

# Loss Prevention and Control

**Target Audience:** The target audience is employees of Dreamwoods Apartment including (but not limited to) managers, leasing agents, custodians and maintenance workers.

## Learning Objectives:

1. Define liability and its associated risks.
2. Examine measures of both loss prevention and loss control to determine risk.
3. Identify various insurance types to complete an insurance claim.

**Seat Time:** 30 minutes

## Outline:

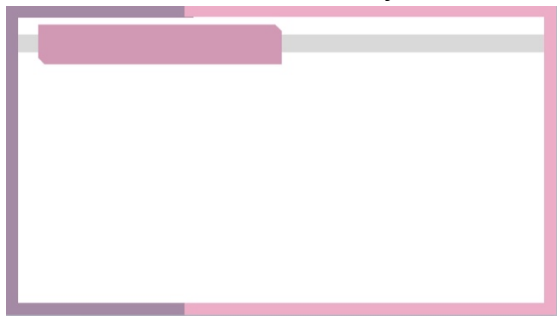
- Course Intro / Navigation / Objectives
- Liability
  - Definition of liability
  - Examples of liability
    - Financial liability
    - Third party liability
    - Insurance impact
    - Lawsuit damages
- Negligence
  - Examples of negligence
    - Failure to repair
    - Lack of accident prevention
    - Lack of attention
- Knowledge Check
  - Scenario on the best method of liability risk prevention
- Loss Prevention and Control
  - Definitions of loss prevention and loss control

- Loss Prevention
    - Strategies
    - Examples
  - Loss Control
    - Strategies
    - Measures to control loss
- Knowledge Check
  - Classify examples of loss prevention and loss control
- Insurance Types
  - Four types of insurance
    - Third party liability
    - Property insurance
    - Workers' Compensation
    - Fidelity insurance
- Summary
- Assessment
- Congratulations

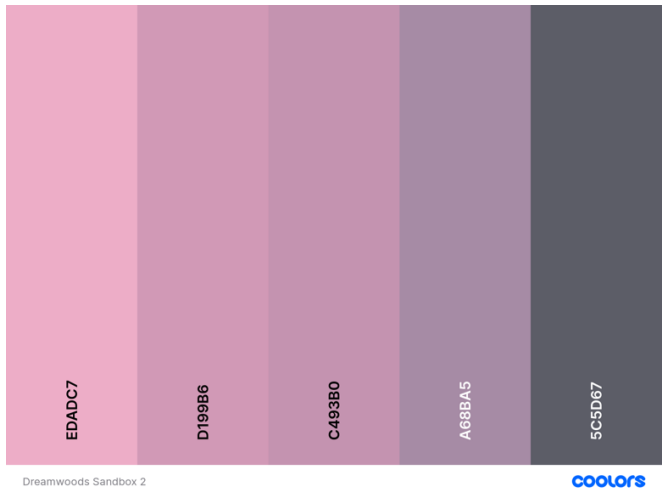
**Directions:** Please review the storyboard and make any comments/edits in the notes section below each slide.

**Module Resources/References:** Loss Prevention or Loss Control Job Aid

**Brand Notes:** Header font – Fjalla One; subheading font – Montserrat. All slides use the following template for slide design.



All slides use the following color palette. Variations of these colors are acceptable:



Logo:



Slide 1.1 / Menu Title: <i>Welcome</i>			Objective: -
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Luxury apartment photo in the background covering the entire slide.</p> <p>Rectangular shape off center with the text “Loss Prevention and Control”.</p> <p>Below are two buttons, one labeled “Start” and the other “Navigation”.</p>	<p>[Slide Title] Loss Prevention and Control</p> <p>[Slide Text] Start</p> <p>Navigation</p>	<p>Welcome to Dreamwoods Apartments, luxury living in the heart of Detroit! Today, we will learn about loss prevention and control. This course is for new managers and employees of our luxurious property, and helps to reduce the likelihood of risk, including bodily harm and financial risk. To begin the course, press the start button. To watch a navigation tutorial, press the navigation button.</p>	<p>Start button routes to slide 1.3.</p> <p>Navigation button routes to slide 1.2.</p> <p>Buttons have hover states.</p> <p>Buttons have custom Glow states that light up when referenced in VO.</p>
<b>Notes:</b> All shapes can be colored in the brand’s color palette. Darker colors require white colored text, lighter colors require black text.			

Slide 1.2 / Menu Title: <i>Navigation</i>			Objective: -
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Dreamwoods Apartments logo in the center of the slide with a mouse pointer icon over it.</p> <p>All of the buttons in the player are labeled in a separate box and pointed to their location on the screen.</p>	<p>[Slide Title] Navigation</p> <p>[Slide Text] Menu Play/Pause Seekbar Volume Replay Accessibility Previous Next Resources</p>	<p>To navigate modules in this course, use the menu to the left of the screen. To play or pause a module, press the play or pause button in the seekbar. To replay a portion of the current lesson, use the seekbar to drag the lesson forward or backward. Use the volume button to increase or decrease the volume. To replay an entire lesson, use the replay button to restart the lesson. For accessibility options, press the accessibility button. To advance the module to the previous lesson or the next lesson, use the previous and next buttons. Finally, for any resources</p>	<p>The pointer begins in the center of the slide atop the logo. As the voiceover references each button, the pointer will move on a motion path from the referenced button to the next button. At the end of the slide, the pointer returns to the center of the slide.</p>

		referenced in this module, click the resources button located in the top right of your screen. Now, click the next button to begin the course.	
<b>Notes:</b>			

Slide 1.3 / Menu Title: <i>Course Objectives</i>			Objective: -
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Semi-transparent luxury apartment background photo that covers the entire slide.</p> <p>A photographic female avatar shows on the left side of the screen with text in a caption bubble. She takes up 2/3rds of the screen.</p> <p>On the right side of the screen is a large rectangle for learning objectives to show.</p> <p>A small rectangle telling users to click next to continue.</p>	<p>[Slide Title] Course Objectives</p> <p>[Slide Captions] Hi, my name is Autumn and I'm here to welcome you to the Dreamwoods Apartments team. Our course today focuses on loss prevention and loss control, two very critical aspects in providing and maintaining a luxury living experience in our city. In this course, you will learn:</p> <p>[Slide Text] Click next to continue.</p>	<p>Hi, my name is Autumn and I'm here to welcome you to the Dreamwoods Apartments team. Our course today focuses on loss prevention and loss control, two very critical aspects in providing and maintaining a luxury living experience in our city. In this course, you will learn: to define liability and its associated risks; examine measures of both loss prevention and loss control; and how to identify various insurance types to complete an insurance claim. Click next to continue.</p>	<p>Caption bubbles appear as the voiceover character speaks.</p> <p>Each learning objective appears typed within the larger rectangle when it's referenced in the VO with a fade in animation.</p> <p>At the mention of the VO, a small rectangle appears with a fade in animation on screen telling learners to click next to continue.</p>
<b>Notes:</b>			

Slide 1.4 / Menu Title: <i>Liability</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>About 1/3 of the screen uses the same semi-transparent apartment background photo with the Dreamwoods Apartments logo overlay.</p> <p>The remainder of the background is one of the brand colors. On the right side, the female avatar is present with an explanatory countenance. Midway, she switches to an informative countenance.</p> <p>Above the avatar exists 2 rectangles overlapping each other with text. They will change with an animation.</p> <p>In the center of the image exists a dial with 4 spokes for the interaction.</p> <p>This slide has 4 layers.</p>	<p>[Slide Title] Liability</p> <p>[Slide Text] Liability is defined as the state of being responsible for something, especially by law.</p> <p>Adjust the dial to learn more about liability risk.</p>	<p>Liability is defined as the state of being responsible for something, especially by law. Liability is predicated on negligence, including a duty owed, a breach of that duty, and the resulting damages. Liability risk brings: financial impact; third party liability; and insurance impact. Learn more about liability risk by adjusting the dial by dragging the circle in the middle of the dial to numbers one through four. When you are finished, click next to continue.</p>	<p>Avatar changes countenance at “Liability risk brings...” with fade in animation.</p> <p>Dial begins in neutral position ready for learners to switch to one of the four spokes.</p> <p>Text boxes switch with fade in/out animation as indicated by VO.</p> <p>The next button is disabled until all layers have been visited.</p>
<b>Notes:</b>			

Slide 1.4a/ Menu Title: <i>Liability</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>This is spoke 1 of the dial. Most elements are reused from the base</p>	<p>[Slide Text] Financial liability risk is risk that involves being held</p>	<p>Financial liability risk is risk that involves being held responsible for an action or inaction, whether intentional or not.</p>	<p>At the end of this layer, the layer is hidden and shows the base layer.</p>

layer with the exception of the avatar and text boxes. A small stock image of money appears below the definition on the right side of the slide.	responsible for an action or inaction, whether intentional or not. Liability brings financial risk or incidents that result in a loss of money.	Liability brings financial risk or incidents that result in a loss of money.	
<b>Notes:</b>			

Slide 1.4b / Menu Title: <i>Liability</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
This is spoke 2 of the dial. Most elements are reused from the base layer with the exception of the avatar and text boxes. A small stock image of three people meeting appears below the definition on the right side of the slide.	[Slide Text] Third party liability involves a business entity who suffers damage due to the activities of another but has not been directly involved with the incident.	Third party liability involves a business entity who suffers damage due to the activities of another but has not been directly involved with the incident.	At the end of this layer, the layer is hidden and shows the base layer.
<b>Notes:</b>			

Slide 1.4c / Menu Title: <i>Liability</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
This is spoke 3 of the dial. Most elements are reused from the base layer with the exception of the avatar and text boxes.	[Slide Text] Insurance impact occurs when claims are filed through an insurance policy for claim coverage. Various	Insurance impact occurs when claims are filed through an insurance policy for claim coverage. Various types of insurance are beneficial for different types of claims.	At the end of this layer, the layer is hidden and shows the base layer.

A small stock image of insurance appears below the definition on the right side of the slide.	types of insurance are beneficial for different types of claims.		
<b>Notes:</b>			

Slide 1.4d / Menu Title: <i>Liability</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
This is spoke 4 of the dial. Most elements are reused from the base layer with the exception of the avatar and text boxes. A small stock image of a courtroom gavel appears below the definition on the right side of the slide.	[Slide Title] Lawsuit damages are a liability risk. In civil liability, the harm alleged by the plaintiff may mean the responsibility falls on the defendant.	Lawsuit damages are a liability risk. In civil liability, the harm alleged by the plaintiff may mean the responsibility falls on the defendant.	At the end of this layer, the layer is hidden and shows the base layer.
<b>Notes:</b>			

Slide 1.5 / Menu Title: <i>Negligence</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>This slide begins a branching scenario.</p> <p>There is one rectangle at the top of the slide for text.</p> <p>As the VO begins, the informational avatar appears in the center</p>	<p>[Slide Title] Negligence</p> <p>[Slide Text] Negligence is a reasonable response to a foreseeable risk. Click the buttons below to learn more about negligence.</p>	Negligence is a reasonable response to a foreseeable risk. Negligence can also be defined as failure to behave with the level of care that someone of ordinary prudence would have exercised under the same circumstances. Click the buttons below to learn more about negligence.	<p>The states of each button change after it's visited.</p> <p>Each button enters with a fly in animation at VO "click the buttons below..."</p>



<p>towards the bottom of the slide. She disappears as the buttons fly in.</p> <p>Below, there are three circles representing buttons for three types of negligence. From left to right: failure to repair, lack of accident prevention, and lack of attention. The images are the center of the buttons.</p> <p>Failure to repair uses a stock image of tools; lack of accident prevention uses a stock image of an accident; lack of attention uses a stock image of an attention signal.</p>			<p>The next button is disabled until all slides of the branching scenario are visited.</p>
<p><b>Notes:</b></p>			

Slide 1.6 / Menu Title: <i>Failure to Repair [HIDDEN FROM MENU]</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>On the left side of the screen is stock image of a repair occurring.</p> <p>On the right side is a box for the definition.</p> <p>At the bottom of the definition is a button that says “Click the button to return”.</p>	<p>[Slide Title] Failure to Repair</p> <p>[Slide Text] Management was legally responsible for a specified area, but failed to repair a system or problem that resulted in injury and or property damage.</p>	<p>Management was legally responsible for a specified area, but failed to repair a system or problem that resulted in injury and or property damage. Click the button to return.</p>	<p>“Click the button to return” button goes back to 1.5.</p> <p>Next button in the player is hidden.</p>

	Click the button to return.		
<b>Notes:</b>			

Slide 1.7 / Menu Title: <i>Lack of Accident Prevention [HIDDEN FROM MENU]</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>On the left side of the screen is stock image of an injury.</p> <p>On the right side is a box for the definition.</p> <p>At the bottom of the definition is a button that says “Click the button to return”.</p>	<p>[Slide Title] Lack of Accident Prevention</p> <p>[Slide Text] Management knew (or should have known) an accident was likely to happen in the area.</p> <p>Click the button to return.</p>	<p>Management knew (or should have known) an accident was likely to happen in the area. Click the button to return.</p>	<p>“Click the button to return” button goes back to 1.5.</p> <p>Next button in the player is hidden.</p>
<b>Notes:</b>			

Slide 1.8 / Menu Title: <i>Lack of Attention [HIDDEN FROM MENU]</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>On the left side of the screen is stock image of an attention symbol.</p> <p>On the right side is a box for the definition.</p>	<p>[Slide Title] Lack of Attention</p> <p>[Slide Text] Management could have greatly reduced the</p>	<p>Management could have greatly reduced the chances of an accident with attention to the problem. Click the button to return.</p>	<p>“Click the button to return” button goes back to 1.5.</p> <p>Next button in the player is hidden.</p>

At the bottom of the definition is a button that says “Click the button to return”.	<p>chances of an accident with attention to the problem.</p> <p>Click the button to return.</p>		
<b>Notes:</b>			

Slide 1.9 / Menu Title: <i>Knowledge Check</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
One rectangle at the center top of the screen for the question. Below are 3 squares with text for buttons to select the response.	<p>[Slide Title] Knowledge Check</p> <p>[Slide Text] Dreamwoods’ property manager arrives onsite and immediately discovers a puddle inside the front entrance. What is an immediate course of action they can take to prevent liability risk?</p> <p>[Button 1 - CORRECT] Place an attention sign close to the puddle and clean up the mess. Afterwards, check the property to find the cause of the puddle and plan to repair.</p>	Dreamwoods’ property manager arrives onsite and immediately discovers a puddle inside the front entrance. What is an immediate course of action they can take to prevent liability risk? Select the correct response. When you have reviewed your feedback, click next to continue.	<p>Each response has an associated correct or incorrect layer.</p> <p>Learners have multiple attempts to select the right answer.</p> <p>The next button is enabled.</p> <p>Buttons have hover states.</p>

	<p>[Button 2 - INCORRECT] Walk away from the puddle without placing any signage. Residents continue to enter the leasing office.</p> <p>[Button 3 – INCORRECT] Call off-site maintenance to repair without placing any signage or attempting to clean.</p>		
<b>Notes:</b>			

Slide 1.9a / Menu Title: <i>Knowledge Check</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The button with the correct response has “Correct!” in the center of it.</p> <p>The remainder of the slide is the same as the base layer.</p> <p>The “Correct” box is green.</p>	<p>[Slide Title] Knowledge Check</p> <p>[Slide Text] Same as base layer with the exception of the correct box.</p>	<p>Correct! This attention to detail ensures that the property prioritizes safety while minimizing risk.</p>	<p>The layer is hidden after the timeline ends.</p>
<b>Notes:</b>			

Slide 1.9b / Menu Title: <i>Knowledge Check</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The middle button with the first incorrect response has “Incorrect.” in the center of it.</p> <p>The remainder of the slide is the same as the base layer.</p> <p>The “Incorrect” box is red.</p>	<p>[Slide Title] Knowledge Check</p> <p>[Slide Text] Same as base layer with the exception of the first incorrect box.</p>	<p>Incorrect. This action is passive and could result in serious risk and injury.</p>	<p>The layer is hidden after the timeline ends.</p>
<b>Notes:</b>			

Slide 1.9c / Menu Title: <i>Knowledge Check</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The last button with the incorrect response has “Incorrect.” in the center of it.</p> <p>The remainder of the slide is the same as the base layer.</p> <p>The “Incorrect” box is red.</p>	<p>[Slide Title] Knowledge Check</p> <p>[Slide Text] Same as base layer with the exception of the last incorrect box.</p>	<p>Incorrect. This action only halfway resolves the problem but still places everyone at risk for injury.</p>	<p>The layer is hidden after the timeline ends.</p>
<b>Notes:</b>			

Slide 1.10 / Menu Title: <i>Loss Prevention and Control</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Informational female avatar appears on the left of the screen with caption bubbles.</p>	<p>[Slide Title] Loss Prevention and Control</p>	<p>Loss prevention is being proactive in preventing losses and in compliance with safety regulations. Loss control is doing</p>	<p><b>This slide has multiple layers.</b></p>

<p>On the right of the screen are two rectangles describing loss prevention and loss control.</p> <p>At the bottom of the screen, there are 2 small buttons for loss prevention and loss control.</p>	<p>[Slide Text] Loss prevention is being proactive in preventing losses and in compliance with safety regulations.</p> <p>Loss control is doing everything possible to mitigate or lessen the impact of the loss once it occurs. This method is completely reactive.</p> <p>Click the buttons below to learn more about loss prevention and control.</p>	<p>everything possible to mitigate or lessen the impact of the loss once it occurs. This method is completely reactive. Click the buttons below to learn more about loss prevention and control. When you are finished, click next to continue.</p>	<p>The two rectangles with definitions of loss prevention and loss control fade in.</p> <p>Caption bubbles fade in at “Click the buttons below to learn more about loss prevention and control.”</p> <p>Small buttons at the bottom of the screen fly in.</p> <p>The loss prevention layers shows when the small loss prevention button is pressed.</p> <p>The loss control layer shows when the small loss control button is pressed.</p> <p>The next button is disabled until all layers have been visited.</p> <p>Buttons have hover states.</p>
<b>Notes:</b>			

Slide 1.10a / Menu Title: <i>Loss Prevention and Control</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Informational female avatar faces right and gestures to the text onscreen.	[Slide Title] Loss Prevention and Control	Loss prevention involves strategies that are used as part of an overall security and safety management plan and work	This slide has multiple layers.

<p>There are two text rectangles: one with a reiterated definition and the other with examples of loss prevention.</p> <p>The loss prevention small button is on the bottom right.</p>	<p>[Slide Text] Loss prevention involves strategies that are used as part of an overall security and safety management plan and work to reduce the amount of loss a business experiences.</p> <p>Examples of loss prevention include: Compliance with state and local health, safety, and building codes; Visibility of appropriate signage and warnings; Practicing preventative maintenance; Installing safety features; Knowing accident investigation guidelines.</p>	<p>to reduce the amount of loss a business experiences. Examples of loss prevention include: Compliance with state and local health, safety, and building codes; Visibility of appropriate signage and warnings; Practicing preventative maintenance; Installing safety features; and Knowing accident investigation guidelines.</p>	<p>Both rectangles have text that fades in timed with VO.</p> <p>When the timeline ends, the layer is hidden.</p>
<b>Notes:</b>			

Slide 1.10b / Menu Title: <i>Loss Prevention and Control</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Informational female avatar faces right and gestures to the text onscreen.</p>	<p>[Slide Title] Loss Prevention and Control</p> <p>[Slide Text] Loss control is doing everything possible to mitigate or</p>	<p>Loss control is doing everything possible to mitigate or lessen the impact of the loss once it occurs. This method is completely reactive. In the event of loss, here are measures you can take to control the loss: Know who to contact;</p>	<p>This slide has multiple layers.</p> <p>Both rectangles have text that fades in timed with VO.</p>

There are two text rectangles: one with a reiterated definition and the other with measures of loss control. The loss control small button is on the bottom right.	<p>lessen the impact of the loss once it occurs. This method is completely reactive.</p> <p>In the event of loss, here are measures you can take to control the loss: Know who to contact; address situations immediately as they arise; know your financial responsibilities, especially related to emotional trauma or personal injuries; learn from incidents that occur; have good liability insurance.</p>	address situations immediately as they arise; know your financial responsibilities, especially related to emotional trauma or personal injuries; learn from incidents that occur; and have good liability insurance.	When the timeline ends, the layer is hidden.
<b>Notes:</b>			

Slide 1.11 / Menu Title: <i>Knowledge Check</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
The background is a gradient styled image of a color in the color palette. Two large boxes are on the right and left sides of the slide. One is labeled loss prevention and the other is loss control. In the center are terms in rectangles that are to be dragged and dropped into the correct box.	<p>[Slide Title] Knowledge Check</p> <p>[Slide Text] Drag and drop each example of loss prevention or loss control into the correct box.</p>	Let's check your knowledge. Drag and drop each example of loss prevention or loss control into the correct box. When you are finished, click submit.	<p><b>This slide has multiple layers.</b></p> <p>Drag and drop is set to tile.</p> <p>The states are set to customize correct answers to green and incorrect answers to red.</p>



	[Terms]  Filing an insurance claim  Fixing outdoor property lights  Salting the pavement  Learn from incidents  Putting up a warning sign  Contacting 911		There are 2 attempts to take the quiz.
<b>Notes:</b>			

Slide 1.11a / Menu Title: <i>Knowledge Check</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Base layer objects remain present. The user can click continue to resume the course.	[Slide Title] Knowledge Check  Use default quiz layers.	Great job! You have a concise understanding of loss prevention and loss control.	This slide has multiple layers.
<b>Notes:</b>			

Slide 1.11b / Menu Title: <i>Knowledge Check</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Base layer objects remain present for the results. For this layer, after	[Slide Title] Knowledge Check	Not quite. Let's take a look at what you missed.	This slide has multiple layers.

the user clicks continue, the correct answers are highlighted.	Use default quiz layers.		
<b>Notes:</b>			

Slide 1.11c / Menu Title: <i>Knowledge Check</i>			Objective: 2
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Base layer objects remain present for the results.	[Slide Title] Knowledge Check  Use default quiz layers.	Not quite. Review the information covered and try again.	This slide has multiple layers.
<b>Notes:</b>			

Slide 1.12 / Menu Title: <i>Insurance Types</i>			Objective: 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>This slide has an accordion of four insurance types in the brand colors: third party liability, property insurance, workers' compensation, fidelity insurance.</p> <p>In the center (blank) section of the accordion, off center is the informational avatar.</p> <p>There is a caption bubble to the right of the avatar.</p> <p>In the center is a rectangle with accordion instructions.</p>	[Slide Title] Insurance Types  [Slide Text] Click each tab on the accordion to learn more about them. When you are finished, click the next button.  [Caption Text] The four insurance types are third party liability, property insurance, workers' compensation, and fidelity insurance.	In this lesson, we will learn about the four different insurance types that are commonly utilized when filing a claim. The four insurance types are third party liability, property insurance, workers' compensation, and fidelity insurance. Click each tab on the accordion to learn more about them. When you are finished, click the next button.	<p>This slide has multiple layers. When the learner clicks on one of the tabs, the associated layer appears.</p> <p>The avatar appears first.</p> <p>Next, fades in/out caption text timed with VO.</p> <p>Finally, the rectangle fades in with directions.</p>

			The next button is disabled until all layers have been visited.
<b>Notes:</b>			

Slide 1.12a / Menu Title: <i>Insurance Types</i>			Objective: 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>In the background of the open portion of the accordion is the semi-transparent image of the luxury apartment.</p> <p>A small image of signing paperwork is on the left. In a rectangle is the definition of third party liability.</p>	<p>[Slide Title] Insurance Types</p> <p>[Slide Text] Third party liability</p> <p>Third party liability insurance protects against the risk that someone will make a claim against the property for injury or damage.</p>	<p>Third party liability insurance protects against the risk that someone will make a claim against the property for injury or damage.</p>	<p>The layer hides after the timeline is complete.</p>
<b>Notes:</b>			

Slide 1.12b / Menu Title: <i>Insurance Types</i>			Objective: 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>In the background of the open portion of the accordion is the semi-transparent image of the luxury apartment.</p>	<p>[Slide Title] Insurance Types</p> <p>[Slide Text] Property insurance</p>	<p>Property insurance covers property loss and/or damage to buildings, their contents, and external equipment.</p>	<p>The layer hides after the timeline is complete.</p>

A small image of luxury property is on the left. In a rectangle is the definition of property insurance.	Property insurance covers property loss and/or damage to buildings, their contents, and external equipment.		
<b>Notes:</b>			

Slide 1.12c / Menu Title: <i>Insurance Types</i>			Objective: 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>In the background of the open portion of the accordion is the semi-transparent image of the luxury apartment.</p> <p>A small image of workers is on the left. In a rectangle is the definition of workers' compensation.</p>	<p>[Slide Title] Insurance Types</p> <p>[Slide Text] Workers' Compensation</p> <p>Workers' Compensation provides employee medical and lost wage benefits in the event of a work related injury or illness.</p>	Workers' Compensation provides employee medical and lost wage benefits in the event of a work related injury or illness.	The layer hides after the timeline is complete.
<b>Notes:</b>			

Slide 1.12d / Menu Title: <i>Insurance Types</i>			Objective: 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
In the background of the open portion of the accordion is the semi-transparent image of the luxury apartment.	[Slide Title] Insurance Types	Fidelity insurance covers losses incurred through dishonesty by employees.	The layer hides after the timeline is complete.

A small image of employees working is on the left. In a rectangle is the definition of fidelity insurance.	<p>[Slide Text] Fidelity insurance</p> <p>Fidelity insurance covers losses incurred through dishonesty by employees.</p>		
<b>Notes:</b>			

Slide 1.13 / Menu Title: <i>Summary</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The avatar shows on the left side of the screen showcasing the box of text to the right.</p> <p>The box fades in and the bullet points fade in timed to the VO.</p> <p>The button to take the quiz comes in timed to the VO.</p>	<p>[Slide Title] Summary</p> <p>[Slide Text] Today, we covered: Liability and how it's predicated on negligence, situations that increase liability risk including failure to repair, lack of accident prevention, and lack of attention, the differences between loss prevention and loss control, the four different types of insurance: third party liability, property insurance, workers' compensation, and fidelity insurance.</p>	<p>Let's summarize what we've learned! Today, we covered: Liability and how it's predicated on negligence, situations that increase liability risk including failure to repair, lack of accident prevention, and lack of attention, the differences between loss prevention and loss control, and the four different types of insurance: third party liability, property insurance, workers' compensation, and fidelity insurance. Now, you will have an opportunity to demonstrate your learning by taking the final quiz. You will have 5 questions and must score an 80% to pass. Click the button below to begin the quiz.</p>	<p>Buttons are hidden.</p> <p>A custom button that says "Click here to take the quiz" appears below the text. The button goes to the next slide to begin the quiz.</p>

	<p>[Button]</p> <p>Click here to take the quiz.</p>		
<b>Notes:</b>			

Slide 1.14 / Menu Title: <i>Final Quiz</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
White background with multiple choice answers.	<p>[Slide Title] Final Quiz</p> <p>[Slide Text] Select the best definition of liability. Then, click submit.</p> <p>[Choices]</p> <p>Being proactive in preventing losses and in compliance with safety regulations.</p> <p>Protects against the risk that someone will make a claim against the property for injury or damage.</p> <p>The state of being responsible for something, especially by law. (CORRECT)</p>	<p>Select the best definition of liability. Then, click submit.</p>	<p>Submit goes to the next question.</p> <p>The quiz has one attempt.</p> <p>Results slide goes to 1.19.</p>

	Provides employee medical and lost wage benefits in the event of a work related injury or illness.		
<b>Notes:</b>			

Slide 1.15 / Menu Title: <i>Final Quiz</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
White background with multiple choice answers.	<p>[Slide Title] Final Quiz</p> <p>[Slide Text] Which of the following is proactive in managing loss and is compliant with safety regulations? Select your response and then click submit.</p> <p>[Choices]</p> <p>Loss control</p> <p>Loss prevention (CORRECT)</p> <p>Liability</p> <p>Negligence</p>	Which of the following is proactive in managing loss and is compliant with safety regulations? Select your response and then click submit.	<p>Submit goes to the next question.</p> <p>The quiz has one attempt.</p> <p>Results slide goes to 1.19.</p>
<b>Notes:</b>			

Slide 1.16 / Menu Title: <i>Final Quiz</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
White background with multiple choice answers. Select all applicable answers.	<p>[Slide Title] Final Quiz</p> <p>[Slide Text] What measures are used for loss control? Select all applicable responses and click submit in the player.</p> <p>[Choices]</p> <p>Don't have liability insurance</p> <p>Know who to call (CORRECT)</p> <p>Address situations immediately (CORRECT)</p> <p>Wait to address any and all situations</p> <p>Know your financial responsibilities (CORRECT)</p>	<p>What measures are used for loss control? Select all applicable responses and click submit in the player.</p>	<p>Submit goes to the next question.</p> <p>The quiz has one attempt.</p> <p>Results slide goes to 1.19.</p>
<b>Notes:</b>			



Slide 1.17 / Menu Title: <i>Final Quiz</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
White background with multiple choice answers.	<p>[Slide Title] Final Quiz</p> <p>[Slide Text] When filing a claim, you should not get any detailed information. Select your response and click submit in the player.</p> <p>[Choices]</p> <p>True</p> <p>False</p> <p>(CORRECT)</p>	When filing a claim, you should not get any detailed information. Select your response and click submit in the player.	<p>Submit goes to the next question.</p> <p>The quiz has one attempt.</p> <p>Results slide goes to 1.19.</p>
<b>Notes:</b>			

Slide 1.18 / Menu Title: <i>Final Quiz</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
White background with drag and drop answers.	<p>[Slide Title] Final Quiz</p> <p>[Slide Text] Drag and drop the definitions with their respective insurance types then click submit in the player.</p> <p>[Choices with correct answers]</p>	Drag and drop the definitions with their respective insurance types then click submit in the player.	Submit goes to the results slide 1.19.

	<p>Workers' Compensation - Provides employee medical and lost wage benefits in the event of a work related injury or illness.</p> <p>Third party liability - Protects against the risk that someone will make a claim against the property for injury or damage.</p> <p>Fidelity insurance - Covers losses incurred through dishonesty by employees.</p> <p>Property insurance - Covers property loss and/or damage to buildings, their contents, and external equipment.</p>		
<b>Notes:</b>			

Slide 1.19 / Menu Title: <i>Quiz Results</i> [HIDDEN FROM MENU]			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
White background with default passing score box.	<p>[Slide Title] Quiz Results</p> <p>[Slide Text] Default passing score box</p>	-	This slide has multiple layers.

<b>Notes:</b>
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Slide 1.19a / Menu Title: <i>Quiz Results [HIDDEN FROM MENU]</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Default passing score layer with congratulatory avatar to the left of the screen.	[Slide Title] Quiz Results  [Slide Text] Nice job, you passed!	Congratulations! You passed the quiz! You may click the review button to review your answers or click the next button.	Default buttons for review or next reroute to either review or go to the final slide 1.20.
<b>Notes:</b>			

Slide 1.19b / Menu Title: <i>Quiz Results [HIDDEN FROM MENU]</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Default failing score layer with disappointed avatar to the left of the screen.	[Slide Title] Quiz Results  [Slide Text] Sorry, you didn't pass.	Not quite. Please click the review button to review your answers and any additional information you may need. When you are ready, retry the quiz.	Default buttons for review or retry quiz reroute to either review or retry.
<b>Notes:</b>			

Slide 1.20 / Menu Title: <i>Congratulations</i>			Objective: 1, 2, 3
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Luxury apartment background photo with large shape as a banner across the top that says "Congratulations!".	[Slide Title] Congratulations  [Slide Text] You've completed the course! Click the exit button to exit the course.	Congratulations! You've completed the course! Click the exit button to exit the course.	Exit button closes the course.  No other buttons are enabled in the player.  Exit button has custom Glow state when mentioned in VO.

<p>Another different colored rectangle under the banner exists with the final directions.</p> <p>Customized “Exit” button below the directions.</p>			
<p><b>Notes:</b></p>			