




Post-Earthquake Reconnaissance Training Workshop: Field Exercise Instructions

1. **Find your Group:** Located on the top right-hand corner of this sheet.
2. **Head out to your first site** as shown in the table below (see map for site locations), then continue around the room clockwise.

Group	Starting Location...
A	
B	
C	
D	
E	
F	

3. At each site you'll find a poster showing various types of earthquake damage. The poster contains all the information you need to record your observations. At each site, do the following:
 - a. Discuss damage/impacts with your group members
 - b. Each team member should complete and upload observations using the EERI Fulcrum Forum.
 - i. Use the Username and Password that was given earlier to access the Fulcrum Forum (check your email for Username and Password)
 - ii. Make sure to use the appropriate "record type" on the Fulcrum forum during your observations.
 - iii. User Information is auto-populated, after the first observation.
4. Once you have completed recording observations for all sites, return to your seats.
5. 15-minute break

Fulcrum User Manual

- User Information is auto-populated, after the first recorded observation. Fulcrum saves “User’s Information” by email, so use the same email for each new recording. If you do not see our information appear after entering your email in “Observer Email”, make sure to do the following:
 - Check your email spelling
 - Sync your phone by pressing  .
- There are two forms a user can complete during the observation: Detailed and Quick.
 - Detailed: Records more specific (Vertical/Lateral Load System, Number of Stories above/below ground) “record type” information but requires more time to complete.
 - Quick: User is only required to enter the site name, observation category, description of Observation, and date/time of observation.