl”, “window”, “leather”, and “carpet”. Numbers will fade out after VO completes but ovals will remain to guide learner. Learner will need to place four items (see visuals for correct answers) on numbered blue ovals and click submit. Next button will be hidden on this slide so that learner advances only via correct feedback layer once they have submitted the correct answer or after their second incorrect attempt.

 3 - Leather Cleaner  4 - Vacuum 	[Correct Feedback Layer] That's right! Good work cleaning the cabin top to bottom.		

Slide [6.1]/ Menu Title: *[Quiz Introduction]*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
An Image of an airplane cockpit will be centered below slide title and quiz directions.	[Slide Title] **Quiz Introduction** You are about to take a quiz composed of 5 questions in varying formats. You will have unlimited attempts to achieve a passing score of 80%.	[*You have now completed the training and it's time to see what you know. You are about to take a quiz composed of 5 questions in varying formats. You will have unlimited attempts to achieve a passing score of 80%. Click the Next button when you are ready to begin the quiz.*]	Text box fades in timed with when the VO says "you". Next button will be hidden until the VO completes. Next button hidden until VO completes.

Slide [6.2]/ Menu Title: *[Question 1: Hidden From Menu]*	**Objective: [#3]**

Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
No images or objects besides text box with quiz answers.	[Slide Title/Question] **What are the four areas that you will detail during a Basic Interior Cleaning?** [Multiple choice answers, correct bolded] Cabin, Baggage Compartment, Galley, & Lavatory Cockpit, Cabin, Fuselage, & Lavatory Cabin, Landing Gear, Galley, and Cockpit **Cockpit, Galley, Cabin, & Lavatory**	[*What are the four areas that you will detail during a Basic Interior Cleaning?*]	Multiple choice graded quiz question. When learner clicks Submit, submit multiple choice and advance to next slide. No immediate feedback provided. Learner should answer all of the questions sequentially in the graded assessment, then receive their score on the Results page. If they do not pass, they can come back and review the quiz.

Slide [6.2a]			Objective: [#3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Bar using color from course palette shows to the right of the question with slide text inside. Base layer showing assessment question is visible with the correct answer indicated.	[No Slide Title/Question-Feedback Layer] The cockpit, galley, cabin, and lavatory are the areas included in a Basic Interior Cleaning.	[*None*]	Learner can click Next to advance through the feedback.

	Some of the other areas listed may be included in an exterior detail or maintenance work, but are not relevant to the interior detail that this training is focused on.		

Slide [6.3]/ Menu Title: *[Question 2: Hidden From Menu]*			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual layout for slides 6.2, 6.3, 6.4, 6.5, and 6.6 with the addition of the photographic image of the all-purpose cleaning spray centered on the slide for learner to reference. 	[Slide Title/Question] **All-purpose spray can be used on vinyl, finished wood, chrome, laminate, glass mirrors, metal fixtures, and countertops.** [Answers, correct bolded] False **True**	[*All-purpose spray can be used on vinyl, finished wood, chrome, laminate, glass mirrors, metal fixtures, and countertops.*]	Same direction and settings for slides 6.2, 6.3, 6.4, 6.5, and 6.6 except this slide will be a true false graded quiz question.

Slide [6.3a]			**Objective: [#1]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

Same visual formatting for 6.2a, 6.3a, 6.4a, 6.5a, and 6.6a.	[No Slide Title/Question-Feedback Layer] When in doubt, all-purpose cleaning spray is a good choice because it can be safely applied to so many different surfaces without harming them.	[*None*]	Learner can click Next to advance through the feedback.

Slide [6.4]/ Menu Title: *[Question 3: Hidden From Menu]*			Objective: [#3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual layout for slides 6.2, 6.3, 6.4, 6.5, and 6.6.	[Slide Title/Question] **Select all sensitive areas that you should avoid touching when cleaning except to lightly dust with a horsehair brush:** [Answers, correct bolded] Flight Display Visors Flight Control Wheel **Throttle** Headliner Windscreen **Red Buttons and Switches**	[*Select all sensitive areas that you should avoid touching when cleaning except to lightly dust with a horsehair brush:*]	Same direction and settings for slides 6.2, 6.3, 6.4, 6.5, and 6.6 except this slide will be a multiple response graded quiz question.

Slide [6.4a]			Objective: [#3]
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual formatting for 6.2a, 6.3a, 6.4a, 6.5a, and 6.6a.	[No Slide Title/Question-Feedback Layer]	[*None*]	Learner can click Next to advance through the feedback.

	While it's important to be careful all around the cockpit, red switches and the throttle are the most sensitive areas of safety concern and should only be delicately cleaned with horsehair.		

Slide [6.5]/ Menu Title: *[Question 5: Hidden From Menu]*			**Objective: [#4]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual layout for slides 6.2, 6.3, 6.4, 6.5, and 6.6.	[Slide Title/Question] **When cleaning a lavatory, what is the correct order in which you should complete these tasks?** [Directions] Drag the tasks into the correct sequential order and click the submit button. [Answers in correct order] Clean inside cabinets and drawers Remove and dispose of garbage	[*When cleaning a lavatory, what is the correct order in which you should complete these tasks? Drag the tasks into the correct sequential order and click the submit button.*]	Same direction and settings for slides 6.2, 6.3, 6.4, 6.5, and 6.6 except this slide will be a sequence drag and drop graded quiz question.

	Clean countertops, sinks, and faucets Clean cabinet faces and mirrors Clean toilet and dispose of gloves		

Slide [6.5a]			**Objective: [#4]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual formatting for 6.2a, 6.3a, 6.4a, 6.5a, and 6.6a.	[No Slide Title/Question-Feedback Layer] Make sure to clean each area from top to bottom – beginning with cleaning inside cabinets and drawers, removing garbage, cleaning countertops/sinks/faucets, cleaning cabinet faces and mirrors, and finally cleaning the toilet.	[*None*]	Learner can click Next to advance through the feedback.

Slide [6.6]/ Menu Title: *[Hidden From Menu]*			**Objective: [#2]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual layout for slides 6.2, 6.3, 6.4, 6.5, and 6.6.	[Slide Title/Question] **Which two pieces of personal protective equipment should you**	[*Which two pieces of personal protective equipment should you always put on prior to performing a Basic Interior Cleaning?*]	Same direction and settings for slides 6.2, 6.3, 6.4, 6.5, and 6.6 except this slide will be

	always put on prior to performing a Basic Interior Cleaning? [Answers, correct bolded] Safety Glasses and Gloves Ear Protection and Booties Gloves and Respirator **Gloves and Booties** Gloves and Ear Protection Respirator and Safety Glasses		another multiple choice graded quiz question.

Slide [6.6a]/ Menu Title: *[Hidden From Menu]*			**Objective: [#2]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same visual formatting for 6.2a, 6.3a, 6.4a, 6.5a, and 6.6a.	[No Slide Title/Question-Feedback Layer] You may choose to wear a mask, safety glasses, or ear protection. Gloves and booties are the two	[*None*]	Learner can click Next to advance through the feedback.

	essential pieces of PPE that must always be worn before entering an aircraft.		

Slide [6.7]/ Menu Title: *[Quiz Results]*			**Objective: [#1-4]**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
No top and bottom border, instead image of clouds used a background behind feedback box.	[Slide Title] **Your Results** Your Score: Passing Score:	[*none]*	Success or failure layer will be displayed based on learner score. Navigation will continue based on custom buttons on each layer.

Slide [6.7a]/ Menu Title: *[Hidden From Menu]*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Slide 6.7 shows through as background for success layer.	[Slide Title] **Your Results** You passed! You're ready to start cleaning aircraft! [Buttons] Continue Review Quiz Retry Quiz	[*Congratulations, you passed the quiz. If you would like to review your results, click the review button. If you'd like to try the quiz again, click the retry button. If you are satisfied with your results and ready to move on, click the continue button*.]	Learner can click the review quiz button to review custom feedback layers, click the retry button to return to slide 6.2, or click the custom Continue button to advance to slide 7.1. Buttons have hover states. Next button will be hidden from player.

Slide [6.7b]/ Menu Title: *[Hidden From Menu]*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Slide 6.7 shows through as background for failure layer.	[Failure feedback layer] You did not pass the quiz. You need to score an 80% to move forward. Please review and retry. [Buttons] Review Quiz Retry Quiz	[*You did not pass the quiz. Please click the review button and then retry the quiz.*]	Learner can click the review quiz button to review custom feedback layers, or can click to retry button to return to slide 6.2. Buttons have hover states. Next button will be hidden from player.

Slide [7.1]/ Menu Title: *[Summary]*			Objective: [#] 1-4
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Visual formatting of background the same as slide 1.3 Slide uses slide master #1 referenced in global comments. During the first sentence of VO, use a placeholder image of a plane landing to fill the center of the slide until script begins.	[Slide Title] **Summary** Select the appropriate chemicals for a Basic Interior Cleaning. Recognize the two essential pieces of personal protective equipment needed before entering an aircraft.	[*You have now completed your training and are ready to be a part of our team of skilled interior detailers. Moving forward, you will be able to confidently:* *Select the appropriate chemicals for a Basic Interior Cleaning.* *Recognize the two essential pieces of personal protective equipment needed before entering an aircraft.* *Identify the four common sections of an aircraft interior and two sensitive areas.*	Image of plane landing will occupy the bulk of slide, but will fade out before VO begins listing LOs. Bullets and their grouped learning objectives will fade in with VO, matching objective wording. Next button will be hidden until VO completes.

	Identify the four common sections of an aircraft interior and two sensitive areas. Sequence the steps of a Basic Interior Cleaning.	*And sequence the steps of a Basic Interior Cleaning*.]	

Slide [7.2]/ Menu Title: *[Congratulations]*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
EAD Logo will be centered in the slide after fly-in animation, above the Exit Course button.	[Slide Title] **Congratulations, You're Done!** **Elevated Aircraft Detailing** [Button] Exit Course	[*Now that you've learned the basics, let your supervisor know that you're ready to practice on an actual aircraft interior! Soon you will start in-person training with a live instructor and be able to apply your knowledge in real time. Congratulations, you're done!*]	EAD logo will begin offscreen and fly in from the left as VO begins. Text will fade in timed with "Congratulations" in VO. Exit course button will have trigger to set to close the course when user clicks.