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SECTION I – Introduction

1. Purpose:

The Cadet Guide is written for Cadets as the basic standard governing the Army ROTC program at the Wright State University. The guide specifies the rules, conduct, policies, standards, traditions, and organization of the Cadet Corps as they apply to its members. It is both informative and directive in nature. All Cadets must become familiar with the contents of this guide. It will be of great assistance in helping each Cadet to pursue and obtain his or her Army ROTC goals.

2. Battalion Staff:

a. *Professor of Military Science (PMS)*: The PMS is responsible for the overall conduct of the Army ROTC Program. The PMS is the highest-ranking cadre member (Lieutenant Colonel) and, as such, is the one link in the chain of command which all Cadets, cadre, and staff are responsible to.

b. *Cadre Advisors/Instructors*: Cadre advisors/instructors are assigned to each Cadet for the purpose of monitoring and assisting in their efforts within Army ROTC. Advisors guide Cadets in areas concerning academic programs and their relation to Army ROTC, as well as supervising various extra-curricular Army ROTC activities. Each Cadet may have more than one advisor depending on his/her year group. Cadets will be assigned to an advisor on the basis of Cadet year group (MS I, II, III, IV), Cadet Battalion Staff sections (Bn Cdr, CSM, Bn XO, S-1, S-2, S-3, S-4, S-5, S-6, CTO, Co Cdr, Co XO, PL, PSG, SL), and/or extracurricular organizations (Ranger Company, Rifle Team, Ranger Challenge Team, Color Guard, etc.). Each Cadet should know who their advisors are and utilize them to the maximum extent possible for their expertise and experience.

c. *Civilian Staff*: Civilian staff employees are assigned to the department for the purpose of assisting with administration, supply, accountability, and instructions. All Cadets will treat all civilians with respect and dignity, i.e. Sir, Ma’am, Mr. of Ms.

3. Chain of Command:

a. *General*: The chain of command assists commanders at all levels to achieve their primary function of accomplishing the unit’s mission while caring for personnel and property in their charge. A simple and direct chain of command facilitates the transmittal of orders from the highest to the lowest levels in a minimum of time and with the least chance of misinterpretation. The command channel extends upward in the same manner for matters requiring official communication from subordinate to senior.
b. Commanders delegate sufficient authority to Soldiers in the chain of command to accomplish their assigned duties, and commanders may hold these Soldiers responsible for their actions. Proper use of the chain of command is vital to the overall effectiveness of the Army. Effective communication between senior and subordinate Soldiers within the chain of command is crucial to the proper functioning of all units.

c. The Noncommissioned Officer (NCO) support channel parallels and complements the chain of command. The NCO support channel will assist the chain of command by planning and conducting day-to-day unit operations within prescribed policies and directives. NCO’s are the principle trainer of enlisted Soldiers and advisors to the commander on all training and enlisted actions.
Chain of Command

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<td>President</td>
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<td>Chief of Staff, Army</td>
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<td>Lieutenant General</td>
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<td>Major General</td>
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<td>Commander, Cadet Command</td>
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<td>Colonel</td>
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<td>7th Brigade Army ROTC Commander</td>
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<td>Battalion Commander</td>
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<td>Professor of Military Science</td>
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*Write in individual’s names currently in these positions.*
4. Equal Opportunity Policy:

MEMORANDUM FOR ALL RAIDER BATTALION CADRE AND CADETS

SUBJECT: Equal Opportunity

1. This command completely supports the policy of Equal Opportunity as implemented by the Department of the Army. This policy is based on the fact that equal and fair treatment is the basic right of each person regardless of race, color, sex, religion, or ethnic and national origin.

2. The Raider Battalion’s policy is based on a positive Affirmative Action Plan that goes beyond simple non-discrimination. It is therefore incumbent upon ALL members of this command to identify and eliminate discrimination for any areas where efficiency, morale, or mission accomplishment might be adversely affected. I charge everyone with developing and maintaining a command climate where all Soldiers are treated with DIGNITY and RESPECT.

3. The Chain of Command is the primary and preferred channel for correcting discriminatory practices. ALL cadre and Cadets will be afforded the opportunity to use the Chain of Command without intimidation or fear of reprisal.

4. All leaders are responsible for the successful application of Equal Opportunity for every member of this command. I consider any willful violation of this policy to be a serious matter. I will strictly enforce the standards. I expect every Soldier of this command to do the same.

// Original Signed //
MARIA I EMERY
LTC, MI
Professor of Military Science
5. Open Door Policy:

MEMORANDUM FOR ALL RAIDER BATTALION CADRE AND CADETS

SUBJECT: Open Door Policy


2. This Command has an Open Door Policy for all Cadets and military and civilian personnel assigned or attached to the Raider Detachment, Wright State University, who have a specific problem or issue of a professional or personal nature which the immediate chain of command has not or will not resolve.

3. You may contact me by any of the following means:
   a. Contact the department secretary at (937) 775-2763 or by email at cynthia.riley@wright.edu to schedule time on my calendar.
   b. You may contact me directly by telephone at (937) 775-2255 or by email at maria.emery@wright.edu to schedule an office call.

4. In the case of Cadets, I consider your assigned Military Science Instructor as the best defense to resolve issues. If you have exploited their ability to address your issue, I encourage you to contact me to discuss the matter.

// Original Signed //
MARIA I EMERY
LTC, MI
Professor of Military Science
SECTION II - History and Traditions

1. Overview of Army ROTC:

“To be prepared for war is one of the most effectual means of preserving peace. A free people ought not only to be armed, but disciplined; to which end a uniform and well-digested plan is requisite.”

George Washington, in remarks to Congress, 1790

a. The American Literary, Scientific, and Military Academy (now Norwich University), founded in Vermont in 1819, were the first US Schools to include military training in their curriculum. In 1862 the Morrill Land Grant Act, among its many provisions, provided federal grants to universities teaching military tactics. Within a few years Congress voted to provide equipment and personnel to man the programs at those institutions. Finally, in 1916, the National Defense Act authorized the official implementation of the forerunner to the Reserve Officers’ Training Corps (ROTC), the Student Army Training Corps. The first 180 officers commissioned under the program graduated in 1920. Since the passage of that 1916 law, Army ROTC nation-wide has provided the Army its greatest percentage of new lieutenants. This Army ROTC program exists to develop officers through courses of instruction leading to a commission as a second lieutenant and to produce junior officers who have qualities and attributes essential to their progressive and continued development as officers of the Army of the United States.

b. During the 1920-21 school year over 90,000 men across the country enrolled in Army ROTC. There were 227 senior units that boasted of 5,025 young men entailed in the Advanced Course (Junior and Senior year of college). Of those, approximately 1,070 qualified for commissions at the end of the first year. At the same time, 116 junior units reported a total enrollment of 46,558 students. (Close to half of the junior units were affiliated with high schools with a total enrollment of 34,472.)

c. Those enrollment figures came from a time after World War I when Americans had begun a search for “normalcy”. Many students and parents were wondering why students were required to take military courses. In response, Secretary of War, John W. Weeks gave a speech about why Army ROTC was important in peacetime. He emphasized that the program assured a large supply of highly intelligent reserve officers, and how the program would improve public opinion of the Army. It also provided the young men as opportunity to fulfill their obligation for patriotic service to their nation by learning leadership and responsibility.
d. Furthermore, Secretary Weeks spoke of how, historically, a small, professional, peacetime Army had repeatedly been called upon to expand into a large Army, comprised of raw recruits and volunteers, in times of war. The Army ROTC program would train professional leaders. That represented the realization of George Washington’s vision when he spoke to Congress in 1790. At that time, he expressed the wish that college men would have the initiative to serve as officers rather than privates. Each man would take time to prepare to serve his country.

2. Wright State University Army ROTC History:

Army ROTC courses were offered to WSU students for the first time in 1974. The classes were held at the University of Dayton. A cross-enrollment contract was established between the University of Dayton and Wright State University in 1976. This allowed Army ROTC students to take classes instructed by UD Army ROTC cadre at the WSU campus. Army ROTC cadre were permanently assigned to WSU in 1978. An Extension Center Agreement was completed in April 1980. The university and students have changed but the goal of the Army ROTC program remains the same, to produce quality officers. On 1 September 1997, the Secretary of the Army, the Honorable Togo West, established WSU Army ROTC as a Host Center allowing it to establish its own traditions. Our mission: Recruit, select, develop, train, retain, evaluate, and commission the future leadership of the United States Army.

Wright State University Army ROTC Unit Crest

| The W – shaped shield represents Wright State University. |
| The colors green and gold are the official colors of the university. Green also symbolizes world peace, while gold represents the high caliber and quality of U.S. Army Officers. |
| The open book symbolizes wisdom drawn from learning and experience and the emphasis on scholastic achievement by the University and the Army. |
| The sword is indicative of power and represents the Reserve Officer Training Corps’ mission of training selected Wright State University students to become U.S. Army officers. |
| The position of the book, below the sword, alludes to the necessity for wisdom in the application of power. |
| The phrase, Pax in Potentia, Latin for “Peace is Within Our Power”, is the university motto. |

Wright State University Army ROTC Patch
1. The colors green and gold are the official colors of the university.

2. The sword represents power and the Reserve Officer Training Corps’ mission of training selected Wright State University students to become U.S. Army officers.

3. The lamp represents knowledge, which every officer must have.

4. The Wright brothers and plane symbolize Wright State University.

3. Army ROTC Patch:

The shield (patch) symbolizes the Army mission of national defense and is divided into quarters representing the four traditional military science courses comprising the Senior ROTC curriculum.

The sword signifies courage, gallantry and self-sacrifice intrinsic to the profession of arms.

The helmet is symbolic of the ancient civilization concept of the warrior scholar.

The lamp denotes the pursuit of knowledge, higher learning, and the partnership of Army ROTC with American colleges and universities.

The color gold is representative of the gold bar worn by Army second lieutenants.

The Motto "Leadership Excellence" expresses the ultimate responsibility of Army ROTC in the discharge of its moral responsibility to the Nation.
4. The National Colors:

   a. The first official American flag, the Continental or Grand Union flag, was displayed on Prospect Hill, January 1, 1776, in the American lines besieging Boston. It had thirteen alternate red and white stripes, with the British Union Jack in the upper left corner.

   b. On June 14, 1777, the Continental Congress adopted the design for a new flag, which actually was the Continental flag, with the Red Cross of St. George and the White Cross of St. Andrew replaced on the blue field by thirteen stars, one for each state. No rule was made as to the arrangement of the stars, and while they were usually shown in a circle, there were various other designs. It is uncertain when the new flag was first flown, but its first official announcement is believed to have been on September 3, 1777.

   c. The first public assertion that Betsy Ross made the first Stars and Stripes appeared in a paper read before the Historical Society of Pennsylvania on March 14, 1870, by William J. Canby, a grandson. However, Mr. Canby on later investigation found no official documents of any action by Congress on the flag before June 14, 1777. Betsy Ross’ own story, according to her daughter, was that George Washington, Robert Morris, and George Ross, as representatives of Congress, visited her in Philadelphia in June 1776, showing her a rough draft of the flag and asking her if she could make one. However, the only actual record of the manufacture of flags by Betsy Ross is a voucher in Harrisburg, Pennsylvania, for 14 pounds and some shillings for flags for the Pennsylvania Navy.

   d. On January 13, 1794, Congress voted to add two stars and two stripes to the flag in recognition of the admission of Vermont and Kentucky to the union. The fifteen-star, fifteen-stripe flag, made by Mary Young Pickersgill, was raised over the ramparts of Fort McHenry, Maryland, and inspired Francis Scott Key to write the poem that is now our National Anthem, “Star-Spangled Banner,” on September 14, 1814. By 1818, there were twenty states in the Union, and as it was obvious that the flag would soon become unwieldy, Congress voted April 18, 1818, to return to the original thirteen stripes and to indicate the admission of a new state simply by the addition of a star the following July 4. Two stars were added July 4, 1912, for New Mexico and Arizona. President Eisenhower signed a bill on July 7, 1958, to make Alaska the 49th state, and on August 21, 1959, Hawaii, the 50th state, was officially admitted to the Union.

5. The Army Flag:

   a. On Flag Day, 14 June 1956, the 181st anniversary of the US Army, the newly adopted United States Army Flag was publicly unfurled at Independence Hall, Philadelphia, Pennsylvania, by the Honorable Wilbur M. Brucker,
Secretary of the Army. The flag, of white silk and trimmed on three sides with yellow fringe, bears an embroidered replica of the official seal of the Department of the Army in ultramarine blue (without the roman numerals). A scarlet scroll inscribed “United States Army” in white is centered between the device and the ultramarine blue numerals “1775” denoting the year the Army was founded, by action of the Continental Congress, 14 June 1775. The Continental Congress authorized the original War Office seal, constituting the central design of the flag, on 8 May 1779. The US Army flag bears all the streamers representing the Army’s campaigns since its inception. (When not being carried, the Yorktown streamer should always be prominently displayed.)

b. The Army field flag was authorized in 1962 and is the same as the US Army flag except that it is smaller in size, the background is ultramarine blue, the seal is white, the scroll is white, “United States Army” is scarlet, the numerals “1775” are white, and streamers are not authorized.

6. The Cadet Creed:

a. I am an Army Cadet. Soon I will take an oath and become an Army Officer committed to defending the values, which make this nation great. Honor is my touchstone. I understand mission first and people always.

b. I am the past – the spirit of those warriors who made the final sacrifice.

c. I am the present – the scholar and apprentice soldier enhancing my skills in the science of warfare and the art of leadership.

d. But above all I am the future – the future warrior leader of the United States Army. May God give me the compassion and judgment to lead and the gallantry in battle to win.

e. I will do my duty.
SECTION III – Policies and Standards

1. Standards of Conduct:

   The Army needs professional leaders who have high standards, possess expertise, and who are willing to study and learn to achieve their full potential. Being a military leader has always been a tough, demanding, but rewarding job because of the high standards and responsibilities involved. Hence, it is imperative that Cadets also adhere to high standards to prepare themselves for future service as Army officers.

   a. To meet the challenges that will confront them in the future, Cadets must develop traits that are characteristic of good officers. A few of these traits which are fundamental to this development are briefly described below:

      (1) Bearing: Your overall appearance and conduct. Through bearing, the standard is established. Always set high standards. Look and act like an officer AT ALL TIMES.

      (2) Dependability: Getting the job done without fail. This involves being at the right place at the right time, such as punctuality for physical fitness training, leadership labs, and field training exercises. Let people know that you can be counted on! No excuses!

      (3) Enthusiasm: The display of sincere interest and zeal in the performance of your responsibilities. Enthusiasm is contagious!

      (4) Integrity: The quality of truthfulness and honesty. Your word and signature are your bond. There is no place in the commissioned ranks for a liar, a cheat or someone who does not do what they say they will. Cadets are no exception. Practice this philosophy at all times.

      (5) Selflessness: Look out for others and provide for their needs. Teamwork goes a lot further than individual effort alone. Teamwork exudes leadership ability.

      (6) Cooperation, decisiveness, endurance, humility, initiative, judgment, knowledge, loyalty, and tact are other desirable traits of a WSU Army ROTC Cadet. Development in each area is essential for the future officer.

2. Standards of Appearance and Grooming:

   a. General:

      (1) The Army ROTC uniform is, with certain exceptions, the same that is worn by active duty personnel. Therefore, each Cadet must constantly be
aware of the responsibility for maintaining the uniform is good order, for wearing it correctly and for upholding the dignity of the United States Army.

(2) The supply technician will issue you your various uniforms. If necessary, arrangements will be made for alterations so the uniforms fit properly. All Cadets must go through their MS Instructor for supply issues.

(3) When in uniform, always wear the complete uniform. Never mix articles of civilian clothing with uniform parts. Although there are exceptions, generally no part of the uniform may be worn with civilian attire and no civilian attire may be visible when worn with the uniform. Cadets will be IAW AR 670-1 and CCR 670-1 at all times when wearing any military uniform, to include PTs. Exceptions are at the PMS’s discretion.

(4) Uniforms will be clean and neatly presented when worn.

(5) Appropriate Uniform cap must be worn when outdoors in uniform.

(6) Simultaneous Membership Program (SMP) Cadets will be issued certain uniform items of outer wear by the Army ROTC supply. When participating in Army ROTC training, the Cadet Command patch will be worn on the left shoulder.

b. Grooming:

Cadets are expected to present a positive, professional image. Proper personal appearance contributes to individual pride as well as to building esprit de corps. As such, all Cadets are expected to be neatly groomed. When wearing a military uniform, representing Army ROTC, in class, or in Army ROTC area (lounge, offices, etc.), Cadets will conform to the following grooming standards:

(1) Male haircuts. The hair will not be excessive or present an unkempt appearance. It will present a tapered look. When combed, it will not fall over the ears or eyebrows or touch the collar except for the closely cut neck hair. It will not be faddish in nature.

(2) Female haircuts. The bulk or length of the hair will not interfere with wearing of military headgear. Hair should not appear unkempt. The hair length may not extend below the bottom edge of any uniform collar. Long hair may meet this standard by being pinned up using natural hair colored clips, etc.

(3) Men will be clean shaven except for mustaches. If a mustache is worn, it will be neatly trimmed so that no portion covers the upper lip line or extends beyond or below the corner points of where the upper and lower lips join.
(4) Sideburns will be neatly trimmed. The base will not be flared and will be a clean-shaven, horizontal line. Sideburns will not extend below the upper part of the exterior opening of the ear.

(5) Earrings. Female optional wear of screw-on, clip-on, or post-type earrings with only service and dress uniforms. Earrings will not be worn with ACU's or PT uniforms. Earrings will not exceed 6mm or 1/4 inch in diameter. They will be of gold, silver, white pearl or diamond; unadorned and spherical. When worn, earrings will fit snugly against the ear and will be worn as a matched pair with only one earring per ear lobe. Male Cadets are not authorized to wear earrings while attending an Army ROTC functions or when present in the Army ROTC building, regardless of the type of uniform.

(6) All Cadets: No more than two rings will be worn while in uniform. The wearing of an I.D. bracelet is authorized. Religious medallions may be worn only if they can be concealed and are not bulky.

3. Uniform Standards

a. Categories of Uniforms

(1) WSU Army ROTC has three distinctive uniforms; the Army Combat Uniform (ACU), the Army Physical Training Uniform (PT), and the Army Service Uniform (ASU).

   (a) The Army Combat Uniform (ACU) consists of a coat and trousers, patrol cap, tan T-shirt, tan rigger belt, authorized tan boots and authorized accessories including cold weather coat, socks, etc.

   (b) The Physical Fitness uniform consists of the gray T-shirts, black shorts, black pants, gray jacket, and accessories, including the reflective belt, knit cap and black gloves.

   (c) The ASU uniform is the enlisted personnel's version of the service uniform with Cadet insignia. The new ASU uniform will go into effect on a date to be determined by the US Army Cadet Command.

b. How to wear the Uniforms

   Information within this handbook can also be found within CC Regulation 670-1 as well as Army Regulation 670-1.

   (1) The Army Combat Uniform (ACU)
- ACU coat / trousers
- ACU patrol cap
- Hot weather boots (desert tan, suede boots)
- 2 inch riggers belt (tan or black authorized)
- Moisture wicking t-shirts (tan)
- Velcro full color flag, nametapes, rank, organizational patches

a. How to wash your ACUs:

1. Wash in cold water and mild detergent CONTAINING NO OPTICAL BRIGHTENERS OR BLEACH
2. Tumble at low heat or air dry
3. Remove immediately from dryer to ensure that wrinkles do not set
4. ACUs can be turned inside out and washed in order to prevent the different parts of Velcro from sticking to each other and extending the life of the uniform.

(2) Class ASU Uniform

- Uniform coats and jackets (male and female). The sleeve length will be one inch below the bottom of the wrist bone.
- Trousers are to be fitted and worn with the lower edge of the waistband at the top of the hipbone, plus or minus ½ inch. The front
crease of the trousers will reach the top of the instep and be cut on a diagonal line to reach a point approximately midway between the top of the heel and the top of the standard shoe in the back. The trousers may have a slight break in the front.

- Slacks will be fitted and worn so that the center of the waistband is at the natural waistline. The front crease of the slacks will reach the top of the instep and be cut on a diagonal line to reach a point approximately midway between the top of the heel and the top of the standard shoe in the back. The slacks may have a slight break in the front.

- Knee-length skirts and dresses. Skirt and dress lengths will not be more than one inch above or 2 inches below the crease in the back of the knee.

- Long sleeve shirts. The sleeve length will extend to the center of the wrist bone.
Rank: will be worn on the epaulet, 5/8” from the seam of shoulder and centered. NCO Rank Chevrons will face the wearer’s neck.

Unit Crest: The DUI (Distinctive Unit Insignia) will be worn on the epaulet centered and midway between the edge of the rank and the button.

Unit Patches: No Patches are authorized with the ASU except the Combat Service Identification Badge (CSIB). The CSIB will be worn center on the wearer’s right breast pocket of the ASU coat for male Soldiers; female Soldiers wear the CSIB on the right side parallel to the waistline on the ASU coat.

Ranger Challenge/Color Guard Tabs: No Ranger Challenge or Color Guard Tabs are authorized with the ASU.

Ribbons: Ribbons are worn 1/8 of an inch above and centered (or flush) on the top of the pocket and worn in order of precedence with highest award closest to heart. Subsequent rows will be flush with each other and centered. (Up to four ribbons may accompany each row)

Marksmanship Badge: Worn 1/8 inch below the top of the left pocket. If combined with another type badge, at least one-inch space must be between badges and all are 1/8 inch below top of pocket.

Special Skill Badges (Airborne/Air Assault): Worn on pocket like marksmanship badge or centered and ¼ inch above the top row of ribbons.
Recondo Badge: Worn on the appropriate pocket and centered left to right and bottom of pocket to bottom of pocket flap.

Name Tag: Worn centered on the pocket flap and equally spaced between the top of the pocket and the top of the button.

FOR THE ASU JACKET, FEMALES ARE THE SAME AS MALES EXCEPT:

Ribbons: Ribbons are centered on the left side, with the bottom row positioned parallel to the bottom edge of the nameplate. Females may adjust the placement of the ribbons to conform to individual body-shape differences.

Name Tag: Worn 1 to 2 inches above the top button of the coat and centered horizontally on the wearer’s right side. Personnel may adjust the placement of the nameplate to adjust to body configuration.

FOR BOTH MALE AND FEMALE CADETS:

The Beret is the authorized headgear for all Cadets.

3. Honor System:

   a. **Standards of Integrity:** As an Army ROTC Cadet, you will be expected to maintain the highest standards of honesty and integrity not only in the classroom but in all of your activities within the Cadet Corps. Any proven act which violates this code is justification for immediate disenrollment. In case of disenrollment, all of the facts pertaining to the incident will be immediately turned over to the university officials for consideration and further required actions.

   b. **Honor Violations:** Listed below are some of the acts which are considered to be honor violations. The list is not all inclusive and good common sense should be used in all cases.
(1) Giving a false official report either orally or in writing.

(2) Either giving or receiving information on any graded exercise or test. Cadets are cautioned to say absolutely nothing regarding a graded exercise to anyone until all Cadets have completed the exercise.

(3) Soliciting information from any source while participating in a graded exercise.

(4) A Cadet will not lie, cheat, or steal nor tolerate those who do.

4. Military Courtesy:

   a. Officers: Stand at the position of attention when talking to an officer until given “At Ease”. When you are dismissed, come to the position of attention.

   b. NCO’s: Stand at the “Parade Rest” when talking to a NCO.

   c. Cadets: MS IV’s should be addressed as Sir, Ma’am or c/CSM. MS III’s in leadership positions will be addressed by the rank that they currently hold due to Leadership Position. Being on first name basis with each other is highly discouraged.

5. Military Customs

   a. Saluting: The salute is a means of expressing greeting and showing goodwill and respect. It is a position of the hand or weapon and the entire attitude of a person expressing respect toward an officer, flag, or country. You should salute when reporting or rendering courtesies to an officer. The following are rules of saluting:

      (1) When meeting an officer outside, salute when you are within six steps from the officer. Drop salute only after they do.

      (2) Salute all officers in official vehicles.

      (3) In formation, the person in charge calls the group to attention and only the person in charge salutes.

      (4) If in a group and officer approaches, the first soldier to recognize the officer calls the group to attention and all personnel salute.
(5) If while double timing (running) as an individual, you approach an officer, assume quick time march (walking) and render the hand salute. When the salute is returned, execute order arms and resume running. When running as a group, only the person in charge executes quick time and salutes.

(6) Salutes are only rendered while marching, walking or at the halt.

(7) The salute is always initiated by the subordinate and terminated only after acknowledgement by the senior.

(8) Salutes are not required to be rendered by or to personnel who are driving or riding in privately owned vehicles, except when performing duties as a guard.

(9) Enlisted personnel do not exchange salutes, except when rendering reports.

(10) Never render a salute with an object in your right hand or in your mouth.

(11) If on a detail, officer approaches, salute if you are in charge of the detail. If you are spoken to, then come to attention and salute.

(12) You are required to salute the Colors (National Flag) when it is within six steps.

(13) You are required to salute the following songs when in uniform and outdoors: Star-Spangled Banner, To the Colors, and Reveille. If indoors or when not in uniform, stand at the position of attention. The following action should take place outdoors:

   (a) Salute the flag if you are able to see it.

   (b) Face the music and salute if unable to see the flag.

   (c) If in a vehicle, halt, exit and salute.

   (d) If in civilian clothing, stand at attention and place your right hand over your heart. Males will remove headgear and place it over your left shoulder.

b. Reporting:
(1) **Outdoors**: Double time to the officer you are reporting to, halt three steps from them at attention, salute, and say, “Sir or Ma’am, Cadet Jones reports.”

(2) **Indoors**: Remove headgear unless under arms, knock two or three times, enter when told, halt two steps from the desk, and report, “Sir or Ma’am, Cadet Jones reports”.

c. When not to salute:

   (1) When engaged in a work detail, only the person in charge will salute.

   (2) When playing sports such as basketball, soccer, tennis…

   (3) When carrying articles in both hands, instead just give the greeting of the day.

   (4) When in a tactical situation.

   (5) When performing duties as a guard when it would prevent you from performing your duties.

6. **Academic Standards**:

   a. General: A Cadet’s first priority is to complete all requirements for graduation with the best grades possible. Therefore the Army ROTC program places great emphasis on academic achievement. All Cadets must meet the following requirements:

      (1) Be fully enrolled for a minimum of 12 credit hours each quarter at WSU.

      (2) Maintain a minimum cumulative academic GPA of 2.0, except for Advanced Designee scholarship Cadets who must maintain a 2.5 for their first year to validate their scholarship.

      (3) Maintain enrollment in the proper military science courses.

      (4) Advise your Military Science Instructor prior to dropping any course.

      (5) Obtain written approval from the Professor of Military Science (PMS) prior to changing academic majors (contracted Cadets only).

      (6) All Cadets are required to maintain a valid Cadet Command form 104R on file.
(7) Remember, your GPA is tied directly to getting the branch of your choice.
SECTION IV – The Corps of Cadets

1. Purpose:

The purpose of the Army ROTC Corps of Cadets is to promote military discipline and to teach fundamentals relating to Army organization and responsibility.

2. Organization:

```
+----------------+  +----------------+  +----------------+  +----------------+  +----------------+
|                 |  |                 |  |                 |  |                 |  |                 |
| BC              |  | XO              |  | CSM             |  | S-1              |
|                 |  |                 |  |                 |  | S-3              |
|                 |  |                 |  |                 |  | S-4              |
|                 |  |                 |  |                 |  | S-5              |
|                 |  |                 |  |                 |  | S-6              |
|                 |  |                 |  |                 |  | ASST S-1         |
|                 |  |                 |  |                 |  | ASST S-3         |
|                 |  |                 |  |                 |  | ASST S-3         |
|                 |  |                 |  |                 |  | ASST S-4         |
|                 |  |                 |  |                 |  | 1SG              |
|                 |  |                 |  |                 |  | CO CDR           |
|                 |  |                 |  |                 |  | 1PL              |
|                 |  |                 |  |                 |  | 2PL              |
|                 |  |                 |  |                 |  | 1PSG             |
|                 |  |                 |  |                 |  | 2PSG             |
|                 |  |                 |  |                 |  | SL’s X 4         |
|                 |  |                 |  |                 |  | SL’s X 4         |
|                 |  |                 |  |                 |  | TM LDRs          |
|                 |  |                 |  |                 |  | TM LDRs          |
```
3. Sponsorship:

The Sponsorship Program is designed to allow for the proper integration of a new Cadet into the Wright State Cadet Corps (WSCC). Sponsorship is more than an administrative requirement; it is a program to welcome and orient new Cadets to hasten their leadership development and sense of belonging in the Cadet Corps. A well-orchestrated Sponsorship Program provides a positive first impression of the battalion, its Cadre, Staff, MS IV Cadet Leadership, and the WSCC in general. Leaders at all levels share in the responsibility for an effective reception, orientation, and integration program. The new Cadet’s Chain of Command (COC) will assign a Cadet sponsor once enrolled as a prospect in Army ROTC. New Cadets must know from the very first day, who is their sponsor or Point of Contact (POC) to integrate them in the WSCC and resolve any issues in that regard. They need to be accustomed to taking orders from the COC and looking to them for guidance as they progress in their college career to include the Army ROTC program.

4. Mentorship:

One of the most important elements in the Army ROTC program is academics. As Cadets progress through the Army ROTC program they are introduced with various aspects of the military leadership. Along with the military aspects of the program Cadets are also full-time college students. To aid in the academic success of the program’s Cadets, the WSU Army ROTC program has established a mentorship program. The overall goal for this program is to provide every MS I, II, and III with the opportunity to seek guidance from an experienced MS IV mentor.

The MS IV’s are identified by their college majors; all underclassmen with similar majors are assigned to them. This provides the MS I’s, II’s, and III’s with an individual who has experienced similar classes, subjects, and professors. Every two weeks, the MS IV mentors meet with their assigned MS I’s, II’s, and III’s to discuss grades, classes, the Army ROTC program, and any other problems or concerns a Cadet may be having. These meetings provide the mentor with an up-to-date account of how that Cadet is progressing through their course load as well as the Army ROTC program. The meetings also aid in identifying problems that may hinder the success of the Cadet.

The key to this mentorship program starts with communication between the MS IV mentors and the underclass Cadets. The MS IV mentors must be available to assist their mentees, and the mentees must seek out guidance when needed. The only way this program will make a positive difference is through communication.
5. **Student Organizations:**

   a. **Ranger Company:** The organization proudly follows the ideas and beliefs of their long time predecessors, Roger’s and Darby’s Rangers. They promote team work, professionalism, integrity, and above all leadership. The Army Rangers strive to be experts in small unit tactics, land navigation, rappelling, and marksmanship. Top physical condition is a trademark of the Army Rangers.

   b. **Color Guard:** Proudly represents the Army ROTC program at all special/sporting events. The team prides itself in military drill and ceremony, honoring our great nation and university.
SECTION 5 – Physical Fitness

1. Physical Fitness Training

Physical fitness is a large part of being in the Army. All Army personnel must maintain a high level of personal fitness. To ensure this, the Army requires that everyone pass the Army Physical Fitness Test (APFT) and the height/weight requirements twice every year. At WSU we conduct Physical Training (PT) every Monday, Wednesday, and Friday from 0630 to 0745 hours as a Battalion at the McLin Gym in the Nutter Center. PT varies from day to day but will often focus on upper body strength conditioning, speed, and cardiovascular endurance.

2. Expectations and Attitude

Each Cadet is expected to come to PT ready to train and with a positive attitude. Cadets are to arrive at least ten minutes early to PT formation in order to take accountability and ensure PT starts promptly at 0630 hours. Disciplinary actions will be taken for Cadets that arrive late. PT is meant to condition and push Cadets physically but following a healthy lifestyle is the only way to achieve and sustain physical fitness. Cadets are expected to exercise outside of formal PT, maintain a healthy diet, and continually better themselves physically.

3. Army Physical Fitness Test

The APFT is designed to assess the muscular endurance of the upper-body, abdominal, and hip flexor muscles, along with aerobic fitness and leg endurance. The events of the APFT consist of two minutes of pushups, two minutes of sit ups, and a timed two mile run. The Raider Battalion will perform one APFT every month while classes are in section. The “For Record APFT” will be conducted the last month of the Semester. Each Cadet should strive to do the best they can on any APFT they take. The minimum standard will go up as the Cadet progresses through their MS class as they are expected to continually reach higher levels of physical fitness.

4. Remedial PT

Cadets who cannot pass the APFT or Height/Weight standards are required to participate in Remedial PT on Thursday mornings at 0700 hours in addition to regular PT.
### Army Rank structure and Insignia

<table>
<thead>
<tr>
<th>Grade</th>
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<th>Senior Army ROTC Cadet Rank</th>
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<td>General</td>
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<td>0-8</td>
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No equivalent cadet rank
2. Officer Branches of the Army

a. Combat Arms

**Air Defense Artillery** - Protect the Force and Selected Geopolitical Assets from Aerial Attack, Missile Attack and Surveillance.

**Armor** - The Mission of Armor is to close with and destroy the enemy using fire, maneuver, and shock effect.

**Aviation** - The mission of Army Aviation is to find, fix, and destroy the enemy through fire and maneuver; and to provide combat, combat service and combat service support in coordinated operations as an integral member of the combined arms team.

**Corps of Engineers** - Engineers support the battlefield commander by executing their four-fold tactical mission of mobility, counter mobility, survivability and general engineering, as well as providing topographical support to the Army.

**Field Artillery** - Field Artillery officers lead units that have the critical mission of destroying, neutralizing or suppressing the enemy by cannon, rocket and missile fire and ensuring the integration of all supporting fires in Combined-Arms operations.

**Infantry** - Infantry officers lead units that have the crucial mission of closing with the enemy by means of fire and maneuver in order to destroy, capture, or repel their assault by fire, close combat, and counterattack.

b. Combat Support

**Chemical Corps** - Chemical Corps officers protect the force and allow the Army to fight and win against a Chemical, Biological, Radiological, Nuclear, and high yield Explosive (CBRNE) threat. Branch members develop doctrine, equipment and training for CBRNE defense that serve to deter potential adversaries possessing weapons of mass destruction.

**Military Intelligence Corps** - Military Intelligence officers provide timely, relevant and accurate intelligence and Electronic Warfare (EW) support to leaders at all levels. MI officers lead, manage and direct intelligence planning and operations across the entire operational continuum.

**Military Police Corps** - Military Police Corps officers lead units in performing the five major functions associated with the branch -- area security; maneuver and mobility support; police intelligence operations; internment and resettlement; and law and order.
**Signal Corps** - The mission of the Signal Corps is to provide seamless, secure, consistent and dynamic worldwide information systems and communication networks for real-time command and control of Army, Joint, and Combined Forces in tactical, garrison and strategic operations.

c. **Combat Service Support**

**Adjutant General's Corps** - To train leaders and Soldiers in providing personnel service support for the Army of today and the 21st century through excellence in doctrine, Leader Development, Organization, Material, and Soldiers.

**Medical Service Corps** - To provide highly skilled and dedicated leaders who perform the clinical, scientific, administrative, command and support services essential to efficiently and effectively manage a quality, world-class health care system in support of the Army.

**Nurse Corps** - To provide nursing leadership and quality nursing care, both in peacetime and during contingency operations, within a professional military system and in support of the mission of the Army Medical Department.

**Finance** - The Finance Corps' Mission is to fund Army, Joint, and Combined Operations; execute timely commercial vendor and contract payments; and to provide pay and disbursing services, banking and currency services, and limited accounting on an area basis.

**Ordnance Corps** - The purpose of the Ordnance Corps is to support the development, production, acquisition and sustainment of weapons systems and munitions, and to provide Explosive Ordnance Disposal, during peace and war, to provide superior combat power to current and future forces of the United States Army.

**Quartermaster Corps** - The Quartermaster Corps provides supply support, field services, aerial delivery support, materiel and distribution management, combat development and doctrine, training, and professional developments to support the Total Army.

**Transportation** - Transportation Corps officers develop concepts and doctrine to perform transportation services and support functions for forces across the operational spectrum of the National Military Strategy. Transportation officers plan, schedule, and supervise the use of each mode of transportation for the effective movement of personnel and cargo.
3. Military Schools

Cadets have the option of attending training courses throughout the school year. These courses include, but are not limited to:

- Airborne School
- Air Assault School
- Northern Warfare
- Mountain Warfare
- Cadet Troop Leadership Training (CTLT)

Participation in all courses is extremely competitive, and all "best qualified" cadets will be placed on an Order of Merit List (OML) and will be offered course slots in order of standing on the OML.

a. Airborne School

Airborne school is a three-week program of instruction conducted at Fort Benning, Georgia. The course is open to contracted cadets MS II and above, who volunteer and pass the physical requirements. A minimum Physical Fitness score of 250 is required. At Airborne school, cadets will train alongside Regular Army officers and enlisted men and women, as well as members of the other armed services, to jump from an Air Force aircraft (C130 and C141). Upon completion of the course, cadets will earn the coveted jump wings and be parachutist qualified! This course is extremely safe and boosts the confidence of all who have the opportunity to attend.

b. Air Assault School

Air Assault school is conducted at Fort Campbell, Kentucky. It is two weeks of mental and physical challenges. This school is designed to teach air assault skills and procedures, rappelling, sling load preparation, working with aircraft, improve basic leadership skills, instill the Air Assault spirit and award the Air Assault Badge.

c. Northern Warfare School

The Northern Warfare School is a three-week course conducted at Fort Greely, Alaska. Instruction there involves survival in extreme weather conditions and mountain warfare. Because of the extremely limited number of slots to this training, cadets can only earn a chance to attend this school through outstanding performance in the program coupled with a demonstrated desire to pursue a military career which would utilize these special skills.
d. Mountain Warfare School

Mountain Warfare School is a two-week course taught by the Vermont National Guard at Ethan Allen Firing Range in Jericho, Vermont. The training is designed to make you an expert in mountain operations. Mountain Warfare School is both physically and mentally demanding. Training is non-stop, 15 hours per day, for 14 days. If you can carry a 65-pound rucksack up to five miles per day in mountainous terrain and are competent with both day and night land navigation you may have what it takes to complete this intense training.

e. Cadet Troop Leadership Training

Cadet Troop Leadership Training (CTLT) is a three week (CONUS) or four week (OCONUS) leadership experience conducted at various units throughout the Continental U.S., Alaska, Hawaii, and Europe. Students are placed in charge of a regular Army platoon of approximately 35 Soldiers. The student's objective is to perform the leadership and management tasks necessary.

4. Military Acronyms

<table>
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<tr>
<th>Acronym</th>
<th>Definition</th>
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<tr>
<td>AA</td>
<td>Assembly Area</td>
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<td>AAR</td>
<td>After Action Review</td>
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<tr>
<td>AC</td>
<td>Active Component</td>
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<tr>
<td>ACE</td>
<td>Ammunition, Casualty and Equipment (Report)</td>
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<tr>
<td>ADA</td>
<td>Air Defense Artillery</td>
</tr>
<tr>
<td>AGR</td>
<td>Active Guard/Reserve</td>
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<tr>
<td>ALICE</td>
<td>All purpose, Lightweight Individual Carrying Equipment</td>
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<tr>
<td>APFT</td>
<td>Army Physical Fitness Test</td>
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<tr>
<td>APMS</td>
<td>Assistant Professor of Military Science</td>
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<tr>
<td>AR</td>
<td>Army Regulation</td>
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<tr>
<td>ARNG</td>
<td>Army National Guard</td>
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<tr>
<td>ASAP</td>
<td>As Soon As Possible</td>
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<td>Annual Training</td>
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<td>Brigade</td>
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<td>BN</td>
<td>Battalion</td>
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<td>CAV</td>
<td>Cavalry</td>
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<tr>
<td>CDR</td>
<td>Commander</td>
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<tr>
<td>CG</td>
<td>Commanding General</td>
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<td>Combat Infantryman Badge</td>
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<td>CLS</td>
<td>Combat Life Saver</td>
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<td>CO</td>
<td>Commander</td>
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<td>Expert Infantry Badge</td>
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<td>Evaluate</td>
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<td>Forward Observer</td>
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<td>Forward Operating Base</td>
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5. General Knowledge

a. Operation order paragraphs
   - Situation
   - Mission
   - Execution
   - Sustainment
   - Command and Signal

b. Troop Leading Procedures
   - Receive the Mission
   - Issue warning order
   - Make tentative plan
   - Start movement
   - Conduct Recon
   - Complete the Plan
   - Issue operation Order
   - Supervise, inspect and rehearse

c. METT-T - Used when analyzing courses of action
   - M - Mission
   - E - Enemy
   - T - Terrain and Weather
   - T - Troops available
   - T - Time
   - Civilian Considerations