

3rd Battalion (NCOA) 218th Regiment (Ldr)

Distance Learning - VTT

TRAINING SCHEDULE

Revised 22 April 04

ADVANCED NONCOMMISSIONED OFFICER SOURCE - Phase I

VTT Fort Bragg (day)

1. This Schedule conforms to the CMP/POI w/change 1 for the Advanced Noncommissioned Officer Course, Phase I, common Leader Training as developed by the United States Army Sergeants Major Academy, October 2003. TOTAL COURSE HOURS: 74

2. The following is a recapitulation of this schedule:

LEADERSHIP SKILLS (32 HOURS)

L422	Develop Subordinate Leaders in a Platoon	3 hours
L423	Motivate Subordinates to Accomplish Unit Mission	3 hours
L424	Apply Ethical Decision Method at Small Unit Level	2 hours
L425	Develop a Cohesive Platoon Sized Organization	2 hours
L426	Communicate Effectively as a Leader	2 hours
L427	Enforce the Equal Opportunity Program	2 hours
L428	Counsel Subordinates	5 hours
L429	Financial Management	2 hours
L430	The Army Writing Style	2 hours
L431	Brief to Inform, Persuade or Direct	5 hours
L432	Write to Persuade a Decision Maker to Choose a Course of Action	2 hours
L433	NCOER-Senior Rater Qualifications/Responsibilities	1 hour
L434	The Army Homosexual Policy	1 hour

EXAMINATIONS (6 HOURS)

E401	Army Physical Fitness Test	0 hours
E402	Plans, Order and Annexes Exam	3 hours
E403	Written Examination	3 hours

TRAINING SKILLS (17 HOURS)

T421	Risk Management	2 hours
T423	Training Management in a Platoon	2 hours
T424	Implement a Total Fitness Program in a Platoon	2 hours
T427	Stress Management	2 hours
T428	Conduct Search and Seizure	2 hours
T430	Conduct Maintenance Operations for a Platoon	3 hours
T431	Coordinate Platoon Deployment Readiness Activities	2 hours
T440	Suicide Prevention	2 hours

WARFIGHTING SKILLS (19 HOURS)

W421	Preparing a Standing Operating Procedure	2 hour
W422	Plans, Orders and Annexes	8 hours
W423	Establish Organizational Field Sanitation	1 hour
W424	Platoon Operations in an NBC Environment	2 hours
W425	Platoon Tactical Operations	5 hours
W430	Joint Operations	1 hour

3. All students of this course are hereby ordered to attend all periods of training per this training schedule

ALL TIMES ARE REFLECTIVE OF TIME ZONE R

Prepared by:

Approved by:

Reviewed by:

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SFC, SCARNG
Course Manger

JAMES E. GRAHAM
1SG, SCARNG
Branch Chief

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CSM, SCARNG
Commandant

ANCOC-I OCT 03 Training Schedule Revised: 22 April 04	3d BN (NCOA) 218th REGIMENT (Ldr)		ANCOC-I POI/CMP			
	Distance Learning - VTT		Inclusive Dates: From Day 1 to Day 12			
When	Who	What	Where	Trainer	Reference	Remarks/Uniform
Day 1						
0730-0900	Students	Inprocessing / Weigh-in / APFT (if required)	TBA	AI	CMP/POI,	U-8
0900-0930	Students	Commandant's Orientation	DL Classroom	Commandant	CMP/POI	U-1, VTT
0930-1000	Students	Introduction to ANCOC	DL Classroom	SGL		U-1, VTT
1000-1100	Students	Computer Training/Orientation	DL Classroom	SGL	TBA	U-1, VTT
1100-1200	Students	Enforce the Equal Opportunity Program	DL Classroom	SGL	L427	U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1300-1400	Students	Enforce the Equal Opportunity Program	DL Classroom	SGL	L427	U-1, VTT
1400-1500	Students	The Army Homosexual Policy	DL Classroom	SGL	L434	U-1, VTT
1500-1700	Students	Implement a Total Fitness Program in a Platoon	DL Classroom	SGL	T424	U-1, VTT
1700-1800	Students	Counsel Subordinates	DL Classroom	SGL	L428	U-1, VTT
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-1
1900-2000	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
2000-2300	Students	Students Time	TBA	Student Leader	NOTE 1	U-1
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	
Day 2						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT (AI Lead)	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1200	Students	Counsel Subordinates	DL Classroom	SGL	L428	U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1, VTT
1300-1400	Students	Counsel Subordinates	DL Classroom	SGL	L428	U-1, VTT
1400-1600	Students	Risk Management	DL Classroom	SGL	T421	U-1, VTT
1600-1800	Students	Communicate Effectively as a Leader	DL Classroom	SGL	L426	U-1, VTT
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-8
1900-2000	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
2000-2300	Students	Students Time	TBA	SSGL/SGL	NOTE 1	U-8
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	

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When	Who	What	Where	Trainer	Reference	Remarks/Uniform
Day 3						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1000	Students	Brief to Inform, Persuade or Direct	DL Classroom	SGL	L431	U-1, VTT
1000-1200	Students	The Army Writing Style	Learning Center	SGL	L430	U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1300-1500	Students	Write to Persuade a Decision-Maker to Choose a Course of Action	DL Classroom	SGL	L432	U-1, VTT
1500-1600	Students	NCOER-Senior Rater Qualifications/Responsibilities	DL Classroom	SGL	L433	U-1, VTT
1600-1800	Students	Motivate Subordinates to Accomplish Unit Mission	DL Classroom	SGL	L423	U-1, VTT
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-1
1900-2000	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
2000-2300	Students	Students Time	TBA	AI	NOTE 1	U-8
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	
Day 4						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1000	Students	Motivate Subordinates to Accomplish Unit Mission	DL Classroom	SGL	L423	U-1, VTT
1000-1200	Students	Apply the Ethical Decision-Making Method at the Small Unit Level	DL Classroom	SGL	L424	U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1300-1500	Students	Conduct Search and Seizure	DL Classroom	SGL	T428	U-1, VTT
1500-1800	Students	Develop Subordinate Leader in a platoon	DL Classroom	SGL	L422	U-1, VTT
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-8
1900-2000	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
2000-2300	Students	Students Time	TBA	AI	NOTE 1	U-8
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	

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When	Who	What	Where	Trainer	Reference	Remarks/Uniform
Day 5						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1100	Students	Develop a Cohesive Platoon-Sized Organization	DL Classroom	SGL	L425	U-1, VTT
1100-1200	Students	Financial Management	DL Classroom	SGL	L429	U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1300-1400	Students	Financial Management	DL Classroom	SGL	L429	U-1, VTT
1400-1600	Students	Coordinate Platoon Deployment Readiness Activities	DL Classroom	SGL	T431	U-1, VTT
1600-1800	Students	Stress Management	DL Classroom	SGL	T427	U-1, VTT
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-8
1900-2000	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
2000-2300	Students	Students Time	TBA	AI	NOTE 1	U-8
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	
Day 6						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1100	Students	Suicide Prevention	DL Classroom	SGL	T440	U-1, VTT
1100-1200	Students	Conduct Maintenance Operations for a Platoon	DL Classroom	SGL	T430	U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1300-1500	Students	Conduct Maintenance Operations for a Platoon	DL Classroom	SGL	T430	U-1, VTT
1500-1700	Students	Training Management in a Platoon	DL Classroom	SGL	T423	U-1
1700-1800	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-8
1900-2300	Students	Students Time	TBA	AI	NOTE 1	U-8
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	

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When	Who	What	Where	Trainer	Reference	Remarks/Uniform
Day 7						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0600-0745	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0745-0800	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0800-1000	Students	Platoon Operation in an NBC Environment	DL Classroom	SGL	W424	U-1
1000-1200	Students	Prepare a Standing Operating Procedure	DL Classroom	SGL	W421	U-1
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1300-1400	Students	Establish Organization Field Sanitation	DL Classroom	SGL	W423	U-1
1400-1800	Students	Platoon Tactical Operations	DL Classroom	SGL	W425	U-1, VTT
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-1
1900-2000	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
2000-2300	Students	Students Time	TBA	AI	NOTE 1	U-1
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	
Day 8						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1000	Students	Platoon Tactical Operations	DL Classroom	SGL	W425	U-1, VTT
1000-1200	Students	Brief to Inform, Persuade or Direct (eval's)	DL Classroom	AI	L431	U-1
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1200-1400	Students	Brief to Inform, Persuade or Direct (eval's)	DL Classroom	AI	L431	U-1
1400-1500	Students	Joint Operations	DL Classroom	SGL	W430	U-1, VTT
1500-1800	Students	Study Hall	DL Classroom	AI	CMP/POI	U-1
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-1
1900-2300	Students	Students Time	TBA	AI	NOTE 1	U-1
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	

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When		Who	What	Where	Trainer	Reference	Remarks/Uniform
Day 9							
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2		
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20		U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP		U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet		U-1, Evaluation
0900-1200	Students	Written Examination (On-line)	Test Site TBA	Test Proctor	E403		U-1, VTT, DLN
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP		U-1
1300-1700	Students	Plans, Orders and Annexes	DL Classroom	SGL	W422		U-1, VTT
1700-1800	Students	Study Hall (Mandatory for retesting soldiers)	DL Classroom	AI	CMP/POI		U-1
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP		U-8
1900-2300	Students	Students Time	TBA	AI	NOTE 1		U-8
2300	Students	Lights Out	Billets	Student Leader	NOTE 3		
Day 10							
0430-0500	Sel Pers	Wake-up & Personal Hygiene	Billets	Student Leader	NOTE 2		
0500-0800	Sel Pers	Written Examination Retest (On-line)	DL Classroom	Test Proctor	E403		U-1, VTT, DLN
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2		
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20		U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP		U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet		U-1, Evaluation
0900-1200	Students	Plans, Orders and Annexes	DL Classroom	SGL	W422		U-1, VTT
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP		U-1
1300-1400	Students	Plans, Orders and Annexes	DL Classroom	SGL	W422		U-1, VTT
1400-1800	Students	Study Hall	DL Classroom	AI	CMP/POI		U-1
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP		U-1
1900-2300	Students	Students Time	TBA	AI/Student Leader	NOTE 1		U-1
2300	Students	Lights Out	Billets	Student Leader	NOTE 3		

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When	Who	What	Where	Trainer	Reference	Remarks/Uniform
Day 11						
0530-0600	Students	Wake-up and Personal Hygiene	Billets	Student Leader	NOTE 2	
0630-0730	Students	PT	PT Site TBA	AI	FM 21-20	U-8
0730-0845	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0845-0900	Students	In-Ranks Inspection	TBA	AI/Student Leader	Eval Sheet	U-1, Evaluation
0900-1200	Students	Plans, Orders & Annexes Exam (On-line)	Test Site TBA	Test Proctor	E402	U-1, VTT, DLN
1200-1300	Students	Lunch	DFAC	DFAC Mgr	SOP	U-1
1400-1500	Students	Study Hall (Mandatory for retesting soldiers)	DL Classroom	SGL	CMP/POI	U-1, VTT
1500-1800	Students	Training Support Activities	TBA	AI/Student Leader	NOTE 1	U-1
1800-1900	Students	Dinner	DFAC	DFAC Mgr	SOP	U-1
1900-2300	Students	Students Time	TBA	AI/Student Leader	NOTE 1	U-1
2300	Students	Lights Out	Billets	Student Leader	NOTE 3	
Day 12						
0430-0500	Sel Pers	Wake-up & Personal Hygiene	Billets	Student Leader	NOTE 2	
0500-0900	Sel Pers	Plans, Orders & Annexes Exam(RETEST) (On-line)	DL Classroom	Test Proctor	E402	U-1, VTT, DLN
0730-0900	Students	Breakfast	DFAC	DFAC Mgr	SOP	U-1
0900-1000	Students	End of Course Critique (EOCC)	DL Classroom	AI	CMP/POI,	U-1
1000-1100	Students	Training Support Activities	TBA	SSGL/SGL	NOTE 1	U-1
1100-1200	Students	Graduation	DL Classroom	Commandant	SOP	U-1, VTT

3rd BATTALION (Ldr), 218th REGIMENT (NCOA)
ANNEX A - Prescribed Uniform

<u>UNIFORM</u>		<u>HEADGEAR</u>	<u>OUTERWEAR</u>	<u>EQUIPMENT</u>
U-1	BDU	Beret	As Required	NA
U-2	BDU	Helmet Liner	As Required	NA
U-3	BDU	Patrol Cap	As Required	Belt, Individual Equipment; Suspenders, Field Pack; Canteen; Poncho; Case, First Aid
U-4	BDU	Patrol Cap	As Required	Belt, Individual Equipment; Suspenders, Field Pack; Canteen; Poncho; Case, First Aid; Individual Weapon
U-5	AG-344	Garrison Cap	As Required	With all authorized awards & Decorations
U-6	BDU	Helmet, Combat	As Required	Belt, Individual Equipment; Suspenders, Field Pack; Canteen; Poncho; Case, First Aid, Case, Small Arms Ammo
U-7	BDU	Helmet, Combat	As Required	Belt, Individual Equipment; Suspenders, Field Pack; E-Tool, Canteen; Poncho; Case, First Aid, Case, Small Arms Ammo, Individual Weapon
U-8	APFU	NA	NA	Army PT Uniform

- The prescribed uniform applies to all students, staff & faculty, and assigned personnel.
- The Commandant will authorize the removal of utility shirts, rolling up of sleeves, unblousing of trousers and other uniform adjustments due to heat.
- The prescribed uniform will be worn clean, in good repair, and properly fitted in accordance with AR 670-1.

3rd Battalion (NCOA) 218th Regiment (Ldr)

Annex B – NOTES

NOTE 1 – Training Support Activities – Time used at the Commandants' discretion to/from remedial/refresher training/retesting, equipment issue/turn-in, travel time as required to/from training areas, physical fitness training session (sustainment), religious activities and other non-POI requirements.

NOTE 2 – Wake-Up/Hygiene – The student is responsible for his/her own wake-up. Students will awake in accordance to the training schedule to ensure adequate time to complete personal hygiene (shower, shaving, getting into appropriate uniform, etc....) and to prepare for the days training.

NOTE 3 – Lights Out – In order to ensure adequate rest time, students will adhere to lights out in accordance with the training schedule.