

<b>ADMINISTRATIVE INFORMATION FOR PROJECT SURVEILLANCE PLAN DEVELOPMENT</b>	Page 1 of 1
	Course Number:
	<b>INSTRUCTOR NOTES AND TRAINING MATERIALS</b>
<p><b>I. COURSE OBJECTIVES</b></p> <ul style="list-style-type: none"> <li><b>A. Acquire knowledge of Performance Based Contracting (PBC) initiatives content and implementation</b></li> <li><b>B. Summarize the purpose of the Project Surveillance Plan (PSP)</b></li> <li><b>C. Relate the PSP to the PBC initiative</b></li> <li><b>D. Comprehend the purpose and relationships of PSP structure and content</b></li> <li><b>E. Obtain and employ practical experience in the team formation and project team processes required to create a PSP</b></li> <li><b>F. Demonstrate the ability to clearly articulate surveillance strategies based on program objectives and NASA performance and advanced quality initiatives</b></li> <li><b>G. Demonstrate ability to develop surveillance activities in consonance with program strategies, resources, and contracting approach</b></li> <li><b>H. Demonstrate ability to define specific metrics to support program strategies and develop the NASA response to unfavorable metrics results</b></li> <li><b>I. Demonstrate ability to define a program surveillance team structure needed to execute the desired surveillance program</b></li> </ul> <p><b>II. REFERENCES</b></p> <ul style="list-style-type: none"> <li><b>A. ISO 9000 Series</b></li> <li><b>B. NHB 7120.5</b></li> <li><b>C. Federal Acquisition Regulations</b></li> <li><b>D. ASQC Brochure: ANSI ASCZ-1, Committee on Quality Assurance Answers the Most Frequently Asked Questions about ISO 9000</b></li> </ul> <p><b>III. INSTRUCTOR'S AIDS</b></p> <ul style="list-style-type: none"> <li><b>A. Viewgraphs for Lessons 1 through 10</b></li> <li><b>B. Instructor's Guide (this document)</b></li> <li><b>C. Student Notes</b></li> </ul> <p><b>IV. EQUIPMENT</b></p> <ul style="list-style-type: none"> <li><b>A. Overhead projector and screen</b></li> <li><b>B. Chalkboard and/or other illustration equipment (optional)</b></li> </ul> <p><b>V. OTHER SOURCES OF TRAINING</b></p> <ul style="list-style-type: none"> <li><b>A. Contractor Performance Surveillance Overview (NASA Web-based Training)</b></li> <li><b>B. Federal Acquisition Regulations (NASA Web-based Training)</b></li> </ul>	

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| <ul style="list-style-type: none"><li><b>C. DCMC/DCAA Interface (NASA Instructor-based Training)</b></li><li><b>D. Project Surveillance Plan Overview (NASA Web-based Training)</b></li><li><b>E. Contractor Interface (NASA Web-based Training)</b></li><li><b>F. Introduction to the Project Surveillance Plan (NASA Instructor-based Training)</b></li></ul> |  |
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**For more information on available NASA training, contact Patricia Pahlavani, Code QM, NASA Headquarters, (202) 358-1167, [patricia.pahlavani@hq.nasa.gov](mailto:patricia.pahlavani@hq.nasa.gov)**

## **Project Surveillance Plan Development**

The following list outlines the composition of each delivered segment of the NASA training module entitled “Project Surveillance Plan Development.”

### **Presentation Slides**

PowerPoint document consisting of the following:

- Lesson 1: Slides 1-1 through 1-36
- Lesson 2: Slides 2-1 through 2-12
- Lesson 3: Slides 3-1 through 3-19
- Lesson 4: Slides 4-1 through 4-27
- Lesson 4A: Slides 4A-1 through 4A-20
- Lesson 5: Slides 5-1 through 5-11
- Lesson 6: Slides 6-1 through 6-28
- Lesson 7: Slides 7-1 through 7-6
- Lesson 8: Slides 8-1 through 8-17
- Lesson 9: Slides 9-1 through 9-6
- Lesson 10: Slides 10-1 through 10-9

Slides are numbered in lower right corner.

### **Instructor’s Guide**

Pages in Microsoft Word 6.0 table format with text outlined in a black border. For each of the 11 lessons, pages are numbered in upper right corner as follows: Page 1 of 25, Page 2 of 25, etc.

### **Student Notes**

Presentation slides reduced to half-page size with room for students to take notes or record comments. Lesson 1: 36 pages; Lesson 2: 12 pages; Lesson 3: 19 pages; Lesson 4: 27 pages; Lesson 4A: 20 pages; Lesson 5: 11 pages; Lesson 6: 28 pages; Lesson 7: 6 pages; Lesson 8: 17 pages; Lesson 9: 6 pages; and Lesson 10: 9 pages.

### **Demonstration of Blue-Green Laser Digital Communications in Space Applications**

Student handout for this module.

### **Student Worksheets for Lessons 5, 7, and 9**