

Economic Disaster Resilience & Recovery Course

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Delivery Method: Online, Zoom Live Session

Classroom Duration: 5 Weeks

Required Resources: Course materials will be provided online. The course manual: Community Toolkit for Economic Recovery & Resiliency, is also available online for free as a pdf or hardcopy for purchase.

Course Description : Disasters do not discriminate. Floods, wildfires, and other natural disasters can happen without warning. Factory closures, cyber security breaches, pandemics and major industry shifts can also cause significant economic disruptions. Are you prepared? A disaster can happen anytime, anywhere, and its economic impacts can be catastrophic. This course is designed to help elected officials, economic development officers and other community leaders prepare for and recover from a disaster. It delivers both theoretical and practical steps to help lessen damages to your local economy.

Course Learning Outcomes: By completion of this course, successful students will be able to:

- Discuss community economic resilience
- Recognize the phases of a disaster in the context of economic recovery and development
- Describe government roles and responsibilities after a disaster
- Examine business assistance before and after a crisis
- Outline crisis communications
- Define community recovery opportunities

Approach to Learning: This course uses a blended approach to learning: asynchronous and synchronous online interactive learning, two live Zoom sessions, learning activities, readings, exercises, discussion forums, case studies, self-reflection, videos of guest speakers. Active participation with your peers is required throughout the course. Logging into your course every 1-2 days is recommended. Consider this course and your classmates as a learning community. You are expected to contribute experiences and ideas that promote discussion and understanding of the course concepts.

Writing Resources: To help you improve your writing skills, you can access any of the following free online resources:

- https://owl.purdue.edu/owl/purdue_owl.html
- <https://www.onlineschools.org/online-writing-center/>
- <https://www.affordablecollegesonline.org/college-resource-center/college-writing-guide/>
- <https://essayinfo.com/basics/>

Workload Expectations: This is approximately a 15-hour course running over a period of four weeks. Expect to spend about 3 - 5 hours a week on course tasks, in addition to classroom or online lessons.

Attendance & Participation: Your attendance and participation in all components of this course are required. Failure to attend and participate may result in a failing grade. Should you have a scheduled absence, please let your instructor know with as much notice as possible. The instructor will not review the information that is missed, so it is strongly recommended that you find a “study buddy” who can catch you up on any missed content.

Course Assignments: You are required to complete four graded assignments.

| Assignment Name | Value | Due Dates |
|---|-------|--|
| Assignment 1: Introduction – Create Your Personal Profile | 10% | End of Week 1. |
| Assignment 2: Learning Community Participation - Online Discussion Forum | 35% | End of Week 1 |
| • Week 1 – Answer weekly discussion board question(s) | | End of Week 2 |
| • Week 2 – Answer weekly discussion board question(s) | | End of Week 3 |
| • Week 3 – Answer weekly discussion board question(s) | | End of Week 4 |
| • Week 4 – Answer weekly discussion board question(s) | | End of Week 5 |
| Assignment 3: Zoom Live Sessions Participating in a in each session is required, week 1 and week 3. You are responsible for listening to the recorded session if you miss either session. | 25% | Zoom Live Session #1 – Week 1, Wednesday, 7:00 - 8:30 p.m. MST Zoom Live Session #2 – Week 3, Wednesday, 7:00 - 8:30 p.m. MST |
| Assignment 4: Final Assignment Develop a basic business and economic recovery plan with at least 5-8 pre- and post-resilience tactics | 30% | End of Week 5 |

Grading System

If you wish to apply this course to our Professional Development Certificate Program at the University of Calgary, a minimum grade of C is required.

| Letter Grade | Percentage | Description |
|--------------|------------|---|
| A+ | 95 – 100 | Outstanding |
| A | 90 – 94 | Excellent: Superior performance, showing comprehensive understanding of subject matter |
| A- | 85 – 89 | Approaching Excellent |
| B+ | 80 – 84 | Exceeding Good |
| B | 75 – 79 | Good: Clearly above average performance with knowledge of subject matter generally complete |
| B- | 70 – 74 | Approaching Good |
| C+ | 67 – 69 | Exceeding Satisfactory |
| C | 64 – 66 | Satisfactory (minimal pass): Basic understanding of subject matter. Minimum required in all courses to meet certificate program requirements . |
| C- | 60 – 63 | Approaching Satisfactory: Receipt of a C- or less is not sufficient for certificate program requirements . |
| D+ | 55 – 59 | Marginal Performance |
| D | 50 – 54 | Minimal performance |
| F | 0 – 49 | Fail |
| CR | | Completed Requirements |
| NC | | Not Complete: The NC grade is assigned to students who neither attended the course, nor submitted any assignments and did not formally withdraw from the course. (Did not attend + did not submit any assignments + did not formally withdraw = NC). Students who do not formally withdraw by contacting Continuing Education Student Services are still considered registered in the course, even if they have stopped attending classes or submitting assignments. Students will be assigned a grade based on any/all assignments submitted. |
| AT | | Attended |
| NS | | Not Subject to Grading |

Academic Honesty

Any work that you submit must be your own and must be created specifically for the course for which it is being submitted.

- Plagiarism and the consequences of plagiarizing are available by visiting <http://conted.ucalgary.ca/info/honesty.jsp>
- American Psychological Association (APA) citation style must be used to reference the work of others (or yourself). Learn more about APA here: <https://owl.english.purdue.edu/owl/resource/560/01/>
- Here is a narrated presentation on referencing and how to avoid plagiarism: <http://www.ucalgary.ca/cted/breeze/referencing>

Copyright: Guidance for Students

All material used in the course is for the sole use of the individual and should not be recopied in either print or digital format. For copyright guidelines, including those relating to photocopying and electronic copies, please refer to the fair dealing guidelines: https://library.ucalgary.ca/ld.php?content_id=34108857

Late Assignments

A 5-day 'Late Bank' will be provided to all learners. Use these days at your own discretion and without explanation during the course. For instance, you could submit your second assignment 3 days late and your final assignment 2 days late, or just your final assignment 5 days late. This is designed to provide you with some flexibility regarding personal situations, workload management or other concerns that may arise. You must let your instructor know in advance if you wish to use these days.

Note: The Late Bank cannot be used for online discussion participation, an exam with a set day/time, presentations and/or group work.

Once your Late Bank days are used up, late assignments will be deducted 5% per day.

Course Schedule

Please review this schedule of tasks. Each module runs for one week starting on Monday of each week.

| Date | Topic | Learning Activities & Assignment |
|---------------------------|--|--|
| Course Preparation | Course Introduction Set-up your computer | Complete online module: Course Introduction Configure your computer and web browser for Zoom. Make note of important course dates and match them against your schedule. Manual: Read/review Chapters I, V |
| Week 1 | Setting the Stage <ul style="list-style-type: none"> • Difference between disasters and emergencies • Common challenges disasters bring to a local community • Case Study: EDA's work on Fort McMurray business and economic recovery • Frankie Clogston interview | Online module: Complete - Setting the Stage Zoom Live Session: Wednesday, 7:00 to 8:30 pm MST Assignment 1: Personal Introduction due Thursday Manual: Read/Review Chapters II, III Assignment 3: Answer weekly Discussion Board questions due 11 p.m. Thursday |
| Week 2 | Mitigation, Preparedness, Response, Recovery & Resiliency <ul style="list-style-type: none"> • Four phases of emergency management and how they apply in the context of economic recovery and development • Disaster recovery frameworks • Developing a robust plan to address the economic recovery support function • Ryan Miller interview | Online module: Complete – Mitigation, Preparedness, Response, Recovery & Resiliency Assignment 3: Answer weekly Discussion Board questions due 11 p.m. Thursday Manual: Read/Review Chapters VI, VII |
| Week 3 | Government Roles & Responsibilities - Crisis Communications <ul style="list-style-type: none"> • Overview of the various roles and responsibilities of the municipal/ local, provincial/territorial and federal government after a disaster | Online module: Complete – Government Roles & Responsibilities - Crisis Communications Zoom Live Session: Wednesday, 7:00 to 8:30 pm MST Assignment 3: Answer weekly Discussion Board questions by due 11 p.m. Thursday |

| Date | Topic | Learning Activities & Assignment |
|-----------------------------|---|--|
| | <ul style="list-style-type: none"> • Creating an effective communication plan to target residents AND businesses • Shawna Bruce interview | Manual: Read/Review Chapters IV |
| Week 4 | Business Assistance Before and After a Crisis <ul style="list-style-type: none"> • Best practices to encourage small businesses to engage in preparedness • Business re-entry planning • Specific business retention and expansion activities to help businesses succeed • Jerry Bologna interview | Online module: Complete – Business Assistance Before and After a Crisis Assignment 3: Answer weekly Discussion Board questions due 11 p.m. Thursday Manual: Read/Review Chapters VIII, IX, X, XI |
| Week 5 | Community Recovery Opportunities <ul style="list-style-type: none"> • The role of local government in recovery • Examples on ways to build back better • Pre- and post-resilience strategies • Economic diversification strategies to help your community become more economically resilient. • Craig Snodgrass interview | Online module: Complete – Community Recovery Opportunities Assignment 3: Answer weekly Discussion Board questions due 11 p.m. Thursday Final Assignment 4: Develop a basic business and economic recovery plan with at least 5-8 pre- and post-resilience tactics due Saturday – 5:00 pm MST. |
| Final Course Task(s) | Submit the Course Evaluation Survey | Take 15 minutes to fill out the anonymous course evaluation survey that will be emailed to you. Note: Instructors do not see the results of the survey (summarized) until final grades have been submitted. |