Once again, the Training Team and I would like to thank each one of you for taking time out of your day to be here today.   This is our 7th Dine & Learn over the past 9 months.   You can submit your questions during the presentation or during the Q&A after the presentation, and we will take questions by phone.   We will try NOT to answer the same question multiple times.

There will be a Survey Monkey sent out after this Dine & Learn.   We have received a lot good suggestions and recommendations to improve each upcoming Dine and Learn.   So, please keep giving us your feedback.   It is greatly appreciated.

As before, we will not be taking any questions concerning the Corona virus.

Next page.

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Today's presentation is going to be on "Updated RAPID Software - How & When to use New Buttons for Roof Access, Bed Bugs & CO Functionalities". Newly updated RAPID Software will help inspectors to more easily record required information associated with Roof Access, Bed Bugs and CO Detectors. Also, this Dine & Learn will get you familiar with how to access the new buttons, show you how to navigate the information within each button, what to record

Next week's Dine & Learn, will be "Inspecting a Unit". Originally, it was going to be tonight presentation, but we decided to go with the Updated RAPID Software.

Due to some of the slides having animation, the picture may be choppy coming over your computer if you are not on a high-speed network.

This is a list showing today's staff available for Q&As after the presentation.

Some Updates since the Last Dine & Learn

- ➢ **June 1st is when we will start back with physical inspections.**
  - ➢ **For more details on this, go to REAC's home webpage located on HUD.GOV**
    - ➢ **Inspection Guidance**
    - ➢ **Frequently Asked Questions (FAQs)**
    - ➢ **Property & Unit Inspection Information for Residents**

- ➢ **REAC UPCS Training webpage has been updated with the last 6 Dine & Learns**

- ➢ **UPCS Training Team has been working on updating all the materials on the online LMS (Learning Manage System)**

- ➢ **REAC UPCS Training Team and some QA staff are developing training videos on a variety of subjects.**

4

Upcoming Dine & Learns and the Subjects to be Covered

<u>Upcoming Dine & Learns</u>

May 26, 2021 @ 7:00 pm (EST) – **How to Inspect a Unit**

Aug 18, 2021 @ 7:00 pm (EST) – **TBD**

Nov 10, 2021@ 7:00 pm (EST) – **TBD**
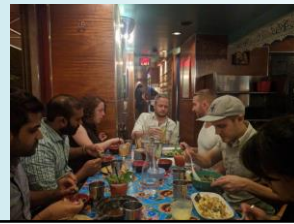
Survey Monkey

➢ **After this Dine & Learn, each person in attendance will receive an email asking for anonymous feedback through Survey Monkey**

➢ **In the past, these surveys have been very beneficial for improving your experience on the Dine & Learns**

➢ **A lot of great suggestions concerning things you liked and did not like in the Dine & Learns**

➢ **A lot of great suggestions on how to improve future Dine & Learns**

➢ **So, when you receive the email, please take the time to gives us some feedback**

6

RAPID 4.0 – SPRING 2021 UPDATE

Presented by:
Marc Nickelson
Lawrence Clay
J. Johnson

Introduction

- This presentation will go over the changes made to RAPID 4.0 in the Spring 2021 update. These changes include simplifying data input such as Bed Bugs, Roof Access, and COXP comments.

- How presentation will benefit audience: Adult learners are more interested in a subject if they know how or why it is important to them.
- Presenter's level of expertise in the subject: Briefly state your credentials in this area, or explain why participants should listen to you.

Training Outline

RAPID 4.0 Spring Update 2021 Changes Include:

1. Bed Bugs
2. Roof Access
3. Carbon Monoxide Detectors (COXP)
4. Work-Arounds When Inspecting a Unit

Lesson descriptions should be brief.

1: Bed Bugs

- This input box is accessible through the *Property Information* in the *Bed Bug Information* section:

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

1: Bed Bugs

Example:

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

2: Roof Access

- This input section is accessible for <u>every</u> building under the *Building Information* section:

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

2: Roof Access

Example:

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

3: Carbon Monoxide Detectors (COXP)

- This input section is accessible for <u>every</u> building under the *Building Information and Unit* sections:

Building Information Section

Unit Information Section

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

3: Carbon Monoxide Detectors (COXP)

Example:

Example objectives

At the end of this lesson, you will be able to:
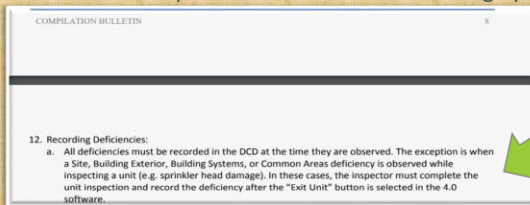
- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

4: Work-Arounds When Inspecting a Unit

- With the new update your software may act a little differently than it did in the past.
- For example, you see a *Sprinkler Head* defect in a *Unit*, you should close-out the unit then go into *Building Systems*:
    1. Finish Unit Inspection
    2. Close-Out Unit
    3. Enter Sprinkler defect under Building Systems

COMPILATION BULLETIN   8

12. Recording Deficiencies:
    a. All deficiencies must be recorded in the DCD at the time they are observed. The exception is when a Site, Building Exterior, Building Systems, or Common Areas deficiency is observed while inspecting a unit (e.g. sprinkler head damage). In these cases, the inspector must complete the unit inspection and record the deficiency after the "Exit Unit" button is selected in the 4.0 software.

Compilation Bulletin Says:

Example objectives

At the end of this lesson, you will be able to:
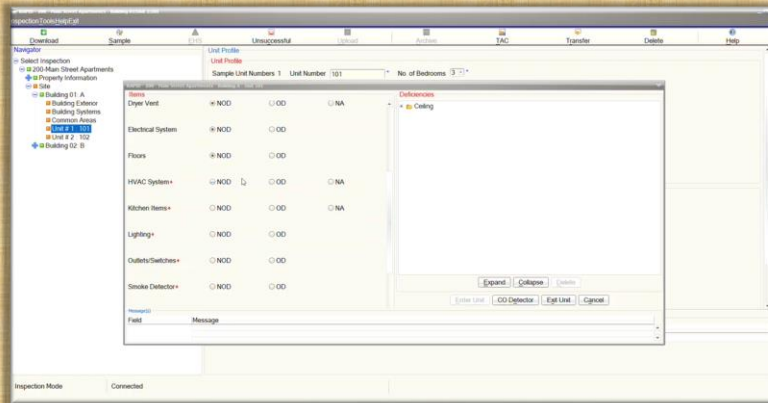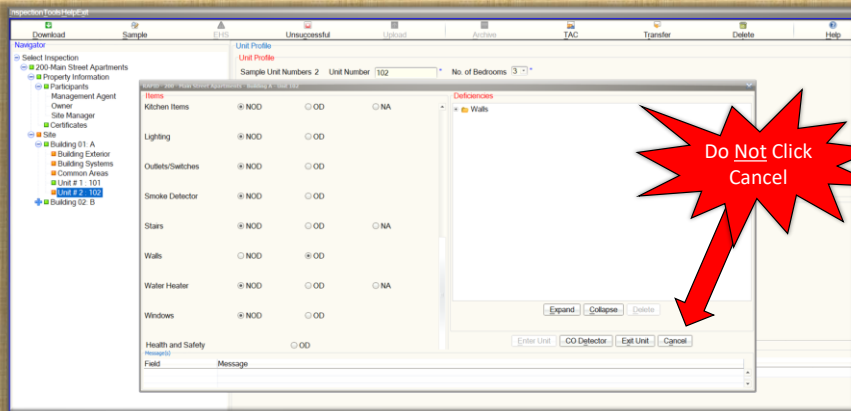
- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

Example objectives
At the end of this lesson, you will be able to:
- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

4: Work-Arounds When Inspecting a Unit

REMEMBER DO NOT HIT CANCEL:

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

4: Work-Arounds When Inspecting a Unit

Correct Way to do the Work-Around:

Example objectives

At the end of this lesson, you will be able to:

- Save files to the team Web server.
- Move files to different locations on the team Web server.
- Share files on the team Web server.

Summary of Training

- Resources used for this presentation and for more information on the subject:
  - HUD – RAPID 4.0 Webpage
    - https://www.hud.gov/program_offices/public_indian_housing/reac/products/prodpass/dcd4.0
  - Compilation Bulletin
    - https://www.hud.gov/sites/dfiles/PIH/documents/newpasscb.pdf