



## Instructional Design Experts

Cabezon Group provides effective, relevant curriculum development and educational support services. When new policy is created or modified, personnel need to be trained quickly and effectively. We can develop and deliver curriculum and courseware in order to meet your goals.

At Cabezon Group, we have a core competency in curriculum development for complex government programs. We recognize that a sound curriculum structure can take many paths dependent on the learner as well as the agency's goals and strategies. The customized curriculum we create results in behavioral change and measurable performance improvement, all within an organization's time and established budget.

### Our curriculum development & delivery capabilities include:

- Strategic planning
- Curriculum creation
- Mapping of competencies and behaviors
- Creation of student manuals and instructor guides
- Design and pilot courses and training materials
- Develop curriculum-focused Web sites
- Identify and recruit relevant subject matter experts and instructors
- Train instructors on course materials
- Schedule training events
- Register trainees online

## Our Principles

We approach developing curriculum by focusing on understanding the needs of the audience, including competencies, behaviors, and pathways to success. We deliver effective curriculum strategies by applying these principles:

### The right team

We employ subject matter experts and course development specialists to create effective strategies and develop relevant course content.

### Engaging, technology-enabled instruction

The best learning experiences are driven by sound teaching principles. That said, our instructional designers use technology as an enabler and we invest considerable time to ensure that we use the right technologies in the right situations and ultimately meet core objectives.

### Reinforce learning

Effective course curriculum must be created and organized to maximize learner retention. Our curriculum includes exercises, quizzes and scenarios, which help reinforce course material. We also drive learner retention via several pedagogical approaches.

### Improve performance

In order to determine if training is effective, we embed performance metrics, including completion, scoring and feedback capture. This can be done transparently or it can be done by actively requesting information from the learner.

# Our Approach

## Discover

During the discovery phase, we strive to identify the needs of the audience, their behaviors and desired course outcomes.

## Design

Our course designers identify learning goals and develop a training strategy including mapping course content. We look at how to effectively structure and implement learning activities.

## Develop

Course materials are developed based on the specifications outlined in the design phase. In many cases, we employ a multi-channel approach to delivery and we combine technology with print media. This creates repetition and drives retention.

## Delivery

We organize the delivery of training, from managing course schedules to recruiting and training instructors. We also can run pilot courses to gather course feedback prior to a larger training launch. Measurement and evaluation efforts should be continuous and applied to the overall process.

### Solutions that stick

Using this approach, we create courses that convey complex technical content clearly, while helping learners effectively retain knowledge and apply it in realistic situations.

### E-Learning

Cabazon Group specializes in e-learning modules that are thoughtful, engaging and measured. Our e-learning environments can help track student progress in real time and provide continual feedback about learner retention and course content effectiveness. We evaluate many formats for delivery and are capable of employing adaptive learning techniques that allow the learner to navigate within a course based on his or her performance or interests.

## Highlighted Engagement

### Federal Emergency Management Agency National Fire Academy Educational Support for Emergency Medical Services

The National Fire Academy turned to Cabazon Group to update important courses in the Emergency Medical Services (EMS) curriculum. We were selected for our ability to move at a fast pace, provide expert curriculum development, and incorporate up-to-date processes to improve overall effectiveness. Cabazon Group's work plan began with research and a review of the agency's strategies for its EMS curriculum. We gleaned feedback from instructors and from a piloting effort to improve both the flow of the courses and the content. Cabazon Group completed the work well before deadline, moving the project forward through concept, design, piloting and the final revision efforts. Our team provided 42 new integrated files to form cohesive, student-and instructor-friendly courses that will help move the emergency response community along the path to accomplish the agency's mission.

## Key Curriculum Development and Delivery Services Clients

**U.S. Department of Health and Human Services**  
Health Resources and Services Administration

**U.S. Department of Homeland Security**  
Federal Emergency Management Agency

## Contract Vehicles

- SBA 8(a) Program
- GSA IT Schedule 70 (GS-35F-06645)
- GSA AIMS Schedule, Group 541 (GS-07F-0464T)
- BPA – FEMA/DHS (HSFEHQ-07-A-0001)
- IDIQ – SAMHSA – Domains 9 & 10 (HHSS2833200700065I)
- IDIQ – HHS Program Support Center (HHSP23320095609WC)

## About Cabazon Group

Cabazon Group is an established 8(a) firm delivering professional services critical to the success of complex federal, state and local government programs. Our clients rely on our knowledge, creativity and in-house technical capabilities to provide insightful solutions that improve their programs at any phase. From concept to execution to post-program analysis, we turn policy into outcomes. In short, we are your policy outcome partner.

## Contact Us

For more information about our Curriculum Development and Delivery services, please contact:

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