

Serving Safely at Manna, Part 1

Storyboard



Overview

Course Title:	Serving Safely at Manna, Part 1
Learning objective:	<p>Part 1:</p> <ol style="list-style-type: none">1. Volunteer will identify Manna's history and motto2. Volunteer will properly locate key areas of kitchen/market/window after walking through virtual tour. <p><i>[Note, Part 2 has Objective #3: Following several scenarios, volunteer will apply important food safety rules as they virtually serve in the Kitchen, Take-Out Window, and Food Market.]</i></p>
Description Text	Hello, and welcome to Manna! This course will prepare you to safely serve Manna's program participants while building community and having fun. Part 1 will introduce you to Manna and show you where you will be serving.
Units	Introduction Take a Tour Wrap-Up
Client:	Manna
Instructional Designer:	Carol Hanson (Carol Hanson Design)

Units

Nr	Name	Content
1	Intro	Welcome to Manna
2	Take a Tour	Tour the Kitchen (quiz at end of lesson) Tour the Take-Out Window (quiz at end of lesson) Tour the Food Market (quiz at end of lesson)
3	Conclusion	Wrap-Up

Style Guide

Logo	Manna's logo
Cover Photo	Close-up of soup in pot on stove in Manna's kitchen
Custom colours	<p>Manna's colors: Red: #95103e Gold: #f99d1b Green: #85891a Gray: #a6acb5 White: #ffffff</p> <p>Main Accent color used in course: Green: #85891a</p>
Fonts	<p>Heading: Lora Body: Inter</p>
Additional Notes	<p>Free navigation in course. Full course includes:</p> <ul style="list-style-type: none">• Explainer video (making coffee)• Maps of kitchen, take-out window, & food market• Job aids (Handwashing, Cutting Boards, Arrival Steps). Where applicable, the same icons from the job aids have been used in this eLearning course to bring repetition & reinforcement.
Templates	None used. Course is custom for Manna.

Section 1: Introduction

Lesson 1		Welcome to Manna	
BLOCK ID	1.1	BLOCK TYPE	Text on Image
NOTES Image goes across full width of screen Image is 30% darkened for text to appear clearly		CONTENT Image: Photo of volunteers working at kitchen island. Text: Welcome to the Team!	

Lesson 1		Welcome to Manna	
BLOCK ID	1.2	BLOCK TYPE	Statement D Numbered List Divider
NOTES		CONTENT Statement D Text: In Part 1 of "Serving Safely at Manna," you will: Numbered List Text: <ol style="list-style-type: none">1. Learn who Manna is2. Locate key areas of Manna's Kitchen, Take-Out Window, and Food Market Divider: CONTINUE button	

Lesson 1		Welcome to Manna	
BLOCK ID	1.3	BLOCK TYPE	Image & Text Divider
NOTES Image on left		CONTENT Image: Manna's logo (square with motto underneath) Text: Manna's Mission is to provide, in the spirit of faith and love, nourishing meals and supportive services in an atmosphere of acceptance and caring for those in need. Divider: Divider line	




Lesson 1		Welcome to Manna	
BLOCK ID	1.4	BLOCK TYPE	Paragraph with Heading
NOTES		CONTENT	
		Heading: More Than a Soup Kitchen	
		Text: Starting out as a soup kitchen in 1985, Manna has grown into a multi-faceted resource center for those experiencing homelessness and food insecurity in La Plata County.	
		Manna's motto, "Growing Opportunities. Feeding Community." is demonstrated through the many services Manna provides:	

Lesson 1		Welcome to Manna											
BLOCK ID	1.5	BLOCK TYPE	Table Divider										
NOTES		CONTENT											
		<p>2 Columns: Growing Opportunities, Feeding Community</p> <table border="1"> <thead> <tr> <th>Growing Opportunities</th> <th>Feeding Community</th> </tr> </thead> <tbody> <tr> <td>Showers, Computers, & Mailing Address</td> <td>Daily To-Go Meals*</td> </tr> <tr> <td>Assistance: Housing, IDs, Food Programs</td> <td>Food Market*</td> </tr> <tr> <td>Bus Tokens & Community Vouchers</td> <td>Fresh Produce from Manna's Garden</td> </tr> <tr> <td>Culinary School</td> <td>Packed Meals for Students on Weekends</td> </tr> </tbody> </table> <p><i>*You will serve in these areas</i></p> <p>Divider: Divider line</p>		Growing Opportunities	Feeding Community	Showers, Computers, & Mailing Address	Daily To-Go Meals*	Assistance: Housing, IDs, Food Programs	Food Market*	Bus Tokens & Community Vouchers	Fresh Produce from Manna's Garden	Culinary School	Packed Meals for Students on Weekends
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Culinary School	Packed Meals for Students on Weekends												

Lesson 1		Welcome to Manna	
BLOCK ID	1.6	BLOCK TYPE	Image & Text
NOTES Image on left		CONTENT Image: Manna's volunteer logo Text: Volunteers Are Key Manna could not provide these resources to the community without its volunteers. Thank you and welcome to the team. You are truly changing people's lives.	

Lesson 1		Welcome to Manna	
BLOCK ID	1.7	BLOCK TYPE	Button w/Text Divider
NOTES Button on right		CONTENT Text: Interested in Learning More? Visit Manna's website to see all they have to offer. Button: Manna's Website (links to website) Divider: Continue Button <ul style="list-style-type: none">• Text on Button: WHAT DO YOU REMEMBER ABOUT MANNA?	


Lesson 1		Welcome to Manna													
BLOCK ID	1.8	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider												
NOTES		CONTENT													
		<p>Question: In 1985, Manna started out as a _____, _____, and has since grown into a multi-faceted resource center.</p> <p>Choices/Feedback:</p> <table border="1"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> <th></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="radio"/></td> <td>soup kitchen</td> <td>Correct! Meals were first organized by concerned citizens and served at the Spanish Assemblies of God church.</td> </tr> <tr> <td><input type="radio"/></td> <td>food market</td> <td>Manna does offer a food market now; however, it did not start out that way. Try again.</td> </tr> <tr> <td><input type="radio"/></td> <td>consignment shop</td> <td>Manna is not a consignment shop; however, the food market offers groceries free-of-charge to those in need. Try again.</td> </tr> </tbody> </table> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Correct	Choice Text		<input checked="" type="radio"/>	soup kitchen	Correct! Meals were first organized by concerned citizens and served at the Spanish Assemblies of God church.	<input type="radio"/>	food market	Manna does offer a food market now; however, it did not start out that way. Try again.	<input type="radio"/>	consignment shop	Manna is not a consignment shop; however, the food market offers groceries free-of-charge to those in need. Try again.
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Lesson 1		Welcome to Manna											
BLOCK ID	1.9	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider										
NOTES		CONTENT											
		<p>Question: Manna's motto is "Growing Opportunities, Feeding _____."</p> <p>Choices/Feedback:</p> <div data-bbox="1072 522 1956 1218" data-label="Form"> <table border="1"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>the Needy</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>Community</td> </tr> <tr> <td><input type="radio"/></td> <td>Children </td> </tr> <tr> <td><input type="radio"/></td> <td>Add a choice (optional)...</td> </tr> </tbody> </table> <p>Feedback Correct / Incorrect ▾</p> <p>Correct! Manna welcomes anyone from the community.</p> <hr/> <p>Although Manna serves them, that it not Manna's motto. Try again.</p> </div> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Correct	Choice Text	<input type="radio"/>	the Needy	<input checked="" type="radio"/>	Community	<input type="radio"/>	Children 	<input type="radio"/>	Add a choice (optional)...
Correct	Choice Text												
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<input type="radio"/>	Add a choice (optional)...												

Lesson 1		Welcome to Manna	
BLOCK ID	1.10	BLOCK TYPE	Statement D Divider
NOTES		CONTENT	
		<p>Text: Great job! We're so glad you are partnering with us to reach the needs of our community.</p> <p>Next, you will learn the location of key areas in Manna's Kitchen, Take-Out Window, and Food Market.</p> <p>Divider: Continue button</p> <ul style="list-style-type: none">• Text on Button: START WITH THE KITCHEN	

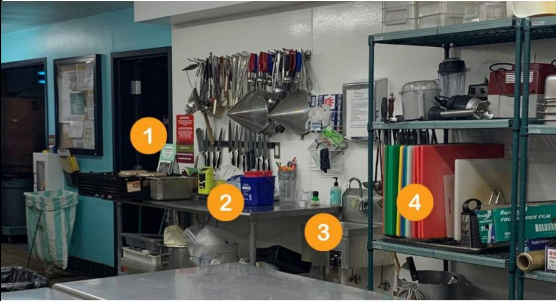
Section 2: Take a Tour

Lesson 2		Tour the Kitchen	
BLOCK ID	2.1	BLOCK TYPE	Text on Image
NOTES Image goes across full width of screen Image is 30% darkened for text to appear clearly		CONTENT Image: Photo looking into kitchen. Focus is on kitchen sign with kitchen in background. Text: Welcome to the Kitchen	

Lesson 2		Tour the Kitchen	
BLOCK ID	2.3	BLOCK TYPE	Subheading with Paragraph text Labeled Graphic
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Start inside the back door of the building</p> <p>Paragraph text: Select the + markers below to see additional photos and/or details about that key area.</p> <p>Image: View from back door looking into kitchen.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Take-Out Window Area: This is where program participants pick up their meals (more on that later). [image: looking into Take-Out Window area] • Fire Extinguisher & Hamper: Another fire extinguisher is located next to the Janitorial Closet. Hamper is for dirty rags and towels. [image: close-up] • Sign-In/Sign-Out Station: You will head here first to sign-in for your shift. At the end of the day, you will sign-out. [image: close-up of tablet] • Kitchen Island: This is where most of the prep work happens. [image: close-up of volunteers working at island] • Dishwashing Station: All dirty dishes & utensils are placed here to be washed. [image: close-up] • Walk-In Cooler: Refrigerated items are stored here, including pans of prepared food for the following day's menu. [image: close-up] 	

Lesson 2		Tour the Kitchen	
BLOCK ID	2.4	BLOCK TYPE	Subheading Labeled Graphic
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Continue to the sign-in table</p> <p>Image: Looking at Sign-in table.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Janitorial Closet: Mops, brooms, and disinfectant solutions are stored here. [image: inside of closet] • Fire Extinguisher: Another fire extinguisher is located next to the Take-Out Window doorway. [image: close-up] • Sign-In/Sign-Out Station: Here is where you will sign-in for your shift. Simply enter your information and following the prompts on the tablet. [image: close-up of tablet] • Knives & Utensils: Check here first when looking for a utensil or knife. [image: close-up] • Buckets to Clean/Sanitize: 3 Bucket System to clean, rinse, & sanitize surfaces (more on this later). [image: close-up] • Handwashing Station: This sink is for handwashing only. The food prep sink is located by the stovetop. [image: close-up] • Shelf with Cutting Boards & Prep Containers: On these shelves, you'll find cutting boards, bowls, trays, pots, pans, colanders, ladles, plastic wrap, and more. [image: view of shelf from other angle] 	

Lesson 2		Tour the Kitchen	
BLOCK ID	2.5	BLOCK TYPE	Subheading Labeled Graphic Divider
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Stand in the Market doorway & look back into the Kitchen</p> <p>Image: Looking into kitchen from Market doorway.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Double-Door Ovens: You'll also find baking pans on the shelves next to these ovens. [image: looking straight at ovens] • Stove Top & Single-Door Ovens: Here is Manna's main cooking surface with two ovens underneath. [image: view of stove top & ovens w/o island] • Kitchen Island: This is where most of the prep work happens. [image: close-up of volunteers working at island] • Sink for Food Prep: This sink is for Food Prep only. The handwashing sink is located to the right of the Sign-In Station table. [image: close-up] • Spices: Here is where the chefs keep the spices to use in their creations. [image: close-up] <p>Divider: Continue Button</p> <ul style="list-style-type: none"> • Text on Button: WHAT DO YOU REMEMBER? 	

Lesson 2		Tour the Kitchen											
BLOCK ID	2.6	BLOCK TYPE	Heading Knowledge Check: Matching Divider										
NOTES		CONTENT											
		<p>Heading: Can You Identify Key Areas of the Kitchen?</p> <p>Question: Match the item below with its numbered location in the photo. Image: Looking across kitchen island to Sign-In table, sink, & shelves.</p> <p>Choices:</p> <table border="1" data-bbox="889 743 1737 1122"> <thead> <tr> <th>Choices</th> <th>Matches</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>Handwashing Station</td> </tr> <tr> <td>2</td> <td>Buckets to Clean/Sanitize</td> </tr> <tr> <td>1</td> <td>Sign-In/Sign-Out Station</td> </tr> <tr> <td>4</td> <td>Cutting Boards</td> </tr> </tbody> </table> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Choices	Matches	3	Handwashing Station	2	Buckets to Clean/Sanitize	1	Sign-In/Sign-Out Station	4	Cutting Boards
Choices	Matches												
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Lesson 2		Tour the Kitchen													
BLOCK ID	2.7	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider												
NOTES		CONTENT													
		<p>Question: In the Kitchen, this sink is used for:</p> <p>Image: Handwashing sink in kitchen</p> <p>Choices/Feedback:</p> <table border="1"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>Washing dirty dishes</td> <td>No, the dirty dish sink is located in the dishwashing station. Try again.</td> </tr> <tr> <td><input type="radio"/></td> <td>Washing food before preparing it</td> <td>No, the food prep sink is located near the stove. Try again.</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>Washing hands</td> <td>Correct! Use your knee to push the lever and activate the hands-free faucet.</td> </tr> </tbody> </table> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Correct	Choice Text		<input type="radio"/>	Washing dirty dishes	No, the dirty dish sink is located in the dishwashing station. Try again.	<input type="radio"/>	Washing food before preparing it	No, the food prep sink is located near the stove. Try again.	<input checked="" type="radio"/>	Washing hands	Correct! Use your knee to push the lever and activate the hands-free faucet.
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Lesson 2		Tour the Kitchen											
BLOCK ID	2.8	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider										
NOTES		CONTENT											
		<p>Question: Where would you find the aprons? Image: aprons hanging on hooks</p> <p>Choices/Feedback:</p> <table border="1" data-bbox="1093 525 1972 1239"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>In the janitorial closet</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>By the back door</td> </tr> <tr> <td><input type="radio"/></td> <td>By the ovens</td> </tr> <tr> <td><input type="radio"/></td> <td>Add a choice (optional)...</td> </tr> </tbody> </table> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Correct	Choice Text	<input type="radio"/>	In the janitorial closet	<input checked="" type="radio"/>	By the back door	<input type="radio"/>	By the ovens	<input type="radio"/>	Add a choice (optional)...
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Lesson 2		Tour the Kitchen													
BLOCK ID	2.9	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider												
NOTES		CONTENT													
		<p>Question: In the Kitchen, this sink is used for:</p> <p>Image: Food prep sink in kitchen</p> <p>Choices/Feedback:</p> <table border="1" data-bbox="1039 539 2175 1073"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>Washing hands</td> <td>No, the handwashing sink is located near the Sign-In table. Try again.</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>Washing food before preparing it</td> <td>Correct! Use this sink to wash produce.</td> </tr> <tr> <td><input type="radio"/></td> <td>Washing dirty dishes</td> <td>No, the dirty dish sink is located in the dishwashing station. Try again.</td> </tr> </tbody> </table> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Correct	Choice Text		<input type="radio"/>	Washing hands	No, the handwashing sink is located near the Sign-In table. Try again.	<input checked="" type="radio"/>	Washing food before preparing it	Correct! Use this sink to wash produce.	<input type="radio"/>	Washing dirty dishes	No, the dirty dish sink is located in the dishwashing station. Try again.
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<input type="radio"/>	Washing dirty dishes	No, the dirty dish sink is located in the dishwashing station. Try again.													

Lesson 2		Tour the Kitchen	
BLOCK ID	2.10	BLOCK TYPE	Statement D Divider
NOTES	CONTENT Text: Excellent! You've completed your tour of Manna's Kitchen. Next, you'll head to the Take-Out Window. Divider: Continue Button • Text on Button: TOUR THE TAKE-OUT WINDOW		

Lesson 3		Tour the Take-Out Window	
BLOCK ID	3.1	BLOCK TYPE	Text on Image
NOTES Image goes across full width of screen Image is 30% darkened for text to appear clearly		CONTENT Image: Photo looking into Take-Out Window area. Focus is on sign with Take-Out Window in background. Text: Welcome to the Take-Out Window	

Lesson 3		Tour the Take-Out Window	
BLOCK ID	3.3	BLOCK TYPE	Subheading with Paragraph text Labeled Graphic
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Start outside where program participants pick up their meals Paragraph text: Select the + markers below to see additional photos and/or details about that key area.</p> <p>Image: Outside view of Take-Out Window.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Condiments, Utensils, & Napkins: These items are placed on the outside ledge for easy access by program participants. [image: close-up] • Window: During service hours, program participants can get a hot meal at the window. [image: close-up of window] • Dirty Dish Bin: Program participants put their dirty dishes in here. A donation box is also provided. [image: close-up] • Chalkboard Menu: Today's food options are displayed on the Menu Board. [image: close-up] • Community Refrigerator: At the end of each day's shift, extra meals are placed in the refrigerator so people can have a meal, if needed. [image: close-up] 	

Lesson 3		Tour the Take-Out Window	
BLOCK ID	3.4	BLOCK TYPE	Subheading Labeled Graphic
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Enter the building and look inside the Take-Out Window area</p> <p>Image: Looking into Take-Out Window area from back hallway.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Window Ledge: Condiments & napkins/utensils are placed on the outside ledge for easy access by program participants. The red sanitizer bucket is kept within easy reach. [image: close-up] • Coffee & Tea Making Station: Here's where you'll make lots of coffee and tea (more on this in Part 2). [image: close-up] • First Aid Station: Hopefully you won't need to use the first aid station, but it's important to know where it is. [image: close-up] • Food Containers for Meals: Disposable containers are for to-go meals. Dark brown plastic containers are for eating outside. [image: close-up] • Steamer Table: The steamer table holds four large pans of hot food. [image: close-up] • Cold Food: Depending upon the day/menu, containers of salad or other cold food are placed here for serving. [image: close-up] • Refrigerator/Freezer: These are used for holding extra coffee/tea and food. [image: close-up] 	

Lesson 3		Tour the Take-Out Window	
BLOCK ID	3.5	BLOCK TYPE	Subheading Labeled Graphic Divider
NOTES		CONTENT [NOTE: I'd like to talk to you about getting a better quality photo for this question. If possible, it needs to be more a wide-angled shot so that it shows both food warmer & sink in same photo.]	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Stand by the refrigerators and look toward the back hallway</p> <p>Image: Looking toward food warmer.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Ice Machine & Handwashing Station: Here is another sink is for handwashing only. Wave your hand in front of the faucet to activate it. [image: close-up] • Walk-In Cooler: Refrigerated items are stored here, including pans of prepared food for the following day's menu. [image: inside of Walk-In Cooler] • Steamer Table: The steamer table holds four large pans of hot food. [image: close-up of volunteer serving food] • Food Warmer: Additional trays of hot food are kept in the "alto-shaam" food warmer. [image: close-up] <p>Divider: Continue Button</p> <ul style="list-style-type: none"> • Text on Button: WHAT DO YOU REMEMBER? 	

Lesson 3		Tour the Take-Out Window											
BLOCK ID	3.6	BLOCK TYPE	Heading Knowledge Check: Multiple-Choice Divider										
NOTES		<p>CONTENT</p> <p>Heading: Can You Identify Key Areas of the Take-Out Window?</p> <p>Question: In the Take-Out Window, where is the Handwashing Station located?</p> <p>Image: Handwashing sink in Take-Out Window</p> <p>Choices/Feedback:</p> <table border="1" data-bbox="1019 606 1829 1235"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>There isn't one, just use the kitchen sink</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>Next to the ice machine</td> </tr> <tr> <td><input type="radio"/></td> <td>Next to the coffee & tea station</td> </tr> <tr> <td><input type="radio"/></td> <td>Add a choice (optional)...</td> </tr> </tbody> </table> <p>Button: Submit</p> <p>Divider: CONTINUE button</p>		Correct	Choice Text	<input type="radio"/>	There isn't one, just use the kitchen sink	<input checked="" type="radio"/>	Next to the ice machine	<input type="radio"/>	Next to the coffee & tea station	<input type="radio"/>	Add a choice (optional)...
Correct	Choice Text												
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<input checked="" type="radio"/>	Next to the ice machine												
<input type="radio"/>	Next to the coffee & tea station												
<input type="radio"/>	Add a choice (optional)...												

Lesson 3

Tour the Take-Out Window

BLOCK ID

3.7

BLOCK TYPE

Knowledge Check: Matching
Divider

NOTES

CONTENT [NOTE: I'd like to talk to you about getting a better quality photo for this question. Same angle, location, & time of day (where everything is cleaned up).]

Question: Match the item below with its numbered location in the photo.

Image: Looking into the Take-Out Window area from back hallway.



Choices:

Choices	Matches
4 (to the right of photo)	Handwashing Station
1	Steamer Table
3	Coffee & Tea Station
2 (to the left of photo)	Food Warmer
Add another choice (optional)...	Add another match (optional)...
Feedback Correct / Incorrect ▾	
Great job!	
Not quite! Double-check your answers and try again.	

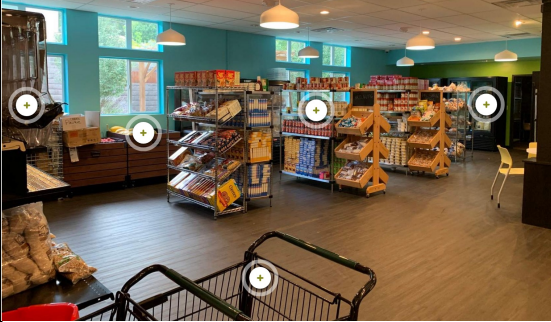
Button: Submit

Divider: CONTINUE button


Lesson 3		Tour the Take-Out Window											
BLOCK ID	3.8	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider										
NOTES		CONTENT											
		<p>Question: Where would you find the First-Aid station? Image: First-Aid kit on wall</p> <p>Choices/Feedback:</p> <table border="1"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>In the janitorial closet</td> </tr> <tr> <td><input type="radio"/></td> <td>By the back door</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>By the coffee & tea station</td> </tr> <tr> <td><input type="radio"/></td> <td>Add a choice (optional)...</td> </tr> </tbody> </table> <p>Feedback Correct / Incorrect ▾</p> <p>Yes! The First Aid cabinet is hanging on the wall by the coffee & tea station.</p> <hr/> <p>Good guess, but incorrect. Try again.</p>		Correct	Choice Text	<input type="radio"/>	In the janitorial closet	<input type="radio"/>	By the back door	<input checked="" type="radio"/>	By the coffee & tea station	<input type="radio"/>	Add a choice (optional)...
Correct	Choice Text												
<input type="radio"/>	In the janitorial closet												
<input type="radio"/>	By the back door												
<input checked="" type="radio"/>	By the coffee & tea station												
<input type="radio"/>	Add a choice (optional)...												
		<p>Button: Submit</p> <p>Divider: CONTINUE button</p>											

Lesson 3		Tour the Take-Out Window	
BLOCK ID	3.9	BLOCK TYPE	Statement D Divider
NOTES	CONTENT Text: Way to go! You've completed your tour of the Take-Out Window. Next you'll head to the Food Market. Divider: Continue Button • Text on Button: TOUR THE FOOD MARKET		

Lesson 4		Tour the Food Market	
BLOCK ID	4.1	BLOCK TYPE	Text on Image
NOTES Image goes across full width of screen Image is 30% darkened for text to appear clearly		CONTENT Image: Photo looking into the Food Market. Focus is on sign with Food Market in background. Text: Welcome to the Food Market	

Lesson 4		Tour the Food Market	
BLOCK ID	4.3	BLOCK TYPE	Subheading with Paragraph text Labeled Graphic
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Start by the entrance and select a shopping cart Paragraph text: Select the + markers below to see additional photos and/or details about that key area.</p> <p>Image: Standing by shopping carts & looking into Food Market.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Shopping Carts: Manna's Food Market closely resembles a regular grocery store so program participants feel welcome. [image: close-up] • Bulk Food Section: Bulk & bagged food items, such as beans and grains are found here. [image: close-up] • Produce Bins: These bins hold large produce items, such as squash. Other produce shelves are found along the side wall. [image: close-up] • Shelves of Dry Goods: The center aisles have non-perishables (boxed & canned goods), as well as bakery items and snacks. [image: close-up] • Refrigerated Section: Dairy and deli items are found here. [image: close-up] 	

Lesson 4		Tour the Food Market	
BLOCK ID	4.4	BLOCK TYPE	Subheading Labeled Graphic
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Walk toward the Kitchen</p> <p>Image: Looking toward Kitchen door, standing near shelves.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Shelves of Dry Goods: The items on these shelves vary, due to donations. [image: different close-up] • Doorway into Kitchen: Here you'll find the chefs and volunteers preparing food for tomorrow's menu. [image: close-up] • Frozen Foods Section: On either side of the freezers, bottled water and other non-food items are stored. [image: close-up] • Non-Food Items: Other non-food items are here, from dog food to toiletries. [image: close-up] 	

Lesson 4		Tour the Food Market	
BLOCK ID	4.5	BLOCK TYPE	Subheading Labeled Graphic Divider
NOTES		CONTENT	
 <p>Image centered</p> <p>Hot Spots on Image: Click to open to see more text and close-up image (on some)</p>		<p>Subheading text: Look back toward the Front Desk & Check-Out area</p> <p>Image: Standing by conference room door, looking back to front desk.</p> <p>Hot Spots on Image:</p> <ul style="list-style-type: none"> • Waiting Area: Program participants are able to have coffee while they wait. [image: close-up] • Front Door/Window: Here is where the Front Desk Team greets program participants who are wanting to use the Resource Center services. [image: close-up of front desk] • Market Check Out Station: Program participants stop by the Check Out Station before leaving with their groceries. [image: close-up] • Bulk Food Section: Bulk & bagged food items, such as beans and grains are found here. [image: close-up] <p>Divider: Continue Button</p> <ul style="list-style-type: none"> • Text on Button: WHAT DO YOU REMEMBER? 	

Lesson 4

Tour the Food Market

BLOCK ID

4.6

BLOCK TYPE

Heading
Knowledge Check: Matching
Divider

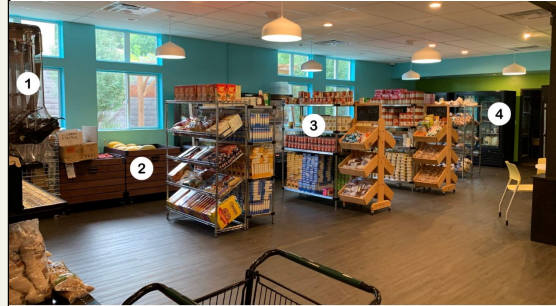
NOTES

CONTENT

Heading: Can You Identify Key Areas of the Food Market?

Question: Match the item below with its numbered location in the photo.

Image: Standing by shopping carts & looking into Food Market.



Choices:

Choices	Matches
1	Bulk Food
2	Produce
4	Refrigerated Items
3	Non-Perishables & Bakery Items
Add another choice (optional)...	Add another match (optional)...
Feedback	Correct / Incorrect ▾
Great job!	
Not quite! Double-check your answers and try again.	

Button: Submit

Divider: CONTINUE button

Lesson 4		Tour the Food Market											
BLOCK ID	4.7	BLOCK TYPE	Knowledge Check: Multiple-Choice Divider										
NOTES		CONTENT											
		<p>Question: Where would you find non-food items, like toiletries?</p> <p>Image: Close-up of some non-food items</p> <p>Choices/Feedback:</p> <table border="1"> <thead> <tr> <th>Correct</th> <th>Choice Text</th> </tr> </thead> <tbody> <tr> <td><input type="radio"/></td> <td>By the bulk food section</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td>By the freezers</td> </tr> <tr> <td><input type="radio"/></td> <td>On one of the center shelves</td> </tr> <tr> <td><input type="radio"/></td> <td>Add a choice (optional)...</td> </tr> </tbody> </table> <p>Feedback Correct / Incorrect ▾</p> <p>Yes! The non-food items are found on shelves by the freezers.</p> <p>Good guess, but incorrect. Try again.</p>		Correct	Choice Text	<input type="radio"/>	By the bulk food section	<input checked="" type="radio"/>	By the freezers	<input type="radio"/>	On one of the center shelves	<input type="radio"/>	Add a choice (optional)...
Correct	Choice Text												
<input type="radio"/>	By the bulk food section												
<input checked="" type="radio"/>	By the freezers												
<input type="radio"/>	On one of the center shelves												
<input type="radio"/>	Add a choice (optional)...												
		<p>Button: Submit</p> <p>Divider: CONTINUE button</p> <p>Text on Button: ALMOST DONE...</p>											

Section 3: Conclusion

Lesson 5		Wrap-Up	
BLOCK ID	5.1	BLOCK TYPE	Image & Text
NOTES Image on left		CONTENT Image: young woman on mountain Text: Congratulations! You've completed your tour of the Food Market and have successfully finished Part One of "Serving Safely at Manna." In Part Two, you'll learn and apply important food safety rules in order to serve in the Kitchen, Take-Out Window, and Food Market..	