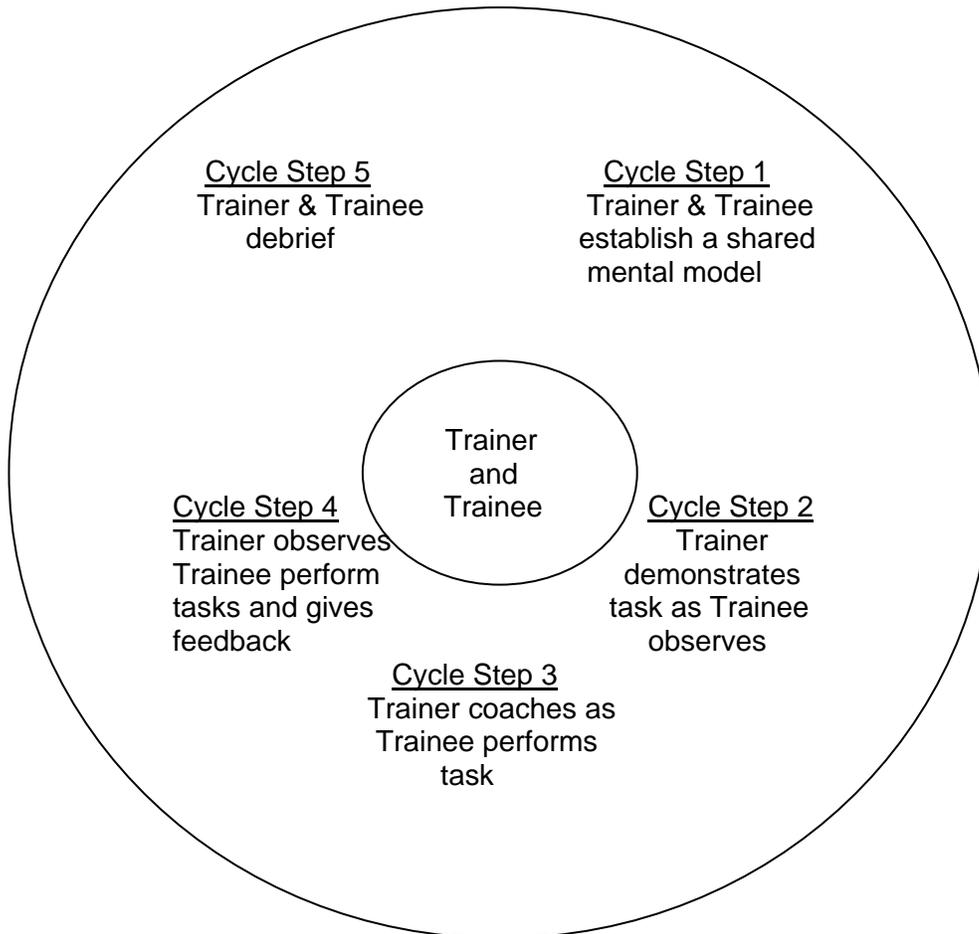


OJT Training Module Cover Sheet

Title: 208 How to use the Official Soil Series Descriptions (OSD) Web pages.
Type: <input checked="" type="checkbox"/> Skill <input type="checkbox"/> Knowledge
Performance Objective: Trainee will be able to— <ul style="list-style-type: none">• Define an Official Soil Series Description (OSD).• View an OSD by using a series name.• View and download OSDs by using a list of series names.• View OSDs by running database queries using two search options.
Target Proficiency: <input type="checkbox"/> Awareness <input type="checkbox"/> Understanding <input checked="" type="checkbox"/> Perform w/ Supervision <input type="checkbox"/> Apply Independently <input type="checkbox"/> Proficiency, can teach others
Trainer Preparation: Provide Internet access for trainer and trainee to perform tasks in Steps 1, 2, 3, and 4.
Special Requirements: Initiate an external learning request with a SF-182 in Aglearn for this activity. Instructions and a template are located on the training webpages for OJT modules.
Prerequisite Modules: None
Notes: None
Authors: Joseph Chiaretti
Approved by: Marc Crouch

The Five-Step OJT Cycle for Procedural Training (Skill)



OJT Module Lesson

Title: **208 How to use the Official Soil Series Descriptions (OSD) Web pages.**

WHAT	WHY, WHEN, WHERE, HOW, SAFETY, QUALITY
Cycle step 1	<p>The trainer and trainee review the objectives of this module. The trainer discusses with the trainee some of the actions they commonly perform on the OSD Web pages.</p> <p>The trainer and trainee review the attached “Using OSD Web pages” presentation to view specific examples of query operations used to view and download official soil series data. They also read the notes for each slide in the presentation.</p> <p>The trainee accesses the home page for Official Soil Series Descriptions at the following Web address: http://soils.usda.gov/technical/classification/osd/index.html.</p> <p>The trainer and trainee note the layout of the home page, including the location of the hyperlinks. They click the hyperlinks for the Introduction and Fact Sheet Web pages and read the text contained on both pages.</p>
Cycle step 2	<p>The trainer then accesses the Official Soil Series Descriptions Web pages and performs the actions shown in the presentation using soil series pertinent to their survey area in order to reinforce the information presented in “Using OSD Web pages.”</p> <p>The trainee observes the actions taken by the trainer during the online demonstration.</p>
Cycle step 3	<p>The trainee then accesses the Official Soil Series Descriptions Web page and performs the same actions on the same soils shown by the trainer in cycle step 2.</p> <p>The trainer reiterates the steps and guides the trainee when the trainee makes a mistake.</p> <p>The trainee notes how the Web pages and query functions operate after performing the actual operations online.</p>
Cycle step 4	<p>The trainee then accesses the Official Soil Series Descriptions Web page again and performs the actions shown in the presentation using other soil series classifications pertinent to their survey area in order to reinforce the information presented in “Using OSD Web pages.”</p> <p>The first action the trainee performs is to view the OSD and series extent map data for a single soil. The second action is to view and download text versions of OSDs using a list of soil names common to the work area. The final action the trainee performs is to view OSDs after using the two search options displayed in the PowerPoint presentation. The searches are based on the family classifications of a few soil series common to the work area. They are the auto-populate advance query option and the default hierarchical list option.</p> <p>The trainer observes the trainee perform the actions and provides</p>

	feedback and some constructive criticism when needed
Cycle step 5	The trainer discusses the query exercise with the trainee and answers any questions arising as a result of this module.

OJT Module Lesson Measurement of Learning

Title: 208 How to use the Official Soil Series Descriptions (OSD) Web pages.	
WHAT	WHY, WHEN, WHERE, HOW, SAFETY, QUALITY
Trainee's learning is measured.	Have the trainee complete the attached quiz to reinforce the concepts presented in this module.
Apply knowledge and skill gained to current survey work.	The trainee queries the OSD file share to view the HTML version of OSDs for a short list of soil series names. Any errors or omissions in content for each series is identified and highlighted. This effort is for the future use by survey office staff in updating the content of the OSDs.

SF-182

Trainee and/or supervisor access Aglearn to verify completion of the module via its SF-182.

Quiz

1. What part of the National Soil Survey Handbook contains detailed guidance on the soil series and Official Soil Series Descriptions?
 - A) Part 609, Quality Control, Quality Assurance, and Soil Correlation
 - B) Part 610, Updating Soil Surveys
 - C) Part 614, Applying Soil Taxonomy
 - D) Part 627, Legend Development and Data Collection
 - E) Part 630, Benchmark Soils
2. What are the two file formats that OSDs are delivered in?
 - A) Personal document format (PDF)
 - B) HyperText Markup Language (HTML)
 - C) MS Access database (MDB)
 - D) ASCII text (TXT)
 - E) Rich text format (RTF)
3. Which file format is downloaded for manual editing using the file transfer protocol (FTP) offered on the OSD Web pages?
 - A) Personal document format (PDF)
 - B) HyperText Markup Language (HTML)
 - C) MS Access database (MDB)
 - D) ASCII text (TXT)
 - E) Rich text format (RTF)
4. True or False? The number of official soil series descriptions in the OSD file share for a particular taxonomic classification will always match the number of corresponding series entries in the Soil Series Classification (SC) database.
5. How does a user find the most current list of all the official soil series in the same taxonomic classification?
 - A) Use the View OSDs By Series Name Web page for the target series and then read its Competing Series section.
 - B) Use the View OSDs by List of Series Name Web page to enter the names of all the competing series mentioned in the target series.
 - C) Use the Query Facility Web page along with the auto-populate function for the target series name.
 - D) Use the Soil Series Name Search Web page to search all soil series.