

Materials for In-Person Classes

Checklist from the [WID Trainers Manual \(2021\)](#) (page 12)

Prepare one for each participant:

- Agenda
- WID Manual
 - Email electronic copy to participants 30 days prior to class, if possible.
 - Trainers may want to have few printed copies available.
- Quality Assurance Form
- Educational Items (e.g., brochures, rack cards, flyers, handouts, etc.)
- Final Exam

Prepare for the entire class:

- Flip Charts, Markers, and Easels
- Boats for field inspection and decontamination demos. (1 boat for every 3-6 people)
- Decontamination units (1 decon unit for every 6 people)
- Sign in sheet for each day
- Laptop
- Projector
- Screen
- Speakers
- Laser Pointer/Slide Advancer
- Extension Cords and Power Strip
- Standard Slideshows (be sure you have the latest version!)
- Training videos saved on laptop or jump drive
- Felt pads to “stage” boat with fake mussels— pistachio nuts and sunflower seeds also work well
- Inspection tools—magnifier, flashlight, mirror, clipboard with log, data collector, etc.
- Decontamination tools—wand, diffuser, muffs, garden hose, fake-a-lake, etc.
- Displays—Mussel-infested anchor or props (e.g., settler pipe and adult pipe)
- Other AIS Samples (e.g., rusty crayfish or New Zealand mudsnails)
- Seal Receipt Books, Seals, and Wire
- Tablets or mobile data collection devices
- Clipboards for use during practice sessions
- Specimen collection materials
- Digital Camera
- Optional:* Bait treatment supplies (2 five-gallon buckets, net, water, and plastic fish)
- Optional:* Boat Models
- Optional:* Don't Move a Mussel II DVD