### OJT Training Module Cover Sheet

**Title:** 709 How to conduct the cover board method

**Type:** X Skill  □ Knowledge

**Performance Objective:** Trainee will be able to...
- Determine plant vertical cover and structure using the described cover board method.

**Target Proficiency:**
- □ Awareness  □ Understanding  □ Perform with supervision
- X Apply independently  □ Proficiency, can teach others

**Trainer Preparation:**
- • Be familiar with the assigned reading and review material in the lesson plan that follows.

**Special Requirements:**

None

**Prerequisite Modules:**

None

**Notes:**

None

**Authors:**
- Johanna Pate
- Kim Stine

**Approved by:**
- Shawn McVey
The Five-Step OJT Cycle for **Procedural** Training (Skill)

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

- **Cycle Step 2**
  Trainer demonstrates task as Trainee observes

- **Cycle Step 3**
  Trainer coaches as Trainee performs task

- **Cycle Step 4**
  Trainer observes Trainee perform task and gives feedback

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

## Title: 709 How to conduct the cover board method

<table>
<thead>
<tr>
<th>WHAT</th>
<th>WHY, WHEN, WHERE, HOW, SAFETY, QUALITY</th>
</tr>
</thead>
</table>
| **Cycle Step 1** | You and trainee review the objectives of the module.  
You and trainee read and review:  
- **Sampling Vegetation Attributes**  
  - Methods  
    - Cover Board Method  
Note: An electronic copy of reference materials can be downloaded from numerous sites. |
| **Cycle Step 2** | Show trainee how to set up and conduct the cover board method:  
- Review materials and equipment  
- Review Density Board and Profile Board data forms  
- Taking photographs  
- Sampling process  
  - Profile board  
  - Density board  
- Cover classes  
- Calculations  
  - Vertical canopy cover |
| **Cycle Step 3** | Coach trainee as trainee completes the cover board method on another plot. |
| **Cycle Step 4** | Repeat Cycle Step 3 without coaching. |
| **Cycle Step 5** | Provide feedback and debrief trainee. Reinforce specific items as needed until trainee is able to independently conduct the cover board method. |
### OJT Module Lesson Measurement of Learning

**Title:** 709 How to conduct the cover board method

<table>
<thead>
<tr>
<th>WHAT</th>
<th>WHY, WHEN, WHERE, HOW, SAFETY, QUALITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trainee’s learning is measured.</td>
<td>During project activities, assign this task to the trainee. Sign off on performance when target proficiency is achieved.</td>
</tr>
<tr>
<td>Follow-up</td>
<td>Follow-up should be done within 6 months to make sure training is retained.</td>
</tr>
</tbody>
</table>

### Performance Report Form

Complete attachment: Trainee Performance Report Form template.pdf

or

**SF-182**
Trainee and/or supervisor access AgLearn to verify completion of the module via its SF-182