Module Title: Building Team Resilience: Strategies for Managers

Target Audience: The learners are all managers (and above) who are scattered throughout the 9 US offices in multiple time zones. They are ethnically, religiously, and politically diverse. They all have at least a college level education. The average age is 40. They have all received other managerial training in the past and have at least some skill in building resilience.

<u>Learning Objectives</u>:
      Terminal LOs:
1. Use strategies to promote psychological safety and employee value.
2. Apply strategies to prepare for emergencies and disruptions.
3. Apply strategies to develop working relationships among employees.
4. Implement strategies to promote a culture of self-care.

      Enabling LOs:
1. Explain strategies for promoting a culture of psychological safety and employee value.
2. Explain strategies for preparing for emergencies and disruptions.
3. Explain strategies for developing working relationships among employees.
4. Explain strategies for promoting self-care among your team members.

Seat Time: 15 minutes

Outline:
- Welcome / Navigation
- Introduce Scenario
- Learning Objectives
- Psychological Safety and Employee Value
- Psychological Safety and Employee Value Scenarios (Practice Activity)
- Team Check 1
- Preparation for Emergencies and Disruptions
- Preparation Stories (Practice Activity)
- Team Check 2
- Employee Connections
- Does it Promote Employee Connections?(Practice Activity)

- Knowledge Check (Psychological Safety and Employee Value, Preparation for Emergencies and Disruptions, Employee Connections)
- Team Check 3
- Self-Care
- Summary
- Quiz
- Congratulations

Font:
Arial (Body)
Arial Bold (Headers, Buttons, Emphasized Words Animated to Appear with VO)
All fonts are white unless otherwise noted

Color Palette:

Hex:	#003459	#904E55	#214E34	#6096BA	#C9C19F	#948A54	#4A452A
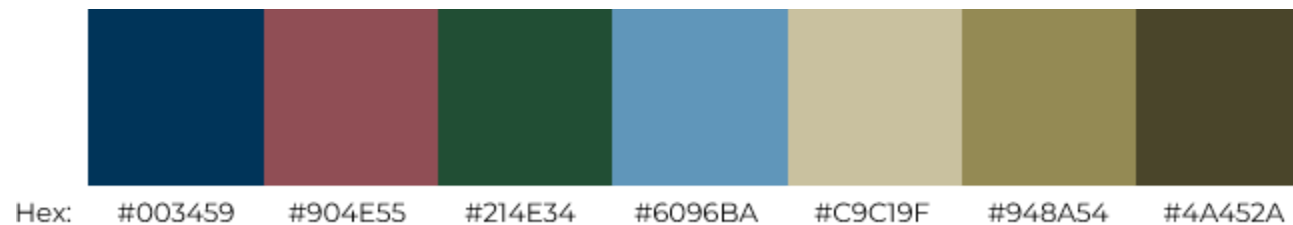
Module Resources/References: 🖼 Building Team Resilience Assets Library

Directions: Please use the comments feature to provide feedback.

Global Comments:

Display
- Slides are 960 X 540

- Title on all slides: left adjusted in Arial 24 bold at the top of the slide over a dark blue (Hex #003459) rectangle title bar spanning the width of the slide unless otherwise noted
- All slides: light blue background (Hex #6096BA) other than the Navigation slide and the Congratulations slide
- Slides have a picture of a wood floor (provided in the Building Team Resilience Assets Library) on the bottom of the slide spanning the width of the slide unless otherwise noted.
- Buttons: 245 X 60, dark blue (Hex 003459), 5 px border in darker blue (Hex 00233F), Arial 14 Bold
- Speech bubbles: dark blue (Hex 003459), 3 px border in darker blue (Hex 00233F), Arial 16
- If text in a speech bubble is too long to display at once, fade-out/fade-in text with VO.
- All text is left adjusted unless otherwise noted.
- Use the custom color palette for shapes unless otherwise noted.
- All buttons and tabs have a normal and hover state. Wherever there is more than one button or tab on a slide they will also include visited or custom completed states so the learner knows what was previously selected.
- All animations are .5 sec unless otherwise noted.
- Use avatars and other assets provided in the "Building Team Resilience Assets Library unless otherwise noted.
- Icons can be sourced from the Storyline Content Library.

Audio
- Use text-to-speech neural voices for audio. Narrator is a male voice to balance the female voice for Kayla (the main character).
- Any voices can be used as long as the voice for each character is consistent throughout the training.

Misc.
- Use Modern Player with the following:
  - "Free" Menu
  - Title: Building Team Resilience: Strategies for Managers
  - Player controls enabled: Play/Pause, Volume, Full Screen, Allow user to drag seekbar
- Seekbar is visible and controllable for learner on all slides and layers unless otherwise noted.
- Upload resource to player: Job Aid-Strategies for Building and Sustaining Team Resilience
- Slide numbers with letters (ex. 1.6a) indicate layers for corresponding slide number
- Text in [brackets] should not appear on the slide or be recorded in voiceover (VO).
- The notes sections in the tables below provide information about slide similarities in subsequent slides so copies can be made in advance.

Slide: 1.1 / Menu Title: Welcome			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The first part of the title "Building Team Resilience:" is in white on the blue rectangle (title bar) . The second part of the title "Strategies for Managers"is in black (same font size) below the title bar lined up with the first part. The 7 "team" avatars are on the slide the whole time with happy expressions (see notes) and take up about ⅘ of the height from the bottom and most of the slide width. The avatars are visible from just above their knees to the tops of their heads. No floor Custom Start and Navigation buttons fade in on the top of the slide on the right below the title bar adjacent to the 2nd half of the title.	[Slide Title] **Building Team Resilience: Strategies for Managers** [Buttons] Navigation Start	[Narrator] *Welcome to Building Team Resilience: Strategies for Managers* *Click on the Navigation button to learn how to navigate this course or click on the Start button to begin.*	The Navigation and Start buttons fade in timed with the VO reference. The Navigation button jumps to the next slide (slide 1.2) The Start button jumps to slide 1.3
Notes: The "Resilient Team" image provided in the Building Team Resilience Assets Library can be used on this slide to display the 7 avatars. However, in subsequent slides, avatars will animate individually and each avatar will need to be positioned in the same place as in the "Resilient Team" image. You may want to copy all the team avatars and position them individually on a slide to pull from later, using the "Resilient Team" image as a reference. (Emily 2, Sam 2, Sandy 2, Owen 2, Liz 2, Dallas 2, Deshaun 2)			

Slide: 1.2 / Menu Title: Navigation			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
No light blue background or floor There is an Image of the modern player with the menu on the left and a vintage map with a compass as the player background. Do not distort the player image aspect ratio. Any gap between the background and title can be filled in with a tan (#C9C19F or #948A54)shape. Compass needles fade in and out to point to player features.	[Slide Title] **Course Navigation**	[Narrator] *Welcome to the course navigation. Take a moment to orient yourself before moving on.* *To review any slide you previously viewed, click the slide title in the menu.* *To pause and restart click the pause/play button.* *To return to a section of the slide, slide the seek bar.* *To play the slide again, click the replay button.* *To control the sound, click the volume button.* *To view in full screen, click the full screen button.* *To go back to the previous slide, click the previous button,* *and to move to the next slide, click the next button.*	Compass needles fade in and out timed with feature references in the audio. (Fade in and Fade out durations .75 sec) The Next button is disabled until the compass needle points to "Next".

Slide: 1.3 / Menu Title: Meet Kayla			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The slide begins with the Kayla avatar on the right side facing the	[Slide Title] **Meet Kayla**	[Kayla] [1] *Hi, I'm Kayla! I'm the new manager for a team that*	The Next button is disabled on this slide.

Visual / Display (continued)	Slide Text (continued)	Narration / Voiceover (continued)	Animation / Interaction (continued)
learner. She is visible from just above her knees to the top of her head. 3 poses fade out and in: 1. Happy 2. Shrugging 3. Displaying Next- Kayla fades out and the 7 team avatars with unhappy expressions (see notes)appear. The static clouds image is overlaid on the light blue background. Speech bubbles fade in and out above the avatars.	[Sam speech] I don't know how my work fits into the bigger picture. [Liz speech] I'm in a rut. I need more responsibility. [Deshaun speech] I'm new too and don't know my teammates work style or anything personal about them. [Owen speech] When I don't meet my goals, I feel like a failure. [Dallas speech] I have too much responsibility. If I take a day off, my job won't get done. [Sandy speech] It's hard to balance my job and caring for my mom. [Emily speech] Between work and responsibilities at home, I feel like I never get a break.	*looks like it may be in trouble. This is my team.* [Sam] [2] *I don't know how my work fits into the bigger picture.* [Liz] [3] *I'm in a rut. I need more responsibility.* [Deshaun] [4] *I'm new too and don't know my teammates work style or anything personal about them.* [Owen] [5] *When I don't meet my goals, I feel like a failure.* [Dallas] [6] *I have too much responsibility. If I take a day off, my job won't get done.* [Sandy] [7] *It's hard to balance my job and caring for my mom.* [Emily] [8] *Between work and responsibilities at home, I feel like I never get a break.*	The Kayla avatars 3 poses fade out and in: 4. Happy (1st sentence-on slide at start) 5. Shrugging (2nd sentence) 6. Displaying (3rd sentence) After the Kayla VO ends, the Kayla avatar fades out and the team avatars appear with the addition of the clouds over the background. Speech bubbles/captions fade in and out timed to the VO. Zoom regions on each avatar and Speech bubbles are timed with the VO. When the VO ends, the slide zooms back out. The slide auto advances to Slide 1.4 at the end of the timeline.

Notes: The "Non Resilient Team" image provided in the Building Team Resilience Assets Library can be used on this slide to display the 7 avatars. However, in subsequent slides, avatars will animate individually and each avatar will need to be positioned in the same place as in the "Non Resilient Team" image. You may want to copy all the team avatars and position them individually on a slide to pull from later, using the "Non Resilient Team" image as a reference. (Emily 1, Sam 1, Sandy 1, Owen 1, Liz 1, Dallas 1, Deshaun 1)

Slide: 1.4 / Menu Title: Meet Kayla [hidden from Menu]			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The slide begins with the Kayla avatar on the right side facing the	[Slide Title] **Meet Kayla**	[Narrator]	The Next button is disabled on this slide when the timeline

learner. She is visible from just above her knees to the top of her head.

8 poses fade out and in: Use the
- 3 Kayla-Thoughtful poses provided in the Building Team Resilience Assets Library in any order and flip horizontally as needed to create additional poses,
- Kayla-Pause
- Kayla-Unhappy 7

When the VO starts the word "here" in the last sentence, the Kayla avatar fades out and the 7 team avatars with unhappy expressions(or "Non Resilient Team") fade in. The static clouds image is overlaid on the light blue background.

When the VO starts the 2nd word "here" in the last sentence [9], the clouds disappear, the 7 team avatars with happy expressions (or "Resilient Team") fade in.

[Emphasized words animate to appear on the left side of the slide about an inch below the title bar.]

[1] Have you managed a similar team?

[2] Did it function optimally?

[3] Did you enjoy work?

[4] Pause and think.

[5] I'll bet you used strategies to build resiliency.

[6] A resilient team is crucial for high performance and morale.

[7] Resilient employees adapt to challenges more effectively.

[1] *Have you ever managed or been on a team similar to Kayla's?*

[2] *Did the team function optimally?*

[3] *Did you enjoy coming to work?*

[4] *Pause for a few seconds and think about what you did to improve your team.*

[5] *I'll bet you used strategies to build resiliency.*

[6] *A resilient team is crucial for high performance and morale, especially during change and uncertainty.*

[7] *Resilient employees adapt to challenges more effectively, reducing stress and turnover.*

[8] *In this course, you will learn new strategies along with Kayla and reinforce strategies you already use to ensure employees stay engaged, dedicated, and content.*

[9] *Through a series of activities, you will help Kayla take her team from here…………
 to here.*

begins.

Emphasized words fade in and out timed with the corresponding VO.

Kayla avatar poses fade in and out out timed with the corresponding VO as such:

[1] Kayla-Thoughtful (any provided)

[2] Kayla-Thoughtful (any provided)

[3] Kayla-Unhappy 7

[4] Kayla-Pause

[5] Kayla-Thoughtful (any provided)

[6] Kayla-Thoughtful (any provided)

[7] Kayla-Thoughtful (any provided)

[8] Kayla-Thoughtful (any provided)

When the VO starts the word "here" in the last sentence [9], the Kayla avatar fades out and the 7 team avatars with unhappy expressions(or "Non Resilient Team") fade in. The static clouds image is overlaid on the light blue background.

| | | | When the VO starts the 2nd word "here" in the last sentence [9], the clouds disappear, the 7 team avatars with happy expressions (or "Resilient Team") fade in.

The Next button is enabled on this slide when the VO ends. |
| --- | --- | --- | --- |

Slide: 1.5 / Menu Title: Learning Objectives			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is on the right side of the slide the whole time facing the learner but, with her head slightly tilting left and upward to face the objectives that will fly in. (Use Kayla-Thoughtful 3)

(Vertically)Evenly spaced text boxes (dark blue[Hex 003459], with a 5 px border in darker blue [Hex] 00233F) fade in between the title bar and the floor.

The text boxes will start on the left of the slide and span about ¾ of the width. | [Slide Title]
Learning Objectives

Promote psychological safety and employee value.

Prepare for emergencies and disruptions.

Develop working relationships among employees.

Promote a culture of self care. | [Narrator]
By the end of this course, you will be able to apply strategies to:

Promote psychological safety and employee value.

Prepare for emergencies and disruptions.

Develop working relationships among employees.

Promote a culture of self-care. | The Next button is disabled on this slide when the timeline begins.

The text boxes fade in timed with the VO.

The Next button is enabled on this slide when the VO ends. |
| **Notes:** Slide 1.17 will have the same layout and text boxes. The title and the avatar pose will be different. | | | |

Slide: 1.6 / Menu Title: Psychological Safety and Employee Value			LO: Maps to 1. Use strategies to promote psychological safety and employee value.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is on the right side of the slide facing left. Emphasized words in all caps and large font fade in on the left side of the slide about an inch below the title bar. 2 custom buttons fade in adjacent to each other on the bottom right of the slide. Direction text fades in centered above the buttons. The Kayla avatar fades out when the buttons and directions fade in.	[Slide Title] **Psychological Safety and Employee Value** [Emphasized words] SAFE EMPOWERED COMMUNICATION TRUST COLLABORATION [Directions] Click the buttons below. [Buttons] Psychological Safety Employee Value	[Narrator] *When employees feel psychologically safe and valued, they are empowered to express their thoughts, opinions, and concerns without fear of judgment.* *This fosters open communication and support, creating a culture of trust and camaraderie.* *Such environments encourage proactive coping strategies, feedback-seeking, and collaboration, all contributing to resilience at both individual and organizational levels.* *To explore strategies to promote psychological safety and employee value, click the buttons below.*	The Next button is disabled on this slide when the timeline begins. Emphasized words fade in and out timed with the corresponding VO. Custom buttons and direction text fade in with the corresponding VO while the Kayla avatar fades out. The learner can click the buttons in either order. Each brings the learner to the corresponding layer. The Next button is enabled when the timeline ends on both layers.
Notes: Slide 1.12 will have the same layout and animation but, with different text.			

Slide: 1.6a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Vertically) Evenly spaced tan text boxes (Hex A99C65), with a 5 px darker border(Hex 736A41)fly in	[Slide Title] **Psychological Safety**	[Narrator] Be *transparent and clear about what is expected of team*	This layer corresponds to the "Psychological Safety" button.

from the left between the title bar and the floor. The text boxes start on the left of the slide and span about ¾ of the width. An X icon appears with a hotspot in the top right corner on the title bar. Direction text fades in centered below the hotspot. All base layer objects are hidden except for the background and floor.	Be clear about what is expected and how roles fit into the greater work. Model and encourage vulnerability. Help team members recognize failures as opportunities for growth. Keep team members informed about changes, challenges, and plans. [Directions] Click the X to continue.	*members and how their roles fit into the greater work of the company.* *Model vulnerability and encourage vulnerability in your team.* *Support team members by helping them recognize failures as opportunities for growth.* *Keep team members informed about changes, challenges, and plans to reduce uncertainty.*	Text boxes fly in from the left timed with the VO. The directions and X icon/hotspot will fade in when the VO ends. The hotspot brings the learner back to the base layer.
Notes: Slide 1.12a will have the same layout and animation but, with different text.

Slide: 1.6b / Menu Title:			**LO:**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to slide 1.6a but, the text boxes are dark blue fill (Hex 003459), with a 5 px border in darker blue (Hex 00233F).	[Slide Title] **Employee Value** Celebrate small wins. Check in with team members and show interest in them. Encourage professional development. [Directions] Click the X to continue.	[Narrator] *Recognize and celebrate small wins.* *Check in with team members during the day and show interest in who they are as people.* *Encourage participation in professional development opportunities.*	This layer corresponds to the "Employee Value" button. All animation same as slide 1.6a
Notes: Slide 1.12b will have the same layout and animation but, with different text.

Slide: 1.7 / Menu Title: Psychological Safety and Employee Value Scenarios			LO: Maps to 1. Use strategies to promote psychological safety and employee value.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is on the left side facing the learner. The 1st pose is smiling and the 2nd pose is talking. A custom button fades in on the bottom right of the slide. Direction text fades in centered above the button.	[Slide Title] **Psychological Safety and Employee Value Scenarios** [Directions] Click the button to start. [Button] Start	[Kayla] *Three team members recently came to me with challenges. Now that we know more about creating a resilient team, can you help me select the best action to promote psychological safety and employee value for each one?* [Narrator] *Click the button to get started.*	The Next button is disabled on this slide when the timeline begins. The 1st Kayla avatar fades out and the 2nd fades in at the start of the word "can". The button and direction text fade in at the beginning of the narrator VO. The "Start" button jumps to layer 1.7a -"Scenario 1-Kayla and Sam".

Slide: 1.7a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
All base layer objects are hidden except for the background and floor. (This will be the same for all layers.) The Kayla avatar is on the left side facing right. The Sam avatar is to the right of the Kayla avatar facing left talking to her. There is a speech bubble for Sam between the avatars	[Slide Title] **Scenario 1- Kayla and Sam** [Speech Bubble] Kayla, I don't understand how my new assignment fits in with the greater picture and it's making me feel like I'm not producing anything of value. [Directions] Click on the action below that best promotes psychological safety and/or employee value.	[Sam] *Kayla, I don't understand how my new assignment fits in with the greater picture and it's making me feel like I'm not producing anything of value.*	Speech bubble Text fades in and out timed with the VO. Directions and buttons/actions fade in when the VO ends. Buttons/Actions Correspond to other layers as follows: 1. Top- 1.7b 2. Middle- 1.7c 3. Bottom-1.7d

Direction text fades in on the right side below the title bar. 3 (Vertically) evenly spaced (dark blue [Hex 003459], with a darker blue [Hex 00233F] 5 px border) text boxes fade in under the directions. These will serve as buttons.	[Buttons/Actions] [1. Top] Remind Sam that his work is valued even if he doesn't understand where it fits in with the greater picture. [2. Middle] Tell Sam that his job is to do what you tell him and offer no other explanation. [3. Bottom] Explain to Sam how the assignment fits in with the goals and mission of the company.		

Notes: Slides 1.7e and 1.7i will have the same layout but, with different text and different avatars to the right of the Kayla avatar. Differences will be noted below.

Slide: 1.7b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Sam avatar is standing slightly left of center with a neutral expression facing the learner. Text is to the right of the avatar. A custom button is on the bottom right of the slide.	[Slide Title] **Scenario 1- Kayla and Sam** That is not quite the best response. Although Kayla reassured Sam that he is valued, she missed the opportunity to help him understand how he and his work fit in with the greater picture. [Button] Try again.	[Narrator] *Not quite. Kayla did reassure Sam that he is valued, but she missed a greater opportunity.* *Click the button to try again.*	The button brings the learner back to layer 1.7a.

Notes: Slides 1.7b, 1.7c, 1.7d, 1.7f, 1.7g, 1.7h, 1.7j, 1.7k, & 1.7l will have similar layouts. Differences will be noted below.

Slide: 1.7c / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7b but the avatar has a negative expression	[Slide Title] **Scenario 1- Kayla and Sam** That is not the best response. Kayla dismissed Sam's request to explain the significance of his work. Sam is likely to feel psychologically unsafe and dejected. [Button] Try again	[Narrator] *This response is not likely to help Sam feel psychologically safe at work.* *Click the button to try again.*	The button brings the learner back to layer 1.7a.

Slide: 1.7d / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7b but the avatar has a happy expression	[Slide Title] **Scenario 1- Kayla and Sam** Great job! Kayla promoted Sam's psychological safety by letting him know how his work fits into the greater picture. [Button] Next Scenario	[Narrator] *Great job! This response promoted Sam's psychological safety.* *Click the button for the next scenario.*	The button jumps to layer 1.7e (Scenario 2- Kayla and Liz)

Slide: 1.7e / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7a, but this time the Liz avatar is facing the Kayla avatar	[Slide Title] **Scenario 2- Kayla and Liz**	[Liz] *Kayla, I'm interested in helping*	Speech bubble Text fades in and out timed with the VO.

		DeShaun with his current project but, I don't know anything about that subject or the software program. Maybe next quarter?	Directions and buttons/actions fade in when the VO ends.
	[Speech Bubble] Kayla, I'm interested in helping DeShaun with his current project but, I don't know anything about that subject or the software program. Maybe next quarter? [Directions] Click on the action below that best promotes psychological safety and/or employee value. [Buttons/Actions] [1. Top] Commend Liz on her initiative and let her know that her suggestion will be taken into consideration for next quarter. [2. Middle] Commend Liz on her initiative and guide her toward appropriate employee development opportunities. [3. Bottom] Let Liz know that although you appreciate her interest, Randy and others on the project don't need any additional help.		Buttons/Actions Correspond to other layers as follows: 1. Top- 1.7f 2. Middle- 1.7h 3. Bottom-1.7g

Slide: 1.7f / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7b but it is the Liz avatar with a neutral expression	[Slide Title] **Scenario 2- Kayla and Liz** That is not quite the best response. While on the surface it may seem that Kayla valued Liz's	[Narrator] *Not quite. Kayla valued Liz's initiative but she did not provide any guidance.* *Click the button to try again.*	The button brings the learner back to layer 1.7e

	initiative, she provided no path forward for Liz to attain her goal. [Button] Try again		

Slide: 1.7g / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7f but the Liz avatar has a negative expression	[Slide Title] **Scenario 2- Kayla and Liz** That is not the best response. Kayla dismissed Liz's desire to grow at work. Liz is likely to feel less valued and dejected. [Button] Try again	[Narrator] This response is not likely to make Liz feel valued at work. Click the button to try again.	The button brings the learner back to layer 1.7e

Slide: 1.7h / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7f but the Liz avatar has a happy expression	[Slide Title] **Scenario 2- Kayla and Liz** Great job! Kayla let Liz know she is a valued team member by guiding her toward appropriate employee development opportunities. [Button] Next Scenario	[Narrator] *Great job! This response likely made Liz feel valued.* *Click the button for the next scenario.*	The button jumps to layer 1.7i (Scenario 3- Kayla and Owen)

Slide: 1.7i / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7a and 1.7e, but this time the Owen avatar is facing the Kayla avatar	[Slide Title] **Scenario 3- Kayla and Owen** [Speech Bubble] Kayla, after weeks of working toward landing a big client, I didn't get the contract. I feel like a failure. [Directions] Click on the action below that best promotes psychological safety and/or employee value. [Buttons/Actions] [1. Top] Tell Owen that he should have worked harder toward getting the contract. [2. Middle] Reassure Owen that occasional setbacks are normal and convey your confidence in his ability to secure the next contract. [3. Bottom] Reassure Owen that occasional setbacks are normal and help him figure out what to do differently next time.	[Owen] *Kayla, after weeks of working toward landing a big client, I didn't get the contract. I feel like a failure.*	Speech bubble Text will fade in and out timed with the VO. Directions and buttons/actions will fade in when the VO ends. Buttons/Actions Correspond to other layers as follows: 1. Top- 1.7k 2. Middle- 1.7j 3. Bottom-1.7l

Slide: 1.7j / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7b and 1.7f but it is the Owen avatar with a neutral expression	[Slide Title] **Scenario 3- Kayla and Owen**	[Narrator] *Not quite. Kayla did reassure Owen that everyone faces*	The button brings the learner back to layer 1.7i

| | That is not quite the best response. While Kayla did well in helping Owen understand that everyone faces setbacks and offered encouragement, she missed the opportunity to frame the failure as a chance for growth

.[Button]
Try again | *setbacks, but she missed a greater opportunity.*

Click the button to try again. | |

Slide: 1.7k / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7j but the Owen avatar has a negative expression	[Slide Title] **Scenario 3- Kayla and Owen** That is not the best response. Kayla's feedback blamed Owen and was not constructive. Owen is likely to feel psychologically unsafe and dejected. [Button] Try again	[Narrator] *This response is not likely to help Owen feel psychologically safe at work.* *Click the button to try again.*	The button brings the learner back to layer 1.7i

Slide: 1.7l / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.7k but the Owen avatar has a happy expression and instead of a button there is a 2nd text box below the 1st.	[Slide Title] **Scenario 3- Kayla and Owen** Great job! Kayla promoted Owen's psychological safety by helping him recognize his failure as an opportunity for growth.	[Narrator] *Great job! Kayla's response promoted Owen's psychological safety!* *Click next to return to the course.*	The Next button is enabled when the timeline starts on this layer. Next button advances to slide 1.8

	[2nd text box] Click Next to return to the course.		

Slide: 1.8 / Menu Title: Team Check 1 (hide from Menu)			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
There is no text or title on this slide. It has the light blue background and floor, but the background is extended to the top of the slide since there is no title bar. The "Static Clouds" image is overlaid on the light blue background and the "Clouds for Motion Path" is overlaid over the "Static Clouds". The team avatars (Emily 1, Sam 1, Sandy 1, Owen 1, Liz 1, Dallas 1, Deshaun 1) are on the slide positioned as "Non Relient Team" png. The avatars are visible from just above their knees to the tops of their heads. The Sam 1, Owen 1, and Liz 1 avatars will fade out and the Sam 2, Owen 2, and Liz 2 will fade in.	[No Slide Text]	[Narrator] (VO 1) *Let's see how Kayla's team is doing.* (VO 2) *Great job! It looks like they are already becoming more resilient!* *Let's learn some more to further our progress!*	The Next button is hidden. After the 1st VO the following animations begin simultaneously: ● The Sam 1, Owen 1, and Liz 1 avatars fade out and the Sam 2, Owen 2, and Liz 2 fade in. (duration .5 sec.) ● The "Clouds for Motion Path" picture moves along a motion path toward the right so that the edge of the clouds picture is past the right edge when completed. (duration 2 sec.) VO 2 starts when the animations end. The slide auto advances to Slide 1.9 (Emergency and Disruptions Preparation)

Notes: This is the 1st of 3 team check slides.

- Create this using the individual avatars in the same positions as the "Non Resilient Team" png.
- The "Clouds for Motion Path"png is longer than the width of the slide. The left side has a few light clouds that gradually increase and darken on the right. This is so the 1st team check can start with the right of the png aligned to the right of the slide. Each iteration it will follow a motion path further to the right to show the clouds starting to clear.

- Copy the slide for the next iteration with the visuals as they will be after the animation.

Slide: 1.9 / Menu Title: Emergency and Disruptions Preparation			LO: Maps to 2. Apply strategies to prepare for emergencies and disruptions.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
There is no floor. The Kayla avatar is on the right side of the slide facing left. Emphasized words in all caps and large font fade in on the left side of the slide about an inch below the title bar. An accordion interaction (that will open vertically) will fade in on the left side of the slide about an inch below the title bar. Each tab will have a palette color fill. Direction text will appear below the accordion interaction.	[Slide Title] **Emergency and Disruptions Preparation** [Emphasized Words] MANAGE UNCERTAINTY REDUCE ANXIETY HANDLE SITUATIONS EFFECTIVELY REMAIN CALM ENSURE SMOOTH OPERATIONS [Accordion Interaction Tabs] [1-Top] Business Continuity [2] Cross Training [3] Establish Secondary Owners [4] Document all Procedures & Processes [5] Keep Team Contact Information	[Narrator] *When employees are prepared for emergencies and disruptions, they can better manage uncertainty. Preparation not only reduces anxiety about the unknown but also equips employees to handle unexpected situations more effectively. This readiness allows them to remain calm and focused, minimizing stress and ensuring smooth operations when emergencies or other disruptions arise.* *To explore strategies to promote emergency and disruption preparation, click each of the tabs.*	The Next button is disabled on this slide when the timeline begins. Emphasized words fade in and out timed with the corresponding VO. Accordion interaction and direction text fade in with the corresponding VO. The learner can click the accordion tabs in any order. Each brings the learner to the corresponding layer. Each layer begins with the tabs below the selection following a motion path to the bottom of the slide to reveal the corresponding layer detail. When the learner selects the X/hotspot on each layer detail, the accordion will close, the VO will stop, and the learner will be returned to the base layer. The Next button is enabled when

	[Directions] Click each of the tabs.		the timeline ends on all layers.

Notes: Slide 1.16 will have the same layout and animation, but different text.

Slide: 1.9a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same for all layers) All base layer objects are hidden except the title, background, and the Kayla avatar. The accordion tabs are copied to the layer in the same position as the base layer. The layer detail is the same color as the corresponding tab and is positioned directly beneath the corresponding tab (no space in between) to be revealed after the lower tabs complete the 1st motion path. All layer details are the same size. The width is the same as the width of the tabs. They will each have an X icon with a hotspot in the top right corner.	[Slide Title] **Emergency and Disruptions Preparation** [layer Detail] Create contingency plans.	[Narrator] *Create business continuity contingency plans.*	(Same for all layers-except there is no motion path for layer 5) Each layer begins with the tabs below the selected tab following a motion path to the bottom of the slide to reveal the corresponding layer detail. When the learner selects the X/hotspot on each layer detail, the accordion will close (following a return motion path), the VO will stop, and the learner will be returned to the base layer. The duration of both motion paths is 1.5 sec.

Notes: Layers for Slide 1.16 will also have the same layout and animation, but different text.

Slide: 1.9b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Emergency and Disruptions Preparation** [layer Detail] Implement cross-training.	[Narrator] *Implement cross-training to ensure versatility in job skills and tasks among employees.*	

Slide: 1.9c / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Emergency and Disruptions Preparation** [layer Detail] Establish a list of primary and secondary owners.	[Narrator] *Establish and create a readily accessible list of primary and secondary owners for each duty.*	

Slide: 1.9d / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Emergency and Disruptions Preparation** [layer Detail] Document all procedures and processes.	[Narrator] *Document all procedures and processes and make them readily accessible to every team member.*	

Slide: 1.9e / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

	[Slide Title] **Emergency and Disruptions Preparation** [layer Detail] Keep an up-to-date list of contact information.	[Narrator] *Keep an up-to-date list of all team contact information.*	No motion paths

Slide: 1.10 / Menu Title: Preparation Stories			LO: Maps to 2. Apply strategies to prepare for emergencies and disruptions.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is on the left side shrugging. 3 books appear on a shelf stacked on top of each other. (Use rounded rectangles in 3 different palette colors to create the books. A black rectangle can be added behind the books for shadow. A trapezoid in a color slightly lighter than the top rectangle can be added on top of the top rectangle to create dimension.) The books act as buttons. The shelf takes up most of the slide width to the right of the avatar. The books are slightly off center on the shelf leaving room for a picture of a plant on either side. Book titles appear on each rectangle and direction text	[Slide Title] **Preparation Stories** [Book Titles] Deadline Dilemma: A Missing Expert and the Overdue Deliverable Blackout Blunder: The Mystery of the Missed Presentation The Vanishing Act: The Case of the Missing Colleague [Directions] [to appear with narrator VO] Click on any of the books to start. [To appear after all layer timelines are complete] Great job! Click Next to return to the course.	[Kayla] *Now that we've learned how to plan for emergencies and disruptions can you help select strategies to change my stories for the better?* [Narrator] Click on any of the books to start.	The Next button is disabled on this slide when the timeline begins. The books, shelf, plant, & directions appear when the narrator VO begins. The learner can click on the books in any order. Each title jumps to the corresponding layer. The Next button is enabled when the timeline ends on all layers.

appears on the front of the shelf.			

Slide: 1.10a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
All base layer objects are hidden except the background and floor. The Kayla avatar is on the left side of the slide with a large speech bubble to the right of her face. The speech text fades out and in about midway through the VO. The Kayla avatar will fade out and in to a new position simultaneously. (Use any 2 of the Kayla-unhappy, Thoughtful, or Talking images provided.) 2 custom buttons fade in adjacent to each other on the bottom right of the slide. Direction text fades in centered above the buttons.	[Slide Title] **Deadline Dilemma: A Missing Expert and the Overdue Deliverable** [Speech Bubble] We had an important deliverable for our director, and Sandy was the only one with the expertise to complete the final portion. Unfortunately, a family emergency arose before she could start, and she has not yet returned. As a result, the deliverable is now a week overdue, and the director is understandably upset. [Directions] Select a strategy below to change the ending of the story. [Buttons] Implement Cross-Training Keep An Up-to-Date Team Contact List	[Kayla] *We had an important deliverable for our director, and Sandy was the only one with the expertise to complete the final portion. Unfortunately, a family emergency arose before she could start, and she has not yet returned. As a result, the deliverable is now a week overdue, and the director is understandably upset.*	The 1st Kayla avatar and speech bubble text fade out and the 2nd set fades in about midway through the VO. The buttons and directions fade in after the VO ends. Implement Cross-Training button jumps to layer 1.10b Keep An Up-to-Date Team Contact List jumps to 1.10c
Notes: Layers 1.10a, 1.10d, & 1.10g will have the same layout, with different avatar poses and text.			

Slide: 1.10b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Similar to 1.10a but use any 2 Kayla-Happy images provided) The Kayla avatar is on the left side of the slide with a large speech bubble to the right of her face. The speech text fades out and in about midway through the VO. The Kayla avatar will fade out and in to a new position simultaneously. 1 custom button fades in on the bottom right of the slide. (There is no direction text.)	[Slide Title] **The Cross Trained Colleague and the Timely Submission** [Speech Bubble] Since we cross-trained Deshaun, he was able to step in and complete Sandy's part. As a result, we delivered the project on time, and the director was pleased with the outcome. [Button] Return to Preparation Stories	[Kayla] *Since we cross-trained Deshaun, he was able to step in and complete Sandy's part. As a result, we delivered the project on time, and the director was pleased with the outcome.*	The 1st Kayla avatar and speech bubble text fade out and the 2nd set fades in about midway through the VO. The button fades in after the VO ends. The button returns the learner to the base slide.
Notes: Layers 1.10c, 1.10e, 1.10f, 1.10h, & 1.10i will have the same layout, with different avatar poses and text.			

Slide: 1.10c / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10b but use any 2 Kayla-Unhappy images provided	[Slide Title] **Deadline Dilemma: A Missing Expert and the Overdue Deliverable** [Speech Bubble] Although we have an up-to-date contact list that has proven useful in the past, we chose not to disturb Sandy during this challenging time. Also, the complexity of the information made it unsuitable for explanation over the phone. So,	[Kayla] *Although we have an up-to-date contact list that has proven useful in the past, we chose not to disturb Sandy during this challenging time. Also, the complexity of the information made it unsuitable for explanation over the phone. So, the deliverable is now a week overdue, and the director is not happy.*	Same as 1.10b

	the deliverable is now a week overdue, and the director is not happy. [Button] Return to Try a Different Strategy	

Slide: 1.10d / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10a but with 2 different Kayla-unhappy, Thoughtful, or Talking images provided	[Slide Title] **Blackout Blunder:** **The Mystery of the Missed Presentation** [Speech Bubble] My team scheduled an important client presentation to take place in the office. On the morning of the meeting, an unexpected power outage closed the office building. The presentation had to happen that day. We struggled to reach all participants to notify them of the switch to a virtual meeting. As a result, several key attendees missed the presentation, causing client dissatisfaction. [Directions] Select a strategy below to change the ending of the story. [Buttons] Keep An Up-to-Date Client	[Kayla] *My team scheduled an important client presentation to take place in the office. On the morning of the meeting, an unexpected power outage closed the office building. The presentation had to happen that day. We struggled to reach all participants to notify them of the switch to a virtual meeting. As a result, several key attendees missed the presentation, causing client dissatisfaction.*	(same as 1.10a) The 1st Kayla avatar and speech bubble text fade out and the 2nd set fades in about midway through the VO. (same as 1.10a) The buttons and directions fade in after the VO ends. Keep An Up-to-Date Client Contact List button jumps to layer 1.10e Create Business Continuity Contingency Plan button jumps to layer 1.10f

	Contact List Create Business Continuity Contingency Plan		

Slide: 1.10e / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10c, but use 2 different Kayla-Unhappy images provided	[Slide Title] **Blackout Blunder: The Mystery of the Missed Presentation** [Speech Bubble] Our client contact information list helped us reach many participants. However, we could not reach everyone before the meeting. As a result, a few key attendees missed the presentation and the client team was not happy. [Button] Return to Try a Different Strategy	[Kayla] *Our client contact information list helped us reach many participants. However, we could not reach everyone before the meeting. As a result, a few key attendees missed the presentation and the client team was not happy.*	Same as 1.10b and 1.10c

Slide: 1.10f / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10b but use 2 different Kayla-Happy images provided	[Slide Title] **The Continuity Contingency Plan and the Successful Presentation**	[Kayla] *We had a complete business continuity contingency plan in place which included a client contact list, phone tree, and a*	Same as 1.10b, 1.10c, and 1.10e

[Speech Bubble] We had a complete business continuity contingency plan in place which included a client contact list, phone tree, and a virtual option offered in advance of the meeting date. As a result, all key stakeholders were in attendance and were impressed with our presentation. [Button] Return to Preparation Stories	*virtual option offered in advance of the meeting date. As a result, all key stakeholders were in attendance and were impressed with our presentation.*

Slide: 1.10g / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10a and 1.10d but with 2 different Kayla-unhappy, Thoughtful, or Talking images provided	[Slide Title] **The Vanishing Act: The Case of the Missing Colleague** [Speech Bubble] Dallas, who is always on time and never misses a day, didn't show up yesterday. I received no notice and the personal phone number and email address I had for him was outdated. I wasn't sure how to proceed with his assignments. [Directions] Select a strategy below to change the ending of the story. [Buttons] Document All Procedures and Processes	[Kayla] *Dallas, who is always on time and never misses a day, didn't show up yesterday. I received no notice and the personal phone number and email address I had for him was outdated. I wasn't sure how to proceed with his assignments.*	(same as 1.10a and 1.10d) The 1st Kayla avatar and speech bubble text fade out and the 2nd set fades in about midway through the VO. (same as 1.10a and 1.10d) The buttons and directions fade in after the VO ends. Document All Procedures and Processes button jumps to layer 1.10h Keep An Up-to-Date Team Contact List button jumps to layer 1.10i

	Keep An Up-to-Date Team Contact List		

Slide: 1.10h / Menu Title:			**LO:**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10c and 1.10e but use 2 different Kayla-Unhappy images provided	[Slide Title] **The Vanishing Act: The Case of the Missing Colleague** [Speech Bubble] While my team excels at documenting procedures and processes, the uncertainty surrounding Dallas's absence made it challenging to determine when he would return and what tasks needed to be reassigned. [Button] Return to Try a Different Strategy	[Kayla] *While my team excels at documenting procedures and processes, the uncertainty surrounding Dallas's absence made it challenging to determine when he would return and what tasks needed to be reassigned.*	Same as 1.10b, 1.10c, 1.10e, and 1.10f

Slide: 1.10i / Menu Title:			**LO:**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Same as 1.10b and 1.10f but use 2 different Kayla-Happy images provided	[Slide Title] **The Up-to-Date Contact List and the Seamless Workflow** [Speech Bubble] Since my team keeps an up-to-date contact list, I called Dallas's personal cell phone. His sister answered and let me know that Dallas had a medical emergency which made it impossible for him to contact me.	[Kayla] *Since my team keeps an up-to-date contact list, I called Dallas's personal cell phone. His sister answered and let me know that Dallas had a medical emergency which made it impossible for him to contact me. She assured me that Dallas was being treated, would be okay, and was expecting to return to work next week. I was relieved*	Same as 1.10b, 1.10c, 1.10e, 1.10f, and 1.10h

	She assured me that Dallas was being treated, would be okay, and was expecting to return to work next week. I was relieved that Dallas would be alright and I was able to prioritize which of his assignments to pass along and which could wait for his return. [Button] Return to Preparation Stories	*that Dallas would be alright and I was able to prioritize which of his assignments to pass along and which could wait for his return.*	

Slide: 1.11 / Menu Title: Team Check 2 (hide from Menu)			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.8 with the following differences: The Sam 2, Owen 2, and Liz 2 are already on the slide. The Sandy 2 and Dallas 2 avatars will fade in this time to replace the Sandy 1 and Dallas 1 avatars. The "Clouds for Motion Path' starts where the motion path ended in 1.8.	[No Slide Text]	[Narrator] (VO 1) Let's see how Kayla's team is doing. (VO 2) *Great job! It looks like they are becoming EVEN more resilient!* *Let's learn some more to further our progress!*	The Next button is hidden. After the 1st VO the following animations begin simultaneously: ● The Sandy 1, Dallas 1, avatars fade out and the Sandy 2, Dallas 2 fade in. (duration .5 sec.) ● The "Clouds for Motion Path" picture moves along a motion path further to the right.(duration 2 sec.) VO 2 starts when the animations end. The slide auto advances to Slide 1.12 (Employee Connections)

Slide: 1.12 / Menu Title: Employee Connections			LO: Maps to 3. Apply strategies to develop working relationships among employees.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(The same layout as slide 1.6, but with different text) The Kayla avatar is on the right side of the slide facing left. Emphasized words in all caps and large font fade in on the left side of the slide about an inch below the title bar. 2 custom buttons fade in adjacent to each other on the bottom right of the slide. Direction text fades in centered above the buttons. The Kayla avatar fades out when the buttons and directions fade in.	[Slide Title] **Employee Connections** [Emphasized words] HAPPIER & MORE ENGAGED REBOUND QUICKLY SOCIAL SUPPORT EMOTIONAL SUPPORT ADVICE & ENCOURAGEMENT COPE WITH STRESS Directions] Click the buttons below. [Buttons] Intradepartmental Connections Interdepartmental Connections	[Narrator] *When employees develop and maintain good working relationships, they are happier and more engaged at work and rebound quickly from setbacks. Strong connections with colleagues provide a valuable source of social support. When facing challenges or setbacks, individuals with robust work connections can rely on their peers for emotional support, advice, and encouragement. This support network helps individuals cope with stress more effectively and bounce back from adversity.* *To explore strategies to promote employee connections, click on each of the buttons below .*	(The same as slide 1.6) The Next button is disabled on this slide when the timeline begins. Emphasized words fade in and out timed with the corresponding VO. Custom buttons and direction text fade in with the corresponding VO while the Kayla avatar fades out. The learner can click the buttons in either order. Each brings the learner to the corresponding layer. The Next button is enabled when the timeline ends on both layers.

Slide: 1.12a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same layout as slide 1.6a, but with different text) (Vertically)Evenly spaced tan text	[Slide Title] **Intradepartmental Connections** Encourage all voices.	[Narrator] Encourage all voices in team meetings.	This layer corresponds to the Intradepartmental Connections button

boxes (Hex A99C65), with a 5 px darker border(Hex 736A41)fly in between the title bar and the floor. The text boxes start on the left of the slide and span about ¾ of the width. An X icon appears with a hotspot in the top right corner on the title bar. Direction text fades in centered below the hotspot. All base layer objects are hidden except for the background and floor.	Organize team building and social events. Conduct workshops focused on personality assessments. [Directions] Click the X to continue.	Organize team building and social events. Ensure that some of them are virtual to include employees who work from home. Conduct workshops focused on personality assessments like DISC, CliftonStrengths, or Myers-Briggs.	(Same animations as slide 1.6a) Text boxes fly in from the left timed with the VO. The directions and X icon/hotspot will fade in when the VO ends. The hotspot brings the learner back to the base layer.

Slide: 1.12b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same layout as slide 1.12a, but with different text & colors) The text boxes are dark blue fill (Hex 003459), with a 5 px border in darker blue (Hex 00233F).	[Slide Title] **Interdepartmental Connections** Encourage involvement in employee resource groups (ERG). Encourage participation in company wide chat groups. Encourage team members to meet over coffee or lunch.	[Narrator] *Encourage team member involvement in employee resource groups and/or other affinity groups.* *Encourage team members participation in one of the company wide chat groups.* *Encourage team members to meet over coffee or lunch with colleagues from other departments to learn about their projects.*	This layer corresponds to the Interdepartmental Connections button (Same animations as slide 1.12a)

Slide: 1.13 / Menu Title: Does it promote employee connections?			LO: Maps to 3. Apply strategies to develop working relationships among employees.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is large, facing the learner behind a picture of a desk. She can be viewed from the torso up. The desk is in the center at the bottom of the slide. A Suggestion box will appear on the right side of the desk and a Rejections box on the left side of the desk. A custom button will appear on the bottom right of the slide.	[Slide Title] **Does it promote employee connections?** [Button] Click here for the first strategy.	[Kayla] *I've created a suggestion box for myself to add strategies I use that help build team resilience. Now that we know a bit more, will you help me sort the ones that strengthen employee connections from those that don't?* [Narrator] *Click the button for the first strategy then drag and drop the strategy into the appropriate box.*	The Next button is disabled on this slide when the timeline begins. The Suggestions box fades in when the VO starts the word "suggestion". The Rejections box fades in when the VO starts the word "don't". The button fades in when the narrator VO starts. The button jumps to layer 1.13a. The Next button is enabled when the timeline ends on all layers.

Notes:
- All drag/drop layers (every other layer starting with layer 1.13a)will have the same layout with a different Kayla avatar pose and different text.
- All feedback layers (every other layer starting with layer 1.13b)will have the same layout with a different Kayla avatar pose and different text.
- Feedback layers will have the same Kayla avatar pose as their respective drag/drop layer (i.e. layers 1.13a and layers 1.13b will have the same pose, layers 1.13c and 1.13d the same and so on)

Slide: 1.13a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The base layer objects that are on	[Slide Title-shows from base layer]	[Kayla]	A transparent rectangle is over

Visual / Display	Slide Text	Narration / Voiceover	Animation / Interaction
all layers: the title, background, floor, desk, both boxes The Kayla avatar is small on the bottom left side of the slide gesturing upward toward a (white with 5px gray outline) rectangular text box with the strategy text. (The text box will be the drag/drop item.) Direction text will fade in to the right of the drag/drop item.	**Does it promote employee connections?** [In the Drag/Drop Item] In meetings, I like to use strategies like round robin (going around the room until everyone has spoken). [Directions] Drag and drop the strategy into the appropriate box.	In meetings, I like to use strategies like round robin (going around the room until everyone has spoken).	the drag/drop item restricting the learner from dragging and dropping it until the VO ends. . The boxes have hotspots over them. When the learner drops the drag/drop item into one of the boxes, the state will be one of the following: ● Correct (green with a check icon to the right of it) ● Incorrect (red with a circle around a diagonal line icon to the right of it) The drag/drop item will then shrink and disappear. After the drag/drop item disappears, the slide automatically jumps to layer 1.13b. The correct box for this layer is Suggestions.

Notes: To ensure the drag/drop item does not shrink and disappear before it is dropped, pause the timeline until the VO completes and do not allow seeking on this layer or other layers with a drag/drop item.

Slide: 1.13b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The base layer objects that are on all layers: the title, background, floor, desk, both boxes	[Slide Title-shows from base layer] **Does it promote employee connections?**	[Narrator] *This is a good suggestion!* *Going around the room gives*	The button fades in when the VO ends. The button jumps to layer 1.13c.

| The Kayla avatar is small on the bottom left side of the slide gesturing upward toward text.

A button will fade in on the bottom right of the slide. | [Text]
This is a good suggestion!

Going around the room gives everyone a chance to speak and connect!

[Button]
Click here for the next strategy. | *everyone a chance to speak and connect!* | |

Slide: 1.13c / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.13a (Use a different Kayla-Displaying image.)	[Slide Title-shows from base layer] **Does it promote employee connections?** [In the Drag/Drop Item] In virtual meetings, I turn off chat and emojis. [Directions] Drag and drop the strategy into the appropriate box.	[Kayla] *In virtual meetings, I turn off chat and emojis so everyone can stay focused on agenda items.*	Similar to 1.13a After the drag/drop item disappears, the slide automatically jumps to layer 1.13d. The correct box for this layer is Rejections.

Slide: 1.13d / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.13b	[Slide Title-shows from base layer] **Does it promote employee connections?** [Text] This suggestion does not promote employee connections.	[Narrator] *This suggestion does not promote employee connections.* *In virtual meetings, employees should have the opportunity to engage with each other through chat and emojis.*	Similar to 1.13b The button jumps to layer 1.13e.

	In virtual meetings, employees should have the opportunity to engage with each other through chat and emojis. [Button] Click here for the next strategy.		

Slide: 1.13e / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.13a and 1.13c (Use a different Kayla-Displaying image.)	[Slide Title-shows from base layer] **Does it promote employee connections?** [In the Drag/Drop Item] I organize Zoom game socials. [Directions] Drag and drop the strategy into the appropriate box.	[Kayla] My team members work in multiple offices, so I organize Zoom game socials to help them bond with each other.	Similar to 1.13a and 1.13c After the drop item disappears, the slide automatically jumps to layer 1.13f. The correct box for this layer is Suggestions.

Slide: 1.13f / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.13b and 1.13d	[Slide Title-shows from base layer] **Does it promote employee connections?** [Text] This is a good suggestion! Zoom events are a great way to promote connections among	[Narrator] *This is a good suggestion!* *Zoom events are a great way to promote connections among employees* *who do not work in the same physical space.*	Similar to 1.13b and 1.13d The button jumps to layer 1.13g

	employees who do not work in the same physical space. [Button] Click here for the next strategy.		

Slide: 1.13g / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.13a,1.13c, and 1.13e (Use a different Kayla-Displaying image than was used for 1.13e)	[Slide Title-shows from base layer] **Does it promote employee connections?** [In the Drag/Drop Item] I email my team a list of all Employee Resource Group (ERG) and company sponsored events. [Directions] Drag and drop the strategy into the appropriate box.	[Kayla] Every month, I compile and email my team a list of all Employee Resource Group and company sponsored events to encourage them to get involved.	Similar to 1.13a,1.13c, and 1.13e After the drop item disappears, the slide automatically jumps to layer 1.13h. The correct box for this layer is Suggestions.

Slide: 1.13h / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.13b, 1.13d, 1.13f except there is no button and there is a 2nd text box beneath the first with directions. The direction text is Arial 14 Bold (like the buttons).	[Slide Title] **Does it promote employee connections?** [Text Box 1] This is a good suggestion! It encourages connections across the company. [Text Box 2-Directions] Click Next to return to the course.	[Narrator] *This is a good suggestion!* *It encourages connections across the company.*	The directions text appears and the Next button is enabled when the VO ends.

Slide: 1.14 / Menu Title: Knowledge Check			LO: Each drag item maps to one of the following: 1, 2, or 3 as indicated below.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

There is no floor.
 	
A matching drag and drop with 3 selections is in the center of the slide.
 	
There are two lines of direction text at the top of the slide.
	[Slide Title]
	Knowledge Check
	
	[Directions]
	
	[1] Drag each strategy on the right to connect it with how it promotes resilience on the left.
	
	[2]When you are finished, click the Submit button.
	
	[3 drop targets on left]
	
	[Each match maps to Los accordingly:
	    1.Use strategies to promote psychological safety and employee value.
	    2.Apply strategies to prepare for emergencies and disruptions.
	    3.Apply strategies to develop working relationships among employees.]
	
	[1] Psychological Safety and Employee Value
	
	[2] Emergencies and Disruptions Preparation
	
	[3] Employee Connections
		[Narrator]
		Time for a quick knowledge check.
		
		Drag each strategy on the right to connect it with how it promotes resilience on the left.
		
		When you are finished, click the Submit button.
			The submit button is disabled until the VO ends.
			
			The direction text fades in timed with the VO.
			
			The learner has 2 opportunities to match all items correctly.
			
			The Submit buttons jumps to:
			
			1.14a-If the learner gets everything correct
			
			1.14b-After a 2nd incorrect submission
			
			1.14c-After 1 incorrect submission

	[3 drag items on right]		
	[1] Model vulnerability.		
	[2] Create contingency plans.		
	[3] Conduct personality assessment workshops.		

Slide: 1.14a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is centered on the bottom of the slide showing from hips or waist up. She is smiling with her fist in the air. (Use the Kayla- for Knowledge Check Correct Layer image.) A large blue star shape (Hex 003459), with a white 5 px border is behind the Kayla avatar. There is text in the star shape. A button is on the bottom right of the slide.	[Slide Title] **Correct** [Text in shape] Great job! You've got this! [Button] Continue	[No Voiceover]	The button jumps to slide 1.15.

Slide: 1.14b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is centered on the bottom of the slide showing from hips or waist up. Her expression is thinking and she is looking upward. (Use the Kayla-thoughtful 3 image.)	[Slide Title] **Incorrect** [Text below the title bar] Here are the correct matches.	[No Voiceover]	The button jumps to slide 1.15.

An image of the correct matches are above and slightly behind Kayla (Part of Kayla's head is in front of the bottom of the image.) Text is centered below the title bar.	[Button] Continue		

Slide: 1.14c / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Kayla avatar is centered on the bottom of the slide showing from hips or waist up. She looks thoughtful. (Use Kayla-Thoughtful 1 or 2.) A large circle (Hex 003459), with a white 5 px border is behind the Kayla avatar. There is text in the circle. A button is on the bottom right of the slide.	[Slide Title] **Not Quite** [Text in shape] Please try again. [Button] Try Again	[No Voiceover]	The button returns the learner to the base slide.

Slide: 1.15 / Menu Title: Team Check 3 (hide from Menu)			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Similar to 1.11 with the following differences: The Sandy 2 and Dallas 2 are already on the slide.	[No Slide Text]	[Narrator] [VO 1] Let's see how Kayla's team is doing. [VO 2) Great job! It looks like they	The Next button is hidden. After the 1st VO the following animations begin simultaneously: ● The DeShaun 1 avatar

The DeShaun 2 avatar will fade in this time to replace the DeShaun 1 avatar. The "Clouds for Motion Path' starts where the motion path ended in 1.11.		are EVEN better! Now, let's take a look at strategies for self care to help make the team more resilient.	fades out and the DeShaun 2 avatar fades in. (duration .5 sec.) ● The "Clouds for Motion Path" picture moves along a motion path to the right until it is completely off the slide.(duration 2 sec.) VO 2 starts when the animations end. The slide auto advances to Slide 1.16 (Self-Care)

Slide: 1.16 / Menu Title: Self-Care			LO: Maps to 4. Implement strategies to promote a culture of self-care.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(same as slide 1.9 but, with different text) There is no floor. The Kayla avatar is on the right side of the slide facing left. Emphasized words in all caps and large font animate to appear on the left side of the slide about an inch below the title bar. An accordion interaction (that will open vertically) will appear on the left side of the slide about an inch below the title bar. Each tab will have a palette color fill.	[Slide Title] **Self-Care** [Emphasized Words] SET BOUNDARIES MANAGE TIME EFFECTIVELY ALLOCATE PERSONAL TIME WELL-BEING & RESILIENCE FULFILLED & SUPPORTED PROFESSIONALLY & PERSONALLY	[Narrator] When self-care is prioritized, employees are more likely to set boundaries, manage their time effectively, and allocate time for personal activities and relationships outside of work. A balanced lifestyle contributes to overall well-being and resilience, as employees feel fulfilled and supported in both their professional and personal lives. To explore strategies to promote self-care, click each of the tabs.	(same as slide 1.9) The Next button is disabled on this slide when the timeline begins. Emphasized words fade in and out timed with the corresponding VO. Accordion interaction and direction text fade in with the corresponding VO. The learner can click the accordion tabs in any order. Each brings the learner to the

Direction text will appear below the accordion interaction..	[Accordion Interaction Tabs] [1-Top] Workload Expectations [2] Downtime [3] Work-Life Balance [4] Flexible Hours [5] Exercise [Directions] Click each of the tabs.		corresponding layer. Each layer will begin with the tabs below the selection following a motion path to the bottom of the slide to reveal the corresponding layer detail. When the learner selects the X/hotspot on each layer detail, the accordion will close, the VO will stop, and the learner will be returned to the base layer. The Next button is enabled when the timeline ends on all layers.

Slide: 1.16a/ Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same for all layers) All base layer objects are hidden except the title, background, and the Kayla avatar. The accordion tabs are copied to the layer in the same position as the base layer. The layer detail is the same color as the corresponding tab and is positioned directly beneath the corresponding tab (no space in between) to be revealed after the lower tabs complete the 1st motion path. All layer details are the same size.	[Slide Title] **Self-Care** [Layer Detail] Ensure workload expectations are reasonable.	[Narrator] Ensure workload expectations are reasonable and manageable.	(Same for all layers-except there is no motion path for layer 5) Each layer begins with the tabs below the selected tab following a motion path to the bottom of the slide to reveal the corresponding layer detail. When the learner selects the X/hotspot on each layer detail, the accordion will close(following a return motion path), the VO will stop, and the learner will be returned to the base layer. The duration of both motion paths is 1.5 sec.

The width is the same as the width of the tabs. They will each have an X icon with a hotspot in the top right corner.			

Slide: 1.16b / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Self-Care** [Layer Detail] Promote the importance of downtime.	[Narrator] Promote the importance of downtime for recharging and rejuvenation.	

Slide: 1.16c/ Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Self-Care** [Layer Detail] Promote the boundary between work and personal life.	[Narrator] Promote work-life balance and honor the boundary between work and personal life.	

Slide: 1.16d / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Self-Care** [Layer Detail]	[Narrator] Ensure that your team members are actively leveraging the flexible work policy.	

	Ensure your team leverages the flexible work policy.		

Slide: 1.16e / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[Slide Title] **Self-Care** [Layer Detail] Encourage exercise.	[Narrator] Encourage exercise.	

Slide: 1.17 / Menu Title: Summary			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
[Similar to Slide 1.5] The Kayla avatar is on the right side of the slide the whole time facing the learner She is smiling and pointing to her head.(Use the Kayla-Summary image) (Identical to Slide 1.5) (Vertically)Evenly spaced text boxes (dark blue[Hex 003459], with a 5 px border in darker blue [Hex] 00233F) fade in between the title bar and the floor. The text boxes will start on the left of the slide and span about ¾ of the width.	[Slide Title] **Summary** [text boxes are the same as Slide 1.5] Promote psychological safety and employee value. Prepare for emergencies and disruptions. Develop working relationships among employees. Promote a culture of self care.	[Narrator] During this course, you have learned strategies to: Promote psychological safety and employee value. Prepare for emergencies and disruptions. Develop working relationships among employees. Promote a culture of self-care.	The Next button is disabled on this slide when the timeline begins. The text fades in timed with the VO. The Next button is enabled on this slide when the VO ends.

Slide: 1.18 / Menu Title: Quiz Intro			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

Visual / Display	Slide Text	Narration / Voiceover	Animation / Interaction
There is no floor on this and all subsequent slides. The Kayla avatar is on the right side of the slide the whole time facing left. There is large bold text on the left below the title bar. The large text fades out and (vertically)evenly spaced text boxes (dark blue[Hex 003459], with a 5 px border in darker blue [Hex] 00233F) fade in between the title bar and the floor. The text boxes will start on the left of the slide and span about ¾ of the width. Direction text fades in on the bottom left of the slide.	[Slide Title] **Quiz** [Large Bold Text] It's time for a quiz! [Blue Text Boxes] You will have 5 multiple choice questions. You will need to answer 4 of the 5 questions correctly. You will have unlimited attempts. You may review any part of the course before you begin. [Directions] When you are ready, click Next.	[Narrator] Now it's time for a short quiz! The quiz has 5 multiple choice questions. To receive a passing score of 80%, you will need to answer 4 of the 5 questions correctly. You will have unlimited attempts. You may review any part of the course before you begin. When you are ready to take the quiz, click Next.	The Next button is disabled on this slide when the timeline begins. "It's time for a quiz!" fades out after the respective VO. The other text fades in timed with the VO. The Next button is enabled on this slide when the VO ends.

Slide: 1.19 / Menu Title: Q1 (hide from Menu)			LO: Maps to 1. Use strategies to promote psychological safety and employee value.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The question text is on the top of the slide below the title bar. The three multiple choice options are (vertically) evenly spaced below the question text. (Text should start about an inch from the left slide edge to allow room for the check mark in the review	[Slide Title] **Question 1** [Question] An employee expresses confusion about the purpose of an assignment Kayla delegated to them. How should Kayla respond to	[No Voiceover]	Score by question with 1 attempt for each quiz question as the learner progresses through the quiz. They will be able to retake the entire quiz at the end if they do not pass. When the learner clicks Submit, submit multiple choice and

layer. There is a dark blue (Hex 003459) rectangle behind all 3 options that spans the entire width of the slide.	most effectively consider the employee's psychological safety? [Answer Choices] [1] Tell them if they don't understand they should delegate it to someone else. [2] Explain that as her subordinate, they need to follow your directive. **[3 Correct]** Explain how the assignment relates to a larger company goal and why they are the best person to do it.		advance to the next slide. The learner will not get feedback until they have submitted all 5 answers. After the learner submits the 5th answer, they will be taken to the results slide 1.24. The learner will be given the opportunity to review whether they pass or fail.

Notes: Slides All 5 quiz slides (1.19-1.23) have the same layout and interactions.

Slide: 1.19a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
The Base layer shows and the feedback text is below the blue rectangle with a tan (Hex 948A54) rectangle behind it spanning the length of the slide. There is no space between the blue and tan rectangle.	[Layer Title: Review] [Slide Title] **Question 1** [Feedback Text] To promote psychological safety, Kayla needs to be transparent and clear about what is expected of team members and how their roles fit into the greater work of the company.	[No Voiceover]	The learner can click Next to advance through the Review slides.

Notes: All 5 review layers (1.19a-1.23a) have the same layout and interactions except 1.23a will return the learner to the results slide.

Slide: 1.20 / Menu Title: Q2 (hide from Menu)			LO: Maps to 3. Apply strategies to develop working relationships among employees.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide 1.19 but, with different text)	[Slide Title] **Question 2** [Question] In recent team meetings, some voices dominated the conversation. Which action should Kayla take to best promote employee connections in future meetings? [Answer Choices] **[1 Correct]** Do a round robin for each topic to get everyone's feedback. [2] Ask the higher level employees to express their opinions/solutions on the meeting topics. [3] Continue to facilitate meetings as before since not everyone likes to talk.	[No Voiceover]	(Same as slide 1.19)

Slide: 1.20a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide layer 1.19a but, with different text)	[Layer Title: Review] [Slide Title]	[No Voiceover]	(Same as slide 1.19a)

	Question 2 [Feedback Text] To develop working relationships among employees, Kayla needs to encourage all voices to be heard.		

Slide: 1.21 / Menu Title: Q3 (hide from Menu)			**LO: Maps to 4. Implement strategies to promote a culture of self-care.**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide 1.19 & 1.20 but, with different text)	[Slide Title] **Question 3** [Question] Progress on a project is halted by an unanswered question and the sole employee with the answer has left for the day. Which action should Kayla take to best promote employee self-care? [Answer Choices] **[1 Correct]** Work on a different project until tomorrow. [2] Send the employee an email and hope they check their work inbox. [3] Call the employee on their cell phone, offer an apology for the inconvenience, and ask the question.	[No Voiceover]	(Same as slide 1.19 & 1.20)

Slide: 1.21a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide layer 1.19a & 1.20.a but, with different text)	[Layer Title: Review] [Slide Title] **Question 3** [Feedback Text] To promote a culture of self-care, Kayla needs to honor the boundary between work and personal life.	[No Voiceover]	(Same as slide 1.19a & 1.20a)

Slide: 1.22 / Menu Title: Q4 (hide from Menu)			LO: Maps to 1. Use strategies to promote psychological safety and employee value.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide 1.19, 1.20, & 1.21 but, with different text)	[Slide Title] **Question 4** [Question] An employee expresses interest in acquiring skills that currently fall outside the scope of their job. How should Kayla respond to best demonstrate that she values the employee? [Answer Choices] **[Correct]** Guide them toward appropriate professional development opportunities. Inform them that she appreciates	[No Voiceover]	(Same as slide 1.19, 1.20, & 1.21)

	their contributions, emphasizing that their current skills are sufficient for their role. Discourage them from pursuing additional skills, citing time constraints or workload.		

Slide: 1.22a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide layer 1.19a, 1.20.a, & 1.21a but, with different text)	[Layer Title: Review] [Slide Title] **Question 4** [Feedback Text] To promote a culture of psychological safety and employee value, Kayla needs to encourage participation in professional development opportunities.	[No Voiceover]	(Same as slide 1.19a, 1.20a, & 1.21a)

Slide: 1.23 / Menu Title: Q5 (hide from Menu)			LO:Maps to 2. Apply strategies to prepare for emergencies and disruptions.
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide 1.19, 1.20, 1.21, & 1.22 but, with different text)	[Slide Title] **Question 5** [Question] A report is due today and the employee who usually runs it is out of the office. Which scenario	[No Voiceover]	(Same as slide 1.19, 1.20, 1.21, & 1.22 but, the "Submit" button jumps to Slide 1.24 [Quiz Results])

would most likely occur if Kayla prepared properly for emergencies and disruptions?

[Answer Choices]

[1 Correct] The report will be turned in on time because she established secondary owners for each duty and had readily accessible documentation of all procedures and processes.

[2] The report will need to be turned in late since the employee who usually runs it is out.

[3] Someone on your team will need to learn how to run the report today so that it can be turned in on time.

Slide: 1.23a / Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
(Same as slide layer 1.19a, 1.20.a, 1.21a, 1.22a but, with different text)	[Layer Title: Review] [Slide Title] **Question 5** [Feedback Text] When employees are prepared for uncertainties, they can better cope when emergencies and other disruptions arise.	[No Voiceover]	(Same as slide 1.19a, 1.20a, 1.21a, & 1.22a, but, the "Next" button returns the learner to Slide 1.24 [Quiz Results])

Slide: 1.24/ Menu Title: Quiz Results (hide from Menu)			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
A large white rectangle is centered on the slide. Bold text in all caps is centered about ½ an inch below the top of the rectangle. At the bottom of the rectangle is a horizontal line with additional bold text in all caps below it and the passing score variable directly to the right of the text.	[Slide Title] **Quiz Results** [Text 1] YOUR SCORE [Text 2] PASSING SCORE:	[No Voiceover]	Use a Result side to show Success layer 1.24a when timeline starts if results are equal to or greater than the passing score (80%). Show Failure layer 1.24b when timeline starts if results are less than passing score.

Slide: 1.24a/ Menu Title:			LO:
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
All parts of the base layer show through except the title. The Quiz score variable % is displayed in green directly under the first line of text in the white rectangle. The Kayla-for Success Layer image provided is over the white rectangle with one hand pointing to the score, the other hand slightly on the rectangle, and the rest of the avatar above the rectangle so it looks like the avatar is behind the rectangle leaning on it. 2 custom buttons are adjacent to	[Layer Title: Success] [Slide Title] **Nice job! You passed!** [Buttons] Review Quiz Continue [Directions] Click Review Quiz to view your results or click Continue to move on.	[No Voiceover]	The Review Quiz button brings the learner to the review layers. The Continue button jumps to slide 1.25 (Congratulations).

each other on the bottom right of the slide. There is direction text below the buttons.			

Slide: 1.24b/ Menu Title:			**LO:**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
All parts of the base layer show through except the title. The Quiz score variable % is displayed in red directly under the first line of text in the white rectangle. The Kayla avatar is on the left bottom (about waist up) with one arm toward the score. (Use the Kayla-Daisplaying 1 image and flip it horizontally. 2 custom buttons are adjacent to each other on the bottom right of the slide. There is direction text below the buttons.	[Layer Title: Failure] [Slide Title] **Sorry, you didn't pass.** [Buttons] Review Quiz Retry Quiz [Directions] Click Review Quiz to view your results or click Retry Quiz to take it again	[No Voiceover]	The Review Quiz button brings the learner to the review layers. The Retry Quiz resets the Results slide and returns the learner to the quiz (slide 1.19).

Slide: 1.25/ Menu Title: Congratulations			**LO:**
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
Instead of the light blue background, this slide has an image of a blue sky with white clouds and a sunburst. Use the	[Slide Title] **Congratulations** [Text]	[Narrator] Congratulations! You have completed the Building Team Resilience: Strategies for	There is no Next button. Order of fade ins based on VO:

Blue Sky with Sunburst image provided. Text fades in on the left side below the title bar. Simultaneously, the Kayla avatar with a happy expression fades in, positioned with her head in part of the sunburst. (use the Kayla-Happy 4 image.) She is visible from just above her knees.) Next, the team avatars fade in one by one in the same positions as the Welcome slide. Last, a custom button fades in on the top of the slide on the right below the title bar along with direction text just below the button.	You have completed the course! [Button] Exit [Direction] Click the button to exit.	Managers course. You now have the tools to create and sustain a resilient team, helping your employees stay engaged, dedicated, and content in their role! To exit the course, click the Exit button.	[1] The text at the top of the page and the Kayla avatar: after the word "Congratulations" and at the beginning of the word "You" [2] The team avatars begin fading in one by one when the VO begins the word "helping" until the end of the sentence. [3] The button and direction text at the beginning of the word "click The Exit button exits the course.