

# "Focus"

## Organizing Your Virtual and In-Person Class Time / Weeks 1-5

To help pace yourself through this virtual self-directed training, and to be best prepared for our in-person session, here is a syllabus to outline completion of the course materials. We anticipate 1.5 hours per week to complete the online work.

### **Week 1 (due by 8/21/26): Read Materials**

- Read through the Training Manual (Trainer Materials)
- Review the Sign-In Sheet, Feedback Form, Training Checklist, and Certificate of Attendance. (Trainer Materials)
- Human Guide Trainer Responsibilities (Trainer Materials and Quiz\*)

### **Week 2 (due by 8/28/26): Read Materials, Watch Video, Take Quizzes**

- Let's Walk Together Video (Trainer Materials)
- Human Guide Considerations (Resource Handout and Quiz\*)
- Let's Walk Together (Resource Handout and Quiz\*)
- Sensitivity to Vision Loss (Resource Handout and Quiz\*)

### **Week 3 (due by 9/4/26): Read Materials, Take Quizzes**

- Vision and Vision Loss Terminology (Resource Handout and Quiz\*)
- Use of Vision Loss Simulator (Resource Handout)
- Review the "Focus" Website and Flyer (Website, Resource Handout and Quiz\*).
- Review the DDS Collaborative Eye Care Centers webpage (Website and \*Quiz).
- Review the MCB/DDS web page and Brochure of Services for Orientation and Mobility Services (Website, Resource Handout and Quiz\*).

## Organizing Your Virtual Class Time (continued)

### **Week 4 (due by 9/11/2026\*\*): Read Materials, Watch Videos, Take Quizzes**

- Human Guide Scenario Videos (10 short Videos and Quiz\* for each)
- Complete the Master Quiz

**\*\*Please have all online work (Weeks 1-4) completed by 9/11/2026\*\***

\*Corresponding 3-question quiz.

### **Week 5 Gather In-Person: September 16, 2026 9:00am-12:00pm, Holyoke, MA. Attendance is mandatory at this in-person 3-hour session.**

- You will join with other Trainers and our team of Certified Orientation and Mobility Specialists (COMS).
- Activities will include discussion, sitting, walking, use of a vision loss simulator, and being guided while wearing a blindfold.

**Date: September 16, 2026**

**Time: 9:00am to noon**

**Location:**

**Holyoke Community College  
Kittredge Center Room 303  
303 Homestead Ave,  
Holyoke, MA 01040**

**Important details / Additional directions:**

**Campus Map:** [Holyoke Community College \(hcc.edu\)](http://hcc.edu)

**Meeting Room Location:** Kittredge Center, Room 303

#### **Parking and Parking Address:**

Upon entering the Campus from the main entrance at 303 Homestead Ave, turn left onto Campus Road. You are welcome to park in parking lots A through D which will be on your right. Parking lot D is closest to the Kittredge Center, but as classes will be in session, you may have to park in lot A – C as you can find a space. Please do not park in a “Visitor” lot or space.

## Organizing Your Virtual Class Time (continued)

Please walk to the end of the Parking Lot and take a left onto the path leading you directly to the Kittredge Center (please see Campus Map link above).

Kittredge Center Room 303

Upon entering the Kittredge center, please make you way up via the stairs or elevator to Room 303.

