

**North Carolina State University
Schaub Food Science (SFS) Building - Room G40
400 Dan Allen Drive, Raleigh, NC 27695**

Tuesday, April 21 – Friday, April 24, 2026

9:00 am – 3:30 pm U.S. Eastern Time

This course combines the FSPCA FTR participant course and FSPCA FTR Lead Instructor training and takes place over **four days**. You must be present for the entire course. Late arrival and/or early departure will prevent issuance of certificate.

Enrollees are expected to arrive 15 minutes prior to the course start time each day.

Time	Day 1 (Participant Course)
9:00 AM - 3:30 PM CT	Welcome, Attendance, Housekeeping
	Chapter 0: Preface
	Chapter 1: Introduction and Background
	15-MINUTE BREAK
	Chapter 2: Application of the Food Traceability Rule
	Chapter 3: Critical Tracking Events and Key Data Elements
	45-MINUTE LUNCH
	Chapter 3: Critical Tracking Events and Key Data Elements
	Chapter 4: Traceability Plan Requirements
	Questions / Day 2 Expectations
Adjourn	

Time	Day 2 (Participant Course)
9:00 AM - 3:30 PM CT	Welcome Back, Attendance
	Chapter 5: Recordkeeping Requirements
	Chapter 6: Building a Traceability Program
	Chapter 7: Data System Characteristics
	15-MINUTE BREAK
	Chapter 7: Data System Characteristics (continued)
	45-MINUTE LUNCH
	Chapter 8: Tracking Food through the Supply Chain
	15-MINUTE BREAK
	Chapter 8: Tracking Food through the Supply Chain (continued)
	Questions / Day 3 Expectations
Adjourn	

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Time	Day 3 (Lead Instructor Course)
9:00 AM - 3:30 PM CT	Welcome Back, Attendance
	Chapter 0: Preface
	Chapter 1: Introduction and Background
	Chapter 2: Application of the Rule & Explain Activities ¹
	15-MINUTE BREAK
	Chapter 3: Critical Tracking Events and Key Data Elements & Explain Activities and Exercise ¹
	Chapter 4: Traceability Plan Requirements & Explain Activities ¹
	45-MINUTE LUNCH
	Chapter 5: Recordkeeping Requirements & Explain Activities and Exercise ¹
	Chapter 6: Building a Traceability Program & Explain Activities ¹
	Chapter 7: Data System Characteristics & Explain Activities and Exercise ¹
	15-MINUTE BREAK
	Chapter 8: How Lot Codes Move through the Supply Chain & Explain Activities ¹
	Assign slides for Practicum "Teach Back" ²
	Questions / Day 4 Expectations / Class Photo
Adjourn	

¹ All activities and exercises focus on review of the Activity or Exercise Objective and how Instructors can use adult learning concepts to adapt exercises to facilitate learning. **Trainers will explain how to administer the activity or exercise NOT actually conduct them.**

² **Teach Back Requirement:** As part of the Lead Instructor Course, each participant must complete a "teach back" - a brief presentation (in English) using assigned curriculum slides to demonstrate their instructor skills and understanding of the FSPCA training materials. **Failure to demonstrate instructor skills and an understanding of FSPCA training materials through participation in exercises, questions asked, and teach back observations may result in you not receiving your Lead Instructor certificate. Remediation fees may apply.**

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Time	Day 4 (Lead Instructor Course)
9:00 AM - 3:30 PM CT	Welcome Back, Attendance, Questions from the Previous Day
	Course Wrap-up and Next Steps
	Exercise (Group 1): Practicum "Teach Back" ²
	10-Minute Break
	Exercise (Group 2): Practicum "Teach Back" ²
	Exercise (Group 3): Practicum "Teach Back" ²
	45-Minute Lunch
	Exercise (Group 4): Practicum "Teach Back" ²
	10-Minute Break
	Course Delivery and Administration
	Online Course Evaluation / Final Questions
Adjourn	

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