**OJT Training Module Cover Sheet**

**Title:** 505 Understand where to find and how to use NCSS standards and other guidance documents.

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<thead>
<tr>
<th>Type:</th>
<th>☐ Skill</th>
<th>☒ Knowledge</th>
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**Performance Objective:** Trainee will be able to …
- Recognize the standards for the National Cooperative Soil Survey.
- Understand where to find the standards for the National Cooperative Soil Survey.
- Understand how to use the standards for the National Cooperative Soil Survey.

**Target Proficiency:**
- ☐ Awareness  ☐ Understanding  ☐ Perform w/ Supervision
- ☒ Apply Independently  ☐ Proficiency, can teach others

**Trainer Preparation:**
Trainer should be familiar with the assigned reading/review material in the lesson plan that follows.

**Special Requirements:**
Initiate an external learning request with a SF-182 in Aglearn for this activity. Instructions and a template are located on the training webpages for OJT modules.

**Prerequisite Modules:**
None

**Notes:**
None

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**Approved by:**
Shawn McVey
The Five–Step OJT Cycle for **Declarative** Training
(Knowledge)

- **Cycle Step 1**
  - Trainer/Trainee establish shared mental model

- **Cycle Step 2**
  - Trainee reviews materials provided

- **Cycle Step 3**
  - Trainer and Trainee discuss information

- **Cycle Step 4**
  - Trainer observes
  - Trainee perform task provided as feedback

- **Cycle Step 5**
  - Trainer/Trainee debrief
# OJT Module Lesson

**Title:** 505 Understand where to find and how to use NCSS standards and other guidance documents.

<table>
<thead>
<tr>
<th>WHAT</th>
<th>WHY, WHEN, WHERE, HOW, SAFETY, QUALITY</th>
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<tbody>
<tr>
<td><strong>Cycle step 1</strong></td>
<td>Trainer and trainee review the objectives and agree on the purpose of this module.</td>
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</table>
| **Cycle step 2**      | Trainer and trainee should access via the internet and read/review:  
  - National Soil Survey Handbook 600:  
    - Principal References and Their Maintenance  
    - Exhibit-List of Technical References |
| **Cycle step 3**      | 1. Discuss the purpose of standards as defined in the NSSH.  
  2. Discuss the three principal standards of the National Cooperative Soil Survey.  
  3. Discuss using ecopy online versus hardcopy and the benefits and drawbacks of both.  
    - Ecopys are always more up-to-date.  
    - Hardcopy goes to the field more easily.  
    - Other per trainer experience  
  4. Review the list in NSSH Part 600 Exhibit-List of Technical References  
  5. and discuss any items that you use in your survey area.  
  6. Review and discuss any guidance documents from the MO that are applicable to your survey area. |
| **Cycle steps 4 & 5**  | Answer any questions from the trainee and make sure the trainee is comfortable with the standards of the National Cooperative Soil Survey and your MO. |
**OJT Module Lesson Measurement of Learning**

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<tbody>
<tr>
<td>Quiz</td>
<td>Complete the quiz below.</td>
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**SF-182**

Trainee and/or supervisor access Aglearn to verify completion of the module via its SF-182.
Quiz

1. The three principal standards for the National Cooperative Soil Survey are:
   b. Soil Taxonomy
   d. Munsell Soil Color Charts
   e. Field Book for Describing and Sampling Soils

2. The purpose for the NSSH and other procedural references is to provide which one or more of the following:
   a. Standards
   b. Policy
   c. Definitions
   d. Responsibilities
   e. Procedures
   f. Guidelines

3. The Soil Survey Manual provides:
   a. The major principles and concepts for making and using soil surveys and the standards and conventions for describing soils
   b. The common base for the organization of knowledge about soils and the standards for their classification
   c. The guidelines, definitions, policy, responsibilities, and procedures for conducting the NRCS part of the NCSS

4. Soil Taxonomy provides:
   a. The major principles and concepts for making and using soil surveys and the standards and conventions for describing soils
   b. The common base for the organization of knowledge about soils and the standards for their classification
   c. The guidelines, definitions, policy, responsibilities, and procedures for conducting the NRCS part of the NCSS

5. The National Soil Survey handbook provides:
   a. The major principles and concepts for making and using soil surveys and the standards and conventions for describing soils
   b. The common base for the organization of knowledge about soils and the standards for their classification
   c. The guidelines, definitions, policy, responsibilities, and procedures for conducting the NRCS part of the NCSS