

Environmental Defense Fund Fuel-Smart Driving Practices Module

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About the Guide

Environmental Defense Fund (EDF) is pleased to make this training module widely available to corporate fleet professionals. Greenhouse gas pollution is the major driver of human-caused climate change and the best science tells us that we need to act quickly to bring down our emissions of these gases. Vehicles are a significant source of greenhouse gases. Corporate fleets, with 3 million vehicles in the U.S., emit more than 45 million metric tons each year. By adopting fuel-smart driving practices, fleet drivers can take a small step to reduce these emissions and lower corporate fuel bills.

Driving habits are only part of the steps needed to reduce fleet emissions. Companies should also seek to include the most efficient vehicles that make business sense in their fleets, look for ways to reduce miles traveled, and explore low-carbon fuel sources. Environmental Defense Fund has a long history of assisting leading fleets to reduce their emissions. Our best practices for reducing emissions and related tools are all available online at www.edf.org/greenfleet.

The driver training module was created as part of our partnership with PHH Arval to develop the industry's first comprehensive greenhouse gas management program PHH GreenFleet®. Feedback from PHH staff, in particular from Karen Healey, Director of Product Management, was instrumental in creating and improving this model. To learn more about the PHH GreenFleet® program, please visit www.phharval.com/green.

If you have any questions, comments, or suggestions for improvement regarding this module, please contact Jason Mathers, Fleet Project Manager, at 617 723 2996 or jmathers@edf.org

Users Agreement

Environmental Defense Fund is making this module freely available to be used by parties that intend to inform drivers of fleet vehicles about these fuel-smart driving behaviors.

Users agree to:

- Use only the editions made available by Environmental Defense Fund. Any modified versions shall not be attributed to EDF.
- Periodically, at Environmental Defense Fund's request, inform Environmental Defense Fund about the results from their use of the module including the number of drivers reached and any documented fuel savings – either exclusively or with other tools.

Module Editions

The Environmental Defense Fund Fuel-Smart Driving Practices module is available in two editions. The first edition contains three lessons and a final assessment test. Lesson one provides an overview on climate change and the role that vehicle emissions play in the build-up of atmospheric greenhouse gases. Lesson two places driving habits in the larger context of the actions fleets are taking to reduce greenhouse gas emissions. Lesson three covers driving skills that vehicle operators can employ to optimize fuel economy. These tips are from the joint U.S. Environmental Protection Agency and Department of Energy web site, fuelconomy.gov. Following the completion of lesson three, users are directed to a final assessment that tests the knowledge learned in the course. A grade of 80% is required for passage. The second edition of the module includes only lesson three and a modified final assessment.

Learning Management Systems

The Environmental Defense Fund online courseware is available in SCORM and AICC formats for companies that have a Learning Management System (LMS). An LMS is a web application (built on industry standards) that launches courseware, tracks learner progress and records results. An LMS is highly recommended for companies that want to document employee/customer training. Generally, LMS applications are the backbone of an organization's learning portal. Typical LMS functions include:

- Adding and Managing Learners
- Creating Learner Groups and Assigning Content
- Adding New Content (Online and Classroom-based)
- Manual and Automatic Entry of Learner Records
- Creating Learner Reports
- Administrative Tools for Site and Learner Management

Commercial and open source LMS applications are available from numerous vendors. LMS applications are offered as off-the-shelf software installed on a customer's web server or as fully hosted systems supplied by the vendor.

The developer of our initial courseware, TraCorp, offers a hosted LMS. A demonstration version can be viewed at: <http://www.tracorp.com/project/lms/lms7/demo/>

ID = student and password = 1234 (to log on as a student)

ID = admin and password = 1234 (to log on as an administrator)

For more information contact TraCorp directly at 888.864.1645 ext 34.

Installation Directions

Both editions of the module have AICC and SCORM versions. Instructions to use these with your LMS are below.

AICC version:

To install the AICC version, download the AICC zip package and extract the files. It's important to extract all files and folders with the folder structure intact. Once the files are extracted, identify the appropriate launch file. Some courseware may include a HTML, PHP, or ASP file to use as the launcher, and some courseware may just use the SWF shell file as the launcher. Upload all files to a web server, and use the URL of the launch file as the file to load when the course is launched from your LMS. When the LMS launches the AICC course, the shell will expect the following querystring variables to be passed from the LMS:

aicc_sid: a unique session identifier used to identify the student. The course will send this back to the LMS when it sends tracking information.

aicc_url: the URL of the page on the LMS that the course will send tracking information to. The course will send POST requests to this URL with the tracking data.

The course expects the following data fields to be sent by the LMS according to the AICC specification:

error_text
student_name
lesson_status
score
time
prog

The course will send the following data fields to the LMS according to the AICC specification:

lesson_location (always "0")
lesson_status
score
time
prog

The data fields will be posted using the "aicc_data" variable name, and the course will also post "command", "version", and "session_id" variables.

SCORM version:

To install the SCORM version, download the SCORM zip package. The course is packaged as a single-SCO SCORM 1.2 course. Your LMS should have a way to upload the SCORM package directly to the LMS, where the LMS will automatically extract the files and read the necessary information from the included XML file. The course communicates with the LMS according to the SCORM 1.2 specification, available from the Advanced Distributed Learning website.