Fire Safety Academy Resource Library User Guide

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Contents

About the Resource Library	З
Purpose of the resource library	3
Types of resources	3
How resources can and cannot be used	3
Access the Resource Library	3
Browse the Resource Library	4
Folders	5
View a Resource	5
Explore related training	6
Back to resource library	7
Download a Resource	7
Download from the resource library	8
Download from within a course	8
Download from within a folder	9
Hands-on training toolkits	10
Access Downloaded Resources	10
Access Your Download History (My Downloads)	10
Additional Support	12
How to access the Help Desk	12
How to request resources for the library	13

The images used in this guide are for training purposes only and do not necessarily reflect the resources available in the live version.



About the Resource Library

The Fire Safety Academy (FSA) has created a resource library that is an online collection of educational resources, documents, and materials to support your fire safety training. The resource library provides the following benefits:

- **Backed by research:** Content is grounded in the latest research and developed with the fire service.
- Variety of formats: Provided in a variety of formats to easily integrate with all your educational materials.
- **Free unlimited access:** The entire resource library is offered at no cost to you or your department.

Purpose of the resource library

The purpose of the resource library is to make it easier for you to develop fire safety training material by having existing educational resources and documents available to you. Through the resource library, you have the ability to browse, view, and download resources. The library also maintains a history of your downloaded items in your profile.

Types of resources

The resource library contains several different types of resources.

- Images: Both photos and illustrations are available.
- PDFs: Examples of these documents include fact sheets, quick-reference guides, worksheets, handouts, and instructor guides.
- Videos: Examples are demonstration videos, how-to videos, and animations.
- Folders: The resource library has folders that contain multiple related resources.
 - For example, a folder with several resources associated with hydraulic ventilation. See Folders in this document for more information.

How resources can and cannot be used

These resources are available for use in creating your own instruction materials to present to others for free. The resources in the library cannot be used for profit. For more details, please refer to the Terms of Use.

IMPORTANT: These resources **CANNOT** be used to misrepresent research findings or for slander.

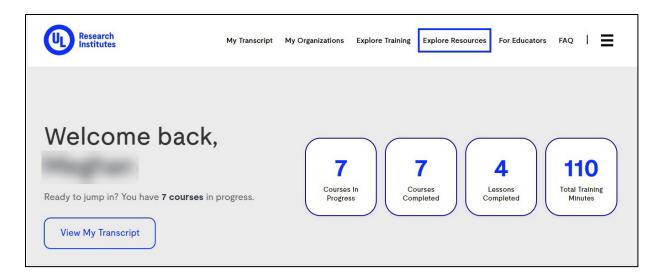
Access the Resource Library

When you log into the FSA (https://training.fsri.org/), your personal training screen opens.

TIP: If you need assistance with creating an account or logging in, refer to the <u>Quick</u> Start Guide.

Select **Explore Resources** to access the supplemental materials in the resource library.





Browse the Resource Library

The resource library landing screen displays the first page of supplemental materials. If you do not see what you are looking for, you can search using a variety of methods to find a specific resource.

From this screen, you can:

- A. Search for a specific resource.
 - **Tip:** Begin to type the name of a resource in the search field to automatically narrow down the resource options.
- B. Select **Filter by File Type** dropdown to browse results for a specific format, such as Folder, Image, Video, PDF, etc.
- C. Select **Filter by Category** dropdown to browse for results for a specific category topic or resource type. Topics are listed first in alphabetical order, followed by types in alphabetical order. Topic examples include Fire Investigation, Health and Safety, Ventilation, etc. Type examples include Fact Sheet, Lesson Plan, Quick-Reference Guide, etc.
- D. Select **Last Updated** dropdown to sort the resources listed. You can sort by last updated, title (A-Z), title (Z-A), newest first, oldest first.
- E. Select **Reset Filter** to clear all search, filter, and sort options and view all available resources.
 - **Note:** The search, filter, and sort option selected remain in effect even after viewing a resource and returning to the resource library. It is best practice to **Reset Filter** before searching for a resource.
- F. A **New Version** marker indicates that a new version of a previously downloaded resource was published. Redownload the resource and the indicator will no longer display.
- G. A **checkmark** indicates that you have already downloaded this item from the resource library.



Resource Library Q Search Filter By Categor Filter by File Type Last Updated н October 7, 2025 October 6, 2025 October 3 2025 Fire Dynamics Basics -Fire Dynamics Basics - Instructor Tabletop Investigation Hands-On Class B Flowpath Prop HOT Participant Guide **Training Toolkit Toolkit** Topic: Fire Dynamics Topic: Fire Dynamics, Type: Topic: Fire Dynamics, Type: Topic: Coordinated Attack, Topic: Instructor Guide Hands-on Training Toolkit Fire Dynamics, Topic: Suppression, Topic: Ventilation, Type: Hands-on Training Toolkit

H. Select the tile for the resource you want to view.

Folders

To search for a folder:

- 1. Select **Filter by File Type** dropdown and select **Folders**. All folders in the resource library display.
- Select the desired folder to view the materials contained within the folder.
- 3. While viewing the contents of a folder, you can download one item in the folder, or you can download all items in the folder. See Download within a folder in this document for more information.

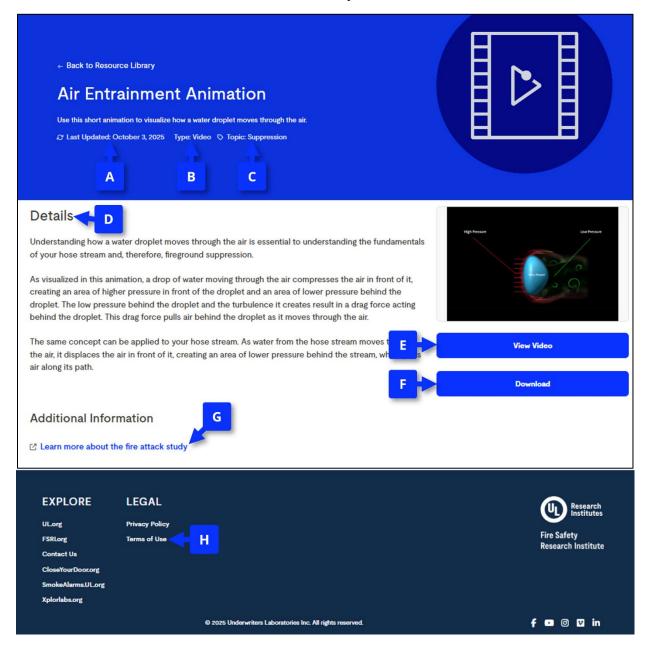
View a Resource

To view a resource from the library, select its resource tile. The resource details screen displays. From the resource screen, you can:

- A. View the date the resource was last updated.
- B. View the resource file type.
- C. View the resource category.
- D. View details describing the resource.
- E. Select **View Video** to watch the video. This button displays only when the resource type is a video.
- F. Select **Download** to download the resource. See <u>Download a Resource</u> in this document for other download options.
- G. Select the **Learn more about** hyperlink to view additional information related to the resource.



H. Select **Terms of Use** in the footer at any time to see the terms and conditions.



Explore related training

If there are courses and/or lessons the resource appears in, they are listed in the bottom section of the resource details screen. For example, if you are viewing the Air Entrainment Animation, then hyperlinks to other courses/lessons that contain this animation are listed.

From the Explore Related Training section you can:

- A. Select the title hyperlink to view the related course. The course home screen displays.
- B. Select **View Course** to view the related course. The course home screen displays.



C. Select **See all courses** to go to your Explore Training screen to view all courses and lessons available.



Back to resource library

Select **Back to Resource Library** to return to the library landing screen to continue browsing for resources.

Note: Any applied filters will still be active. Select **Reset Filter** to see all resources.



Download a Resource

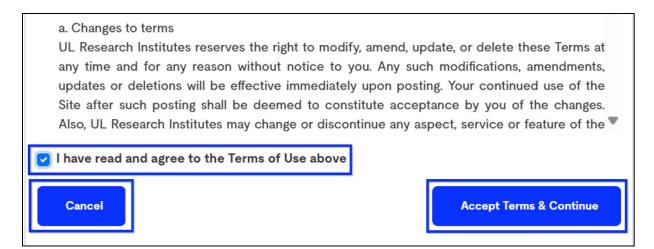
There are several ways in which you can download a resource:

- Download from the resource library.
- Download from within a lesson and/or course.
- Download from within a folder.

Note: New accounts must accept the terms and conditions to download resources. The terms and conditions only need to be accepted once per account. If you decline the terms and conditions, you can still view resources, but you cannot download them.

- To accept the terms and conditions, select I have read and agree to the Terms of Use above and then select Accept Terms & Continue.
- To decline the terms and conditions, select **Cancel**.

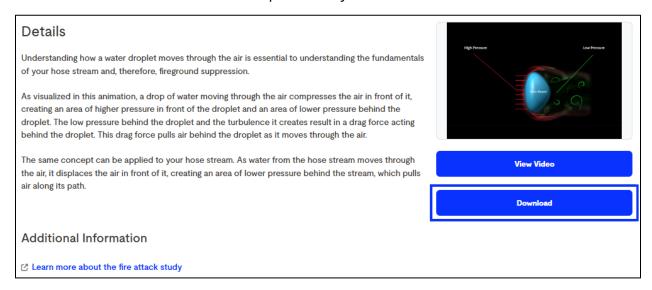




Download from the resource library

To download a resource from the library:

- Select Explore Resources.
- 2. Search or filter for the desired resource.
- 3. Select the resource tile to open it.
- 4. Select **Download**. The file is placed in your Downloads folder.



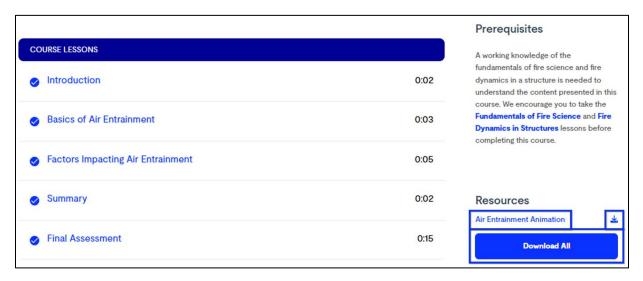
Download from within a course

To download a resource from within a course:

- Select Explore Training.
- 2. Search or filter for the desired course.
- 3. Select the course tile to open it.
- 4. From the course home screen, scroll down to see the list of **Resources**.
- 5. From here, you have several options:
 - a. Select the resource hyperlink to display the resource.



- b. Select the download icon to download the resource.
- c. Select **Download All** to download all resources associated with the course.



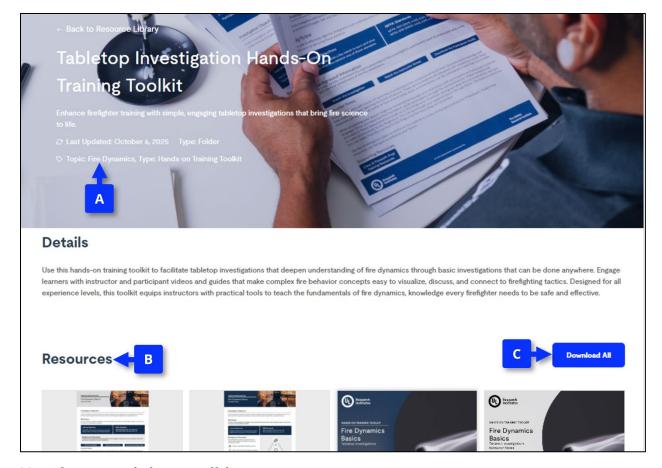
Download from within a folder

A resource can be a folder containing related items. To download the items in a folder:

- 1. Select Explore Resources.
- 2. Select **Filter by File Type** dropdown and select **Folders**. The folder resources display.
- 3. Select the desired folder tile to open it and browse the materials.
- 4. The heading displays the tag (A) related to the folder items, if applicable.
- 5. The **Resources** section (B) displays the individual resources in the folder.
- 6. To download an individual resource in the folder, select the desired resource and then select **Download**.
- 7. To download all the resources in the folder, select **Download All** (C). The resources will be downloaded as a .zip file.

 Note: Downloading all resources may take a little while to complete.





Hands-on training toolkits

Training toolkits are examples of folders of material. Use the links below to access the toolkits:

- Tabletop Investigation Hands-On Training Toolkit
- Class B Flow Path Prop Hands-on Training Toolkit
- Dollhouse Fire Behavior Prop Hands-on Training Toolkit
- Hose Stream Mechanics Hands-on Training Toolkit

Access Downloaded Resources

Downloaded resources are placed in your **Downloads** folder on your computer. Open your **Downloads** folder to access the resource.

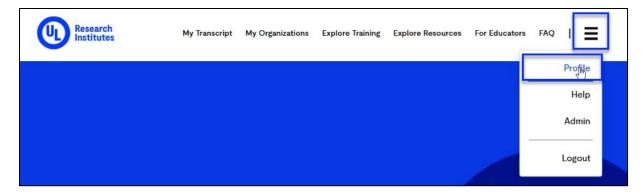
Access Your Download History (My Downloads)

Your download history helps you keep track of materials you have downloaded and alerts you when newer versions are available.

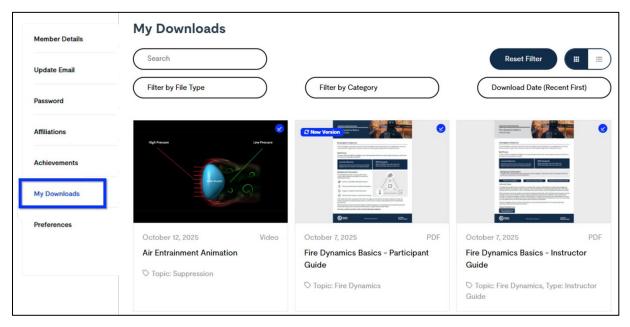
To access your download history:

1. Select the menu in the top-right corner (=) and select **Profile**.





2. Select My Downloads.



The My Downloads screen displays.

From the My Downloads screen, you can:

A. Search for a downloaded resource.

Tip: Begin to type the name of a resource in the search field to automatically narrow down the resource options.

- B. Filter the resources (by type or category).
- C. Sort the items displayed by:
 - Downloaded Date
 - Title
 - Last Updated
 - First Updated
 - Newest First

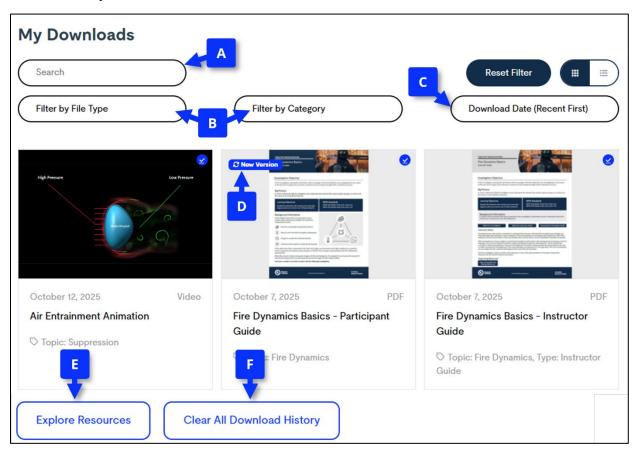


- Oldest First
- D. Select a resource with the **New Version** marker to open the latest version of that resource.

TIP: Once you redownload an item that has an updated version, the **New Version** marker goes away.

- E. Select **Explore Resources** to go back to the resource library.
- F. Select **Clear All Download History** to remove all materials from your My Downloads folder.

IMPORTANT: This action permanently deletes materials from your download history and cannot be undone.



Additional Support

For additional support, see the <u>Frequently Asked Questions</u> page and the <u>Support Knowledge Base</u> page.

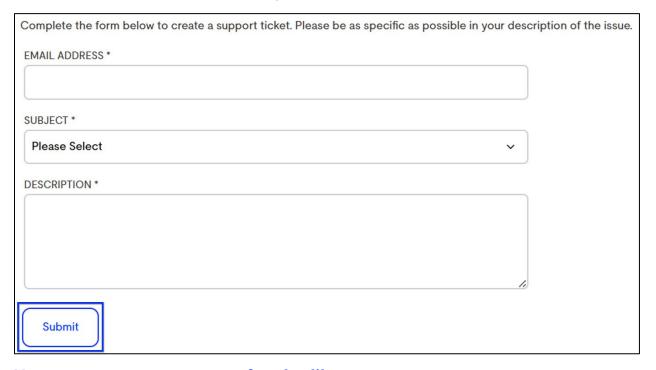
How to access the Help Desk

To submit a Help Desk ticket, see the Contact Help Desk page.

TIP: Before creating a Help Desk ticket, check if a solution exists on the <u>Frequently Asked Questions</u> page or the <u>Support Knowledge Base</u> page.



- 1. Complete the form with an email address, a subject that describes the type of issue, and a description of the specific issue.
- 2. Select **Submit** to create a Help Desk ticket.



How to request resources for the library

To request a resource be added to the library, submit a Help Desk ticket. When our agents respond, be prepared to share with them a screenshot of the resource and where you encountered it.

