



## ROYAL CANADIAN AIR CADETS

# PROFICIENCY LEVEL ONE QUALIFICATION STANDARD AND PLAN

(ENGLISH)

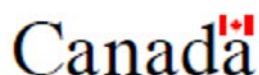
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## **FOREWORD AND PREFACE**

1. **Issuing Authority.** This Qualification Standard and Plan (QSP) A-CR-CCP-801/PG-001 was developed under the authority of the Commander, Cadets and Junior Canadian Rangers in accordance with Cadet Administrative and Training Order (CATO) 11-03, *Cadet Program Mandate*, CATO 11-04, *Cadet Program Outline* and CATO 51-01, *Air Cadet Program Outline*, and issued on the authority of the Chief of Defence Staff.
2. **Development.** Development of this QSP was in accordance with the performance-oriented concept of training outlined in the A-P9-050 Series, *Canadian Forces Individual Training and Education System*, with modifications to meet the needs of the Canadian Cadet Organization (CCO).
3. **Purpose of the QSP.** The QSP is to be used by Royal Canadian Air Cadet Squadrons to conduct Proficiency Level One, as outlined in CATO 11-04, *Cadet Program Outline* and CATO 51-01, *Air Cadet Program Outline*.
4. **Suggested Changes.** Suggested changes to this document can be forwarded to [cadettraining@forces.gc.ca](mailto:cadettraining@forces.gc.ca).

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## CHAPTER 1

### GENERAL

#### AIM

1. The aim of Proficiency Level One is to provide an Air Cadet with the introductory knowledge and practical experience required to participate in squadron activities as a member of a team.

#### PROGRAM DESIGN

2. The Proficiency Level One Program has been designed:
  - a. assuming that the majority of first year cadets are between 12 and 14 years of age;
  - b. using age-appropriate learning strategies;
  - c. by providing a programming mix consisting of mandatory and complementary training;
  - d. to include training which is experiential and skill-based, with a lesser focus on theoretical knowledge; and
  - e. assuming that learning will take place through a combination of programmed periods of instruction, unstructured discussions, teachable moments, and coaching / mentoring opportunities.
3. Each proficiency level is composed of performance objectives (POs) subdivided into enabling objectives (EOs).

#### PERFORMANCE OBJECTIVES

4. PO numbers are usually made up of three digits:
  - a. The first digit indicates the proficiency level (eg, 'X' represents Proficiency Levels One to Four, '1' represents Proficiency Level One, '2' represents Proficiency Level Two, etc.).
  - b. The second and third digits indicate the topic area (eg, '00' represents Positive Social Relations for Youth, '01' represents Citizenship, '02' represents Community Service, etc.).
5. EO numbers are usually made up of six digits (eg, EO M103.01):
  - a. The first digit is either an 'M', which indicates mandatory training, or a 'C', which indicates complementary training.
  - b. The second, third and fourth digits indicate the PO as per para 4.
  - c. The fifth and sixth digits indicate the specific EO number (eg, EO M103.01 is the first mandatory EO in Proficiency Level One leadership).
  - d. Some EOs have a seventh digit, which indicates there is a selection of EOs to choose from (eg, EOs MX01.01A, MX01.01B, MX01.01C, etc. indicates squadrons can choose any one of these EOs to satisfy the requirements of mandatory Citizenship training).
6. Each PO has been developed to contribute directly to the program aim and participant outcomes detailed in CATO 11-03, *Cadet Program Mandate*. The following are summaries of the POs common to all elements of the CP (allocated POs numbered 100 to X20) and the POs specific to the Proficiency Level One Program (allocated POs numbered 121 to 190):
  - a. **Positive Social Relations for Youth.** PO 100 – Participate in Positive Social Relations for Youth Training. The aim of Positive Social Relations for Youth is to prepare cadets to interact comfortably within the cadet community, interact positively with others, exercise sound judgement, accept

personal responsibility for actions and choices, deal with interpersonal conflict, and seek assistance from available resources when needed.

- b. **Citizenship.** PO X01 – Participate in Citizenship Activities. The aim of this PO is to introduce cadets to various aspects of being a good Canadian citizen through a range of fun, interesting and challenging activities.
- c. **Community Service.** PO X02 – Perform Community Service. The aim of this PO is to encourage cadets to be active citizens through participation in a community service activity as a member of a team.
- d. **Leadership.** PO 103 – Participate as a Member of a Team. The aim of this PO is for cadets to embrace the role of a follower while participating in activities as a member of a team.
- e. **Personal Fitness and Healthy Living.** PO X04 – Track Participation in Physical Activities. The aim of this PO is to encourage cadets to live a healthy, active lifestyle by meeting the *Canadian Physical Activity Guidelines* and *Canadian Sedentary Behaviour Guidelines* for youth.
- f. **Physical Activities.** PO X05 – Participate in Physical Activities. The aim of this PO is for cadets to have fun participating in physical activities.
- g. **Air Rifle Marksmanship.** PO 106 – Fire the Cadet Air Rifle. The aim of this PO is to familiarize cadets with range operations and the firing of the cadet air rifle.
- h. **General Cadet Knowledge.** PO 107 – Serve in an Air Cadet Squadron. The aim of this PO is to provide cadets with information on the opportunities inherent in the Air Cadet Program, and provide them the basic skills to integrate comfortably as members of the squadron.
- i. **Drill and Ceremonial.** PO 108 – Perform Drill Movements During an Annual Ceremonial Review (ACR) Parade. The aim of this PO is to provide cadets with the skills required to competently participate in an ACR parade.
- j. **Biathlon.** PO 111 – Participate in Recreational Summer Biathlon Activities. The aim of this PO is to provide cadets with an opportunity to enhance individual marksmanship skills and personal fitness through participation in the sport of biathlon.
- k. **CAF Familiarization.** PO X20 – Participate in Canadian Armed Forces (CAF) Familiarization Activities. The aim of this PO is to stimulate the interest of cadets in the sea, land and air activities of the CAF.
- l. **Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community Familiarization.** PO 121 – Participate in Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community Familiarization Activities. The aim of this PO is to give cadets an opportunity to participate in activities within the subject communities.
- m. **Radio Communication.** PO 129 – Communicate Using the Phonetic Alphabet and Numbers. The aim of this PO is to have cadets communicate effectively while undergoing training in a survival setting and during familiarization flights using the phonetic alphabets and numbers.
- n. **Aviation.** PO 130 – Participate in Aviation Activities. The aim of this PO is to introduce cadets to aircraft and their components and aviation history.
- o. **Aerospace.** PO 140 – Participate in Aerospace Activities. The aim of this PO is to introduce cadets to the notions of aerospace through a knowledge framework and supporting activities.
- p. **Aerodrome Operations.** PO 160 – Participate in Aerodrome Operations Activities. The aim of this PO is to introduce cadets to aerodrome and airside operations.

- q. **Aircraft Manufacturing and Maintenance.** PO 170 – Discuss Aircraft Manufacturing and Maintenance. The aim of this PO is to have cadets discuss aspects of aircraft manufacturing and maintenance and tour a local aviation maintenance facility.
- r. **Aircrew Survival.** PO 190 – Participate in an Aircrew Survival Exercise. The aim of this PO is for cadets to successfully sleep out-of-doors in a supervised simulated aircrew survival group activity.

### **TRAINING PREREQUISITES**

7. To participate in the Proficiency Level One Program, youths must be members of an Air Cadet squadron, as specified in A-CR-CCP-950/PT-001, *Queen's Regulations and Orders for the Canadian Cadet Organization*, Article 4.01.

### **USE OF THE QSP**

8. This QSP shall be used as the primary authority governing the development, implementation, conduct and evaluation of the training and standards to qualify a cadet for Proficiency Level One. This QSP shall also be used by D Cdts & JCR as the primary reference for validation of Proficiency Level One training.

9. Proficiency Level One shall be conducted using this QSP as the training control document in conjunction with A-CR-CCP-801/PF-001, *Royal Canadian Air Cadets Proficiency Level One Instructional Guides*.

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## CHAPTER 2

### TRAINING MANAGEMENT DETAILS

#### RESPONSIBLE AGENCY AND TRAINING ESTABLISHMENTS

1. The Managing Authority for the Air Cadet Proficiency Level Program is D Cdts & JCR. The conduct of said program is the responsibility of the Regional Cadet Support Units (RCSUs) through authorized Training Establishments (TEs). These TEs include:
  - a. Royal Canadian Air Cadet Squadrons (RCACS); and
  - b. Technical TEs, such as:
    - (1) Regional Cadet Air Operations (RCAOPS); and
    - (2) Other zone, detachment or regional TEs as authorized by the RCSU Commanding Officer (CO).

#### TRAINING DETAILS

2. In accordance with CATOs 11-04, *Cadet Program Outline* and 51-01, *Air Cadet Program Outline*, the Proficiency Level Program is conducted between 1 September and 30 June of each training year through a combination of 30 training sessions and 10 supported training days as detailed in Annex A.
3. The Proficiency Level Program is divided into two compulsory components that must be completed by all cadets. These components are:
  - a. **Mandatory Training.** Mandatory training is a scheme of activities that is requisite for squadrons, and in some instances, specialized TEs, to conduct and for cadets to accomplish in order to complete the Proficiency Level Program; and
  - b. **Complementary Training.** Complementary training is a scheme of activities that is requisite for squadrons, and in some instances specialized TEs, to conduct and for cadets to accomplish in order to complete the Proficiency Level Program. These activities complement mandatory activities and form an integral part of the Proficiency Level Program. COs have the discretion to choose activities from a range of possibilities, thus allowing them flexibility to tailor the Proficiency Level Program to match the squadron's interests and resources.
4. **Period Allocation** Periods are 30 minutes in duration with some periods allocated to be delivered during a mandatory ACS exercise. A detailed period allocation, including details on training days / weekend, is provided at Annex A, and scheduling guidelines are located at Annex B.
5. **Training Capacity.** The training capacity is limited to the ability of the squadron to meet supervision requirements in accordance with CATO 13-12, *Supervision of Cadets*, and in some cases, to established quotas.
6. **Training Staff Requirements.**
  - a. Squadron Training Officer (Trg O):

RANK	MOSID	NUMBER	QUALIFICATION
Capt	00232-03	1	Minimum: Captain Qualification; or CIC Intermediate Officer Qualification  Preferred: CIC Training Officer (Corps / Squadron) Qualification; and

RANK	MOSID	NUMBER	QUALIFICATION
			CIC Occupational Specialty Senior Instructor Qualification

b. Proficiency Level One Course Officer (PL1 Crse O):

RANK	MOSID	NUMBER	QUALIFICATION
Lt / 2Lt	00232-03	1	Minimum: Basic Officer Qualification; or CIC Basic Military Officer Qualification and Basic Military Occupational Qualification. Preferred: Military Occupation Course (Air); or CIC Basic Military Officer Qualification (Air).

Note: This position may also be filled by an OCdt, should circumstances warrant.

c. Instructors:

RANK	MOSID	NUMBER	QUALIFICATION
Cadet FSgt and above	N/A	1 per 10 cadets	Minimum: Completion of Proficiency Level Four Program Preferred: CSTC specialties appropriate for activity requirements (eg, Survival Instructor to instruct aircrew survival PO 190).

7. **Technical Specialists.** The number of technical specialists required is influenced by policy documentation specific to the activity (eg, CATOs, Water Safety Orders, Adventure Training Safety Standards, etc.) and by local circumstances. It is recommended that cadet specialist instructors be used in the delivery of specialty training where practical. The technical specialists that could support Proficiency Level One are:

a. Required Specialist Instructors:

- (1) Unit Cadet Conflict Management Advisor (UCCMA) to coordinate training delivery and learning reinforcement for PO 100; and
- (2) Range Safety Officer (RSO) in support of POs 106 and 111; and

b. Possible Cadet Specialist Instructors:

- (1) Fitness and Sports Instructor(s) as available in support of POs X04 and X05;
- (2) Air Rifle Marksmanship Instructor(s) as available in support of POs 106 and 111;
- (3) Drill and Ceremonial Instructor(s) as available in support of PO 108;
- (4) Advanced Aviation Instructor(s), Glider Pilots and Power Pilots as available in support of POs 129 and 130;
- (5) Advanced Aerospace Instructor(s) as available in support of PO 140;
- (6) Aerodrome Operations specialist(s) as available in support of PO 160;
- (7) Aircraft Manufacturing and Maintenance specialist(s) as available in support of PO 170; and
- (8) Survival Instructor(s) as available in support of PO 190; and

c. guest speaker(s) as required.

8. **Resource Requirements.** RCSU COs are responsible for ensuring that required equipment and supplies are available. A list of material required to conduct the training is located at Chapter 2, Annex C.

### **TRAINING ADMINISTRATION**

9. **Cadet Evaluation.** Details on cadet evaluation are found in Chapter 3.

10. **Reports.** A training file should be maintained on each cadet to record their progress during the training year. The training file should consist, as a minimum, of a Proficiency Level One Qualification Record (Chapter 3, Annex B). Training files are temporary documents which may be disposed of upon migration of the Proficiency Level One Qualification Record to DND 2399, *Cadet Personnel Record*.

### **QUALIFICATION**

11. The Proficiency Level One qualification is awarded to cadets upon completion of the requirements specified in Chapter 3.

### **RELATED DOCUMENTS**

12. This QSP is to be used in conjunction with:

- a. CATOs; and
- b. A-CR-CCP-801/PF-001 *Royal Canadian Air Cadets Proficiency Level One Instructional Guides*.

### **REFERENCES**

13. A list of references used in this QSP is located at Chapter 2, Annex D.

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**ANNEX A**

**PROFICIENCY LEVEL ONE TRAINING SUMMARY AND TIME ALLOCATION**

**PERIOD ALLOCATION**

<b>PO No.</b>	<b>Performance Objective</b>	<b>EO No.</b>	<b>Enabling Objective</b>	<b>No. of Pd</b>	
100	Participate in Positive Social Relations for Youth Training	N/A	Sub-Module 1 — What We Expect From You as a Cadet	2	
		N/A	Sub-Module 2 — What Can Happen When Behaviours Exceed or Do Not Meet Expectations	1	
		N/A	Sub-Module 3 — What Harassment, Criminal Offences and Child Abuse Are and Where You Can Go for Help	1	
		N/A	Sub-Module 4 — What Conflict Is and How You Can Deal With It	2	
		<b>PO 100 – Total Mandatory</b>			<b>6</b>
X01	Participate in Citizenship Activities	MX01.01A	Participate in a Citizenship Tour	-	
		MX01.01B	Attend a Presentation by a Community Organization	-	
		MX01.01C	Attend a Presentation by a Citizen-of-Interest	-	
		MX01.01D	Participate in the Canadian Citizenship Challenge	-	
		MX01.01E	Host a Citizenship Ceremony	-	
		MX01.01F	Participate in an Election	-	
		MX01.01G	Participate in Heritage Minutes Video Activities	-	
		MX01.01H	Participate in Citizenship Learning Stations	-	
		CX01.01	Participate in Citizenship Activities	18	
		<b>PO X01 - Total Mandatory</b>			<b>3</b>
<b>PO X01 - Total Complementary</b>			<b>18</b>		
X02	Perform Community Service	MX02.01	Perform Community Service	9	
		CX02.01	Perform Community Service	18	
		<b>PO X02 - Total Mandatory</b>			<b>9</b>
		<b>PO X02 - Total Complementary</b>			<b>18</b>
103	Participate as a Member of a Team	M103.01	Identify the Responsibilities of a Follower in a Team	1	
		M103.02	Map Personal Goals for the Training Year	1	
		M103.03	Participate in Teambuilding Activities	2	
		C103.01	Participate in Icebreaker Activities	1	
		C103.02	Participate in Self-Introductions	1	
		C103.03	Participate in Teambuilding Activities	1	
		<b>PO 103 - Total Mandatory</b>			<b>4</b>
		<b>PO 103 - Total Complementary</b>			<b>3</b>
X04	Track Participation in Physical Activities	MX04.01	Participate in 60 Minutes of Moderate- to Vigorous-Intensity Physical Activity (MVPA) and Track Participation in Physical Activities	3	
		MX04.02	Identify Strategies to Improve Participation in Physical Activities and Participate in the Cadet Fitness Assessment (CFA)	3	
		MX04.03	Participate in the CFA and Identify Strategies for Improving Personal Physical Fitness	3	

PO No.	Performance Objective	EO No.	Enabling Objective	No. of Pd		
		CX04.01	Participate in the CFA and Identify Strategies for Improving Personal Physical Fitness	3		
		CX04.02	Participate in Activities that Reinforce the Three Components of Physical Fitness	3		
		CX04.03	Participate in a Cooking Class	3		
		CX04.04	Attend a Personal Fitness and Healthy Living Presentation	3		
		CX04.05	Attend a Local Amateur Sporting Event	3		
					<b>PO X04 - Total Mandatory</b>	<b>9</b>
			<b>PO X04 - Total Complementary</b>	<b>15</b>		
X05	Participate in Physical Activities	MX05.01	Participate in Physical Activities	9		
		CX05.01	Participate in Physical Activities	9		
		CX05.02	Participate in a Tournament	9		
					<b>PO X05 - Total Mandatory</b>	<b>9</b>
			<b>PO X05 - Total Complementary</b>	<b>18</b>		
106	Fire the Cadet Air Rifle	M106.01	Identify the Parts and Characteristics of the Daisy 853C Air Rifle	1		
		M106.02	Carry out Safety Precautions on the Cadet Air Rifle	1		
		M106.03	Apply Basic Marksmanship Techniques	2		
		M106.04	Follow Rules and Commands on an Air Rifle Range	1		
		M106.05	Participate in Marksmanship Familiarization Using the Cadet Air Rifle	3		
		C106.01	Participate in a Recreational Marksmanship Activity	3		
		C106.02	Clean and Store the Cadet Air Rifle	1		
					<b>PO 106 - Total Mandatory</b>	<b>8</b>
			<b>PO 106 - Total Complementary</b>	<b>4</b>		
107	Serve in an Air Cadet Squadron	M107.01	Discuss Year One Training	1		
		M107.02	Identify Air Cadet and RCAF Officer Ranks	1		
		M107.03	Observe Rules and Procedures for the Paying of Compliments	1		
		M107.04	State the Aim and Motto of the Air Cadet Program	1		
		M107.05	Wear the Air Cadet Uniform	2		
		M107.06	Discuss Summer Training Opportunities	1		
		C107.01	Maintain the Air Cadet Uniform	2		
		C107.02	Identify the RCAF NCM Rank Structure	1		
		C107.03	Tour the Squadron	1		
		C107.04	Participate in an Activity about the History of the Squadron	2		
					<b>PO 107 - Total Mandatory</b>	<b>7</b>
					<b>PO 107 - Total Complementary</b>	<b>6</b>
108	Perform Drill Movements During an Annual Ceremonial Review	M108.01	Adopt the Positions of Attention, Stand at Ease, and Stand Easy	1		
		M108.02	Execute a Salute at the Halt Without Arms	1		
		M108.03	Execute Turns at the Halt	1		
		M108.04	Close to the Right and Left	1		
		M108.05	Execute Paces Forward and to the Rear	1		
		M108.06	Execute the Movements Required for a Right Dress	1		

PO No.	Performance Objective	EO No.	Enabling Objective	No. of Pd
		M108.07	Execute an Open Order and Close Order March	1
		M108.08	March and Halt in Quick Time	1
		M108.09	Execute Marking Time, Forward, and Halting in Quick Time	1
		M108.10	Execute a Salute on the March	1
		M108.11	Pay Compliments with a Squad on the March	1
		M108.12	Perform Drill Movements During an Annual Ceremonial Review	3
		C108.01	Execute Supplementary Drill Movements	6
		C108.02	Participate in a Drill Competition	3
			<b>PO 108 - Total Complementary</b>	<b>9</b>
111	Participate in Recreational Summer Biathlon Activities	C111.01	Participate in a Biathlon Briefing	1
		C111.02	Run Wind Sprints	1
		C111.03	Simulate Firing the Cadet Air Rifle Following Physical Activity	1
		C111.04	Participate in a Recreational Summer Biathlon Activity	6
			<b>PO 111 – Total Complementary</b>	<b>9</b>
X20	Participate in Canadian Armed Forces (CAF) Familiarization Activities	MX20.01A	Participate in a CAF Activity	-
		MX20.01B	Participate in a CAF Familiarization Tour	-
		MX20.01C	Fire the C7 Rifle	-
		MX20.01D	Participate in a Mess Dinner	-
		MX20.01E	Attend a CAF Presentation	-
		MX20.01F	Attend a CAF Commemorative Ceremony	-
		MX20.01G	Participate in CAF Video Activities	-
		MX20.01H	Participate in CAF Learning Stations	-
		CX20.01	Participate in CAF Familiarization Activities	18
			<b>PO X20 - Total Mandatory</b>	<b>6</b>
			<b>PO X20 - Total Complementary</b>	<b>18</b>
121	Participate in Canadian Aviation, Aerospace and Aerodrome Operations Community Familiarization Activities	M121.01	Discuss Aviation Opportunities	1
		C121.01	Participate in a Presentation Given by a Member of the Canadian Aviation, Aerospace or Aerodrome Operations Community	8
			<b>PO 121 – Total Mandatory</b>	<b>1</b>
			<b>PO 121 - Total Complementary</b>	<b>8</b>
129	Communicate Using the Phonetic Alphabet and Numbers	M129.01	Recite the Phonetic Alphabet and Numbers	1
			<b>PO 129 - Total Complementary</b>	<b>0</b>
130	Participate in Aviation Activities	M130.01	Identify Aircraft as Military, Civilian and Cadet	2
		M130.02	Describe the Main Components of an Airplane	1
		M130.03	Construct a Model Airplane	2
		M130.04	Watch <i>On Canadian Wings</i> Video	1
		C130.01	Participate in a Walk-Around Aircraft Inspection	1
		C130.02	Identify International Aircraft	1
		C130.03	Watch <i>On Canadian Wings</i> Video	8
		C130.04	Tour a Local Aviation Museum	3

PO No.	Performance Objective	EO No.	Enabling Objective	No. of Pd
		C130.05	Attend a Local Air Show	6
		<b>PO 130 - Total Mandatory</b>		<b>6</b>
		<b>PO 130 - Total Complementary</b>		<b>19</b>
140	Participate in Aerospace Activities	M140.01	Launch a Water Rocket	3
		C140.01	Launch a Foam Rocket	2
		C140.02	Discuss Sleep Patterns in Space	2
		<b>PO 140 - Total Mandatory</b>		<b>3</b>
		<b>PO 140 - Total Complementary</b>		<b>4</b>
160	Participate in Aerodrome Operations Activities	M160.01	Identify Major Aerodrome Components	1
		M160.02	Identify Features of a Runway	1
		M160.03	Construct a Model Aerodrome	2
		C160.01	Tour a Local Aerodrome	3
		<b>PO 160 Total Mandatory</b>		<b>4</b>
		<b>PO 160 Total Complementary</b>		<b>3</b>
170	Discuss Aircraft Maintenance and Manufacturing	C170.01	Watch <i>How It's Made</i> Segments	2
		C170.02	Tour a Local Aviation Maintenance Facility	3
		<b>PO 170 Total Mandatory</b>		<b>0</b>
		<b>PO 170 Total Complementary</b>		<b>5</b>
190	Participate in an Aircrew Survival Exercise	M190.01	Pack Personal Equipment for a Field Exercise	2
		M190.02	Maintain Personal Equipment and Hygiene in the Field	1
		M190.03	Observe Site Policies and Procedures	2
		M190.04	Discuss Survival Psychology	2
		M190.05	Identify Types of Shelters	1
		M190.06	Light, Maintain and Extinguish a Fire	3
		M190.07	Erect, Tear Down and Pack Tents	3
		C190.01	Participate in a Presentation Given by a Member of a Survival Organization / Search and Rescue (SAR) Community	2
		C190.02	Tie Knots and Lashings	2
		C190.03	Construct a Hootchie-Style Shelter	3
		C190.04	Collect Drinking Water in the Field	2
		C190.05	Identify Environmental Injuries	1
		C190.06	Respect the Environment in the Field	1
		C190.07	Identify Habitats of Animals and Insects	1
		<b>PO 190 - Total Mandatory</b>		<b>14</b>
		<b>PO 190 - Total Complementary</b>		<b>12</b>



**TRAINING DAY / WEEKEND ALLOCATION**

**MANDATORY**

<b>Activity</b>	<b>Description</b>	<b>Time</b>
Mandatory Training Periods	Eighteen periods of instruction (nine per day) chosen from the mandatory EOs to be delivered during full days of training.	2 Days
Familiarization Flying and Aviation Day	Every Proficiency Level One cadet will be given an opportunity to experience a familiarization flight in an aircraft determined by RC Air Ops O. In addition to each familiarization flight, squadrons should maximize the training value of this allocated day by providing additional aviation training, such as EOs M121.01 (Discuss Aviation Opportunities), M130.01 (Identify Aircraft as Military, Civilian and Cadet), M130.02 (Identify the Main Components of an Aircraft), and M130.03 (Construct a Model Airplane).	1 Day
Air Cadet Skills Day	One day where cadets will train in and practice various skills drawn from training, such as EOs MX05.01 (Participate in Physical Activities), M106.05 (Participate in Marksmanship Familiarization Using the Cadet Air Rifle), M107.05 (Wear the Air Cadet Uniform), M130.03 (Construct a Model Airplane), M140.01 (Launch a Water Rocket), and M160.03 (Construct a Model Aerodrome). Squadrons may conduct this day with other squadrons and / or in a competition format.	1 Day
Aircrew Survival Exercise	One weekend of mandatory support will be provided for squadrons to participate in an overnight exercise to include delivery of EO M190.02 to EO M190.07 and practical experience in support of PO 190.	1 Weekend
<b>Total Mandatory</b>		<b>6 Days</b>

**COMPLEMENTARY**

<b>Activity</b>	<b>Description</b>	<b>Time</b>
Complementary Training Periods	Eighteen periods of instruction (nine per day) chosen from the complementary EOs to be delivered during full days of training.	2 Days
<b>PLUS COMBINATION OF TWO DAYS FROM THE FOLLOWING</b>		
Aviation Day	One day to provide additional aviation training, such as EOs C121.01 (Participate in a Presentation Given by a Member of the Canadian Aviation, Aerospace, Aerodrome Operations Community, or Aircraft Manufacturing and Maintenance Community), C130.01 (Participate in a Walk-Around Aircraft Inspection), C130.04 (Tour a Local Aviation Museum), C130.05 (Attend a Local Air Show), C160.01 (Tour a Local Aerodrome), and C170.02 (Tour a Local Aviation Maintenance Facility).	1 Day
Air Cadet Skills Day	One day where cadets will train in and practice various skills drawn from training, such as CX05.01 (Participate in Physical Activities), CX05.02 (Participate in a Tournament), C106.01 (Participate in a Recreational Marksmanship Activity), C108.02 (Participate in a Drill Competition), and C140.01 (Launch a Foam Rocket). Squadrons may conduct this day with other squadrons and / or in a competition format.	1 Day
Aircrew Survival Exercise	One or two days or one weekend provided for squadrons to conduct additional training and practical experience in support of PO 190.	1 or 2 Days or 1 Weekend
<b>Total Complementary</b>		<b>4 Days</b>

## ANNEX B

### SCHEDULING GUIDELINES

1. Schedule those activities that are set dates (eg, Remembrance Day activities, Regionally Directed Activities, TE activities [eg, gliding], School Breaks).
2. Schedule major and recurring activities (eg, PO X05 [Physical Activities], CO's Parades, Aircrew Survival Exercises, Annual Ceremonial Review).
3. Schedule the following training activities early in the training year:
  - a. PO 100 (Positive Social Relations for Youth),
  - b. POs 107, 207, 307, 407 and 507 (General Cadet Knowledge),
  - c. POs 303, 403 and 503 (Leadership), and
  - d. POs 309 and 409 (Instructional Techniques).
4. Schedule any special considerations, such as:
  - a. Schedule EO MX04.02 (Identify Strategies to Improve Participation in Physical Activities and Participate in the Cadet Fitness Assessment) four weeks after EO MX04.01 (Participate in 60 Minutes of Moderate- to Vigorous-Intensity Physical Activity and Track Participation in Physical Activities);
  - b. Schedule EO M190.01 (Pack Personal Equipment for an Aircrew Survival Exercise) prior to the squadron's Aircrew Survival Exercise;
  - c. Many EOs can be scheduled during training days / weekends (eg, most of PO X90 should be scheduled during the Aircrew Survival Exercise, many EOs from POs X30, X40, X60 and X70 can be scheduled during the Familiarization Flying and Aviation Day, and Air Cadet Skills Day);
  - d. For the completion of POs 303, 403, and 503 (Leadership), consider leadership assignment opportunities for Proficiency Levels Three, Four and Five cadets; leadership appointment opportunities for Proficiency Levels Four and Five cadets; and leadership project opportunities for Proficiency Level Five cadets; and
  - e. Schedule each Proficiency Level Four cadet into the Proficiency Level One and Two training schedules in order to complete EO M409.05 (Instruct a 30-Minute Lesson).
5. Schedule the remaining mandatory training (details located in the lesson specifications in Chapter 4).
6. Schedule selected complementary training.
7. Other considerations when developing the annual training schedule include:
  - a. the training environment required for each activity:
    - (1) some activities will require an outdoor environment which requires consideration for seasonal climate; and
    - (2) some activities will require the use of a special facility, such as a gymnasium or sports field; and
  - b. the availability of a technical specialist, if required to conduct the activity;
8. Considerations when implementing the training program:
  - a. Some theory is required for safety purposes and for introducing new material. However, most material can be taught using practical methods.

- b. Training sessions need to be planned in advance to allow instructors adequate time to prepare for the delivery and conduct of training. This includes reviewing lesson specifications and instructional guides, and creating instructional materials as required.
- c. Take adequate time to allow cadets to reflect upon and be debriefed on experiential training activities, to include future applications of the experience.

## ANNEX C

### RESOURCE REQUIREMENTS

Quantities are based on a group of 30 cadets.

The resources required for complementary training and POs X01, X02, X04, X05 and X20 depend on the activities selected by the squadron. Refer to A-CR-CCP-801/PF-001, *Royal Canadian Air Cadets Proficiency Level One Instructional Guides* for detailed lists of resources for each selected activity.

The following is a list of key items all squadrons require access to for the conduct of training.

#### Complementary Training

<u>Item</u>	<u>Quantity</u>	<u>PO/EO</u>
DVD Player	1	100/X01/ X05/107/ 130
Television	1	100/X01/ X05/107/ 130
Projector	1	100
CD Player	1	X04
Leger's 20-m Shuttle Run Test CD	1	X04
Measuring tape	1	X04
Masking tape	1	X04
12-cm measuring strip	15	X04
Pylons	30	X04
Gym mats	15	X04
Cardboard / wooden box approximately 30 cm high	15	X04
Metre stick	15	X04
First Aid Kit	1	X05/190
Sunscreen - SPF 30 (minimum)	1	X05/190
Insect Repellent	1	X05/190
Cadet Air Rifle - Five-shot clip	45	106
Cadet Air Rifle - Rifle	15	106
Cadet Air Rifle - Safety Rod	15	106
Cadet Air Rifle - Single Pellet Adaptor	15	106
Marksmanship mats	15	106
Pellets - .177 calibre Air Rifle (250 Pack)	6	106
Pellets - .177 calibre Cleaning Pellets (80 Pack)	1	106
Pellet container	15	106
Safety goggles/glasses	15	106
Target - Grouping Target CCT2000GRTD	150	106
Target Frame	15	106
Air Cadet uniform (complete)	1	107
Air Cadet slip-ons (full set)	5	107
RCAF officer slip-ons (full set)	5	107
On Canadian Wings DVD	1	130
Thumb tack	30	130
1" binder clip	30	130
Glue stick	15	130
Water rocket launch system	1	140
Pump	1	140
2-litre plastic bottle	1	140

Modular tent	1	190
Mallet	15	190
Flag tape	1	190
Candle	5	190
Matches	5	190
Glass cup	5	190
Flint and steel	5	190
Magnifying glass	5	190
Batteries	5	190
Steel wool	5	190
Saw	5	190
Fire extinguisher	5	190
Arctic tent	1	190
Civilian pattern tents	8	190
Knife	1	190
Backpack / rucksack	30	190
Sleeping bag	30	190

## ANNEX D

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## **CHAPTER 3**

### **CADET EVALUATION**

#### **PURPOSE**

1. The purpose of this chapter is to outline the specific evaluation requirements for achievement of Proficiency Level One qualification.

#### **LEARNER EVALUATION**

2. A-P9-050-000/PT-Z01, *Manual of Individual Training and Education*, Volume 1 defines learner evaluation as, “the assessment of progress made by participants during an instructional programme (formative evaluation) and of their achievement at the end of the programme (summative evaluation).”

#### **CADET EVALUATION DESIGN AND DEVELOPMENT**

3. Cadet evaluation is designed and developed incorporating contemporary professional practices from the fields of education and youth development as well as considering best practices in use within the Canadian Cadet Organizations (CCO).

4. Cadet evaluation is designed and developed so that all cadets are capable of achieving all POs and associated EOs. To motivate cadets to learn, cadet evaluation builds on success and confidence rather than demotivating cadets with failure and defeat.

#### **CP DEVELOPMENTAL PERIODS (DPS)**

5. The CP is designed across adolescent DPs adapted to suit the CP target population. Outlined in each DP are specific philosophies and approaches to learning and assessment that influence design, development and conduct of cadet training and assessment.

6. A DP is a time frame, during a cadet's progression through the CP, in which the cadet participates in training and is provided opportunities to develop desired knowledge, skills and attitudes that support the aim of the CP and contribute to the achievement of the CP outcomes.

7. Progressive training levels, and associated learning objectives, distinguish each DP; ensuring training is relevant, achievable and age-appropriate for the cadet population. DPs and associated training levels are designed to be completed in a sequential manner and are also fluid, which allows a cadet to progress to the next training level or DP while still working on completion of learning objectives from the previous level or DP.

8. The design and development of cadet training and evaluation is based on the basic overview of the DP characteristics located at Chapter 3, Annex A.

#### **CADET ASSESSMENT OF LEARNING**

9. The intent of Proficiency Level One cadet evaluation is to measure the extent of cadet participation in the scheduled mandatory and complementary training and make an assessment by comparing the level of participation to the minimum standard required for qualification.

#### **MONITORING CADET PROGRESS**

10. Cadets must meet the standard of behaviour and conduct expected from all cadets. The course officer during cadet interviews and personal counselling should adopt a proactive approach towards difficulties.

11. The course officer is encouraged to meet formally and informally with cadets throughout the training year to discuss the cadet's progress towards Proficiency Level One qualification and to provide feedback on overall performance. At a minimum, it is expected that the course officer will meet with each cadet at the end of the training year to review the completed Chapter 3, Annex B, Proficiency Level One Qualification Record. Guidelines for conducting cadet interviews are located at Chapter 3, Annex D.

12. Frequent absences from mandatory and complementary training that could result in the cadet not meeting the minimum standard for Proficiency Level One qualification must be addressed in accordance with CATO 15-22, *Conduct and Discipline – Cadets*.

### **TRAINING COUNSELLING SESSION**

13. A training counselling session is used when a cadet is having difficulties progressing and an intervention is required to set goals for corrective action and / or remedial instruction. The Trg O is responsible for conducting training counselling sessions, except in the case of cadet rank promotions for which the CO is responsible. Guidelines for conducting training counselling sessions are located at Annex E and the Training Counselling Session Form is located at Annex E, Appendix 1.

### **ADDITIONAL ASSESSMENT OF LEARNING ACTIVITIES**

14. All cadets must successfully complete the Cadet Air Rifle Handling Test, located at Annex C to this chapter, prior to participating in familiarization or recreational marksmanship activities.

15. No additional cadet evaluations (eg, theory tests, performance checks, etc.) are to be used to determine Proficiency Level One qualification eligibility. Therefore, these national standards are not to be supplemented with regional / local standards.

### **PROFICIENCY LEVEL ONE QUALIFICATION STANDARD**

16. The minimum standard for Proficiency Level One qualification is:

- a. Sixty percent attendance in all scheduled mandatory and complementary training once becoming a member of the squadron, as calculated by the cadet squadron.
- b. Successful completion of each PO as outlined in the Proficiency Level One Qualification Record located at Chapter 3, Annex B.

### **CADETS NOT MEETING THE QUALIFICATION STANDARD**

17. Cadets who do not meet the minimum qualification standard shall be given a reasonable opportunity to complete the training missed. If, by the end of the training year, the cadet still has not successfully attained any PO, the squadron CO may waive the minimum qualification standard. When waiving any PO requirement, the squadron CO shall consider:

- a. the legitimacy of the cadet's reason for failing to attain the PO;
- b. the cadet's mandatory and complementary training attendance; and
- c. the cadet's overall behaviour and performance.

18. Any cadet for whom a waiver has been issued will not be granted a Proficiency Level One Qualification. However, they will progress to Proficiency Level Two in the second year of their squadron membership. If a CO has decided to not grant a waiver based on attendance and / or behaviour, a cadet may be held back to repeat Proficiency Level One.

19. Cadets who have been granted a waiver of the minimum qualification standard of Proficiency Level One and have progressed to Proficiency Level Two in the second year of their squadron membership are expected to achieve the missing Proficiency Level One Qualification PO requirements. To facilitate this, cadets can concurrently receive credit for activities completed in Proficiency Level Two as part of also achieving Proficiency Level One.

**RECORDING AND REPORTING ACHIEVEMENT**

20. The progress of each cadet shall be reported using the Proficiency Level One Qualification Record, Annex B, which is also used to determine successful completion of the Proficiency Level One Qualification. The results shall be recorded on, and placed in, the cadet's DND 2399, Cadet Personnel Record.

**PROFICIENCY LEVEL ONE CERTIFICATE OF QUALIFICATION**

21. The Cadet Certificate of Qualification, CF 558 (NSN 7530-21-870-7685), shall be awarded to each cadet upon successful completion of the Proficiency Level One Qualification.

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ANNEX A

CHARACTERISTICS OF CADET PROGRAM DEVELOPMENTAL PERIODS

Developmental Period (DP)	Developmental Period 1 (DP1)		Developmental Period 2 (DP2)		Developmental Period 3 (DP3)
Ages	12 - 14		15 - 16		17 - 18
Years	Y1	Y2	Y3	Y4	Y5+
DP Overview	<p><i>Learning in the CP is designed around three progressive, DPs. The mental, physical, emotional, and social development of a cadet are considered in these age-appropriate DPs. The cadet develops and ultimately refines higher-level thinking skills (reasoning, reflective thinking, problem solving) as they progress through each DP..</i></p>				
Age-Appropriate Learning	<b>Experience-based</b>		<b>Developmental</b>		<b>Competency</b>
DP Description	<p><i>The cadet has well-developed automatic responses however, the area of the brain that processes higher-level thinking is not yet mature. Effective learning is active and interactive with lots of practical experiences..</i></p>		<p><i>The cadet starts developing higher-level thinking skills such as problem-solving skills. Effective learning is interactive and practical, allowing cadets to start making decisions within their learning process..</i></p>		<p><i>The cadet is refining higher level thinking skills. Effective learning is interactive and allows for increased individual responsibility and independent learning..</i></p>
Assessment Expectation	<b>Participatory</b>		<b>Baseline Proficiency</b>		<b>Enhanced Proficiency</b>
Assessment Purpose	<ul style="list-style-type: none"> <li>Stimulation and maintenance of an enhanced interest in the CP</li> </ul> <p><u>NOTE:</u> Exposing the cadet to a variety of training activities and learning opportunities with the assessment expectation focused on participation will help accomplish this.</p> <ul style="list-style-type: none"> <li>Exposure to a broad knowledge base and skill set</li> </ul> <p><u>NOTE:</u> CSTC Summer 2 courses will begin to expose the cadet to some specific specialty areas, which will allow the cadet to discover possible areas of particular interest.</p>		<ul style="list-style-type: none"> <li>Development of a broad knowledge base and skill set as well as introducing reasoning proficiency</li> <li>Ongoing determination and development of specific specialty areas of interest and capability</li> <li>Recognition of enhanced proficiency achievement</li> <li>Ongoing stimulation and maintenance of an enhanced interest in the CP</li> </ul>		<ul style="list-style-type: none"> <li>Development of an enhanced knowledge, reasoning or skill proficiency in a targeted specialty area – related to interest, capability and CP requirements</li> <li>Ongoing development of the broad knowledge base and skill set as well as reasoning proficiency</li> <li>Ongoing recognition of enhanced proficiency achievement</li> <li>Ongoing stimulation and maintenance of an enhanced interest in the CP</li> </ul>

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**ANNEX B**

**PROFICIENCY LEVEL ONE QUALIFICATION RECORD**

Cadet's Name: \_\_\_\_\_

Squadron: \_\_\_\_\_

***POs that are evaluated as "Incomplete" or "Completed":***

Topic	PO No.	Performance Statement	PO Assessment	
			Incomplete	Completed
Positive Social Relations for Youth	100	Participate in Positive Social Relations for Youth Training		
Citizenship	X01	Participate in Citizenship Activities		
Community Service	X02	Perform Community Service		
Leadership	103	Participate as a Member of a Team		
Personal Fitness and Healthy Living	X04	Track Participation in Physical Activities		
Physical Activities	X05	Participate in Physical Activities		
Air Rifle Marksmanship	106	Fire the Cadet Air Rifle		
General Cadet Knowledge	107	Serve in an Air Cadet Squadron		
Drill and Ceremonial	108	Perform Drill Movements During an Annual Ceremonial Review		
CAF Familiarization	X20	Participate in CAF Familiarization Activities		
Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community Familiarization	121	Participate in Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community Familiarization Activities		
Radio Communication	129	Communicate Using the Phonetic Alphabet and Numbers		
Aviation	130	Participate in Aviation Activities		
Aerospace	140	Participate in Aerospace Activities		
Aerodrome Operations	160	Participate in Aerodrome Operations Activities		
Aircrew Survival	190	Participate in an Aircrew Survival Exercise		

<b>Qualification Achieved</b>	<b>Yes</b>	<b>No</b>	<b>Training Officer</b>	
			Signature: _____	Date: _____

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**ANNEX C**  
**CADET AIR RIFLE HANDLING TEST**  
**ASSESSMENT INSTRUCTIONS**

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**PREPARATION**

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**PRE-ASSESSMENT INSTRUCTIONS**

Review the assessment instructions and the Cadet Air Rifle Handling Test Assessment Checklist, and become familiar with the material prior to conducting the assessment.

Photocopy the Cadet Air Rifle Handling Test Assessment Checklist for each cadet.

**PRE-ASSESSMENT ASSIGNMENT**

Nil.

**ASSESSMENT METHOD**

Performance assessment was chosen as it allows the assessor to observe the cadet's ability to handle the cadet air rifle.

---

**CONDUCT OF ASSESSMENT**

---

**PURPOSE**

The purpose of this enabling check is to have the cadets complete the Cadet Air Rifle Handling Test.

**RESOURCES**

- Cadet air rifle,
- Pellet guide,
- Marksmanship mat,
- Safety glasses / goggles, and
- Cadet Air Rifle Handling Test Assessment Checklist.

**ASSESSMENT ACTIVITY LAYOUT**

Area where the rifles can be pointed in a safe direction.

**ASSESSMENT ACTIVITY INSTRUCTIONS**



After observing each action, make a judgement and indicate on the Assessment Checklist whether it was:

- **Incomplete.** The action was performed incorrectly or in an unsafe manner; or
- **Completed.** The action was performed correctly and in a safe manner.

Make notes of observations to provide descriptive post-assessment feedback.



This enabling check shall be conducted before cadets may fire the cadet air rifle.



When the cadet receives the cadet air rifle for the loading procedure, the cadet air rifle shall be set with the bolt open, safety catch in the ON position, and the pump lever open (5 to 8 cm).

The loading, firing and unloading and preparing for inspection procedures shall be conducted in the prone position in sequence with loading and unloading being simulated (without the use of air rifle pellets).

1. Divide the cadets into relays of no more than four cadets.
2. Conduct the Cadet Air Rifle Handling Test during dry firing with a relay.
3. Repeat Step 2 with each relay until all relays have completed the Cadet Air Rifle Handling Test.
4. Fill out the Assessment Checklist as the cadets complete the Cadet Air Rifle Handling Test.



Ensure safety precautions for operating the rifle are enforced at all times.

---

## POST ASSESSMENT INSTRUCTIONS

---

### RECORDING ASSESSMENT RESULTS

1. Indicate the cadet's overall performance on the Cadet Air Rifle Handling Test Overall Assessment table as:
  - a. **Incomplete.** The cadet has not achieved the performance standard. One or more actions were incomplete; or
  - b. **Completed.** The cadet has achieved the performance standard. All actions were complete.
2. Record notes made in the assessor's feedback section of the Cadet Air Rifle Handling Test Assessment Checklist.
3. Sign and date the Cadet Air Rifle Handling Test Assessment Checklist.
4. Attach a copy of the Cadet Air Rifle Handling Test Assessment Checklist to the cadet's training file.

### PROVIDING ASSESSMENT FEEDBACK

During the feedback session, tell the cadet what they did well, where they could improve, and if applicable, what they need to complete to be successful on this enabling check.

### CADET AIR RIFLE HANDLING TEST ASSESSMENT CHECKLIST

Cadet's Name: \_\_\_\_\_

Date: \_\_\_\_\_

	<b>Incomplete</b> The action was performed incorrectly or in an unsafe manner.	<b>Complete</b> The action was performed correctly and in a safe manner.
Upon the instruction to carry out Individual Safety Precautions, did the cadet:		
1. Ensure the bolt was fully open and to the rear.		
2. Ensure the safety catch was in the ON position.		
3. Ensure the pump lever was partially open (5-8 cm).		
4. Ensure the safety rod was inserted in the barrel and visible in the feed track.		
Upon the command " <b>Relay Load, Commence Firing,</b> " did the cadet:		
5. Ensure the safety catch was in the ON position.		
6. Pump the cadet air rifle, observing a three second pause.		
7. Simulate loading a pellet (flat end forward).		
8. Close the bolt.		
9. Place the safety catch in the OFF position.		
10. Aim the cadet air rifle at the target.		
11. Squeeze the trigger.		
12. Place the safety catch in the ON position.		
13. Open the bolt.		
14. Open the pump lever (5–8 cm).		
15. Lay down the cadet air rifle.		
Upon the command " <b>Relay, Unload and Prepare for Inspection,</b> " did the cadet:		
16. Remove the five pellet clip, if used.		
17. Pump the cadet air rifle, observing a three second pause.		
18. Close the bolt.		
19. Place the safety catch in the OFF position.		

20. Aim the cadet air rifle at the target.		
21. Squeeze the trigger.		
22. Open the bolt.		
23. Place the safety catch in the ON position.		
24. Open the pump lever (5–8 cm).		
25. Place the air rifle on shoulder, muzzle pointed down range.		
26. Wait to be cleared by the RSO.		
27. Lay down the cadet air rifle once cleared by the RSO.		

**Assessor's Feedback:**

Cadet Air Rifle Handling Test Overall Assessment		
Check One	Incomplete	Completed
<b>Overall Performance</b>	The cadet has not achieved the performance standard. One or more actions were incomplete.	The cadet has achieved the performance standard. All actions were complete.

<b>Assessor's Name:</b>	<b>Position:</b>
<b>Assessor's Signature:</b>	<b>Date:</b>

*This form shall be reproduced locally.*



## ANNEX D

### CADET INTERVIEW GUIDELINES

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#### GENERAL

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The purpose of conducting an interview is to discuss the cadet's expectations, personal goals and learning progress (assessment for learning), and to provide feedback on overall performance.

Meet with the cadet throughout their training to discuss their progress towards achieving the qualification and to revise their action plan.

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#### PRE-INTERVIEW INSTRUCTIONS

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Gather the required resources, such as the Cadet Interview Form (Appendix 1), training schedules, pen, paper, etc.

Have the cadets review any support materials so they are able to attend the interview prepared to discuss the specific topic areas, as well as their expectations and personal goals.

Schedule interviews to allow approximately 10–15 minutes per cadet.

---

#### CONDUCT OF AN INTERVIEW

---



Tips for a successful interview:

- Ask questions that will provoke thought; avoid “yes or no” questions.
- Manage time by ensuring the cadet stays on topic.
- Listen and respond in a way that indicates you have heard and understood the cadet. This can be done by paraphrasing their ideas.
- Give the cadet time to respond to your questions.

1. Welcome the cadet.
2. Complete the Cadet Interview Form.
3. Have the cadet sign the Cadet Interview Form.
4. Sign the Cadet Interview Form.

---

#### POST-INTERVIEW INSTRUCTIONS

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Place a copy of the Cadet Interview Form in the cadet's training file.

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**SECTION 2 – PERFORMANCE INTERVIEW**

1. So far, is the proficiency level meeting your expectations? If not, what can we do to meet those expectations?
2. Are there any areas of excitement or concern you would like to highlight?
3. How do you feel about your progress? \*
4. What are some areas you would like to improve?
5. What personal goals would you like to establish?

\* Give the cadet feedback on their progress and their overall performance highlighting any gaps that may exist between their self-assessment and your observations. Points to discuss may include attendance, participation, etc.

**ACTION PLAN**

Work with the cadet to make an action plan that takes into consideration their goals and the training requirements. The action plan is a mutually agreed upon set of steps that the cadet commits to taking to reach their goals. It should be realistic and achievable and written using positive language.

**NOTES**

Cadet's Signature:

Officer's Signature:

Date:

**SECTION 3 – FINAL INTERVIEW**

1. How did you enjoy the Proficiency Level?
2. What were some of your likes and dislikes about the training? How could it be improved?
3. How can you apply what you have learned inside and outside of cadets?
4. What are some new personal goals you want to establish?
5. What upcoming training opportunities interest you?

\* Provide the cadet with a copy of their completed Qualification Record and discuss their learning progress towards course objectives. Where a waiver has been granted, explain to the cadet what this means and what they will be required to do in the following year to meet the current qualification requirements.

**NOTES**

Cadet's Signature:

Officer's Signature:

Date:

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**ANNEX E**  
**TRAINING COUNSELLING SESSION GUIDELINES**

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**GENERAL**

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The purpose of the Training Counselling Session (TCS) is to formally meet with a cadet who is having difficulty achieving and / or maintaining qualification standards and to create an action plan to assist this cadet.

---

**PRE-COUNSELLING SESSION INSTRUCTIONS**

---

Gather the required resources, such as TCS Form, cadet's training file, pen, paper, etc.

Review the cadet's training file and discuss their performance with other staff members as required.

Complete Section 1 of the TCS Form.

---

**CONDUCT OF COUNSELLING SESSION**

---



Tips for a successful interview:

- Ask questions that will provoke thought; avoid “yes or no” questions.
- Manage time by ensuring the cadet stays on topic.
- Listen and respond in a way that indicates you have heard and understood the cadet. This can be done by paraphrasing their ideas.
- Give the cadet time to respond to your questions.

1. Welcome the cadet.
  2. Complete Sections 2 and 3 of the TCS Form.
  3. Have the cadet sign the TCS Form.
  4. Sign the TCS Form.
- 

**POST-COUNSELLING SESSION INSTRUCTIONS**

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The goal of conducting training counselling is to guide a cadet towards success in the Cadet Program. Following the training counselling session the Training Officer shall meet with the CO to discuss the outcome of the session and any further steps required.

The Commanding Officer shall contact the guardian to open the lines of dialogue and include them in the action plan.

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**ANNEX E, APPENDIX 1**

**TRAINING COUNSELLING SESSION FORM**

<b>SECTION 1 – BACKGROUND INFORMATION</b>	
Name:	Rank:
Proficiency Level:	Flight:
Circumstances requiring TCS convening:	
Overall training progress (eg, seriousness of failure, performance in related POs, any previous difficulty and action taken, performance / behaviour, etc.):	
<b>SECTION 2 – SESSION FINDINGS</b>	
<ol style="list-style-type: none"><li>1. Inform the cadet they are not achieving and / or maintaining qualification standards and that you are meeting to help them correct the situation.</li><li>2. Discuss the following:<ul style="list-style-type: none"><li>o Circumstances affecting training progress</li><li>o Any previous difficulty and action taken (eg, whether or not help / additional training was provided)</li><li>o Overall performance / behaviour of cadet (eg, attendance, effort, motivation, attitude)</li></ul></li></ol>	

**SECTION 3 – SESSION RECOMMENDATIONS (ACTION PLAN)**

With the cadet, create an action plan that highlights the actions required for success.

Brief the cadet on the consequences should no improvement be noticed.

Cadet's Signature:

Training Officer's Signature:

Date:

**SECTION 4 – COMMANDING OFFICER REVIEW**

Record any discussion with parents regarding the progress of the cadet.

Commanding Officer's Signature:

Date:

## CHAPTER 4

### SECTION 1

#### PERFORMANCE OBJECTIVES AND TRAINING PLAN

##### PURPOSE

1. The purpose of this chapter is to outline the specific POs associated with the Master Cadet qualification.

##### PERFORMANCE OBJECTIVES (POS)

2. POs are a description of the cadet's abilities after training is complete. They include a description, in performance terms, of what the individual must do, the conditions under which the performance must be completed, and the standard to which the performance must conform. These three elements are respectively defined as:

- a. a performance statement;
- b. a conditions statement; and
- c. a standard.

3. This chapter also details the training plan that is designed to assist the cadet to achieve the required POs using Enabling Objectives and Lesson Specifications that are the key reference used for development of A-CR-CCP-705/PF-001, *Master Cadet Instructional Guides*.

##### ENABLING OBJECTIVES (EOS)

4. EOs are a description of the cadet's abilities after each unit of learning is complete and constitute a major step toward achieving the PO. EOs may correspond to the major components identified in the first round of deconstructing POs or they may result from grouping several related components. They are composed of three essential parts:

- a. a performance statement;
- b. a conditions statement; and
- c. a standard.

##### LESSON SPECIFICATIONS (LSS)

5. LSS describe the instructional strategy to be applied to each EO and include:
  - a. supporting teaching points;
  - b. references;
  - c. learning activities (methods, media and environment);
  - d. estimated timings;
  - e. assessment directions; and
  - f. any remarks that further clarify the design intent.

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**SECTION 2****PO 100 – PARTICIPATE IN *POSITIVE SOCIAL RELATIONS FOR YOUTH TRAINING***

1. **Performance:** Participate in *Positive Social Relations for Youth Training*
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** IAW A-CR-CCP-915/PG-001, *Positive Social Relations for Youth Training Facilitator's Package*, the cadet will participate in Module 1—Building Positive Social Relations.
4. **Remarks:**
  - a. There are no enabling objectives for this PO.
  - b. All instruction guidance is to be taken from A-CR-CCP-915/PG-001, *Positive Social Relations for Youth Training Facilitator's Package*, the cadet will participate in Section 2—Building Positive Social Relations.

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**SECTION 3****PO X01 – PARTICIPATE IN CITIZENSHIP ACTIVITIES**

1. **Performance:** Participate in Citizenship Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet will participate in citizenship activities designed to develop in youth the attributes of good citizenship, such as:
  - a. participate in a citizenship tour;
  - b. attend a presentation by a community organization;
  - c. attend a presentation by a citizen-of-interest;
  - d. participate in the Canadian Citizenship Challenge;
  - e. host a citizenship ceremony;
  - f. participate in Heritage Minutes video activities; and / or
  - g. participate in citizenship learning stations.
4. **Remarks:**
  - a. One session (three periods) of mandatory training is allocated for this PO. Corps / squadrons may choose one or more of the above activities.
  - b. More time for these activities may be allocated from complementary training time.
  - c. Choose activities based on human and material resources accessible to the corps / squadron.
5. **Complementary Material:** The complementary material associated with this PO is EO CX01.01 (Participate in Citizenship Activities); it is designed to provide opportunities for cadets to participate in additional citizenship activities.

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**EO MX01.01A – PARTICIPATE IN A CITIZENSHIP TOUR**

1. **Performance:** Participate in a Citizenship Tour
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in a citizenship tour.
4. **Teaching Points:**
  - a. Provide the tour guide information about their audience (the cadets), including any particular interests that may be applicable. Ask the tour guide to leave time for questions and answers. It may be helpful to have the cadets generate a list of what they would like to know or questions for the tour guide in advance.
  - b. Conduct a briefing by describing:
    - (1) the organization / site,
    - (2) the significance of the organization / site, and
    - (3) the expected behaviour during the tour.
  - c. Have the cadets prepare a thank-you card for the organization / tour guide.
  - d. Have the tour guide:
    - (1) describe aspects of the organization / site during the tour, such as:
      - (a) history,
      - (b) how citizens can become involved,
      - (c) role within the community, and
      - (d) examples of activities; and
    - (2) facilitate a question-and-answer period.
  - e. Have a cadet(s) thank the organization / tour guide on behalf of all cadets and present the thank-you card.
  - f. Have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the tour. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Reflective Questions. What did you learn about being a good Canadian citizen? What do you do in your daily life to be a good citizen? What are some simple actions you can do in your daily life to be a good citizen?

- (3) Journal. Have the cadets write a journal entry about the tour.
  - (4) Visual representation. Have the cadets create a visual representation of their experience.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** A field trip was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Thank-you card materials.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of organizations / sites include:
    - (1) museum,
    - (2) municipal, provincial, or federal institution (eg, legislative building),
    - (3) power plant,
    - (4) waste management facility,
    - (5) war memorial,
    - (6) emergency services facility (eg, police station, fire station),
    - (7) hospital,
    - (8) local food bank, and
    - (9) local shelter.
  - b. There is no instructional guide for this EO.
  - c. Complementary training time may be allotted to this EO to allow for more time during a single tour or to conduct more than one tour.

**EO MX01.01B – ATTEND A PRESENTATION BY A COMMUNITY ORGANIZATION**

1. **Performance:** Attend a Presentation by a Community Organization
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall attend a presentation by a community organization.
4. **Teaching Points:**
  - a. Provide the guest speaker information about their audience (the cadets), including any particular interests that may be applicable. Ask the guest speaker to leave time for questions and answers. It may be helpful to have the cadets generate a list of what they would like to know or questions for the guest speaker in advance. Examples of topics the guest speaker may address include:
    - (1) history of the community organization,
    - (2) how citizens can become involved,
    - (3) role within the community, and
    - (4) examples of activities.
  - b. Have the guest speaker provide any information they may wish to have included in their introduction.
  - c. Collaborate with the guest speaker to provide them with any materials they may require (eg, projector, television, DVD player, microphone) and set up the room to suit their needs.
  - d. Acquire a bottle of water and have the cadets prepare a thank-you card for the guest speaker.
  - e. Arrange for a cadet(s) to introduce the guest speaker and for a cadet(s) to thank and present the card to the guest speaker.
  - f. Have a cadet(s) welcome the guest speaker upon arrival, provide them with the bottle of water and assist them with any final preparation details, such as set-up of visual aids and orientation to the presentation room.
  - g. Have a cadet(s) introduce the guest speaker.
  - h. Have the cadets participate in the presentation, to include:
    - (1) listening to the guest speaker's presentation; and
    - (2) a question-and-answer period.
  - i. Have a cadet(s) thank the guest speaker on behalf of all cadets and present the thank-you card.
  - j. After the guest speaker departs, have the cadets reflect on what they have learned. Potential activities include:

- (1) **Highlights.** Have the cadets individually list the three most interesting or surprising things they have learned from the presentation. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
  - (2) **Reflective Questions.** What did you learn about being a good Canadian citizen? What do you do in your daily life to be a good citizen? What are some simple actions you can do in your daily life to be a good citizen?
  - (3) **Journal.** Have the cadets write a journal entry about the presentation.
  - (4) **Visual representation.** Have the cadets create a visual representation of their experience.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An interactive lecture was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Nil.
8. **Training Aids:**
  - a. Bottle of water, and
  - b. Any materials required by the guest speaker.
9. **Learning Aids:** Thank-you card materials.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of community organizations include, but are not limited to:
    - (1) Alzheimer Society of Canada,
    - (2) Arthritis Society of Canada,
    - (3) Big Brothers Big Sisters of Canada,
    - (4) Canadian Cancer Society,
    - (5) Canadian Red Cross,
    - (6) Children's Wish Foundation of Canada,
    - (7) Emergency services,
    - (8) Hospital,
    - (9) Lions Clubs International,
    - (10) local environmental groups,
    - (11) local food bank,
    - (12) Kinsmen Club,
    - (13) Kiwanis Club,
    - (14) municipal, provincial, or federal governments,
    - (15) museum,

- (16) Rotary Club,
  - (17) Royal Canadian Legion, and
  - (18) United Way of Canada.
- b. There is no instructional guide for this EO.
  - c. Complementary training time may be allotted to this EO to allow for multiple presentations throughout the training year.

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**EO MX01.01C – ATTEND A PRESENTATION BY A CITIZEN-OF-INTEREST**

1. **Performance:** Attend a Presentation by a Citizen-of-Interest
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall attend a presentation by a citizen-of-interest.
4. **Teaching Points:**
  - a. Provide the guest speaker information about their audience (the cadets), including any particular interests that may be applicable. Ask the guest speaker to leave time for questions and answers. It may be helpful to have the cadets generate a list of what they would like to know or questions for the guest speaker in advance.
  - b. Have the guest speaker provide any information they may wish to have included in their introduction.
  - c. Collaborate with the guest speaker to provide them with any materials they may require (eg, projector, television, DVD player, microphone) and set up the room to suit their needs.
  - d. Acquire a bottle of water and have the cadets prepare a thank-you card for the guest speaker.
  - e. Arrange for a cadet(s) to introduce the guest speaker and for a cadet(s) to thank and present the card to the guest speaker.
  - f. Have a cadet(s) welcome the guest speaker upon arrival, provide them with the bottle of water and assist them with any final preparation details, such as set-up of visual aids and orientation to the presentation room.
  - g. Have a cadet(s) introduce the guest speaker.
  - h. Have the cadets participate in the presentation, to include:
    - (1) listening to the guest speaker's story, and
    - (2) a question-and-answer period.
  - i. Have a cadet(s) thank the guest speaker on behalf of all cadets and present the thank-you card.
  - j. After the guest speaker departs, have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the presentation. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Reflective Questions. What did you learn about being a good Canadian citizen? What do you do in your daily life to be a good citizen? What are some simple actions you can do in your daily life to be a good citizen?
    - (3) Journal. Have the cadets write a journal entry about the presentation.

- (4) Visual representation. Have the cadets create a visual representation of their experience.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An interactive lecture was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Nil.
8. **Training Aids:**
  - a. Bottle of water, and
  - b. Any materials required by the guest speaker.
9. **Learning Aids:** Thank-you card materials.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of citizens-of-interest include, but are not limited to:
    - (1) philanthropists,
    - (2) immigrants,
    - (3) senior citizens,
    - (4) political figures (municipal, provincial / territorial, federal),
    - (5) inspirational volunteers, and
    - (6) people leading positive change.
  - b. A potential source for a guest speaker who is an immigrant is *Passages to Canada*, which is located at <http://www.passagestocanada.com>.
  - c. There is no instructional guide for this EO.
  - d. Complementary training time may be allotted to this EO to allow for multiple presentations throughout the training year.



**EO MX01.01D – PARTICIPATE IN THE CANADIAN CITIZENSHIP CHALLENGE**

1. **Performance:** Participate in the Canadian Citizenship Challenge
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in the Canadian Citizenship Challenge.
4. **Teaching Points:**
  - a. Research the most recent information about the Canadian Citizenship Challenge at [www.citizenshipchallenge.ca](http://www.citizenshipchallenge.ca), including registration details and contest rules and regulations.
  - b. Have the cadets prepare for the Canadian Citizenship Challenge by studying *Discover Canada: The Rights and Responsibilities of Citizenship*, which is available at [www.citizenshipchallenge.ca](http://www.citizenshipchallenge.ca) > STUDY GUIDE.
  - c. To help the cadets prepare and stimulate their interest in the Canadian Citizenship Challenge, choose and conduct activities from the Canadian Citizenship Challenge learning tools available at [www.citizenshipchallenge.ca](http://www.citizenshipchallenge.ca) > LEARNING TOOLS.
  - d. Have the cadets complete the Canadian Citizenship Challenge quiz.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An in-class activity was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:**
  - a. Historica Dominica Institute. (2013). *Canadian citizenship challenge*. Retrieved March 26, 2013 from <http://www.citizenshipchallenge.ca/>.
  - b. Citizenship and Immigration Canada. (2012). *Discover Canada: The rights and responsibilities of citizenship*. Retrieved March 26, 2013 from <http://www.cic.gc.ca/english/resources/publications/discover/index.asp>.
8. **Training Aids:**
  - a. *Discover Canada: The Rights and Responsibilities of Citizenship*, and
  - b. Other materials dependant on the activities chosen.
9. **Learning Aids:**
  - a. *Discover Canada: The Rights and Responsibilities of Citizenship*, and
  - b. Other materials dependant on the activities chosen.

10. **Test Details:** Nil.

11. **Remarks:**

- a. There is no instructional guide for this EO.
- b. Complementary training time may be allotted to this EO to allow for more time to conduct activities and prepare for the Canadian Citizenship Challenge.

**EO MX01.01E – HOST A CITIZENSHIP CEREMONY**

1. **Performance:** Host a Citizenship Ceremony
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** As a member of a team, the cadet shall host a citizenship ceremony.
4. **Teaching Points:**
  - a. Research the most recent information about hosting citizenship ceremonies at the Citizenship and Immigration Canada website: [www.cic.gc.ca](http://www.cic.gc.ca) > CANADIANS > CELEBRATE BEING CANADIAN > HOSTING CITIZENSHIP CEREMONIES.
  - b. Plan and prepare the citizenship ceremony in collaboration with Citizenship and Immigration Canada.
  - c. Leading up to the citizenship ceremony, conduct activities with the cadets that will help them develop an appreciation for the significance of the citizenship ceremony. Activities from EO MX01.01D (Participate in the Canadian Citizenship Challenge) and inviting an immigrant to Canada as a guest speaker through *Passages to Canada* as part of EO MX01.01C (Attend a Presentation by a Citizen-of-Interest) would meet this aim.
  - d. Host the citizenship ceremony in collaboration with Citizenship and Immigration Canada.
  - e. After the citizenship ceremony, have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the experience. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Reflective Questions. What did you learn about being a good Canadian citizen? What do you do in your daily life to be a good citizen? What are some simple actions you can do in your daily life to be a good citizen?
    - (3) Journal. Have the cadets write a journal entry about the experience.
    - (4) Visual representation. Have the cadets create a visual representation of their experience.

5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** A practical activity was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Citizenship and Immigration Canada. (2011). *Host a citizenship ceremony*. Retrieved March 26, 2013, from <http://www.cic.gc.ca/english/celebrate/ceremony.asp>
8. **Training Aids:** Dependant on the activities chosen.
9. **Learning Aids:** Dependant on the activities chosen.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Hosting a citizenship ceremony could be an excellent leadership project for interested cadets in Phase Five / Master Cadet / Proficiency Level Five, as part of PO 503 (Lead Cadet Activities).
  - b. There is no instructional guide for this EO.
  - c. Complementary training time may be allotted to this EO to allow for more time to conduct activities and prepare for the citizenship ceremony.

**EO MX01.01F – PARTICIPATE IN AN ELECTION**

1. **Performance:** Participate in an Election
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in an election.
4. **Teaching Points:**
  - a. Conduct the following activities concurrently:
    - (1) Have Phase One / Green Star / Proficiency Level One and Phase Two / Red Star / Proficiency Level Two cadets participate in an activity about democracy and the electoral process in Canada, such as:
      - (a) a guest speaker presentation (eg, Elections Canada, political candidate, campaign worker) as per EOs MX01.01B (Attend a Presentation by a Community Organization) and MX01.01C (Attend a Presentation by a Citizen-of-Interest),
      - (b) watching and discussing related Heritage Minutes videos as per EO MX01.01G (Participate in Heritage Minutes Video Activities), such as:
        - i. *Baldwin & LaFontaine*,
        - ii. Nellie McClung, and
        - iii. *Responsible Government*; and
      - (c) relevant learning stations as per EO MX01.01H (Participate in Citizenship Learning Stations), such as:
        - i. Learning Station 5: How Canadians Govern Themselves, and,
        - ii. Learning Station 6: Elections.
    - (2) Have Phase Three / Silver Star / Proficiency Level Three cadets, in teams, prepare a campaign on an option, of their own choice or selected by the appropriate authority, such as:
      - (a) cadet representative to the officer cadre,
      - (b) citizenship tour destination, and
      - (c) new canteen items.
    - (3) Have Phase Four / Gold Star / Proficiency Level Four cadets, in teams, prepare to conduct the election as election officials, filling the positions of:
      - (a) deputy returning officer, and
      - (b) poll clerk.

- b. Have Phase Three / Silver Star / Proficiency Level Three cadets implement their campaigns in an effort to convince the other cadets in the corps / squadron to vote for their proposed option. This may include speeches, posters, pamphlets, etc.
  - c. Have the Phase Four / Gold Star / Proficiency Level Four cadets conduct the election. All cadets will be given the opportunity to vote and the results shall be binding.
  - d. Have the cadets reflect on the electoral process, to build understanding of:
    - (1) the importance of Canadian electoral procedures for ensuring free and fair elections,
    - (2) decision-making techniques used by voters, and
    - (3) the role of electors, campaign workers, and election officials and the challenges faced by the people filling these roles.
  - e. Link the election to federal elections by naming the local riding(s) and Member(s) of Parliament and explaining the eligibility requirements to vote in Canada.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** A practical activity was chosen for this lesson as a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Elections Canada. (2010). *Canada at the Polls!* Retrieved March 13, 2013, from <http://elections.ca/content.aspx?section=vot&dir=yth/stu/gui&document=index&lang=e>. ([www.elections.ca](http://www.elections.ca) > teacher > *Canada at the Polls!*)
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
- a. In order to stimulate interest, it is important that the cadets vote on real options with real consequences.
  - b. At least two assistant instructors are required for this lesson.
  - c. There are numerous potential leadership opportunities for cadets when conducting an election session, such as:
    - (1) Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Level Five cadets may complete leadership assignments, such as leading a campaign team, in accordance with POs 303 (Perform the Role of a Team Leader), 403 (Act as a Team Leader), and 503 (Lead Cadet Activities); and
    - (2) Phase Five / Master Cadet / Proficiency Level Five cadets may plan, prepare and conduct the session as a leadership project in accordance with PO 503 (Lead Cadet Activities).

**EO MX01.01G – PARTICIPATE IN HERITAGE MINUTES VIDEO ACTIVITIES**

1. **Performance:** Participate in Heritage Minutes Video Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in Heritage Minutes video activities.
4. **Teaching Points:**
  - a. Have the cadets watch Heritage Minutes videos, which can be ordered on DVD or viewed online at [www.historica-dominion.ca](http://www.historica-dominion.ca) > VIDEO > HERITAGE MINUTES.
  - b. Have the cadets participate in activities designed to develop an appreciation for Canadian historical figures and significant events.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An in-class activity was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Historica Dominion Institute. (2013). *Heritage Minutes Videos*. Retrieved March 13, 2013 from <https://www.historica-dominion.ca/content/videos>.
8. **Training Aids:**
  - a. Heritage Minutes DVDs, TV and DVD player, or
  - b. Computer / tablet with Internet connection.
9. **Learning Aids:**
  - a. Heritage Minutes videos, and
  - b. Other materials dependant on the activity chosen.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Although the instructional guides provide activities for a number of Heritage Minutes, instructors are authorized to choose other Heritage Minutes from the website and create their own activities.
  - b. For certain Heritage Minutes, the Historica Dominion Institute provides activities that may be used by the instructor. For example: [www.historica-dominion.ca](http://www.historica-dominion.ca) > VIDEO > HERITAGE MINUTES > BLUENOSE > LEARNING RESOURCES includes classroom tools for intermediate (Cadet Program Years 1 and 2) and secondary (Cadet Program Years 3 and 4).
  - c. Complementary training time may be allotted to this EO to allow for additional Heritage Minutes activities throughout the training year.

- d. There are numerous potential leadership opportunities for cadets when conducting a Heritage Minutes video activities session:
  - (1) Phase Five / Master Cadet / Proficiency Level Five cadets may plan, prepare and conduct the session as a leadership project IAW PO 503 (Lead Cadet Activities); and
  - (2) Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Levels Five cadets may complete leadership assignments, such as leading a Heritage Minutes video activity, IAW POs 303 (Perform the Role of a Team Leader), 403 (Act as a Team Leader), and 503 (Lead Cadet Activities).



**EO MX01.01H – PARTICIPATE IN CITIZENSHIP LEARNING STATIONS**

1. **Performance:** Participate in Citizenship Learning Stations
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in citizenship learning stations.
4. **Teaching Points:** Have the cadets participate in citizenship learning stations that focus on various aspects of being a good Canadian citizen, such as:
  - a. rights and responsibilities of Canadian citizens,
  - b. Canadian identities (multiculturalism),
  - c. Canadian history,
  - d. modern Canada,
  - e. how Canadians govern themselves,
  - f. elections,
  - g. the justice system,
  - h. Canadian symbols,
  - i. Canada's economy, and
  - j. Canada's regions.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An in-class activity was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of citizenship.
7. **References:** Citizenship and Immigration Canada. (2012). *Discover Canada: The rights and responsibilities of Citizenship*. Retrieved March 12, 2013 from <http://www.cic.gc.ca/english/resources/publications/discover/index.asp>
8. **Training Aids:** Dependant on the learning stations chosen.
9. **Learning Aids:** Dependant on the learning stations chosen.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Although the instructional guide for this lesson provides a number of interactive learning stations, instructors are authorized to create their own learning stations.
  - b. Complementary training time may be allotted to this EO to allow for additional learning stations throughout the training year.

- c. There are numerous potential leadership opportunities for cadets when conducting these learning stations:
  - (1) Phase Five / Master Cadet / Proficiency Level Five cadets may plan, prepare and conduct the learning stations activity as a leadership project IAW PO 503 (Lead Cadet Activities); and
  - (2) Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Levels Five cadets may complete leadership assignments, such as leading or supervising individual learning stations, IAW POs 303 (Perform the Role of a Team Leader), 403 (Act as a Team Leader), and 503 (Lead Cadet Activities).

**EO CX01.01 – PARTICIPATE IN CITIZENSHIP ACTIVITIES****1. Performance:** Participate in Citizenship Activities

An additional six sessions (18 periods) of one or more of the following lessons may be scheduled as complementary training:

- a. EO MX01.01A (Participate in a Citizenship Tour),
- b. EO MX01.01B (Attend a Presentation by a Community Organization),
- c. EO MX01.01C (Attend a Presentation by a Citizen-of-Interest),
- d. EO MX01.01D (Participate in the Canadian Citizenship Challenge),
- e. EO MX01.01E (Host a Citizenship Ceremony),
- f. EO MX01.01F (Participate in an Election),
- g. EO MX01.01G (Participate in Heritage Minutes Video Activities), and
- h. EO MX01.01H (Participate in Citizenship Learning Stations).

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**SECTION 4****PO X02 – PERFORM COMMUNITY SERVICE**

1. **Performance:** Perform Community Service
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance.
  - b. Denied: Nil.
  - c. Environmental: Dependent on the community service activity chosen.
3. **Standard:** As a member of a team, the cadet will:
  - a. conduct a personal inventory of skills, talents, and interests;
  - b. identify a community need to address;
  - c. investigate the underlying problem;
  - d. assist with the preparation and planning of community service, to include:
    - (1) collaborating with community partners;
    - (2) defining the goal of the community service;
    - (3) describing anticipated results;
    - (4) identifying how to measure the effects;
    - (5) identifying how progress will be monitored;
    - (6) defining roles and responsibilities of all involved;
    - (7) creating a timeline for all tasks; and
    - (8) identifying required resources;
  - e. perform community service that provides a direct benefit to the community;
  - f. monitor progress;
  - g. reflect on the community service, to include:
    - (1) describing what happened;
    - (2) examining the difference made;
    - (3) discussing thoughts and feelings; and
    - (4) considering activity improvements;
  - h. prepare and plan a public demonstration of their community service and the effect it has had on them and the community; and
  - i. conduct their demonstration by:

- (1) giving a public presentation;
- (2) writing an article;
- (3) publishing on a website or in another publication;
- (4) creating a work of art; or
- (5) completing another appropriate demonstration.

4. **Remarks:**

- a. The aim of this PO is for cadets to participate in meaningful community service that:
    - (1) has value, purpose, and meaning;
    - (2) uses previously learned and newly acquired skills and knowledge;
    - (3) offers unique learning experiences;
    - (4) has real consequences; and
    - (5) offers a safe environment to learn, to make mistakes, and to succeed.
  - b. Youth voice is key to developing cadets as leaders. Cadets need ample opportunities to express their ideas and opinions, and to make constructive choices and see the results. Community service enables cadets to take initiative, make decisions, interact with community representatives, learn about the role of government in social issues, develop critical-thinking skills, put their ideas into action, and assess and evaluate what happened.
  - c. Community service shall be conducted using the five stages of service learning, to include:
    - (1) inventory and investigation,
    - (2) preparation and planning,
    - (3) action,
    - (4) reflection, and
    - (5) demonstration.
  - d. The community service activity shall not have any partisan political association or support any single religious denomination or belief system.
  - e. The community service activity shall not directly benefit the corps / squadron or the sponsor.
5. **Complementary Material:** The complementary material associated with this PO is EO CX02.01 (Perform Community Service); it is designed to provide corps / squadrons an additional six sessions (18 periods) to perform community service.

**EO MX02.01 – PERFORM COMMUNITY SERVICE**

1. **Performance:** Perform Community Service
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance.
  - b. Denied: Nil.
  - c. Environmental: Dependent on the community service activity chosen.
3. **Standard:** As a member of a team, the cadet shall:
  - a. conduct a personal inventory of skills, talents, and interests;
  - b. identify a community need to address;
  - c. investigate the underlying problem;
  - d. assist with the preparation and planning of community service, to include:
    - (1) collaborating with community partners;
    - (2) defining the goal of the community service;
    - (3) describing anticipated results;
    - (4) identifying how to measure the effects;
    - (5) identifying how progress will be monitored;
    - (6) defining roles and responsibilities of all involved;
    - (7) creating a timeline for all tasks; and
    - (8) identifying required resources;
  - e. perform community service that provides a direct benefit to the community;
  - f. monitor progress;
  - g. reflect on the community service, to include:
    - (1) describing what happened;
    - (2) examining the difference made;
    - (3) discussing thoughts and feelings; and
    - (4) considering activity improvements;
  - h. prepare and plan a public demonstration of their community service and the effect it has had on them and the community; and
  - i. conduct their demonstration by:
    - (1) giving a public presentation;
    - (2) writing an article;

- (3) publishing on a website or in another publication;
- (4) creating a work of art; or
- (5) completing another appropriate demonstration.

**4. Teaching Points:**

- a. Have the cadets conduct a personal inventory of skills, talents and interests.
- b. Have the cadets select a community need to address.
- c. Have the cadets investigate the need and identify the underlying problem.
- d. Have the cadets assist in the preparation and planning of community service, to include:
  - (1) collaborating with community partners;
  - (2) defining the goal of the community service;
  - (3) describing anticipated results;
  - (4) identifying how to measure the effects;
  - (5) identifying how progress will be monitored;
  - (6) defining roles and responsibilities of all involved;
  - (7) creating a timeline for all tasks; and
  - (8) identifying required resources.
- e. Have the cadets perform community service that provides a direct benefit to the community and monitor their progress.
- f. Have the cadets reflect on the community service, to include:
  - (1) describing what happened;
  - (2) examining the difference made;
  - (3) discussing thoughts and feelings; and
  - (4) considering activity improvements.
- g. Have the cadets prepare and plan a public demonstration of their community service and the effect it has had on them and the community.
- h. Have the cadets conduct their demonstration by:
  - (1) giving a public presentation;
  - (2) writing an article;
  - (3) publishing on a website or in another publication;
  - (4) creating a work of art; or
  - (5) completing another appropriate demonstration.



5. **Time:** Three sessions (9 periods) = 270 min
6. **Substantiation:** A practical activity was chosen for this lesson as it allows the cadets to interact with their peers while providing a service to the community.
7. **References:** Kaye, Cathryn B. *The Complete Guide to Service Learning: Proven, Practical Ways to Engage Students in Civic Responsibility, Academic Curriculum, & Social Action*. Minneapolis, MN: Free Spirit Publishing Inc, 2010.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. The aim of this lesson is for cadets to participate in meaningful community service that:
    - (1) has value, purpose, and meaning;
    - (2) uses previously learned and newly acquired skills and knowledge;
    - (3) offers unique learning experiences;
    - (4) has real consequences; and
    - (5) offers a safe environment to learn, to make mistakes, and to succeed.
  - b. Youth voice is key to developing cadets as leaders. Cadets need ample opportunities to express their ideas and opinions, and to make constructive choices and see the results. Community service enables cadets to take initiative, make decisions, interact with community representatives, learn about the role of government in social issues, develop critical-thinking skills, put their ideas into action, and assess and evaluate what happened.
  - c. Community service shall be conducted using the five stages of service learning, to include:
    - (1) inventory and investigation,
    - (2) preparation and planning,
    - (3) action,
    - (4) reflection, and
    - (5) demonstration.
  - d. More than one community service activity may be chosen to complete the required training time.
  - e. If additional time is required to complete all five stages of service learning, periods from EO CX02.01 (Perform Community Service) may be used.
  - f. The community service activity shall not have any partisan political association or support any single religious denomination or belief system.
  - g. The community service activity shall not directly benefit the corps / squadron or the sponsor.

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**EO CX02.01 – PERFORM COMMUNITY SERVICE**

1. **Performance:** Perform Community Service

An additional six sessions (18 periods) of MX02.01 (Perform Community Service) may be scheduled as complementary training.

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**SECTION 5****PO 103 – PARTICIPATE AS A MEMBER OF A TEAM**

1. **Performance:** Participate as a Member of a Team
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet will participate as a member of a team, to include:
  - a. explaining the responsibilities of a follower in a team;
  - b. mapping personal goals for the training year; and
  - c. participating in teambuilding activities with other members of the squadron in order to improve communication skills, enhance teamwork and build trust and mutual support.
4. **Remarks:** Nil.
5. **Complementary Material:** Complementary material under PO 103 is designed to enhance the cadets' knowledge of being a member of a team through a number of activities:
  - a. EO C103.01 (Participate in Icebreaker Activities);
  - b. EO C103.02 (Participate in Self-Introductions); and
  - c. EO C103.03 (Participate in Teambuilding Activities).

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**EO M103.01 – IDENTIFY THE RESPONSIBILITIES OF A FOLLOWER IN A TEAM**

1. **Performance:** Identify the Responsibilities of a Follower in a Team
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall identify the responsibilities of a follower in a team environment.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain the following four responsibilities of a follower, to include: <ol style="list-style-type: none"> <li>a. respect the leader and other team members;</li> <li>b. cooperate with others;</li> <li>c. admit mistakes and learn from experience; and</li> <li>d. accept constructive feedback.</li> </ol>	Interactive Lecture	10 min	C3-038
TP2	Explain the following five responsibilities of a follower in a team, to include: <ol style="list-style-type: none"> <li>a. assume responsibility;</li> <li>b. be honest;</li> <li>c. accept other team members for who they are;</li> <li>d. know the job and be prepared; and</li> <li>e. communicate clearly with others.</li> </ol>	Interactive Lecture	15 min	C3-038

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Interactive Lecture: 25 min
  - c. Total: 30 min

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to identify responsibilities of a follower in a team and generate interest.
7. **Reference:** C3-038 Campbell, R. (2006). *Leadership: Getting it done*. Retrieved 16 March 2006, from <http://www.ssu.missouri.edu/faculty/rcampbell/leadership/chapter5.htm>
8. **Training Aids:** Presentation aids (eg, whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:**
  - a. Scrambled words handout; and
  - b. Container.
10. **Test Details:** Nil.
11. **Remarks:** Nil.



**EO M103.02 – MAP A PERSONAL GOAL FOR THE TRAINING YEAR**

1. **Performance:** Map a Personal Goal for the Training Year
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** Cadets shall:
  - a. identify goals using SMART; and
  - b. map a personal goal for the training year.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain the concept of goal setting, to include: <ol style="list-style-type: none"> <li>a. the definition of a goal,</li> <li>b. the difference between short-term and long-term goals,</li> <li>c. how to develop goals, and</li> <li>d. how to set goals using the SMART (specific, measurable, attainable, realistic, and timely) method.</li> </ol>	Interactive Lecture	10 min	C0-021 C0-022 C0-431
TP2	Conduct a goal mapping activity.	In-Class Activity	15 min	

5. **Time:**

a. Introduction / Conclusion:	5 min
b. Interactive Lecture:	10 min
c. In-Class Activity:	15 min
d. Total:	30 min
6. **Substantiation:**
  - a. An interactive lecture was chosen for TP1 as it is an effective way to generate interest and motivate the cadets to set personal goals for themselves.
  - b. An in-class activity was chosen for TP2 as it is an interactive way to provoke thought and stimulate interest among cadets.

7. **References:**

- a. C0-021 ISBN 1-58062-513-4 Adams, B. (2001). *The Everything Leadership Book*. Avon, MA: Adams Media.
- b. C0-022 ISBN 0-02864-207-4 Cole, K. (2002). *The Complete Idiot's Guide to Clear Communication*. Indianapolis, IN: Alpha Books.
- c. C0-431 Health Canada. (2011). *Eat Well and Be Active Education Toolkit*. Retrieved September 29, 2011, from <http://hc-sc.gc.ca/fn-an/food-guide-aliment/educ-comm/toolkit-trousse/plan-3a-eng.php>

8. **Training Aids:**

- a. Presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area, and
- b. SMART worksheet.

9. **Learning Aids:** SMART worksheet.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO M103.03 – PARTICIPATE IN TEAMBUILDING ACTIVITIES**

1. **Performance:** Participate in Teambuilding Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in teambuilding activities and discuss the characteristics and advantages of a successful team.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct the teambuilding activity “the Human Knot.”	In-Class Activity	10 min	C0-003 (p. 88)
TP2	Conduct the teambuilding activity “Memory.”	In-Class Activity	10 min	C0-005 (p. 27)
TP3	Conduct the teambuilding activity “Silent Birthdays.”	In-Class Activity	10 min	C0-003 (p. 95)
TP4	<p>Lead a discussion on the characteristics of a successful team, to include:</p> <ol style="list-style-type: none"> <li>a. strong communication;</li> <li>b. mutual cooperation and support;</li> <li>c. sharing a common goal; and</li> <li>d. high esprit de corps.</li> </ol> <p>Have the cadets discuss the advantages of a successful team, to include:</p> <ol style="list-style-type: none"> <li>a. including everyone;</li> <li>b. producing a better outcome;</li> <li>c. making the task easier to complete because more people are involved; and</li> <li>d. develops communication skills.</li> </ol>	Group Discussion	20 min	C0-004 (pp. 114-118)

5. **Time:**
  - a. Introduction / Conclusion: 10 min
  - b. In-Class Activity: 30 min
  - c. Group Discussion: 20 min
  - d. Total:

60 min

6. **Substantiation:**

- a. An in-class activity was chosen for TPs 1–3 as it is an interactive way to present team building activities and the learning objective.
- b. A group discussion was chosen for TP4 as it allows the cadet to interact with their peers and share their knowledge, opinions and feelings about the advantages and characteristics of a successful team.

7. **References:**

- a. C0-004 ISBN 1-58062-577-0 McClain, G. & Romaine, D. S. (2002). *The everything managing people book*. Avon, MA: Adams Media.
- b. C0-003 ISBN 0-943210-44-5 Pike, B. & Busse, C. (1995). *101 more games for trainers*. Minneapolis, MN: Lakewood Publishing.
- c. C0-005 ISBN 0-07-046414-6 Scannell, E.E. & Newstrom, J. W. (1994). *Even more games trainers play*. New York: McGraw-Hill.

8. **Training Aids:** presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:**

- a. Paper and pens; and
- b. Flip chart markers.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO C103.01 – PARTICIPATE IN ICEBREAKER ACTIVITIES**

1. **Performance:** Participate in Icebreaker Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in icebreaker activities in order to become familiar with other cadets in the group.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct the icebreaker activity “True Confession Toothpicks.”	In-Class Activity	5 min	C0-003 (p.18)
TP2	Conduct the icebreaker activity “Two Truths and a Lie.”	In-Class Activity	5 min	C0-029 (p. 331)
TP3	Conduct the icebreaker activity “Self Disclosure Introductions.”	In-Class Activity	5 min	C0-028 (p.15)
TP4	Lead a group discussion on the effectiveness of the icebreakers in introducing themselves to each other.	Group Discussion	10 min	

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. In-Class Activity: 15 min
  - c. Group Discussion: 10 min
  - d. Total: 30 min
6. **Substantiation:**
  - a. An in-class activity was chosen for TPs 1 to 3 as it is an interactive way to present icebreaker activities and the learning objective.
  - b. A group discussion was chosen for TP 4 as it allows the cadets to interact with their peers and share their knowledge, opinions and feelings about icebreaker activities.

7. **References:**

- a. C0-028 ISBN 0-07-046513-4 Newstrom, J and Scannell, E. (1998). *The big book of teambuilding games*. New York, NY: McGraw-Hill.
- b. C0-003 ISBN 0-943210-44-5 Pike, B and Busse, C. (1995) *101 more games for trainers*. Minneapolis, MN: Lakewood Books.
- c. C0-029 ISBN 0-7872-4532-1 Cain, J and Jolliff, B. (1998). *Teamwork and teamplay*. Brockport, NY: Kendall/Hunt.

8. **Training Aids:**

- a. Presentation aids (eg, whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area; and
- b. Toothpicks.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO C103.02 – PARTICIPATE IN SELF-INTRODUCTIONS**

1. **Performance:** Participate in Self-Introductions
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall introduce themselves to the group.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct a self-introduction activity by having the cadets: <ol style="list-style-type: none"> <li>a. prepare notes before the introductions begin; and</li> <li>b. introduce themselves, to include:               <ol style="list-style-type: none"> <li>1. name;</li> <li>2. what school they attend;</li> <li>3. what grade they are in;</li> <li>4. why they joined cadets;</li> <li>5. hobbies;</li> <li>6. interests;</li> <li>7. in general, career ambitions; and</li> <li>8. any other information they wish to share with the group.</li> </ol> </li> </ol>	In-Class Activity	15 min	C0-021 (pp. 2 and 3)
TP2	Lead a discussion on the importance of the self-introduction activity in regards to developing communication skills.	Group Discussion	10 min	

5. **Time:**

a. Introduction / Conclusion:	5 min
b. In-Class Activity:	20 min
c. Group Discussion:	5 min
d. Total:	30 min
6. **Substantiation:**
  - a. An in-class activity was chosen for TP 1 as it is an interactive way to reinforce self-introductions and to provoke thought and stimulate interest among cadets.

- b. A group discussion was chosen for TP2 as it allows the cadets to interact with their peers and share their knowledge, opinions and feelings about self-introductions.
- 7. **References:** C0-021 ISBN 1-58062-513-4 Adams, B. (2001). *The everything leadership book*. Avon, MA: Adams Media.
- 8. **Training Aids:** Presentation aids (eg, whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area.
- 9. **Learning Aids:**
  - a. White board and markers; and
  - b. Paper and pens.
- 10. **Test Details:** Nil.
- 11. **Remarks:** Nil.



**EO C103.03 – PARTICIPATE IN TEAMBUILDING ACTIVITIES**

1. **Performance:** Participate in Teambuilding Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in teambuilding activities and discuss the characteristics and advantages of a successful team.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct the teambuilding activity “Jigsaw.”	In-Class Activity	5 min	C0-028 (pp. 67-68)
TP2	Lead a discussion on how the cadets viewed the Jigsaw game in terms of how it fostered teamwork.	Group Discussion	5 min	
TP3	Conduct the teambuilding activity “Alphabetically.”	In-Class Activity	10 min	C0-029 (p. 74)
TP4	Lead a discussion on the characteristics of a successful team.	Group Discussion	5 min	

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. In-Class Activity: 15 min
  - c. Group Discussion: 10 min
  - d. Total: 30 min
6. **Substantiation:**
  - a. An in-class activity was chosen for TPs 1 and 3 as it is an interactive way to present team building activities and the learning objective.
  - b. A group discussion was chosen for TPs 2 and 4 as it allows the cadet to interact with their peers and share their knowledge, opinions and feelings about teamwork.
7. **References:**
  - a. C0-028 ISBN 0-07-046513-4 Newstrom, J and Scannell, E. (1998). *The big book of teambuilding games*. New York, NY: McGraw-Hill.
  - b. C0-029 ISBN 0-7872-4532-1 Cain, J and Jolliff, B. (1998). *Teamwork and teamplay*. Brockport, NY: Kendall/Hunt.

8. **Training Aids:**

- a. Presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area; and
- b. Picture puzzle; and
- c. CD player and cds (optional).

9. **Learning Aids:** Picture puzzle.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**SECTION 6****PO X04 – TRACK PARTICIPATION IN PHYSICAL ACTIVITIES**

1. **Performance:** Track Participation in Physical Activities
2. **Conditions:**
  - a. Given:
    - (1) Physical Activity Tracker,
    - (2) *Canadian Physical Activity Guidelines*,
    - (3) Canadian Sedentary Behaviour Guidelines,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet will:
  - a. track moderate- to vigorous-intensity physical activity time for four weeks using the Physical Activity Tracker;
  - b. use the Physical Activity Tracker to compare participation in physical activities to the *Canadian Physical Activity Guidelines* and *Canadian Sedentary Behaviour Guidelines*; and
  - c. identify strategies to improve participation in physical activities.
4. **Remarks:**
  - a. The aim of this PO is to encourage cadets to be more physically active in their daily lives.
  - b. Performance Checks (304, 404, and 504 PCs) have been developed for Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Level Five.
5. **Complementary Material:** Complementary material associated with this PO is designed to enhance the cadets' knowledge of personal fitness and healthy living through a number of activities:
  - a. EO CX04.01 (Participate in the Cadet Fitness Assessment and Identify Strategies for Improving Personal Fitness),
  - b. EO CX04.02 (Participate in Activities that Reinforce the Three Components of Physical Fitness),
  - c. EO CX04.03 (Participate in a Cooking Class),
  - d. EO CX04.04 (Attend a Personal Fitness and Healthy Living Presentation),
  - e. EO CX04.05 (Attend a Local Amateur Sporting Event), and
  - f. EO C504.01 (Reflect on Personal Fitness and Healthy Living). This EO is intended for Phase Five / Master Cadet / Proficiency Level Five cadets only.

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**EO MX04.01 – PARTICIPATE IN 60 MINUTES OF MODERATE- TO VIGOROUS-INTENSITY PHYSICAL ACTIVITY (MVPA) AND TRACK PARTICIPATION IN PHYSICAL ACTIVITIES**

1. **Performance:** Participate in 60 Minutes of Moderate- to Vigorous-Intensity Physical Activity (MVPA) and Track Participation in Physical Activities
2. **Conditions:**
  - a. Given:
    - (1) *Canadian Physical Activity Guidelines for Youth*,
    - (2) *Canadian Sedentary Behaviour Guidelines for Youth*,
    - (3) Physical Activity Tracker,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall:
  - a. participate in 60 minutes of MVPA;
  - b. participate in a personal fitness and healthy living activity, to include:
    - (1) Phase One / Green Star / Proficiency Level One: *Canadian Physical Activity Guidelines for Youth* and *Canadian Sedentary Behaviour Guidelines for Youth*,
    - (2) Phase Two / Red Star / Proficiency Level Two: Nutrition,
    - (3) Phase Three / Silver Star / Proficiency Level Three: Stress, and
    - (4) Phase Four / Gold Star / Proficiency Level Four: Healthy Lifestyle Tool Belt; and
  - c. track daily MVPA time for four consecutive weeks to meet the following requirements:
    - (1) Phases One and Two / Green and Red Stars / Proficiency Levels One and Two: Track their participation in MVPA over a period of four consecutive weeks;
    - (2) Phase Three / Silver Star / Proficiency Level Three: Achieve a minimum of 60 minutes of MVPA daily for at least 16 days over four consecutive weeks;
    - (3) Phase Four / Gold Star / Proficiency Level Four: Achieve a minimum of 60 minutes of MVPA daily for at least 20 days over four consecutive weeks; and
    - (4) Phase Five / Master Cadet / Proficiency Level Five: Achieve a minimum of 60 minutes of MVPA daily for at least 24 days over four consecutive weeks.

## 4. Teaching Points:

TP	Description	Method	Time	Refs
TP1	<p>Have the cadets participate in a series of MVPA that they could do on their own time to help them meet the <i>Canadian Physical Activity Guidelines for Youth</i>, to include:</p> <ul style="list-style-type: none"> <li>a. a minimum of 10 physical activities,</li> <li>b. a focus on cardiovascular endurance, and</li> <li>c. activities that are easily conducted, with minimal equipment.</li> </ul>	Practical Activity	60 min	
TP2	<p>Conduct the following learning stations:</p> <ul style="list-style-type: none"> <li>a. Phase One / Green Star / Proficiency Level One: <i>Canadian Physical Activity Guidelines for Youth</i> and <i>Canadian Sedentary Behaviour Guidelines for Youth</i>,</li> <li>b. Phase Two / Red Star / Proficiency Level Two: Nutrition,</li> <li>c. Phase Three / Silver Star / Proficiency Level Three: Stress, and</li> <li>d. Phase Four / Gold Star / Proficiency Level Four: Healthy Lifestyle Tool Belt.</li> </ul>	In-Class Activity	20 min	7a
TP3	<p>Distribute the Physical Activity Tracker and explain / review the requirements, to include:</p> <ul style="list-style-type: none"> <li>a. Phases One and Two / Green and Red Stars / Proficiency Levels One and Two: Track their participation in MVPA over a period of four consecutive weeks;</li> <li>b. Phase Three / Silver Star / Proficiency Level Three: Achieve a minimum of 60 minutes of MVPA daily for at least 16 days over four consecutive weeks;</li> <li>c. Phase Four / Gold Star / Proficiency Level Four: Achieve a minimum of 60 minutes of MVPA daily for at least 20 days over four consecutive weeks; and</li> <li>d. Phase Five / Master Cadet / Proficiency Level Five: Achieve a minimum of 60 minutes of MVPA daily for at least 24 days over four consecutive weeks</li> </ul>	Interactive Lecture	5 min	7a 7c
TP4	<p>Conduct an activity where cadets identify strategies to improve participation in physical activities, such as:</p> <ul style="list-style-type: none"> <li>a. identifying enjoyable activities;</li> <li>b. finding an activity partner;</li> </ul>	In-Class Activity	5 min	7b

TP	Description	Method	Time	Refs
	c. setting goals; d. tracking progress; e. joining a community or school recreational program; f. trying a new physical activity; g. building physical activity into daily routine; and h. planning for physical activity			

5. **Time:** One session (3 periods) = 90 min.

6. **Substantiation:**

- a. A practical activity was chosen for TP 1 as it is a fun and interactive way to stimulate interest in physical activities.
- b. An in-class activity was chosen for TPs 2 and 4 as it is a fun and interactive way to stimulate interest in personal fitness and healthy living and in ways to improve participation in physical activity.
- c. An interactive lecture was chosen for TP 3 to orient the cadets to the Physical Activity Tracker requirements.

7. **References:**

- a. Canadian Society for Exercise Physiology. (2013). *Guidelines*. Retrieved from: <http://www.csep.ca>
- b. Health Canada. (2013). *Physical Activity*. Retrieved from: <http://www.hc-sc.gc.ca/hl-vs/physactiv/index-eng.php>
- c. ParticipACTION. (2011). *Get moving*. Retrieved November 28, 2011 from [www.participation.com/en-us/Get-Moving/Easy-Ways-To-Start.aspx](http://www.participation.com/en-us/Get-Moving/Easy-Ways-To-Start.aspx)

8. **Training Aids:**

- a. As per physical activities selected,
- b. Learning stations material,
- c. *Canadian Physical Activity Guidelines for Youth*,
- d. Canadian Sedentary Behaviour Guidelines for Youth, and
- e. Physical Activity Tracker.

9. **Learning Aids:**

- a. *Canadian Physical Activity Guidelines for Youth*,
- b. Canadian Sedentary Behaviour Guidelines for Youth, and
- c. Physical Activity Tracker.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Over the next four weeks, check in with the cadets regularly, reminding them to track their participation in physical activities and assisting them with any difficulties they encounter.

- b. Colour copies of the *Canadian Physical Activity Guidelines* and the *Canadian Sedentary Behaviour Guidelines* can be accessed and printed at [www.csep.ca/guidelines](http://www.csep.ca/guidelines).



## EO MX04.02 – IDENTIFY STRATEGIES TO IMPROVE PARTICIPATION IN PHYSICAL ACTIVITIES AND PARTICIPATE IN THE CADET FITNESS ASSESSMENT (CFA)

1. **Performance:** Identify Strategies to Improve Participation in Physical Activities and Participate in the Cadet Fitness Assessment (CFA)
2. **Conditions:**
  - a. Given:
    - (1) Completed Physical Activity Tracker,
    - (2) *Canadian Physical Activity Guidelines for Youth*,
    - (3) Canadian Sedentary Behaviour Guidelines for Youth,
    - (4) Individual Score Sheet for the 20-m Shuttle Run Test,
    - (5) Cadet Fitness Assessment and Incentive Level Results,
    - (6) Supervision, and
    - (7) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Training area large enough to accommodate the entire group and suitable for conducting the CFA.
3. **Standard:** The cadet shall:
  - a. use the Physical Activity Tracker to compare participation in moderate- to vigorous-intensity physical activities (MVPA) to the *Canadian Physical Activity Guidelines for Youth* and *Canadian Sedentary Behaviour Guidelines for Youth*;
  - b. identify barriers to physical activity;
  - c. identify strategies and set a SMART goal to improve participation in physical activities; and
  - d. participate in the CFA IAW CATO 14-18, *Cadet Fitness Assessment and Incentive Program*.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct an activity where cadets compare their participation in physical activities to the <i>Canadian Physical Activity Guidelines for Youth</i> and the <i>Canadian Sedentary Behaviour Guidelines for Youth</i> .	In-Class Activity	15 min	7a
TP2	Conduct an activity where the cadets set a SMART goal to improve their participation in physical activity.	Practical Activity	15 min	
TP3	Supervise while the cadets participate in the Cadet Fitness Assessment.	Practical Activity	60 min	7b, 7c, 7d.

5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:**
  - a. An in-class activity was chosen for TP 1 as it is a fun and interactive way for cadets to compare their physical activity to the *Canadian Physical Activity Guidelines for Youth* and the *Canadian Sedentary Behaviour Guidelines for Youth*.
  - b. A practical activity was chosen for TPs 2 and 3 as it is a fun and interactive way to build on the cadets' knowledge of personal fitness and healthy living.
7. **References:**
  - a. Canadian Society for Exercise Physiology. (2013). *Guidelines*. Retrieved from: <http://www.csep.ca>
  - b. CATO 14-18 Director Cadets 3. (2010). *Cadet fitness assessment and incentive program*. Ottawa, ON: Department of National Defence.
  - c. Meredith, M., & Welk, G. (Eds.). (2005). *Fitnessgram / activitygram: Test administration manual (3rd ed.)*. Windsor, ON: Human Kinetics.
  - d. The Cooper Institute. (n.d.). *Fitnessgram / activitygram test administration kit: Fitnessgram 8.0 stand-alone test kit*. Windsor, ON: Human Kinetics.
8. **Training Aids:**
  - a. CATO 14-18, *Cadet Fitness Assessment and Incentive Program*,
  - b. Leger 20-m Shuttle Run Test CD,
  - c. Measuring tape,
  - d. CD player,
  - e. Pylons,
  - f. Gym mats,
  - g. 12-cm measuring strip,
  - h. Stopwatches,
  - i. Paper,
  - j. Metre sticks,
  - k. Back-saver sit and reach test apparatuses,
  - l. *Individual Score Sheet for the 20-m Shuttle Run Test*,
  - m. Cadet Fitness Assessment and Incentive Level Results, and
  - n. Smart Goals Guide handout.
9. **Learning Aids:**
  - a. Completed Physical Activity Tracker,
  - b. *Canadian Physical Activity Guidelines for Youth*,
  - c. Canadian Sedentary Behaviour Guidelines for Youth,
  - d. Individual Score Sheet for the 20-m Shuttle Run Test,

- e. Cadet Fitness Assessment and Incentive Level Results, and
  - f. Smart Goals Guide handout.
10. **Test Details:** Nil.
11. **Remarks:**
- a. The purpose of the CFA is to have cadets measure their personal fitness to help them set individual goals for improvement. Each of the three components of fitness (cardiovascular, muscular strength, and muscular flexibility) is measured, and cadets are assessed using criterion-referenced standards as to whether they are in the healthy fitness zone (HFZ) within each of these components.
  - b. The HFZ is the level of fitness needed for good health. Cadets who do not fall within the HFZ for certain components should be coached and encouraged to set goals that will help them improve towards achieving the HFZ in the future.
  - c. The CFA shall be set up prior to conducting this lesson.
  - d. CFA results will be required during lesson MX04.03 (Participate in the Cadet Fitness Assessment and Identify Strategies for Improving Personal Physical Fitness).
  - e. Assistant instructors will be required for this lesson.
  - f. Retain cadets' CFA results for use in EO MX04.03 (Participate in the Cadet Fitness Assessment and Identify Strategies for Improving Personal Physical Fitness).

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### EO MX04.03 – PARTICIPATE IN THE CADET FITNESS ASSESSMENT (CFA) AND IDENTIFY STRATEGIES FOR IMPROVING PERSONAL PHYSICAL FITNESS

1. **Performance:** Participate in the Cadet Fitness Assessment (CFA) and Identify Strategies for Improving Personal Physical Fitness
2. **Conditions:**
  - a. Given:
    - (1) *Individual Score Sheet for the 20-m Shuttle Run Test*,
    - (2) Cadet Fitness Assessment and Incentive Level Results,
    - (3) Supervision, and
    - (4) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Training area large enough to accommodate the entire group and suitable for conducting the CFA.
3. **Standard:** The cadet shall:
  - a. participate in the CFA IAW CATO 14-18, *Cadet Fitness Assessment and Incentive Program*;
  - b. identify areas for improvement; and
  - c. identify strategies to improve personal physical fitness.

#### 4. Teaching Points:

TP	Description	Method	Time	Refs
TP1	Supervise while the cadets participate in the CFA.	Practical Activity	60 min	7a, 7b, 7c
TP2	Conduct an activity where the cadets identify how to improve their personal physical fitness.	Practical Activity	30 min	

5. **Time:** One session (3 periods) = 90 min
6. **Substantiation:** A practical activity was chosen for this lesson as it allows the cadets to participate in the CFA in a safe and controlled environment.
7. **References:**
  - a. CATO 14-18 Director Cadets 3. (2010). *Cadet fitness assessment and incentive program*. Ottawa, ON: Department of National Defence.
  - b. Meredith, M., & Welk, G. (Eds.). (2005). *Fitnessgram / activitygram: Test administration manual* (3rd ed.). Windsor, ON: Human Kinetics.
  - c. The Cooper Institute. (n.d.). *Fitnessgram / activitygram test administration kit: Fitnessgram 8.0 stand-alone test kit*. Windsor, ON: Human Kinetics.
8. **Training Aids:**
  - a. CATO 14-18, *Cadet Fitness Assessment and Incentive Program*,

- b. Leger 20-m Shuttle Run Test CD,
- c. Measuring tape,
- d. CD player,
- e. Pylons,
- f. Gym mats,
- g. 12-cm measuring strip,
- h. Stopwatches,
- i. Paper,
- j. Metre sticks,
- k. Back-saver sit and reach test apparatuses,
- l. Individual Score Sheet for the 20-m Shuttle Run Test,
- m. Individual Score Sheet for the 1600-m Run Test,
- n. Cadet Fitness Assessment and Incentive Level Results, and
- o. Strategies to Improve My Personal Physical Fitness handout.

9. **Learning Aids:**

- a. Gym mats,
- b. 12-cm measuring strip,
- c. Stopwatches,
- d. Paper,
- e. Metre sticks,
- f. Back-saver sit and reach test apparatuses,
- g. Individual Score Sheet for the 20-m Shuttle Run Test,
- h. Individual Score Sheet for the 1600-m Run Test,
- i. Cadet Fitness Assessment and Incentive Level Results, and
- j. Strategies to Improve My Personal Physical Fitness handout.

10. **Test Details:** Nil.

11. **Remarks:**

- a. The purpose of the CFA is to have cadets measure their personal fitness to help them set individual goals for improvement. Each of the three components of fitness (cardiovascular, muscular strength, and muscular flexibility) is measured, and cadets are assessed using criterion-referenced standards as to whether they are in the healthy fitness zone (HFZ) within each of these components.
- b. The HFZ is the level of fitness needed for good health. Cadets who do not fall within the HFZ for certain components should be coached and encouraged to set goals that will help them improve towards achieving the HFZ in the future.

- c. The CFA shall be set up prior to conducting this EO.
- d. Assistant instructors will be required for this lesson.

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**EO CX04.01 – PARTICIPATE IN THE CADET FITNESS ASSESSMENT AND IDENTIFY STRATEGIES FOR IMPROVING PERSONAL FITNESS**

1. **Performance:** Participate in the Cadet Fitness Assessment and Identify Strategies for Improving Personal Fitness

An additional session (3 periods) of EO MX04.03 (Participate in the Cadet Fitness Assessment and Identify Strategies for Improving Personal Fitness) may be scheduled as complementary training.

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**EO CX04.02 – PARTICIPATE IN ACTIVITIES THAT REINFORCE THE THREE COMPONENTS OF PHYSICAL FITNESS**

1. **Performance:** Participate in Activities that Reinforce the Three Components of Physical Fitness
2. **Conditions:**
  - a. Given:
    - (1) Activity equipment,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in activities that reinforce the three components of fitness, to include:
  - a. cardiovascular activities,
  - b. muscular strength activities, and
  - c. muscular flexibility activities.
4. **Teaching Points:**
  - a. Have the cadets participate in a warm-up session, composed of light cardiovascular exercises and stretches.
  - b. Have the cadets participate in fun physical activities that reinforce the three components of fitness, to include:
    - (1) cardiovascular endurance,
    - (2) muscular strength, and
    - (3) muscular flexibility.
  - c. Have the cadets participate in a cool-down.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** A practical activity was chosen for this lesson as it is a fun and interactive way to stimulate interest in the three components of physical fitness.
7. **Reference:** Panicucci, J. (2008). *Achieving Fitness: An Adventure Activity Guide*. Beverly, MA: Project Adventure, Inc.
8. **Training Aids:** As per activities selected.
9. **Learning Aids:** As per activities selected.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

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**EO CX04.03 – PARTICIPATE IN A COOKING CLASS**

1. **Performance:** Participate in a Cooking Class
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Kitchen or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in a cooking class.
4. **Teaching Points:**
  - a. Organize the cadets' participation in a cooking class.
  - b. Supervise as the cadets participate in a cooking class.
  - c. After the class, have the cadets reflect individually on the following questions:
    - (1) What are the three most interesting or surprising things you have learned?
    - (2) What skill or knowledge acquired today will help you achieve a healthier lifestyle? How so?
  - d. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** A practical activity was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of personal fitness and healthy living.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** There is no instructional guide for this EO.

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**EO CX04.04 – ATTEND A PERSONAL FITNESS AND HEALTHY LIVING PRESENTATION**

1. **Performance:** Attend a Personal Fitness and Healthy Living Presentation
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall attend a personal fitness and healthy living presentation.
4. **Teaching Points:**
  - a. Provide the guest speaker information about their audience (the cadets), including any particular interests that may be applicable. Ask the guest speaker to leave time for questions and answers. It may be helpful to have the cadets generate a list of what they would like to know or questions for the guest speaker in advance.
  - b. Have the guest speaker provide any information they may wish to have included in their introduction.
  - c. Collaborate with the guest speaker to provide them with any materials they may require (eg, projector, television, DVD player, microphone) and set up the room to suit their needs.
  - d. Acquire a bottle of water and have the cadets prepare a thank-you card for the guest speaker.
  - e. Arrange for a cadet(s) to introduce the guest speaker and for a cadet(s) to thank and present the card to the guest speaker.
  - f. Have a cadet(s) welcome the guest speaker upon arrival, provide them with the bottle of water and assist them with any final preparation details, such as set-up of visual aids and orientation to the presentation room.
  - g. Have a cadet(s) introduce the guest speaker.
  - h. Have the cadets participate in the presentation, to include:
    - (1) listening to the guest speaker's story, and
    - (2) a question-and-answer period.
  - i. Have a cadet(s) thank the guest speaker on behalf of all cadets and present the thank-you card.
  - j. After the guest speaker departs, have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the presentation. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Journal. Have the cadets write a journal entry about the presentation.
    - (3) Visual representation. Have the cadets create a visual representation of their experience.

5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An interactive lecture was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of personal fitness and healthy living.
7. **References:** Nil.
8. **Training Aids:**
  - a. Bottle of water, and
  - b. Any materials required by the guest speaker.
9. **Learning Aids:** Thank-you card materials.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of guest speakers include:
    - (1) personal trainer,
    - (2) professional athlete,
    - (3) nutritionist, and
    - (4) coach.
  - b. There is no instructional guide for this EO.



**EO CX04.05 – ATTEND A LOCAL AMATEUR SPORTING EVENT**

1. **Performance:** Attend a Local Amateur Sporting Event
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Sports field, gymnasium or area large enough to accommodate the entire group.
3. **Standard:** The cadet shall attend a local amateur sporting event.
4. **Teaching Points:**
  - a. Select a local amateur sporting event. The event selected should reflect an activity that is available for cadets to start practicing, should they decide to do so, even if they have no prior experience.
  - b. Make arrangements to have the cadets view the event.
  - c. Have the cadets attend the sporting event.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** A field trip was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of personal fitness and healthy living.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. The aim of this EO is to expose cadets to various sporting events or activities conducted in their local communities, and in which they may choose to participate.
  - b. Examples of sporting events include:
    - (1) martial arts competition,
    - (2) roller derby,
    - (3) dance competitions,
    - (4) equestrian event, and
    - (5) sports tournament.
  - c. There is no instructional guide for this EO.

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**SECTION 7****PO X05 – PARTICIPATE IN PHYSICAL ACTIVITIES**

1. **Performance:** Participate in Physical Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Sports field, gymnasium or training area large enough to accommodate the entire group.
3. **Standard:** The cadet will participate in physical activities, such as:
  - a. cardiovascular activities, such as:
    - (1) aerobics,
    - (2) cross-country skiing,
    - (3) hiking,
    - (4) ice skating,
    - (5) instructor-led dancing,
    - (6) orienteering,
    - (7) rollerblading,
    - (8) running,
    - (9) skipping rope,
    - (10) snowshoeing, and
    - (11) swimming;
  - b. muscular strength activities, such as:
    - (1) balance ball exercises,
    - (2) Pilates,
    - (3) resistance exercises using bands,
    - (4) resistance exercises using the body,
    - (5) weighted ball exercises, and
    - (6) weighted bar exercises;
  - c. muscular flexibility activities, such as:
    - (1) stretching,

- (2) tai chi, and
- (3) yoga;
- d. recreational team sports, such as:
  - (1) baseball,
  - (2) basketball,
  - (3) floor hockey,
  - (4) football (flag or touch),
  - (5) lacrosse,
  - (6) ringette,
  - (7) soccer,
  - (8) soccer baseball,
  - (9) ultimate Frisbee, and
  - (10) volleyball; and
- e. other physical activities, such as:
  - (1) active games, such as:
    - (a) active video games,
    - (b) battleship, and
    - (c) tag;
  - (2) circuit training,
  - (3) martial arts, and
  - (4) tabloids.

4. **Remarks:**

- a. The aim of this PO is for cadets to have fun participating in physical activities. Choose activities the cadets will enjoy. Survey cadets to determine those physical activities in which they are interested.
- b. Several physical activities may be conducted concurrently. Choice is an important factor when it comes to enjoying physical activity. The more varying types of physical activities cadets are exposed to, the more likely they are to find an activity they will be interested in pursuing on a regular basis.
- c. Choose activities based on human and material resources accessible to the corps.
- d. Fitness videos (conducted by a certified trainer), certified trainers and Canadian Forces Personnel Support Programs (PSP) staff may be used to conduct this training.
- e. Activities chosen for this training are not limited to the list presented above but must be age appropriate, safe, and in-line with the aim of promoting physical fitness.

5. **Complementary Material:** Complementary material associated with this PO is designed to enhance the cadet's knowledge of personal fitness and healthy living through a number of activities:

- a. EO CX05.01 (Participate in Physical Activities), and

b. EO CX05.02 (Participate in a Tournament).

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**EO MX05.01 – PARTICIPATE IN PHYSICAL ACTIVITIES**

1. **Performance:** Participate in Physical Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Sports field, gymnasium or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall:
  - a. attend a briefing on the selected physical activity;
  - b. participate in a warm-up session;
  - c. participate in the selected physical activity; and
  - d. participate in a cool-down session.
4. **Teaching Points:**
  - a. Introduce the cadets to the selected physical activity, to include:
    - (1) which component(s) of fitness are improved through participation in the selected physical activity, and
    - (2) techniques for participating in the selected physical activity.
  - b. Have the cadets participate in a safety briefing, to include:
    - (1) rules / regulations of the selected physical activity,
    - (2) requirement for safety equipment for the selected physical activity,
    - (3) location of first aid post, and
    - (4) boundaries or route information.
  - c. Have the cadets participate in a warm-up session, composed of light cardiovascular activities and stretches.
  - d. Have the cadets participate in the selected physical activity.
  - e. Have the cadets participate in a cool-down session.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. Practical Activity:	25 min
c. Subtotal:	30 min
d. Total (9 periods):	270 min

6. **Substantiation:** A practical activity was chosen for this lesson as it allows the cadets to participate in physical activities in a safe and controlled environment.
7. **References:**
- a. About Ultimate. (2006). *About ultimate*. Retrieved October 30, 2006, from <http://www.upa.org/ultimate>
  - b. Alberta Centre for Active Living. (2007). *What should parents know about strength training for youth ages 12 to 17?* Retrieved October 4, 2011 from <http://www.centre4activeliving.ca/our-work/faq/strength-train.pdf>
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  - e. Berger, K. (2005). *Backpacking & hiking*. ISBN 0-7566-0946-1. New York, NY: DK Publishing, Inc
  - f. Body Bar. (2010). *Programs & education*. Retrieved October 5, 2011, from <http://www.bodybar.com/Programs-Education>
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  - h. Canadian Orienteering Federation (1985). *Orienteering Level Two Coaching Certification*.
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  - l. Director Cadets 3. (2006). A-CR-CCP-951/PT-002. *Royal Canadian Army Cadets adventure training safety standards*. Ottawa, ON: Department of National Defence.
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  - n. Graydon, D., & Hanson, K. (Eds.). (2001). *Mountaineering: The freedom of the hills* (6th ed.). ISBN 0-89886-427-5 Seattle, WA: The Mountaineers
  - o. Hanlon, T. (1998). *The sports rules book: Essential rules for 54 sports*. ISBN 0-88011-807-5. USA: Human Kinetics Publishers, Inc.
  - p. International Orienteering Federation (2006). Retrieved 20 April 2006, from <http://www.orienteeing.org/footo/pictsymb.htm>.
  - q. Kjellstrom, B. (1994). *Be Expert With Map & Compass: The Complete Orienteering Handbook*. ISBN 0-02-029265-1. New York: Hungry Minds, Inc.
  - r. LeBlanc, J., & Dickson, L. (1997). *Straight talk about children and sport: Advice for parents, coaches, and teachers*. ISBN 0-88962-630-8. Oakville, ON: Mosaic Press.



- s. Livestrong.com. (2011). *Beginner's Pilates exercises*. Retrieved October 4, 2011, from <http://www.livestrong.com/article/452265-beginner-pilates-exercises/>
  - t. Lose the Back Pain (2006). Retrieved April 25, 2006, from [www.losethebackpain.com](http://www.losethebackpain.com)
  - u. Men's Health. (2011). *The 5-minute six-pack abs*. Retrieved October 5, 2011, from <http://www.menshealth.com.sg/fitness/5-minute-six-pack-abs>
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  - w. Panicucci, J. (2008). *Achieving Fitness: An Adventure Activity Guide*. ISBN 0-934387-29-X. Beverly, MA: Project Adventure, Inc
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  - ab. Spine Universe. Retrieved April 25, 2006, from [www.spineuniverse.com](http://www.spineuniverse.com)
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  - ae. What is Ultimate Frisbee? (2006). *What is ultimate – the game*. Retrieved October 30, 2006, from [http://www.whatisultimate.com/what/what\\_game\\_en.html](http://www.whatisultimate.com/what/what_game_en.html)
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  - ag. Walkablock Club of America (2005). Retrieved April 25, 2006, from [www.walkablock.com/stretch2.gif](http://www.walkablock.com/stretch2.gif)
  - ah. Women's Heart Foundation (1999-2000). Retrieved April 25, 2006, from [www.womensheart.org/content/Exercise/stretching\\_exercise.asp](http://www.womensheart.org/content/Exercise/stretching_exercise.asp)
8. **Training Aids:**
- a. Presentation aids (eg, whiteboard / flip chart / OHP) appropriate for the classroom / training area,
  - b. Equipment for the selected physical activity, and
  - c. First aid kit.
9. **Learning Aids:** Equipment for the selected physical activity.
10. **Test Details:** Nil.
11. **Remarks:**
- a. Cardiovascular activities selected for this lesson may include, but are not limited to:

- (1) aerobics,
  - (2) cross-country skiing,
  - (3) hiking,
  - (4) ice skating,
  - (5) instructor-led dancing,
  - (6) orienteering,
  - (7) rollerblading,
  - (8) running,
  - (9) skipping rope,
  - (10) snowshoeing, and
  - (11) swimming.
- b. Muscular strength activities selected for this lesson may include, but are not limited to:
- (1) balance ball exercises,
  - (2) Pilates,
  - (3) resistance exercises using bands,
  - (4) resistance exercises using the body,
  - (5) weighted ball exercises, and
  - (6) weighted bar exercises.
- c. Muscular flexibility activities selected for this lesson may include, but are not limited to:
- (1) stretching,
  - (2) tai chi, and
  - (3) yoga.
- d. Recreational team sports selected for this lesson may include, but are not limited to:
- (1) baseball,
  - (2) basketball,
  - (3) floor hockey,
  - (4) football (flag or touch),
  - (5) lacrosse,
  - (6) ringette,
  - (7) soccer,
  - (8) soccer baseball,
  - (9) softball,

- (10) ultimate Frisbee, and
  - (11) volleyball.
- e. Other physical activities selected for this lesson may include, but are not limited to:
- (1) active games, such as:
    - (a) active video games,
    - (b) battleship, and
    - (c) tag;
  - (2) circuit training,
  - (3) martial arts, and
  - (4) tabloids.
- f. The aim of this lesson is for cadets to have fun participating in physical activities. Choose activities the cadets will enjoy. Survey cadets to determine those physical activities in which they are interested.
- g. Several physical activities may be conducted concurrently. Choice is an important factor when it comes to enjoying physical activity. The more varying types of physical activities cadets are exposed to, the more likely they are to find an activity they will be interested in pursuing on a regular basis.
- h. Choose activities based on human and material resources accessible to the corps / squadron.
- i. Fitness videos (conducted by a certified trainer), certified trainers and Canadian Forces Personnel Support Programs (PSP) staff may be used to conduct this training.
- j. Activities chosen for this training are not limited to the lists presented above but must be age appropriate, safe, and in-line with the aim of promoting physical fitness.
- k. Physical activity periods may be conducted consecutively to provide the cadets an opportunity to participate in longer, varied physical activities.

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**EO CX05.01 – PARTICIPATE IN PHYSICAL ACTIVITIES**

1. **Performance:** Participate in Physical Activities

An additional three sessions (9 periods) of EO MX05.01 (Participate in Physical Activities) may be scheduled as complementary training.

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**EO CX05.02 – PARTICIPATE IN A TOURNAMENT**

1. **Performance:** Participate in a Tournament
2. **Conditions:**
  - a. Given:
    - (1) Sports equipment,
    - (2) Safety equipment,
    - (3) Supervision, and
    - (4) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Sports field, gymnasium or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall:
  - a. attend a briefing on the rules of the tournament;
  - b. participate in a warm-up;
  - c. participate in a tournament; and
  - d. participate in a cool-down.
4. **Teaching Points:**
  - a. Have the cadets participate in an introductory briefing, to include:
    - (1) an overview of the sport(s) that will be played during the tournament,
    - (2) type of tournament,
    - (3) rules of the tournament,
    - (4) organization of the draw, and
    - (5) location of first aid post.
  - b. Have the cadets participate in a warm-up session, composed of light cardiovascular exercises and stretches.
  - c. Have the cadets participate in a tournament.
  - d. Have the cadets participate in a cool-down session.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. Practical Activity:	25 min
c. Subtotal:	30 min
d. Total (9 periods):	270 min

6. **Substantiation:** A practical activity was chosen for this lesson as it allows the cadets to participate in a tournament in a safe and controlled environment.
7. **References:**
  - a. Directorate of Physical Education, Recreation and Amenities. (1989). A-PD-050-015/PT-002. *Physical fitness training in the Canadian Forces* (Vol. 2). Ottawa, ON: Department of National Defence
  - b. San Diego County Office of Education. *After school physical activity: Types of tournaments*. Retrieved October 3, 2008, from <http://www.afterschoolpa.com/print/typesoftournaments.html>TBD
8. **Training Aids:**
  - a. Sports / safety equipment for the selected sport,
  - b. First aid kit,
  - c. Whistles, and
  - d. Stopwatch.
9. **Learning Aids:** Sports / safety equipment for the selected sport.
10. **Test Details:** Nil.
11. **Remarks:** Examples of sports that may be selected for this lesson include:
  - a. baseball,
  - b. basketball,
  - c. floor hockey,
  - d. football (flag or touch),
  - e. lacrosse,
  - f. ringette,
  - g. soccer,
  - h. soccer baseball,
  - i. ultimate Frisbee, and
  - j. volleyball.



**SECTION 8****PO 106 – FIRE THE CADET AIR RIFLE**

1. **Performance:** Fire the Cadet Air Rifle
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Air rifle pellets,
    - (3) Target frame,
    - (4) Target,
    - (5) Marksmanship mat,
    - (6) Safety glasses / goggles,
    - (7) Supervision, and
    - (8) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Chapter 1, Section 8 of A-CR-CCP-177/PT-001, *Canadian Cadet Movement: Cadet Marksmanship Program Reference Manual*.
3. **Standard:** IAW A-CR-CCP-177/PT-001, the cadet, with the cadet air rifle, will:
  - a. carry out safety precautions;
  - b. perform a handling test; and
  - c. fire twenty-five pellets by:
    - (1) following the rules of and commands given on a range; and
    - (2) applying basic marksmanship techniques.
4. **Remarks:**
  - a. Cadets shall successfully complete the Cadet Air Rifle Handling Test prior to firing pellets or cleaning pellets on a cadet air rifle range.
  - b. All range practices must be conducted by a Range Safety Officer (Air Rifle) (RSO-AR).
5. **Complementary Material:**
  - a. Complementary material associated with PO 106 is designed to enhance the cadet's air rifle marksmanship experience, to include:
    - (1) EO C106.01 (Participate in a Recreational Marksmanship Activity), and
    - (2) EO C106.02 (Clean and Store the Cadet Air Rifle); and
  - b. EO C106.01 (Participate in a Recreational Marksmanship Activity) may only be conducted following completion of all mandatory EOs associated with PO 106 (Fire the Cadet Air Rifle).

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**EO M106.01 – IDENTIFY THE PARTS AND CHARACTERISTICS OF THE DAISY 853C AIR RIFLE**

1. **Performance:** Identify the Parts and Characteristics of the Daisy 853C Air Rifle
2. **Conditions:**
  - a. Given:
    - (1) Daisy 853C air rifle;
    - (2) Supervision; and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Suitable classroom facility and / or air rifle range constructed IAW Chapter 1 Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** The cadet shall identify the parts and list the characteristics of the Daisy 853C air rifle.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Identify the parts of the Daisy 853C air rifle, to include: <ol style="list-style-type: none"> <li>a. butt plate;</li> <li>b. spacers;</li> <li>c. small of the butt;</li> <li>d. stock;</li> <li>e. fore end;</li> <li>f. sling bracket;</li> <li>g. trigger;</li> <li>h. trigger guard;</li> <li>i. safety catch;</li> <li>j. bolt;</li> <li>k. pump handle;</li> <li>l. front sight;</li> <li>m. rear sight;</li> <li>n. muzzle;</li> <li>o. barrel with barrel weight;</li> <li>p. bore;</li> <li>q. feed track;</li> <li>r. chamber;</li> <li>s. sling;</li> <li>t. single shot adapter; and</li> <li>u. five-shot clip.</li> </ol>	Interactive Lecture	15 min	A0-027 (pp. 2-5, diagram)

TP	Description	Method	Time	Refs
TP2	Identify the characteristics of the Daisy 853C air rifle, to include: a. action; b. length; c. weight; d. calibre; e. front sight; f. rear sight; g. muzzle velocity; h. loading; i. stock; and j. safety.	Interactive Lecture	10 min	A0-027 (pp. 2-5)

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 25 min |
| c. Total:                     | 30 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient cadets to the parts and characteristics of the Daisy 853C Air Rifle and to generate interest in the subject.

7. **Reference:** A0-027 A-CR-CCP-177/PT-001 DCdts 3. (2001). *Canadian cadet movement: Cadet marksmanship programme reference manual*. Ottawa, ON: Department of National Defence.

8. **Training Aids:**

- Daisy 853C air rifle; and
- Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:** Daisy 853C air rifle.

10. **Test Details:** Nil.

11. **Remarks:** Instructors are encouraged to familiarize themselves with the video A-CR-CCP-177/PV-002, *Air Rifle Marksmanship*, and view the section on Description of the Rifle.

**EO M106.02 – CARRY OUT SAFETY PRECAUTIONS ON THE CADET AIR RIFLE**

1. **Performance:** Carry out Safety Precautions on the Cadet Air Rifle
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle;
    - (2) Cadet air rifle case;
    - (3) Safety rod;
    - (4) Supervision; and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Chapter 1 Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** IAW A-CR-CCP-177/PT-001, the cadet shall:
  - a. Carry out individual safety precautions on the cadet air rifle by:
    - (1) ensuring the bolt is fully to the rear;
    - (2) ensuring the safety catch is on;
    - (3) ensuring the pump handle is partially open; and
    - (4) ensuring the safety rod is inserted in the barrel; and
  - b. Observing safety regulations, to include:
    - (1) treating the rifle as if it is loaded;
    - (2) not pointing the rifle at anyone;
    - (3) keeping the rifle pointed down range at all times;
    - (4) holding the rifle vertically when moving to and from the firing point;
    - (5) keeping fingers off the trigger until ready to fire;
    - (6) wearing safety glasses / goggles; and
    - (7) washing hands after every practice (to avoid lead contamination).

## 4. Teaching Points:

TP	Description	Method	Time	Refs
TP1	<p>Explain and demonstrate safe rifle status for the cadet air rifle, to include:</p> <ol style="list-style-type: none"> <li>a. removing a rifle from its case;</li> <li>b. ensuring safety measures are in place by engaging the safety catch (pushing it towards the right so no red is seen);</li> <li>c. ensuring the safety rod is inserted into the barrel; and</li> <li>d. ensuring safe rifle status when:               <ol style="list-style-type: none"> <li>1. the rifle is in the case, by:                   <ol style="list-style-type: none"> <li>(a) engaging the safety catch;</li> <li>(b) ensuring the bolt is forward;</li> <li>(c) ensuring the action is not cocked; and</li> <li>(d) leaving pump handle partially open (5-8 cm);</li> </ol> </li> <li>2. on the firing line, by:                   <ol style="list-style-type: none"> <li>(a) engaging the safety catch;</li> <li>(b) ensuring the bolt is to the rear; and</li> <li>(c) leaving the pump handle partially open; and</li> </ol> </li> <li>3. not on the firing line, by:                   <ol style="list-style-type: none"> <li>(a) engaging the safety catch;</li> <li>(b) ensuring the bolt is to the rear;</li> <li>(c) placing the safety rod in the barrel (visible in the feed track); and</li> <li>(d) leaving the pump handle partially open.</li> </ol> </li> </ol> </li> </ol>	Demonstration and Performance	10 min	A0-027 (pp. 1-3-1 - 1-3-2, para 3.1 - 3.1.4)
TP2	<p>Explain, demonstrate, and have the cadets carry out individual safety precautions for the cadet air rifle by:</p> <ol style="list-style-type: none"> <li>a. ensuring the bolt is open fully to the rear;</li> <li>b. ensuring the safety catch is in the ON position;</li> <li>c. leaving the pump handle partially open; and</li> <li>d. placing safety rod in the barrel.</li> </ol> <p>Note: Cadets will be required to perform this skill during their air rifle handling test.</p>	Demonstration and Performance	10 min	A0-027 (pp.1-3-3, para 3.1.5)

TP	Description	Method	Time	Refs
TP3	Explain and demonstrate (where applicable) safety regulations for the cadet air rifle, to include: <ol style="list-style-type: none"> <li>a. treating the air rifle as if it is loaded;</li> <li>b. never pointing the air rifle at anyone;</li> <li>c. holding the rifle vertically when moving to and from the firing point;</li> <li>d. leaving fingers off the trigger until ready to fire;</li> <li>e. wearing safety glasses / goggles; and</li> <li>f. employing hygiene on the range by washing hands after every practice.</li> </ol>	Interactive Lecture	5 min	A0-027 (p. 1-3-3, p. 1.3.4, para 3.2, para 3.4)

5. **Time:**

- |                                 |        |
|---------------------------------|--------|
| a. Introduction / Conclusion:   | 5 min  |
| b. Demonstration / Performance: | 20 min |
| c. Interactive Lecture:         | 5 min  |
| d. Total:                       | 30 min |

6. **Substantiation:**

- a. A demonstration and performance was chosen for TPs 1 and 2 as it allows the instructor to explain and demonstrate safety precautions on the cadet air rifle, while providing an opportunity for the cadets to practice under supervision.
- b. An interactive lecture was chosen for TP 3 to orient the cadets to the safety regulations of the Daisy 853C Air rifle and generate interest in the subject.

7. **Reference:** A0-027 A-CR-CCP-177/PT-001 DCdts 3. (2001). *Canadian cadet movement: Cadet marksmanship programme reference manual*. Ottawa, ON: Department of National Defence.

8. **Training Aids:**

- a. Presentation aids (i.e., whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area,
- b. Cadet air rifle,
- c. Safety glasses / goggles,
- d. Air rifle case, and
- e. Safety rod.

9. **Learning Aids:**

- a. Cadet air rifle,
- b. Safety glasses / goggles, and
- c. Safety rod.

10. **Test Details:** Assessment of this EO will occur during EO M106.05 (Participate in Marksmanship Familiarization Using the Cadet Air Rifle), where cadets are required to successfully complete the Cadet Air Rifle Handling Test prior to firing.
11. **Remarks:**
  - a. The instructor must ensure that the sequencing for the demonstration is done correctly since the cadet must mirror their actions.
  - b. The optimal ratio of air rifles to cadets is 2: 1.
  - c. Instructors are encouraged to familiarize themselves with the video A-CR-CCP-177/PV-002, *Air Rifle Marksmanship*.



**EO M106.03 – APPLY BASIC MARKSMANSHIP TECHNIQUES**

1. **Performance:** Apply Basic Marksmanship Techniques
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle;
    - (2) Marksmanship mat;
    - (3) Safety glasses / goggles;
    - (4) Supervision; and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Chapter 1 Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** IAW A-CR-CCP-177/PT-001, the cadet shall apply basic marksmanship techniques, to include:
  - a. Adopting the prone position;
  - b. Basic holding;
  - c. Basic aiming;
  - d. Loading;
  - e. Firing; and
  - f. Unloading.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain, demonstrate, and have the cadets adopt the prone position, as follows:</p> <ol style="list-style-type: none"> <li>a. position is natural, without strain, comfortable, and stable;</li> <li>b. body should form an angle with the line of sight;</li> <li>c. spine should remain straight;</li> <li>d. left leg should be parallel with the spine;</li> <li>e. right foot should turn out and point to the right;</li> <li>f. left foot should either be straight or point towards the right; and</li> <li>g. right knee should form an angle with the left leg.</li> </ol>	Demonstration and Performance	5 min	A0-027 (p. 2-7)

TP	Description	Method	Time	Refs
TP2	<p>Explain, demonstrate, and have the cadets hold the cadet air rifle, in that the:</p> <ul style="list-style-type: none"> <li>a. left elbow should be positioned slightly to the left of the rifle;</li> <li>b. left hand must rest firmly against the sling swivel, and the fingers should be relaxed and not grip the fore end;</li> <li>c. right hand should slightly grip the small of the butt with constant pressure;</li> <li>d. right thumb should be placed on the stock directly behind the rear sight or around the small of the butt;</li> <li>e. right elbow should rest naturally where it falls, a comfortable distance from the rifle;</li> <li>f. the shoulders should be straight and form right angles with the spine;</li> <li>g. the butt plate is kept firmly in the hollow of the right shoulder; and</li> <li>h. the head rests comfortably on the stock and remains straight.</li> </ul> <p>Note: When the face is placed on the butt, the cadet should be looking directly through the sights. If this is not the case, their position should be modified.</p>	Demonstration and Performance	5 min	A0-027 (pp. 2-7 - 2-8)
TP3	<p>Explain, demonstrate, and have the cadets aim the cadet air rifle, as follows:</p> <ul style="list-style-type: none"> <li>a. the aiming process, including: <ul style="list-style-type: none"> <li>1. adopting a comfortable position; and</li> <li>2. ensuring proper body alignment with the target;</li> </ul> </li> <li>b. sight alignment; and</li> <li>c. sight picture.</li> </ul>	Demonstration and Performance	5 min	A0-027 (p. 2-11)
TP4	<p>Explain, demonstrate, and have the cadets (dry fire) practice the actions required on the command "Relay, load, commence firing" on the cadet air rifle, as follows:</p> <ul style="list-style-type: none"> <li>a. ensuring the safety catch is in the ON position;</li> <li>b. pumping the cadet air rifle, pausing for three seconds when the pump is fully extended;</li> <li>c. simulating loading the pellet (flat end forward);</li> <li>d. closing the bolt;</li> <li>e. placing the safety catch in the OFF position;</li> <li>f. aiming the cadet air rifle at the target;</li> </ul>	Demonstration and Performance	15 min	A0-027 (p. 2-16)

TP	Description	Method	Time	Refs
	g. squeezing the trigger; h. opening the bolt; i. repeating the sequence for each shot; j. immediately after firing the practice, placing the safety catch in the ON position, and partially opening the pump lever; and k. laying down the rifle.			
TP5	Explain, demonstrate, and have the cadets practice the actions required on the command "Relay, unload and prepare for inspection" on the cadet air rifle, as follows:  a. picking up the rifle; b. removing the five pellet clip if used; c. pumping the rifle; d. closing the bolt; e. placing the safety catch in the OFF position; f. aiming the rifle at the target; g. pulling the trigger; h. opening the bolt; i. placing the safety catch in the ON position; j. opening the pump lever 5-8 cm; k. placing the rifle over the shoulder, muzzle pointed down range; l. waiting to be cleared by the RSO; and m. laying the rifle down.  Note: Cadets will be required to perform these skills during the Cadet Air Rifle Handling Test.	Demonstration and Performance	20 min	A0-027 (p. 2-16)

5. **Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 10 min |
| b. Demonstration and Performance: | 50 min |
| c. Total:                         | 60 min |

6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate basic marksmanship techniques, while providing an opportunity for the cadets to practice under supervision.
7. **Reference:** A0-027 A-CR-CCP-177/PT-001 DCdts 3. (2001). *Canadian cadet movement: Cadet marksmanship programme reference manual*. Ottawa, ON: Department of National Defence.
8. **Training Aids:**
  - a. Presentation aids (i.e., whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area; and
  - b. Cadet air rifle.
9. **Learning Aids:** Cadet air rifle.
10. **Test Details:** Assessment of this EO will occur during EO M106.05 (Participate in Marksmanship Familiarization Using the Cadet Air Rifle), where cadets are required to successfully complete the Cadet Air Rifle Handling Test prior to firing.
11. **Remarks:** Instructors are encouraged to familiarize themselves with the video A-CR-CCP-177/PV-002, *Air Rifle Marksmanship*.

**EO M106.04 – FOLLOW RULES AND COMMANDS ON AN AIR RIFLE RANGE**

1. **Performance:** Follow Rules and Commands on an Air Rifle Range
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle;
    - (2) Range Standing Orders;
    - (3) Marksmanship mat;
    - (4) Safety glasses / goggles;
    - (5) Supervision; and
    - (6) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Chapter 1 Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** IAW A-CR-CCP-177/PT-001, the cadet shall:
  - a. Follow rules on the range; and
  - b. Follow commands on the range.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain rules cadets must follow on the range, to include:</p> <ol style="list-style-type: none"> <li>a. rifles will be safety checked (proved) when picked up, handed to, or received from another person;</li> <li>b. rifles are never pointed at any person;</li> <li>c. safety rods shall be inserted into the barrels of rifles when not in use on the range;</li> <li>d. horseplay is forbidden on the range;</li> <li>e. rifles, whether loaded or not, will always be pointed down range;</li> <li>f. eating is not permitted on or near the range or around the pellets;</li> <li>g. all personnel shall read or be briefed on the contents of the Range Standing Orders; and</li> <li>h. the RSO's directions and orders are to be obeyed at all times.</li> </ol> <p>Note: The instructor will read pertinent sections of local Range Standing Orders during this period.</p>	Interactive Lecture	10 min	Local Range Standing Orders

TP	Description	Method	Time	Refs
TP2	<p>Explain, demonstrate, and have the cadets practice (dry fire) responding to the following range commands:</p> <ul style="list-style-type: none"> <li>a. cover off your firing point;</li> <li>b. place your equipment down and stand back;</li> <li>c. adopt the prone position;</li> <li>d. "G.R.I.T", in that GRIT is the acronym for:               <ul style="list-style-type: none"> <li>1. group (relay);</li> <li>2. range;</li> <li>3. indication; and</li> <li>4. type of fire;</li> </ul> </li> <li>e. Relay, load, commence firing;</li> <li>f. Relay, cease fire;</li> <li>g. Relay, resume fire;</li> <li>h. Relay, unload and prepare for inspection;</li> <li>i. Relay, stand up;</li> <li>j. Change targets; and</li> <li>k. Change relays.</li> </ul> <p>Note: The information in this TP should be reviewed prior to any cadet participating in a range practice.</p>	Demonstration and Performance	15 min	A0-027 (p. 1-8-4)

5. **Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 5 min  |
| b. Interactive Lecture:           | 10 min |
| c. Demonstration and Performance: | 15 min |
| d. Total:                         | 30 min |

6. **Substantiation:**

- a. An interactive lecture was chosen for TP 1 to orient the cadets to the rules to be followed on a range and generate interest in the subject.
- b. A demonstration and performance was chosen for TP 2 as it allows the instructor to explain and demonstrate responding to range commands, while providing an opportunity for the cadets to practice under supervision.

7. **References:** A0-027 A-CR-CCP-177/PT-001 DCdts 3. (2001). *Canadian cadet movement: Cadet marksmanship programme reference manual*. Ottawa, ON: Department of National Defence.

8. **Training Aids:**

- a. Presentation aids (i.e., whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area;
- b. Local range standing orders;

- c. Cadet air rifle;
  - d. Safety glasses / goggles; and
  - e. Cadet air rifle safety rod.
9. **Learning Aids:**
- a. Cadet air rifle;
  - b. Safety glasses / goggles; and
  - c. Cadet air rifle safety rod.
10. **Test Details:** Assessment of this EO will occur during EO M106.05 (Participate in Marksmanship Familiarization Using the Cadet Air Rifle), where cadets are required to successfully complete the Cadet Air Rifle Handling Test prior to firing.
11. **Remarks:** Instructors are encouraged to familiarize themselves with the video A-CR-CCP-177/PV-002, *Air Rifle Marksmanship*.

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**EO M106.05 – PARTICIPATE IN MARKSMANSHIP FAMILIARIZATION USING THE CADET AIR RIFLE**

1. **Performance:** Participate in Marksmanship Familiarization Using the Cadet Air Rifle
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Air rifle pellets,
    - (3) Target frame,
    - (4) Target,
    - (5) Marksmanship mat,
    - (6) Safety glasses / goggles,
    - (7) Supervision, and
    - (8) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Part 1, Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** The cadet shall participate in marksmanship familiarization using the cadet air rifle.
4. **Teaching Points:**
  - a. Conduct a range briefing, to include:
    - (1) explaining pertinent sections of range standing orders;
    - (2) reviewing general rules observed on all ranges;
    - (3) reviewing commands used on an air rifle range;
    - (4) describing the layout of the range;
    - (5) reviewing hand-washing procedures upon completion of firing;
  - b. Conduct the Cadet Air Rifle Handling Test using the form located at Chapter 3, Annex C.
  - c. Supervise the cadets' participation in a familiarization marksmanship.
  - d. Review the recreational marksmanship program with the cadets and help them identify any targets that may contribute towards recognition under the recreational marksmanship program.
5. **Time:**
  - a. Introduction / Conclusion: 10 min
  - b. Practical Activity: 80 min
  - c. Total: 90 min

6. **Substantiation:** A practical activity was chosen for this lesson as it is an interactive way to allow the cadets to experience marksmanship familiarization in a safe and controlled environment. This activity contributes to the development of marksmanship skills and knowledge in a fun and challenging setting.
7. **References:**
  - a. A0-027 A-CR-CCP-177/PT-001 Director Cadets 3. (2005). *Canadian cadet movement: Cadet marksmanship program reference manual*. Ottawa, ON: Department of National Defence.
  - b. A0-041 CATO 14-41 Director Cadets 4. (2007). *Marksmanship, rifles, and ammunitions*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Pen / pencil.
9. **Learning Aids:**
  - a. Cadet air rifle,
  - b. Air rifle pellets,
  - c. Target frame,
  - d. Target,
  - e. Marksmanship mat, and
  - f. Safety glasses / goggles.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. The RSO shall ensure that all rules and procedures are strictly adhered to.
  - b. Cadets shall successfully complete the air rifle handling test prior to firing pellets (or felt cleaning pellets) on a cadet air rifle range.

**EO C106.01 – PARTICIPATE IN A RECREATIONAL MARKSMANSHIP ACTIVITY**

1. **Performance:** Participate in a Recreational Marksmanship Activity
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Air rifle pellets,
    - (3) Target frame,
    - (4) Target,
    - (5) Marksmanship mat,
    - (6) Safety glasses / goggles,
    - (7) Supervision, and
    - (8) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Part 1, Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** The cadet shall participate in a recreational marksmanship activity.
4. **Teaching Points:**
  - a. Conduct a range briefing, to include:
    - (1) explaining pertinent sections of range standing orders;
    - (2) reviewing general rules observed on all ranges;
    - (3) reviewing commands used on an air rifle range;
    - (4) describing the layout of the range; and
    - (5) reviewing hand-washing procedures on completion of firing.
  - b. Supervise the cadet's participation in a recreational marksmanship activity, choosing from the following categories:
    - (1) classification
    - (2) fun activities,
    - (3) timed activities, and
    - (4) competitive team / individual activities.
5. **Time:**
  - a. Introduction / Conclusion: 10 min
  - b. Practical Activity: 80 min
  - c. Total: 90 min

6. **Substantiation:** A practical activity was chosen for this lesson as it is an interactive way to allow the cadets to experience recreational marksmanship in a safe and controlled environment. This activity contributes to the development of marksmanship skills and knowledge in a fun and challenging setting.
7. **References:**
  - a. A0-027 A-CR-CCP-177/PT-001 Director Cadets 3. (2005). *Canadian cadet movement: Cadet marksmanship program reference manual*. Ottawa, ON: Department of National Defence.
  - b. A0-041 CATO 14-41 Director Cadets 4. (2007). *Marksmanship, rifles, and ammunitions*. Ottawa, ON: Department of National Defence.
8. **Training Aids:**
  - a. Scoring plug,
  - b. Stopwatch, and
  - c. Pen / pencil.
9. **Learning Aids:**
  - a. Cadet air rifle,
  - b. Air rifle pellets,
  - c. Target frame,
  - d. Target,
  - e. Marksmanship mat, and
  - f. Safety glasses / goggles.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. The RSO shall ensure that all rules and procedures are strictly adhered to.
  - b. Cadets shall successfully complete the air rifle handling test prior to firing pellets (or felt cleaning pellets) on a cadet air rifle range.

**EO C106.02 – CLEAN AND STORE THE CADET AIR RIFLE**

1. **Performance:** Clean and Store the Cadet Air Rifle
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Air rifle case,
    - (3) Air rifle cleaning kit,
    - (4) Air rifle safety rod,
    - (5) Supervision, and
    - (6) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Part 1, Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** IAW A-CR-CCP-177/PT-001, the cadet shall:
  - a. clean the cadet air rifle, to include:
    - (1) before firing by firing two to three felt cleaning pellets; and
    - (2) after firing by firing two to three felt cleaning pellets; and
  - b. store the cadet air rifle.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain and demonstrate the procedures for cleaning the cadet air rifle, to include:</p> <ol style="list-style-type: none"> <li>a. the importance of cleaning the air rifle,</li> <li>b. cleaning procedure for the air rifle, and</li> <li>c. when to clean the air rifle, to include:               <ol style="list-style-type: none"> <li>1. before firing;</li> <li>2. after firing; and</li> <li>3. periodically.</li> </ol> </li> </ol>	Demonstration	15 min	A0-027 (pp. 1-10-1 – 1-10-2)
TP2	<p>Explain and demonstrate the sequence for storing the air rifle, to include:</p> <ol style="list-style-type: none"> <li>a. cocking the action (bolt forward);</li> <li>b. sliding the safety rod into the barrel;</li> <li>c. placing the rifle in the case in the direction of the arrow on the case;</li> <li>d. confirming the pumping handle is partially open;</li> <li>e. confirming the safety catch is ON;</li> </ol>	Demonstration and Performance	10 min	A0-027 (p. 1-3-2)

TP	Description	Method	Time	Refs
	f. closing the case; and g. ensuring the case is pointed in a safe direction.			

5. **Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 5 min  |
| b. Demonstration and Performance: | 10 min |
| c. Demonstration:                 | 15 min |
| d. Total:                         | 30 min |

6. **Substantiation:**

- A demonstration was chosen for TP1 as it allows the instructor to demonstrate the procedures for cleaning the cadet air rifle.
- A demonstration and performance was chosen for TP2 as it allows the instructor to explain and demonstrate cleaning and storing the rifle while providing an opportunity for the cadets to practice under supervision.

7. **Reference:** A0-027 A-CR-CCP-177/PT-001 Director Cadets 3. (2005). *Canadian cadet movement: Cadet marksmanship program reference manual*. Ottawa, ON: Department of National Defence.8. **Training Aids:**

- Presentation aids (i.e., whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area,
- Cadet air rifle,
- Air rifle case,
- Air rifle safety rod, and
- Air rifle cleaning kit.

9. **Learning Aids:**

- Cadet air rifle,
- Air rifle case, and
- Air rifle safety rod.

10. **Test Details:** Nil.11. **Remarks:** Nil.

**SECTION 9****PO 107 – SERVE IN AN AIR CADET SQUADRON**

1. **Performance:** Serve in an Air Cadet Squadron
2. **Conditions:**
  - a. Given:
    - (1) Air Cadet uniform,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet will serve in an air cadet squadron, to include:
  - a. identifying proficiency level one training opportunities;
  - b. identifying air cadet and RCAF officer ranks;
  - c. paying compliments;
  - d. stating the aim and motto of the Air Cadet program;
  - e. wearing the cadet uniform; and
  - f. identifying year one summer training opportunities.
4. **Remarks:** Nil.
5. **Complementary Material:** Complementary material associated with PO 107 is designed to enhance the cadet's participation in their cadet squadron, specifically:
  - a. EO C107.01 (Maintain the Air Cadet Uniform),
  - b. EO C107.02 (Identify the RCAF NCM Rank Structure),
  - c. EO C107.03 (Tour the Cadet Squadron), and
  - d. EO C107.04 (Participate in an Activity about the History of the Cadet Squadron).

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**EO M107.01 – DISCUSS YEAR ONE TRAINING**

1. **Performance:** Discuss Year One Training
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall discuss year one training.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain proficiency level one subject areas and performance objectives, to include: <ol style="list-style-type: none"> <li>a. training common to the sea, air and air elements of the CCO, to include:               <ol style="list-style-type: none"> <li>1. Positive Social Relations for Youth,</li> <li>2. citizenship,</li> <li>3. community service,</li> <li>4. leadership,</li> <li>5. personal fitness and healthy living,</li> <li>6. physical activities,</li> <li>7. air rifle marksmanship,</li> <li>8. general cadet knowledge, and</li> <li>9. drill and ceremonial; and</li> </ol> </li> <li>b. air elemental training, to include:               <ol style="list-style-type: none"> <li>1. CF familiarization,</li> <li>2. Canadian aviation, aerospace, aerodrome operations and aircraft manufacturing and maintenance community familiarization,</li> <li>3. aviation,</li> <li>4. aerospace,</li> <li>5. aerodrome operations,</li> <li>6. aircraft manufacturing and maintenance, and</li> <li>7. aircrew survival.</li> </ol> </li> </ol>	Interactive Lecture	15 min	A3-029
TP2	Discuss squadron optional training, to include: <ol style="list-style-type: none"> <li>a. cultural education / travel;</li> </ol>	Interactive Lecture	10 min	A3-029

TP	Description	Method	Time	Refs
	b. music, to include: <ol style="list-style-type: none"> <li>1. military, and</li> <li>2. pipes and drums; and</li> </ol> c. summer and winter biathlon, d. first-aid, e. drill team, f. ground school, and g. other opportunities as resources allow.			

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 25 min |
| c. Total:                     | 30 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to year one training and optional training opportunities at the squadron.

7. **References:** A3-029 CATO 51-01 Director Cadets 3. (2006). *Air cadet program outline*. Ottawa, ON: Department of National Defence.

8. **Training Aids:** Presentation aids (i.e., whiteboards / flipcharts / OHP / multimedia projector) appropriate for training area.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil.

11. **Remarks:**

- a. This lesson should follow EO M103.02 (Map Personal Goals for the Training Year).
- b. This lesson should be scheduled at the beginning of the training year.

**EO M107.02 – IDENTIFY AIR CADET AND RCAF OFFICER RANKS**

1. **Performance:** Identify Air Cadet and RCAF Officer Ranks
2. **Conditions:**
  - a. Given:
    - (1) Supervision; and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall identify:
  - a. Air cadet ranks; and
  - b. RCAF officer ranks.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Identify air cadet ranks, to include: <ol style="list-style-type: none"> <li>a. Leading Air Cadet (LAC);</li> <li>b. Corporal (Cpl);</li> <li>c. Flight Corporal (FCpl);</li> <li>d. Sergeant (Sgt);</li> <li>e. Flight Sergeant (FSgt);</li> <li>f. Warrant Officer Second Class (WO2); and</li> <li>g. Warrant Officer First Class (WO1).</li> </ol>	Interactive Lecture	5 min	A0-149
TP2	Conduct an air cadet ranks activity.	In-Class Activity	5 min	
TP3	Identify RCAF officer ranks, to include: <ol style="list-style-type: none"> <li>a. the subordinate officer, being an Officer Cadet (OCdt);</li> <li>b. junior officers, to include:               <ol style="list-style-type: none"> <li>1. Second Lieutenant (2Lt);</li> <li>2. Lieutenant (Lt); and</li> <li>3. Captain (Capt);</li> </ol> </li> <li>c. senior officers, to include:               <ol style="list-style-type: none"> <li>1. Major (Maj);</li> <li>2. Lieutenant Colonel (LCol); and</li> <li>3. Colonel (Col); and</li> </ol> </li> </ol>	Interactive Lecture	10 min	A3-005

TP	Description	Method	Time	Refs
	d. general officers, to include: <ol style="list-style-type: none"> <li>1. Brigadier General (BGen);</li> <li>2. Major General (MGen);</li> <li>3. Lieutenant General (LGen); and</li> <li>4. General (Gen).</li> </ol>			
TP4	Conduct an RCAF officer ranks activity.	In-Class Activity	5 min	

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 15 min |
| c. In-Class Activity:         | 10 min |
| d. Total:                     | 30 min |

6. **Substantiation:**

- a. An interactive lecture was chosen for TPs 1 and 3 as it allows the instructor to present the information.
- b. An in-class activity was chosen for TPs 2 and 4 as it is a fun and interesting way to measure the cadets' comprehension of the material.

7. **References:**

- a. A0-149 CATO 13-02 Director Cadets 4. (2009). *Cadet rank promotions*. Ottawa, ON: Department of National Defence.
- b. A3-005 QR&O 3.01 Department of National Defence. (2006). *QR&O 3.01: Ranks and designation of rank*. In *Queens Regulations and Orders for the Canadian Forces (Ch 3, Section 1)*. Ottawa, ON.

8. **Training Aids:**

- a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area;
- b. Air cadet rank badges / slip-ons; and
- c. RCAF officer rank slip-ons.

9. **Learning Aids:** Air cadet rank badges / slip-ons.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO M107.03 – OBSERVE RULES AND PROCEDURES FOR THE PAYING OF COMPLIMENTS**

1. **Performance:** Observe Rules and Procedures for the Paying of Compliments
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall observe rules and procedures for the paying of compliments, to include:
  - a. addressing cadet NCOs and subordinate officers;
  - b. addressing commissioned officers;
  - c. entering and leaving an office; and
  - d. paying compliments on other occasions.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain the procedures for addressing a cadet NCO or subordinate officer:</p> <ol style="list-style-type: none"> <li>a. standing at the position of attention after approaching the NCO / subordinate officer;</li> <li>b. not saluting, as NCOs / subordinate officers do not hold a commission;</li> <li>c. addressing the NCO / subordinate officer by rank and surname and subsequently by rank (LAC – FSgt) or sir / ma’am (WO2 and WO1) throughout the conversation; and</li> <li>d. remaining at the position of attention for the duration of the conversation.</li> </ol>	Interactive Lecture	10 min	A0-002 (pp. 1-2-2 – 1-2-3)
TP2	<p>Explain the procedures for addressing a commissioned officer:</p> <ol style="list-style-type: none"> <li>a. standing at the position of attention after approaching the officer;</li> <li>b. saluting IAW <i>The Canadian Forces Manual of Drill and Ceremonial</i>;</li> <li>c. addressing the officer by rank and surname and subsequently by sir or ma’am throughout the conversation;</li> </ol>	Interactive Lecture	5 min	A0-002 (pp. 1-2-2 – 1-2-3)

TP	Description	Method	Time	Refs
	<p>d. remaining at the position of attention for the duration of the conversation unless otherwise directed by the commissioned officer; and</p> <p>e. saluting when the conversation is complete.</p>			
TP3	<p>Explain the regulations for paying compliments inside a building:</p> <p>a. cadets shall salute indoors only if the following conditions apply:</p> <ol style="list-style-type: none"> <li>1. on parade,</li> <li>2. ceremonial occasion, or</li> <li>3. when entering and leaving offices;</li> </ol> <p>b. when entering an office the cadet shall:</p> <ol style="list-style-type: none"> <li>1. stand at the position of attention at the doorway;</li> <li>2. salute if wearing headdress and the office occupant holds a commission; and</li> <li>3. ask permission to enter;</li> </ol> <p>c. when leaving an office the cadet shall:</p> <ol style="list-style-type: none"> <li>1. stand at the position of attention at the doorway;</li> <li>2. salute if wearing headdress and the office occupant holds a commission; and</li> <li>3. depart;</li> </ol> <p>d. cadets will turn their head and offer a polite greeting when meeting an officer in a common area; and</p> <p>e. it is not normally customary to wear headdress inside a building, other than an armouries or drill hall.</p>	Interactive Lecture	5 min	A0-002 (pp. 1-2-3 – 1-2-4)
TP4	<p>Explain other occasions to pay compliments, to include when:</p> <ol style="list-style-type: none"> <li>a. the Canadian or another foreign national anthem is played;</li> <li>b. the Royal Anthem is played;</li> <li>c. recognizing a commissioned officer who is not in uniform;</li> <li>d. the national flag is being raised and lowered;</li> <li>e. the ensign is being lowered and raised;</li> <li>f. boarding and upon disembarking any of Her Majesty's Canadian ships or those of a foreign service, cadets shall pay compliments to the quarterdeck; and</li> </ol>	Interactive Lecture	5 min	A0-002 (pp. 1-2-3 – 1-2-4)

TP	Description	Method	Time	Refs
	g. when in civilian clothing compliments are paid by doffing a cap / hat.			

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 25 min |
| c. Total:                     | 30 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient them to the various procedures for addressing NCOs, subordinate officers and commissioned officers and for paying compliments.
7. **References:** A0-002 A-DH-201-000/PT-000 DHH 3-2. (2001). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: The Department of National Defence.
8. **Training Aids:** Presentation aids (i.e., whiteboard / flipchart / OHP / multimedia projector) appropriate for training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

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**EO M107.04 – STATE THE AIM AND MOTTO OF THE AIR CADET PROGRAM**

1. **Performance:** State the Aim and Motto of the Air Cadet Program
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall:
  - a. state the mission and vision of the cadet program;
  - b. state the aim of the Air Cadet Program; and
  - c. state the motto of the Air Cadet Program.

4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	State the mission of the cadet program.	Interactive Lecture	5 min	A0-010
TP2	State the vision of the cadet program.	Interactive Lecture	5 min	A0-010
TP3	Describe the aim of the cadet program, to include: <ol style="list-style-type: none"> <li>a. develop in youth the attributes of good citizenship and leadership;</li> <li>b. promote physical fitness; and</li> <li>c. stimulate the interest of youth in the sea, land and air activities of the Canadian Forces.</li> </ol>	Interactive Lecture	10 min	A0-010
TP4	State the motto of the air cadet program.	Interactive Lecture	5 min	C2-040

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 25 min |
| c. Total:                     | 30 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to the aim and motto of the Air Cadet Program.
7. **References:**
  - a. A0-010 CATO 11-03 Director Cadets 3. (2006). *Cadet program mandate*. Ottawa, ON: Department of National Defence.
  - b. C2-040 The Air Cadet League of Canada. (2006). *Policy 3.1: aim of the Canadian cadet organizations*. Retrieved 25 May, 2006, from [http://www.aircadetleague.ca/templates/pdf/refmanual/english/pol\\_3\\_1.pdf](http://www.aircadetleague.ca/templates/pdf/refmanual/english/pol_3_1.pdf)
8. **Training Aids:** Presentation aids (i.e., whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

**EO M107.05 – WEAR THE AIR CADET UNIFORM**

1. **Performance:** Wear the Air Cadet Uniform
2. **Conditions:**
  - a. Given:
    - (1) Wedge;
    - (2) Wedge insignia;
    - (3) Wide brimmed summer hat;
    - (4) Toque;
    - (5) Short sleeve shirt;
    - (6) Necktie;
    - (7) Light blue cotton shirt;
    - (8) Turtleneck sweater;
    - (9) Jacket with belt;
    - (10) All-season jacket;
    - (11) Grey sports t-shirt;
    - (12) Black gloves;
    - (13) Nametag;
    - (14) Trousers;
    - (15) Black belt;
    - (16) Grey sports shorts;
    - (17) Boots;
    - (18) Running shoes;
    - (19) Grey wool socks;
    - (20) Squadron shoulder badges;
    - (21) Supervision; and
    - (22) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.

3. **Standard:** IAW CATO 55-04 *Air Cadet Dress Instructions*, the cadet shall wear the air cadet uniform, to include:
- a. wearing headdress correctly;
  - b. wearing clothing on the upper body correctly, to include:
    - (1) ensuring upper body items are pressed correctly;
    - (2) ensuring the slip-ons and name tag are worn IAW the reference; and
    - (3) ensuring seasonal clothing are worn appropriately;
  - c. wearing clothing on the lower body correctly, to include:
    - (1) ensuring trousers are pressed correctly; and
    - (2) ensuring the belt is worn correctly;
  - d. wearing footwear correctly, to include:
    - (1) ensuring the boots are shone and tied correctly; and
    - (2) ensuring correct socks are worn IAW the reference;
  - e. ensuring squadron shoulder badges and rank badges are worn IAW the reference;
  - f. ensuring hair is neatly groomed and styled IAW the reference;
  - g. wearing only the jewellery that is permitted;
  - h. conforming to body adornment rules (i.e., make up, piercing); and
  - i. wearing civilian clothing IAW the reference.

4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain the correct manner in which to wear headdress, to include:</p> <ol style="list-style-type: none"> <li>a. the wedge;</li> <li>b. the wedge insignia;</li> <li>c. the wide brimmed tan summer hat; and</li> <li>d. the toque.</li> </ol>	Interactive Lecture	5 min	A3-006 (p. 10)
TP2	<p>Explain the correct manner to wear and care for clothing articles on the upper body, to include:</p> <ol style="list-style-type: none"> <li>a. short sleeve shirt;</li> <li>b. necktie;</li> <li>c. light blue cotton t-shirt;</li> <li>d. turtleneck sweater;</li> <li>e. cadet jacket with cloth belt;</li> <li>f. all-season jacket;</li> <li>g. rank slip-ons;</li> </ol>	Interactive Lecture	10 min	A3-006 (pp. 5 and 10-13)

TP	Description	Method	Time	Refs
	<ul style="list-style-type: none"> <li>h. grey sports t-shirt;</li> <li>i. black wool gloves; and</li> <li>j. nametag.</li> </ul>			
TP3	<p>Explain the correct manner to wear and care for the trousers and shorts, to include:</p> <ul style="list-style-type: none"> <li>a. the trousers shall be steam pressed without starch so as to have creases down the centre of each leg in the front and the back;</li> <li>b. the trousers shall be worn with the black belt; and</li> <li>c. the grey sports shorts shall be worn as directed by the squadron or CSTC CO.</li> </ul>	Interactive Lecture	5 min	A3-006 (pp. 12-13)
TP4	<p>Explain the correct manner to wear and care for footwear, to include:</p> <ul style="list-style-type: none"> <li>a. general guidelines for polishing the boots, to include: <ul style="list-style-type: none"> <li>1. using a polish cloth wrapped around the index finger;</li> <li>2. applying a moderate amount of polish to the cloth;</li> <li>3. applying the polish in a circular motion to the area being polished;</li> <li>4. starting with large circles to cover the area with polish;</li> <li>5. using smaller circles as the polish gets worked into the boot;</li> <li>6. continuing to work in a circular motion until the circles formed by the polish are no longer visible; and</li> <li>7. the whole boot is to be polished, not just the toe;</li> </ul> </li> <li>b. lacing and tying the boots: <ul style="list-style-type: none"> <li>1. boots are to be laced straight across;</li> <li>2. when the boots are tied the laces are to be tucked inside the boots;</li> <li>3. boots should not be tied too tightly; and</li> <li>4. insoles will make the boots more comfortable;</li> </ul> </li> <li>c. running shoes shall be worn as directed by the squadron or CSTC CO; and</li> <li>d. grey wool socks shall be worn with boots and athletic socks shall be worn with running shoes.</li> </ul>	Interactive Lecture	10 min	A3-006 (p. 13)

TP	Description	Method	Time	Refs
TP5	<p>Explain the placement of air cadet badges that are applicable to the year one cadet, to include:</p> <ol style="list-style-type: none"> <li>a. squadron shoulder badges; and</li> <li>b. rank badges.</li> </ol>	Interactive Lecture	10 min	A3-006 (p. D2-1/1, D3-2/2, D4-4/4, 9/26)
TP6	<p>Explain the following related to personal appearance while in uniform:</p> <ol style="list-style-type: none"> <li>a. general appearance;</li> <li>b. hairstyle, to include: <ol style="list-style-type: none"> <li>1. general appearance;</li> <li>2. male hairstyle;</li> <li>3. sideburns;</li> <li>4. moustache; and</li> <li>5. female hairstyles;</li> </ol> </li> <li>c. make-up;</li> <li>d. jewellery;</li> <li>e. tattoos and piercings;</li> <li>f. accessories, to include: <ol style="list-style-type: none"> <li>1. civilian pattern backpack; and</li> <li>2. purse;</li> </ol> </li> <li>g. eyeglasses/sunglasses;</li> <li>h. carrying of articles;</li> <li>i. civilian clothing; and</li> <li>j. general deportment.</li> </ol>	Interactive Lecture	10 min	A3-006 (pp. 7 and 13-17)  A0-001

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 10 min |
| b. Interactive Lecture:       | 50 min |
| c. Total:                     | 60 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson as it allows the instructor to present the material to the cadets.

7. **References:**

- a. A3-006 Cadets Canada. (2011). *CATO 55-04: Royal Canadian Air Cadet Dress Instructions*. In *Cadet Administrative and Training Orders Vol. 5*). Ottawa. ON.
- b. A0-001 A-AD-265-000/AG-001 DHH 3-2. (2001). *Canadian Forces Dress Instructions*. Ottawa, ON.

**8. Training Aids:**

- a. presentation aids (i.e., whiteboards / flipcharts / OHP / multimedia projector) appropriate for training area;
- b. cadet uniform;
- c. cadet rank slip-ons;
- d. squadron shoulder badges; and
- e. rank badges.

**9. Learning Aids:**

- a. cadet uniform;
- b. cadet rank slip-ons;
- c. squadron shoulder badges; and
- d. rank badges.

**10. Test Details:** Nil.**11. Remarks:**

- a. This lesson should be delivered when the cadets are issued their uniform.
- b. Consider utilizing senior cadets to demonstrate the various orders of dress.

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**EO M107.06 – DISCUSS SUMMER TRAINING OPPORTUNITIES**

1. **Performance:** Discuss Summer Training Opportunities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall discuss summer training opportunities, to include:
  - a. General Training (GT), and
  - b. summer training areas of interest.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Discuss General Training (GT), to include: <ol style="list-style-type: none"> <li>a. two weeks in duration;</li> <li>b. the locations where it is held, to include:               <ol style="list-style-type: none"> <li>1. Whitehorse, YT;</li> <li>2. Albert Head, BC;</li> <li>3. Penhold, AB;</li> <li>4. Trenton, ON;</li> <li>5. Bagotville, QC; and</li> <li>6. Greenwood, NS;</li> </ol> </li> <li>c. training, to include:               <ol style="list-style-type: none"> <li>1. citizenship;</li> <li>2. leadership;</li> <li>3. physical activities;</li> <li>4. air rifle marksmanship;</li> <li>5. general cadet knowledge;</li> <li>6. drill and ceremonial;</li> <li>7. music;</li> <li>8. aviation;</li> <li>9. aerospace;</li> <li>10. aerodrome operations;</li> <li>11. aircraft manufacturing and maintenance; and</li> <li>12. aircrew survival.</li> </ol> </li> </ol>	Interactive Lecture	15 min	A0-096

TP	Description	Method	Time	Refs
TP2	<p>Introduce the summer training program areas, to include:</p> <ul style="list-style-type: none"> <li>a. aviation, which includes:               <ul style="list-style-type: none"> <li>1. Basic Aviation</li> <li>2. Advanced Aviation;</li> <li>3. Glider Power Scholarship; and</li> <li>4. Power Pilot Scholarship;</li> </ul> </li> <li>b. leadership, which includes:               <ul style="list-style-type: none"> <li>1. Basic Leadership; and</li> <li>2. Leadership and Ceremonial Instructor;</li> </ul> </li> <li>c. survival, which includes:               <ul style="list-style-type: none"> <li>1. Basic Survival; and</li> <li>2. Survival Instructor;</li> </ul> </li> <li>d. aviation technology and aerospace, which includes:               <ul style="list-style-type: none"> <li>1. Basic Aviation Technology and Aerospace;</li> <li>2. Advanced Aerospace;</li> <li>3. Advanced Aviation Technology – Airport Operations; and</li> <li>4. Advanced Aviation Technology – Aircraft Maintenance;</li> </ul> </li> <li>e. fitness and sports, which includes:               <ul style="list-style-type: none"> <li>1. Basic Fitness and Sports; and</li> <li>2. Fitness and Sports Instructor;</li> </ul> </li> <li>f. air rifle marksmanship, which includes:               <ul style="list-style-type: none"> <li>1. Air Rifle Marksmanship Instructor; and</li> </ul> </li> <li>g. military band, which includes:               <ul style="list-style-type: none"> <li>1. Military Band Basic Musician;</li> <li>2. Military Band Intermediate Musician; and</li> <li>3. Military Band Advanced Musician;</li> </ul> </li> <li>h. pipe band, which includes:               <ul style="list-style-type: none"> <li>1. Pipe Band Basic Musician;</li> <li>2. Pipe Band Intermediate Musician; and</li> <li>3. Pipe Band Advanced Musician; and</li> </ul> </li> <li>i. trips and exchanges, which includes:               <ul style="list-style-type: none"> <li>1. Oshkosh Trip; and</li> <li>2. International Air Cadet Exchange.</li> </ul> </li> </ul>	Interactive Lecture	10 min	A0-096 A3-029 A3-061 A3-192

5. **Time:**

a. Introduction / Conclusion:

5 min

- |    |                      |        |
|----|----------------------|--------|
| b. | Interactive Lecture: | 25 min |
| c. | Total:               | 30 min |
6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to General Training and generate an interest in future summer training opportunities.
7. **References:**
- A0-096 CATO 11-04 Director Cadets 2. (2007). *Cadet program outline*. Ottawa, ON: Department of National Defence.
  - A3-029 CATO 51-01 Director Cadets 3. (2006). *Air cadet program outline*. Ottawa, ON: Department of National Defence.
  - A3-061 CATO 54-27 Director Cadets 4. (2007). *Power pilot scholarship program*. Ottawa: ON: Department of National Defence.
  - A3-192 CATO 54-26 Director Cadets 4. (2007). *Glider Pilot Scholarship Program*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** This EO should be scheduled to coincide when cadets are completing summer training applications.

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**EO C107.01 – MAINTAIN THE AIR CADET UNIFORM**

1. **Performance:** Maintain the Air Cadet Uniform
2. **Conditions:**
  - a. Given:
    - (1) Air cadet uniform;
    - (2) Scissors;
    - (3) Ironing board;
    - (4) Iron;
    - (5) Black boot polish;
    - (6) Polish cloth;
    - (7) Old toothbrush;
    - (8) Hair elastics;
    - (9) Bobby pins;
    - (10) Hair nets;
    - (11) Hair spray;
    - (12) Supervision; and
    - (13) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** IAW CATO 55-04 *Air Cadet Dress Instructions*, the cadet shall maintain the air cadet uniform, to include:
  - a. ensuring the uniform is clean;
  - b. ensuring the footwear is clean and shone; and
  - c. ensuring the uniform is pressed.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain the pressing cloth, to include: <ol style="list-style-type: none"> <li>a. using a pressing cloth; and</li> <li>b. examples of items that can be used as a pressing cloth.</li> </ol>	Interactive Lecture	5 min	

TP	Description	Method	Time	Refs
TP2	<p>Demonstrate the correct method of care for the trousers, to include:</p> <ul style="list-style-type: none"> <li>a. should be well pressed and free of dirt and lint at all times;</li> <li>b. a crease will extend down the centre of each leg in the front and the back; and</li> <li>c. each crease shall extend from the top of the leg to the bottom.</li> </ul>	Demonstration	5 min	A3-006 (pp. 12-13)
TP3	<p>Demonstrate the correct method of care for the short sleeve shirt, to include:</p> <ul style="list-style-type: none"> <li>a. should be kept clean and pressed;</li> <li>b. the only crease to be in the shirt is to be down the centre of each sleeve starting at the centre of each epaulette; and</li> <li>c. the collar may be starched to prevent it from becoming limp.</li> </ul>	Demonstration	5 min	A3-006 (pp. 5 and 10-13)
TP4	<p>Demonstrate the correct method for care of the jacket, to include:</p> <ul style="list-style-type: none"> <li>a. the sleeves will be roll-pressed with no creases;</li> <li>b. the belt should be even with no twists;</li> <li>c. the buckle is to be centred in front; and</li> <li>d. contents of the pockets should not bulge.</li> </ul>	Demonstration	5 min	A3-006 (pp. 5 and 10-13)
TP5	<p>Demonstrate general guidelines for the care for the boots, to include:</p> <ul style="list-style-type: none"> <li>a. polishing the boots, to include: <ul style="list-style-type: none"> <li>1. using a polish cloth wrapped around the index finger;</li> <li>2. applying a moderate amount of polish to the cloth;</li> <li>3. applying the polish in a circular motion to the area being polished;</li> <li>4. starting with large circles to cover the area with polish;</li> <li>5. using smaller circles as the polish gets worked into the boot; and</li> <li>6. continuing to work in a circular motion until circles formed by the polish are no longer visible. The whole boot is to be polished, not just the toe; and</li> </ul> </li> </ul>	Demonstration	5 min	A3-006 (p.13)

TP	Description	Method	Time	Refs
	b. lacing the boots, to include: <ol style="list-style-type: none"> <li>1. lacing straight across;</li> <li>2. tucking the laces inside the boots; and</li> <li>3. boots should not be tied too tightly.</li> </ol>			
TP6	Demonstrate the correct method for wearing the hair, to include: <ol style="list-style-type: none"> <li>a. the hair shall be neatly groomed and conservatively styled;</li> <li>b. the length, bulk and style of hair should not preclude the wearing of the wedge;</li> <li>c. style and colour shall not be bizarre, exaggerated or of unusual appearance;</li> <li>d. hair must be secured or styled back to reveal the face. Any accessories used to secure or control hairstyles shall be unobtrusive;</li> <li>e. male cadets' hair shall be taper trimmed at the back, sides, and above the ears to blend with the hairstyle;</li> <li>f. hair shall not touch the ears or fall below the top of the eyebrows when the wedge is removed;</li> <li>g. sideburns shall not extend below a line horizontally bisecting the ear, and shall be squared off horizontally at the bottom edge and taper trimmed to conform to the overall hairstyle;</li> <li>h. female cadets' hair shall not extend below the lower edge of the shirt collar;</li> <li>i. braids shall be styled conservatively, tied tightly, and secured at the end by a knot or a small unadorned fastener;</li> <li>j. a single braid shall be worn in the centre of the back; and</li> <li>k. double braids shall be worn behind the shoulders.</li> </ol>	Demonstration	5 min	A3-006 (pp. 7 and 13-17)  A0-001
TP7	Supervise and advise cadets as they practise maintaining the uniform, to include: <ol style="list-style-type: none"> <li>a. trousers;</li> <li>b. short sleeved shirt;</li> <li>c. jacket; and</li> <li>d. boots.</li> </ol> Cadets will demonstrate, and practise when possible, correct wear of the hair.	In-Class Activity	25 min	

5. **Time:**

a. Introduction / Conclusion:	5 min
b. Interactive Lecture:	5 min
c. Demonstration:	25 min
d. In-Class Activity:	25 min
e. Total:	60 min

6. **Substantiation:**

- a. An interactive lecture was chosen for TP 1 as it allows the instructor to present the material.
- b. A demonstration was chosen for TPs 2 – 6 as a practical way for the instructor to demonstrate the skills and care in maintaining the air cadet uniform.
- c. An-class activity was chosen for TP 7 to allow the cadets to practice the skills under supervision in a safe and controlled environment.

7. **References:**

- a. A3-006 Cadets Canada. (2011). *CATO 55-04: Royal Canadian Air Cadet Dress Instructions*. In *Cadet Administrative and Training Orders (Vol. 5)*. Ottawa. ON.
- b. A0-001 A-AD-265-000/AG-001 DHH 3-2. (2001). *Canadian Forces Dress Instructions*. Ottawa, ON.

8. **Training Aids:**

- a. Air cadet uniform;
- b. Scissors;
- c. Ironing board;
- d. Iron;
- e. Black boot polish;
- f. Polish cloth;
- g. Old toothbrush;
- h. Hair elastics;
- i. Bobby pins;
- j. Hair nets;
- k. Hair spray;
- l. Pictures of braids;
- m. Pictures of appropriate female hairstyles; and
- n. Pictures of male hairstyles.



**9. Learning Aids:**

- a. Air cadet uniform;
- b. Scissors;
- c. Ironing board;
- d. Iron;
- e. Black boot polish;
- f. Polish cloth;
- g. Old toothbrush;
- h. Hair elastics;
- i. Bobby pins;
- j. Hair nets;
- k. Hair spray;
- l. Pictures of braids;
- m. Pictures of appropriate female hairstyles; and
- n. Pictures of male hairstyles.

**10. Test Details:** Nil.**11. Remarks:**

- a. This EO should be conducted once the cadets have been issued their uniform.
- b. This EO should be conducted after M107.05 (Wear the Air Cadet Uniform) has been delivered.
- c. Assistant instructors will be required for this lesson.

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**EO C107.02 – IDENTIFY THE RCAF NCM RANK STRUCTURE**

1. **Performance:** Identify the RCAF NCM Rank Structure
2. **Conditions:**
  - a. Given:
    - (1) Supervision; and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall identify the RCAF NCM rank structure.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Describe the RCAF NCM rank structure, to include: <ol style="list-style-type: none"> <li>a. Private Recruit (Pte recruit);</li> <li>b. Private (Pte);</li> <li>c. Corporal (Cpl);</li> <li>d. Master Corporal (MCpl);</li> <li>e. Sergeant (Sgt);</li> <li>f. Warrant Officer (WO);</li> <li>g. Master Warrant Officer (MWO); and</li> <li>h. Chief Warrant Officer (CWO).</li> </ol>	Interactive Lecture	10 min	A3-008 A3-005
TP2	Conduct an RCAF NCM rank structure identification activity.	In-Class Activity	15 min	

**Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 10 min |
| c. In-Class Activity:         | 15 min |
| d. Total:                     | 30 min |

6. **Substantiation:**
  - a. An interactive lecture was chosen for TP 1 as a way to present the information to the cadets.
  - b. An in-class activity was chosen for TP 2 as it is a fun way to confirm the cadets' comprehension of the material.

7. **References:**

- a. A3-008 Department of National Defence. Retrieved 6 April 2006, from [www.forces.gc.ca/site/Community/insignia/aira\\_e.asp#commisioner](http://www.forces.gc.ca/site/Community/insignia/aira_e.asp#commisioner)
- b. A3-005 QR&O 3.01 Department of National Defence. (2006). *QR&O 3.01: Ranks and designations of rank*. In Queen's Regulations and Orders for the Canadian Forces (Ch 3, Section 1), Ottawa, ON.

8. **Training Aids:**

- a. Presentation aids (eg, whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area; and
- b. RCAF NCM rank slip-ons.

9. **Learning Aids:** RCAF NCM rank slip-ons.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO C107.03 – TOUR THE CADET SQUADRON**

1. **Performance:** Tour the Cadet Squadron
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall tour the squadron in order to:
  - a. identify key areas of the cadet squadron;
  - b. identify the cadet squadron staff; and
  - c. apply squadron rules and procedures.
4. **Teaching Points:** Conduct a tour of the facilities and introduce the cadets to the cadet squadron staff. Supervise the cadets, as they visit the following areas of the cadet squadron, and discuss information pertinent to each location:
  - a. parade square (protocols and respect),
  - b. classrooms,
  - c. break areas / canteen, to include:
    - (1) availability, and
    - (2) appropriate use;
  - d. washrooms,
  - e. communications areas (bulletin boards, sign up sheets),
  - f. Commanding Officer's office,
  - g. administration office,
  - h. training office,
  - i. supply areas, and
  - j. out of bounds areas.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. In-Class Activity:	25 min
c. Total:	30 min

6. **Substantiation:** A practical activity was chosen for this lesson as it is an interactive way for cadets to learn about the facilities of their cadet squadron in a safe and controlled environment.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** Additional instructors can be used a tour guides.

**EO C107.04 – PARTICIPATE IN AN ACTIVITY ABOUT THE HISTORY OF THE SQUADRON**

1. **Performance:** Participate in an Activity about the History of the Squadron
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in an activity on the history of the cadet squadron, to include:
  - a. formation of the cadet squadron,
  - b. significant cadet squadron developments, and
  - c. awards and accomplishments within the cadet squadron.

4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct a cadet squadron history learning station activity.	In-Class Activity	40 min	
TP2	Conduct a group discussion on what cadets have discovered about the history of their cadet squadron.	Group Discussion	10 min	

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 10 min |
| b. In-Class Activity:         | 40 min |
| c. Group Discussion:          | 10 min |
| d. Total:                     | 60 min |

6. **Substantiation:**

- a. An in-class activity was chosen for TP 1 as it is an interactive way to provoke thought and stimulate interest among cadets about the history of the squadron.
- b. A group discussion was chosen for TP 2 as it allows the cadets to interact with their peers.

7. **References:** Nil.
8. **Training Aids:** Presentation aids (Presentation aids (i.e., whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** Information used by the instructor for the learning stations will depend on materials available at each squadron.



**SECTION 10****PO 108 – PERFORM DRILL MOVEMENTS DURING AN ANNUAL CEREMONIAL REVIEW**

1. **Performance:** Perform Drill Movements During an Annual Ceremonial Review
2. **Conditions:**
  - a. Given:
    - (1) Parade area,
    - (2) Words of command,
    - (3) Supervision, and
    - (4) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Drill hall or outdoor parade square in favourable weather
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet will participate as a member of a squadron in an Annual Ceremonial Review parade, to include:
  - a. fall in,
  - b. right dress,
  - c. inspection,
  - d. march past,
  - e. advance; and
  - f. dismissal.
4. **Remarks:**
  - a. A nightly opening and closing parade should be included in the routine of the squadron. The opening parade should be section level and include falling in, calling the roll, a drill practice, and falling out. The closing parade should include falling in, announcements, a drill practice including marching and wheeling, and falling out. The length of the parades will vary based on the facilities of the individual squadron.
  - b. A monthly Commanding Officer's Parade following the sequence of an Annual Ceremonial Review should be conducted in the place of an opening or closing parade. This will introduce cadets to the format of an Annual Ceremonial Review and provide practice of the requisite skills in sequence.
  - c. The development of drill proficiency is a progressive process. The order in which the EOs are listed follow this progression. Instructors are advised to teach the EOs in the order they are listed.
5. **Complementary Material:** Complementary material associated with PO 108 is designed to provide additional opportunities for squadrons with an interest in drill to develop cadets' skills in this area, specifically:
  - a. EO C108.01 (Execute Supplementary Drill Movements), and
  - b. EO C108.02 (Participate in a Drill Competition).

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**EO M108.01 – ADOPT THE POSITIONS OF ATTENTION, STAND AT EASE, AND STAND EASY**

1. **Performance:** Adopt the Positions of Attention, Stand at Ease, and Stand Easy
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall adopt the following individual drill positions, to include:
  - a. attention,
  - b. stand at ease,
  - c. attention from stand at ease,
  - d. stand easy, and
  - e. stand at ease from stand easy.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets adopt the position of attention.	Demonstration and Performance	5 min	A0-002 (pp. 2-1–2-3)
TP2	Explain, demonstrate and have the cadets adopt the position of stand at ease.	Demonstration and Performance	5 min	A0-002 (p. 2-3)
TP3	Explain, demonstrate and have the cadets adopt the position of attention from stand at ease.	Demonstration and Performance	5 min	A0-002 (pp. 2-3–2-4)
TP4	Explain, demonstrate and have the cadets adopt the position of stand easy.	Demonstration and Performance	5 min	A0-002 (p. 2-5)
TP5	Explain, demonstrate and have the cadets adopt the position of stand at ease from stand easy.	Demonstration and Performance	5 min	A0-002 (p. 2-6)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance:

c. Total: 25 min  
30 min

6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
  - b. Assistant instructors may be required for this lesson.

**EO M108.02 – EXECUTE A SALUTE AT THE HALT WITHOUT ARMS**

1. **Performance:** Execute a Salute at the Halt Without Arms
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute a salute to the front, left and right at the halt without arms.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute a salute to the front.	Demonstration and Performance	15 min	A0-002 (pp. 2-10–2-11)
TP2	Explain, demonstrate and have the cadets execute a salute to the right and to the left.	Demonstration and Performance	10 min	A0-002 (pp. 2-11–2-12)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
- b. Assistant instructors may be required for this lesson.

**EO M108.03 – EXECUTE TURNS AT THE HALT**

1. **Performance:** Execute Turns at the Halt
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute turns at the halt, to include:
  - a. right turn,
  - b. left turn, and
  - c. about turn.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute a right turn.	Demonstration and Performance	10 min	A0-002 (pp. 2-12–2-13)
TP2	Explain, demonstrate and have the cadets execute a left turn.	Demonstration and Performance	5 min	A0-002 (p. 2-13)
TP3	Explain, demonstrate and have the cadets execute an about turn.	Demonstration and Performance	10 min	A0-002 (p. 2-13)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min

6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
  - b. Assistant instructors may be required for this lesson.



**EO M108.04 – CLOSE TO THE RIGHT AND LEFT**

1. **Performance:** Close to the Right and Left
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall close to the right and left.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets close to the right.	Demonstration and Performance	15 min	A0-002 (pp. 2-14–2-15)
TP2	Explain, demonstrate and have the cadets close to the left.	Demonstration and Performance	10 min	A0-002 (pp. 2-14–2-15)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
- b. Assistant instructors may be required for this lesson.

**EO M108.05 – EXECUTE PACES FORWARD AND TO THE REAR**

1. **Performance:** Execute Paces Forward and to the Rear
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute paces forward and to the rear.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute paces forward.	Demonstration and Performance	15 min	A0-002 (pp. 2-16–2-17)
TP2	Explain, demonstrate and have the cadets execute paces to the rear.	Demonstration and Performance	10 min	A0-002 (p. 2-17)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
- b. Assistant instructors may be required for this lesson.

**EO M108.06 – EXECUTE THE MOVEMENTS REQUIRED FOR A RIGHT DRESS**

1. **Performance:** Execute the Movements Required for a Right Dress
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute the movements required to dress (or dressing) a squad, to include:
  - a. right dress,
  - b. eyes front,
  - c. shoulder dressing, and
  - d. elbow dressing.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute a right dress.	Demonstration and Performance	10 min	A0-002 (pp. 2-18– 2-20)
TP2	Explain, demonstrate and have the cadets execute an eyes front.	Demonstration and Performance	5 min	A0-002 (p. 2-20)
TP3	Explain, demonstrate and have the cadets execute a shoulder dressing.	Demonstration and Performance	5 min	A0-002 (p. 2-20)
TP4	Explain, demonstrate and have the cadets execute an elbow dressing.	Demonstration and Performance	5 min	A0-002 (p. 2-20)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min

6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
  - b. Assistant instructors may be required for this lesson.

**EO M108.07 – EXECUTE AN OPEN ORDER AND CLOSE ORDER MARCH**

1. **Performance:** Execute an Open Order and Close Order March
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute an open order and close order march.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute an open order march.	Demonstration and Performance	15 min	A0-002 (p. 2-21)
TP2	Explain, demonstrate and have the cadets execute a close order march.	Demonstration and Performance	10 min	A0-002 (p. 2-21)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
- b. Assistant instructors may be required for this lesson.



**EO M108.08 – MARCH AND HALT IN QUICK TIME**

1. **Performance:** March and Halt in Quick Time
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall march and halt in quick time.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets march in quick time.	Demonstration and Performance	10 min	A0-002 (pp. 3-6–3-8)
TP2	Explain, demonstrate and have the cadets halt in quick time.	Demonstration and Performance	15 min	A0-002 (pp. 3-6–3-8)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
- b. Assistant instructors may be required for this lesson.

**EO M108.09 – EXECUTE MARK TIME, FORWARD AND HALT IN QUICK TIME**

1. **Performance:** Execute Mark Time, Forward and Halt in Quick Time
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute marking time and forward and halting in quick time from marking time.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute marking time.	Demonstration and Performance	10 min	A0-002 (pp. 3-15–3-17)
TP2	Explain, demonstrate and have the cadets execute forward from marking time.	Demonstration and Performance	10 min	A0-002 (pp. 3-15–3-17)
TP3	Explain, demonstrate and have the cadets execute halting in quick time from marking time.	Demonstration and Performance	5 min	A0-002 (p. 3-17)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min

6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
  - b. Assistant instructors may be required for this lesson.

**EO M108.10 – EXECUTE A SALUTE ON THE MARCH**

1. **Performance:** Execute a Salute on the March
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute a salute on the march.
4. **Teaching Points:** Explain, demonstrate and have the cadets execute a salute on the march.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. Demonstration and Performance:	25 min
c. Total:	30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
  - b. Assistant instructors may be required for this lesson.

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**EO M108.11 – PAY COMPLIMENTS WITH A SQUAD ON THE MARCH**

1. **Performance:** Pay Compliments with a Squad on the March
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute paying compliments with a squad on the march.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain, demonstrate and have the cadets execute eyes right (left) to pay compliments on the march.	Demonstration and Performance	15 min	A0-002 (pp.3-15 and 3-17)
TP2	Explain, demonstrate and have the cadets execute eyes front to pay compliments on the march.	Demonstration and Performance	10 min	A0-002 (pp.3-15 and 3-17)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Demonstration and Performance: 25 min
  - c. Total: 30 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. It is recommended that ongoing feedback be provided to the cadets during drill practices, parade nights and ceremonial parades. All corrections shall be made immediately so that bad habits do not persist.
- b. Assistant instructors may be required for this lesson.



**EO M108.12 – PERFORM DRILL MOVEMENTS DURING AN ANNUAL CEREMONIAL REVIEW**

1. **Performance:** Perform Drill Movements During an Annual Ceremonial Review
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall participate in an ACR Parade.
4. **Teaching Points:** Supervise the cadets as they participate in an ACR Parade.
5. **Time:**
  - a. Practical Activity: 90 min
  - b. Total: 90 min
6. **Substantiation:** A practical activity was chosen for this lesson as it is an interactive way to allow the cadets to participate in an ACR parade.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** These periods are to serve as a confirmation of the skills learned and practiced during the lessons associated with PO 108.
11. **Remarks:**
  - a. Closing parades shall serve as an opportunity to practice the skills required for proper execution of an ACR parade.
  - b. Assistant instructors may be required for this lesson.
  - c. There is no instructional guide for this EO.

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**EO C108.01 – EXECUTE SUPPLEMENTARY DRILL MOVEMENTS**

1. **Performance:** Execute Supplementary Drill Movements
2. **Conditions:**
  - a. Given:
    - (1) Words of command,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** IAW A-DH-201-000/PT-001, *The Canadian Forces Manual of Drill and Ceremonial*, the cadet shall execute supplementary drill movements.
4. **Teaching Points:**
5. **Time:**

a. Demonstration and Performance:	180 min
b. Total:	180 min
6. **Substantiation:** A demonstration and performance was chosen for this lesson as it allows the instructor to explain and demonstrate the skill the cadets are expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.
7. **Reference:** A0-002 A-DH-201-000/PT-001 Director History and Heritage 3-2. (2006). *The Canadian Forces manual of drill and ceremonial*. Ottawa, ON: Department of National Defence.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil
11. **Remarks:**
  - a. This EO is allotted up to six periods, which may be scheduled according to the requirements of the movement(s) to be taught and the needs of the squadron.
  - b. Assistant instructors may be required for this lesson.
  - c. There is no instructional guide provided for this EO.

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**EO C108.02 – PARTICIPATE IN A DRILL COMPETITION**

1. **Performance:** Participate in a Drill Competition
2. **Conditions:**
  - a. Given:
    - (1) Words of command, and
    - (2) Supervision.
  - b. Denied: Assistance
  - c. Environmental: Drill hall or outdoor parade square in favourable weather.
3. **Standard:** The cadet, as a member of a drill team, shall participate in a drill competition.
4. **Teaching Points:** Using the compulsory sequence provided, have the cadets participate in a drill competition.
5. **Time:**
  - a. Practical Activity: 90 min
  - b. Total: 90 min
6. **Substantiation:** A practical activity was chosen for this lesson as it is an interactive way to allow the cadets to participate in a drill competition.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Drill equipment, as required.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Assistant instructors may be required for this lesson.
  - b. The competition shall be judged; however, the focus should be upon making the activity fun for the cadets.
  - c. In small squadrons without adequate numbers to hold a formal competition, the squadron may modify the competition according to their circumstances.

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**SECTION 11****PO 111 – PARTICIPATE IN RECREATIONAL SUMMER BIATHLON ACTIVITIES**

1. **Performance:** Participate in Recreational Summer Biathlon Activities
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Cadet air rifle sling,
    - (3) Air rifle pellets,
    - (4) Biathlon air rifle target (BART),
    - (5) Target frame,
    - (6) Marksmanship mat,
    - (7) Safety glasses / goggles,
    - (8) Container to hold pellets,
    - (9) Supervision, and
    - (10) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental:
    - (1) Air rifle range constructed IAW Part 1, Section 8 of A-CR-CCP-177/PPT-001, *Canadian Cadet Movement: Cadet Marksmanship Program Reference Manual*, and
    - (2) Running route of approximately 250–500 m on level terrain.
3. **Standard:** The cadet will participate in summer biathlon activities, to include:
  - a. running a loop of 250–500m;
  - b. firing five to eight pellets in an effort to activate all five targets on the BART;
  - c. running a loop of 250–500m;
  - d. firing five to eight pellets in an effort to activate all five targets on the BART;
  - e. running a loop of 250–500m; and
  - f. crossing the finish line.
4. **Remarks:**
  - a. Cadets must have completed PO 106 (Fire the Cadet Air Rifle) prior to participating in recreational summer biathlon activities.
  - b. EO C111.01 (Participate in a Biathlon Briefing), EO C111.02 (Run Wind Sprints), and EO C111.03 (Fire the Cadet Air Rifle Following Physical Activity) must be completed prior to EO C111.04 (Participate in a Recreational Summer Biathlon Activity).

- c. Assistance may be given to cadets who have difficulty pumping the cadet air rifle.
  - d. All range activities must be conducted by a Range Safety Officer (RSO).
5. **Complementary Material:** PO 111 (Participate in Recreational Summer Biathlon Activities) is a complementary package designed to provide an opportunity for the cadet to participate in summer biathlon activities.



**EO C111.01 – PARTICIPATE IN A BIATHLON BRIEFING**

1. **Performance:** Participate in a Biathlon Briefing
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in a biathlon briefing, to include:
  - a. an introduction to biathlon, and
  - b. an introduction to competitive events within the Canadian Cadet Movement (CCM).
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Introduce biathlon, to include: <ol style="list-style-type: none"> <li>a. the sport of biathlon, and</li> <li>b. the types of races.</li> </ol>	Interactive Lecture	10 min	A0-036 (pp. 4-3-7 to 4-3-16)  A0-036
TP2	Describe competitive events in the CCM, to include: <ol style="list-style-type: none"> <li>a. stage 1: local squadron,</li> <li>b. stage 2: zone,</li> <li>c. stage 3: provincial / territorial, and</li> <li>d. stage 4: national.</li> </ol>	Interactive Lecture	15 min	A0-036 (pp. 4-2-1 to 4-3-6)

5. **Time:**

a. Introduction / Conclusion:	5 min
b. Interactive Lecture:	25 min
c. Total:	30 min
6. **Substantiation:** An interactive lecture was chosen for this lesson to introduce biathlon and provide an overview of the sport.
7. **References:**
  - a. A0-036 Cadets Canada. (n.d.). *Canadian cadet movement: Biathlon championship series*. Ottawa, ON: Department of National Defence.
  - b. C0-084 Biathlon Canada. (2003). *Biathlon Canada handbook*. Ottawa, ON: Biathlon Canada.

8. **Training Aids:** Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

**EO C111.02 – RUN WIND SPRINTS**

1. **Performance:** Run Wind Sprints
2. **Conditions:**
  - a. Given:
    - (1) Whistle,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Training area large enough to conduct short wind sprints.
3. **Standard:** The cadet shall:
  - a. participate in a warm-up;
  - b. run wind sprints; and
  - c. participate in a cool-down.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain how to prepare for summer biathlon activities, to include: <ol style="list-style-type: none"> <li>a. clothing, to include:               <ol style="list-style-type: none"> <li>1. the layering system, and</li> <li>2. appropriate footwear,</li> </ol> </li> <li>b. hydration, and</li> <li>c. nutrition.</li> </ol>	Interactive Lecture	5 min	C0-078 C0-079
TP2	Describe running techniques, to include: <ol style="list-style-type: none"> <li>a. pacing,</li> <li>b. posture / body alignment, and</li> <li>c. wind sprints.</li> </ol>	Interactive Lecture	5 min	C0-080
TP3	Conduct a warm-up session, composed of light cardiovascular exercises, meant to: <ol style="list-style-type: none"> <li>a. stretch the muscles;</li> <li>b. gradually increase respiratory action and heart rate;</li> <li>c. expand the muscles' capillaries to accommodate the increase in blood circulation; and</li> <li>d. raise muscle temperature to facilitate reactions in muscle tissue.</li> </ol>	Practical Activity	5 min	C0-002 (pp. 109–113) C0-089

TP	Description	Method	Time	Refs
TP4	Supervise while the cadets run wind sprints.	Practical Activity	5 min	
TP5	Conduct a cool-down session, composed of light cardiovascular exercises, meant to: <ol style="list-style-type: none"> <li>allow the body time to slowly recover from physical activity and to help prevent injury;</li> <li>prepare the respiratory and cardiovascular systems to return to their normal state; and</li> <li>stretch the muscles.</li> </ol>	Practical Activity	5 min	C0-002 (pp. 109–113) C0-089

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 10 min |
| c. Practical Activity:        | 15 min |
| d. Total:                     | 30 min |

6. **Substantiation:**

- An interactive lecture was chosen for TPs 1 and 2 to introduce cadets to the methods of preparing for a biathlon activity and running techniques.
- A practical activity was chosen for TPs 3–5 as it is an interactive way to introduce the cadets to running skills in a safe, and controlled environment. This activity contributes to the development of running skills and knowledge in a fun and challenging setting.

7. **References:**

- C0-002 ISBN 0-88962-630-8 LeBlanc, J. & Dickson, L. (1997). *Straight talk about children and sport: Advice for parents, coaches, and teachers*. Oakville, ON and Buffalo, NY: Mosaic Press.
- C0-057 Martha Jefferson Hospital. (2001). *Warm-ups*. Retrieved October 16, 2006, from <http://www.marthajefferson.org/warmup.php>
- C0-058 Webb Physiotherapists Inc. (n.d.). *Running exercises*. Retrieved October 26, 2006 from <http://www.physioline.co.za/conditions/article.asp?id=46>
- C0-059 Webb Physiotherapists Inc. (n.d.). *Exercises programme for squash, tennis, softball, handball*. Retrieved October 25, 2006 from <http://www.physioline.co.za/conditions/article.asp?id=49>
- C0-060 Impacto Protective Products Inc. (1998). *Exercises*. Retrieved October 25, 2006, from <http://www.2protect.com/work3b.htm>
- C0-061 City of Saskatoon, Community Services Department. (2006). *Stretch your limits: A smart guide to stretching for fitness*. Retrieved October 26, 2006, from <http://in-motion.ca/walkingworkout/plan/flexibility/>
- C0-078 Mountain Equipment Co-op. (2007). *Clothing info: Layering your clothing*. Retrieved February 12, 2007, from [http://www.mec.ca/Main/content\\_text.jsp?FOLDER%3C%Efolder\\_id=2534374302881786&CONTENT%3C%Ecnt\\_id=10134198673220739&bmUID=1176745629068](http://www.mec.ca/Main/content_text.jsp?FOLDER%3C%Efolder_id=2534374302881786&CONTENT%3C%Ecnt_id=10134198673220739&bmUID=1176745629068)

- h. C0-079 REI. (2007). *Outdoor fitness expert advice*. Retrieved February 12, 2007, from <http://www.rei.com/online/store/LearnShareArticlesList?categoryId=Crosstrain>
  - i. C0-080 Cool Running. (2007). *Fitness & performance*. Retrieved February 12, 2007, from [http://www.coolrunning.com/engine/2/2\\_1index.shtml](http://www.coolrunning.com/engine/2/2_1index.shtml)
  - j. C0-089 ISBN 0-936070-22-6 Anderson, B. (2000). *Stretching: 20th anniversary* (Rev. ed.). Bolinas, CA: Shelter Publications, Inc.
  - k. C0-100 ISBN 0-662-44467-1 Health Canada. (2007). *Canada's food guide*. Ottawa, ON: Her Majesty the Queen in Right of Canada.
  - l. C0-147 The HealthCentral Network. (2007). *MyDietExcercise.com: Winds sprint your way to fitness*. Retrieved April 17, 2007, from <http://www.healthcentral.com/diet-exercise/fitness-survival-guides-81076-137.html>
  - m. C0-154 Hansen, B. (1999). *Moving on the spot: Fun and physical activity: A collection of 5 minute stretch and movement sessions*. Retrieved October 26, 2006, from <http://lin.ca/resource/html/dn3.htm#1>
8. **Training Aids:**
- a. Tape measure,
  - b. Whistle,
  - c. Stopwatch,
  - d. Samples of appropriate clothing, and
  - e. Samples of appropriate hydration and nutrition choices.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** Pictures of the clothing, hydration, and nutrition choices may be used in place of the actual items, if these items are not available.

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**EO C111.03 – SIMULATE FIRING THE CADET AIR RIFLE FOLLOWING PHYSICAL ACTIVITY**

1. **Performance:** Simulate Firing the Cadet Air Rifle Following Physical Activity
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Cadet air rifle sling,
    - (3) Biathlon air rifle target (BART),
    - (4) Target frame,
    - (5) Marksmanship mat,
    - (6) Safety glasses / goggles,
    - (7) Supervision, and
    - (8) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Air rifle range constructed IAW Part 1, Section 8 of A-CR-CCP-177/PT-001.
3. **Standard:** The cadet shall simulate firing the cadet air rifle following physical activity.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Identify techniques to decrease heart rate prior to firing the cadet air rifle.	Interactive Lecture	5 min	C0-150 (p. 43)
TP2	Describe the Biathlon Air Rifle Target (BART).	Interactive Lecture	5 min	C0-151
TP3	Conduct a warm-up session composed of light cardiovascular exercises.	Practical Activity	5 min	C0-002 (pp. 109–113) C0-089
TP4	Conduct an activity where cadets will simulate firing the cadet air rifle following physical activity.	Practical Activity	5 min	
TP5	Conduct a cool-down session composed of light cardiovascular exercises.	Practical Activity	5 min	C0-002 (pp. 109–113) C0-089

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Interactive Lecture: 10 min
  - c. Practical Activity: 15 min
  - d. Total:

30 min

**6. Substantiation:**

- a. An interactive lecture was chosen for TPs 1 and 2 to introduce techniques to decrease heart rate prior to firing the cadet air rifle at the BART.
- b. A practical activity was chosen for TPs 3–5 as it is an interactive way to allow the cadets to experience firing the cadet air rifle following physical activity in a safe and controlled environment.

**7. References:**

- a. A0-027 A-CR-CCP-177/PT-001 D Cdts 3. (2001). *Canadian cadet movement: cadet marksmanship program reference manual*. Ottawa, ON: Department of National Defence.
- b. C0-002 ISBN 0-88962-630-8 LeBlanc, J. & Dickson, L. (1997). *Straight talk about children and sport: Advice for parents, coaches, and teachers*. Oakville, ON and Buffalo, NY: Mosaic Press.
- c. C0-057 Martha Jefferson Hospital. (2001). *Warm-ups*. Retrieved October 26, 2006, from <http://www.marthajefferson.org/warmup.php>
- d. C0-058 Webb Physiotherapists Inc. (n.d.). *Running exercise*. Retrieved October 26, 2006 from <http://www.physioline.co.za/conditions/article.asp?id=46>
- e. C0-059 Webb Physiotherapists Inc. (n.d.). *Exercises programme for squash, tennis, softball, handball*. Retrieved October 25, 2006 from <http://www.physioline.co.za/conditions/article.asp?id=49>
- f. C0-060 Impacto Protective Products Inc. (1998). *Exercises*. Retrieved October 25, 2006, from <http://www.2protect.com/work3b.htm>
- g. C0-061 City of Saskatoon, Community Services Department. (2006). *Stretch your limits: A smart guide to stretching for fitness*. Retrieved October 26, 2006, from <http://www.in-motion.ca/walkingworkout/plan/flexibility/>
- h. C0-089 ISBN 0-936070-22-6 Anderson, B. (2000). *Stretching: 20<sup>th</sup> anniversary* (Rev. ed.). Bolinas, CA: Shelter Publications, Inc.
- i. C0-150 ISBN 0-88011-463-0 Nideffer, R. PhD. (1992). *Psyched to win: How to master mental skills to improve your physical performance*. Champaign, IL: Leisure Press.
- j. C0-151 Devin Manufacturing Incorporated. (2005). *Biathlon style airgun target*. Retrieved February 15, 2007 from <http://www.devinmfg.com/targets1.html>
- k. C0-154 Hansen, B. (1999). *Moving on the spot: Fun and physical activity: A collection of 5 minute stretch and movement sessions*. Retrieved October 26, 2006, from <http://lin.ca/resource/html/dn3.htm#l1>

**8. Training Aids:**

- a. Biathlon air rifle target (BART), and
- b. Stopwatch.

**9. Learning Aids:**

- a. Cadet air rifle,
- b. Cadet air rifle sling,
- c. Biathlon air rifle target (BART),



- d. Target frame,
  - e. Marksmanship mat, and
  - f. Safety glasses / goggles.
10. **Test Details:** Nil.
11. **Remarks:** Cadets must have completed PO 106 (Fire the Cadet Air Rifle) prior to participating in this lesson.

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**EO C111.04 – PARTICIPATE IN A RECREATIONAL SUMMER BIATHLON ACTIVITY**

1. **Performance:** Participate in a Recreational Summer Biathlon Activity
2. **Conditions:**
  - a. Given:
    - (1) Cadet air rifle,
    - (2) Cadet air rifle sling,
    - (3) Air rifle pellets,
    - (4) Biathlon air rifle target (BART),
    - (5) Target frame,
    - (6) Marksmanship mat,
    - (7) Safety glasses / goggles,
    - (8) Container to hold pellets,
    - (9) Supervision, and
    - (10) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental:
    - (1) Air rifle range constructed IAW Part 1, Section 8 of A-CR-CCP-177/PT-001, and
    - (2) Running route of approximately 250–500 m on level terrain.
3. **Standard:** The cadet shall participate in a recreational summer biathlon activity, to include:
  - a. running a loop of 250–500 m;
  - b. firing five to eight pellets in an effort to activate all five targets of the BART;
  - c. running a loop of 250–500 m;
  - d. firing five to eight pellets in an effort to activate all five targets of the BART;
  - e. running a loop of 250–500 m; and
  - f. crossing the finish line.
4. **Teaching Points:**
  - a. Conduct the activity briefing, to include:
    - (1) course layout,
    - (2) rules and regulations,
    - (3) scoring,
    - (4) penalties, and
    - (5) out-of-bounds areas.

- b. Conduct a warm-up session, composed of light cardiovascular activities, meant to:
  - (1) stretch the muscles;
  - (2) gradually increase respiratory action and heart rate;
  - (3) expand the muscles' capillaries to accommodate the increase in blood circulation; and
  - (4) raise muscle temperature to facilitate reactions in muscle tissue.
- c. Conduct a recreational summer biathlon activity.
- d. Conduct a cool-down session, composed of light cardiovascular activities, meant to:
  - (1) allow the body time to slowly recover from physical activity and to help prevent injury;
  - (2) prepare the respiratory and cardiovascular systems to return to their normal state; and
  - (3) stretch the muscles.
- e. Conduct a debriefing to allow the cadets to share what they have learned from their experience.

5. **Time:**

- a. Introduction / Conclusion: 10 min
- b. Experiential Learning: 170 min
- c. Total: 180 min

6. **Substantiation:** An experiential approach was chosen for this lesson as it allows the cadets to acquire new knowledge and skills through a direct experience. The cadets experience summer biathlon and define that experience on a personal level. The cadets will be given the opportunity to reflect on and examine what they saw, felt and thought while participating in summer biathlon and consider how it relates to what they already learned and experienced as well as how it will relate to future experiences.

7. **References:**

- a. A0-027 A-CR-CCP-177/PT-001 D Cdts 3. (2001). *Canadian cadet movement: cadet marksmanship program reference manual*. Ottawa, ON: Department of National Defence.
- b. A0-032 Cadets Canada. (2002). *Biathlon competition rules and IBU / cadet disciplinary rules*. Ottawa, ON: Department of National Defence.
- c. A0-036 Cadets Canada. (n.d.). *Canadian cadet movement: Biathlon championship series*. Ottawa, ON: Department of National Defence.
- d. C0-002 ISBN 0-88962-630-8 LeBlanc, J. & Dickson, L. (1997). *Straight talk about children and sport: Advice for parents, coaches, and teachers*. Oakville, ON and Buffalo, NY: Mosaic Press.
- e. C0-057 Martha Jefferson Hospital. (2001). *Warm-ups*. Retrieved October 26, 2006, from <http://www.marthajefferson.org/warmup.php>
- f. C0-058 Webb Physiotherapists Inc. (n.d.). *Running exercises*. Retrieved October 26, 2006, from <http://www.physionline.co.za/conditions/article.asp?id=46>
- g. C0-059 Webb Physiotherapists Inc. (n.d.). *Exercise programme for squash, tennis, softball, handball*. Retrieved October 25, 2006, from <http://www.physionline.co.za/conditions/article.asp?id=49>

- h. C0-060 Impacto Protective Products Inc. (1998). *Exercises*. Retrieved October 25, 2006, from <http://www.2protect.com/work3b.htm>
  - i. C0-061 City of Saskatoon, Community Services Department. (2006). *Stretch your limits: A smart guide to stretching for fitness*. Retrieved October 26, 2006, from <http://www.in-motion.ca/walkingworkout/plan/flexibility/>
  - j. C0-089 ISBN 0-936070-22-6 Anderson, B. (2000). *Stretching: 20th anniversary (Rev. ed.)*. Bolinas, CA: Shelter Publications, Inc.
  - k. C0-154 Hansen, B. (1999). *Moving on the spot: Fun and physical activity: A collection of 5 minute stretch and movement sessions*. Retrieved October 26, 2006, from <http://lin.ca/resource/html/dn3.htm#1>
8. **Training Aids:**
- a. Local Range Standing Orders,
  - b. Biathlon score sheets,
  - c. Course control sheets,
  - d. Range recording sheets,
  - e. Notice board, and
  - f. Stop watches.
9. **Learning Aids:**
- a. Cadet air rifle,
  - b. Cadet air rifle sling,
  - c. Air rifle pellets,
  - d. Biathlon air rifle target (BART)
  - e. Target frame,
  - f. Marksmanship mat,
  - g. Safety glasses / goggles, and
  - h. Container to hold pellets.
10. **Test Details:** Nil.
11. **Remarks:**
- a. Results should be posted for cadets to review. PO 111 is a complementary training activity. It is designed to provide an opportunity for the cadets to participate in a recreational summer biathlon activity.
  - b. EO C111.01 (Participate in a Biathlon Briefing), EO C111.02 (Run Wind Sprints), EO C111.03 (Simulate Firing the Cadet Air Rifle Following Physical Activity) shall be taught prior to instructing this lesson.
  - c. The start and finish should be located in the same area, close to the firing point.

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**SECTION 12****PO X20 – PARTICIPATE IN CAF FAMILIARIZATION ACTIVITIES**

1. **Performance:** Participate in CAF Familiarization Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet will participate in CAF familiarization activities designed to stimulate an interest in the sea, land or air environments of the CAF, such as:
  - a. participate in a CAF activity;
  - b. participate in a CAF familiarization tour;
  - c. fire the C7 rifle;
  - d. participate in a mess dinner;
  - e. attend a CAF presentation;
  - f. attend a CAF commemorative ceremony;
  - g. participate in CAF familiarization video activities; and / or
  - h. participate in CAF familiarization learning stations.
4. **Remarks:**
  - a. The aim of this PO is to stimulate the interest of cadets in the sea, land and air activities of the CAF. Activities chosen for this training are not limited to those presented above but must be age appropriate, safe and in-line with the aim.
  - b. Two sessions (six periods) of mandatory training are allocated for this PO. Corps / squadrons may choose one or more of the above activities.
  - c. More time for these activities may be allocated from complementary training time.
  - d. Any of the activities can be combined. For example, cadets may attend a CAF presentation for two periods and watch a CAF familiarization video for one period.
  - e. Participation in an exercise with an affiliated unit or other CAF unit shall be IAW CATO 11-33, *Affiliated Unit Support and Canadian Forces Training*.
  - f. CAF exercises using pyrotechnics and blank ammunition shall be IAW
  - g. CATO 14-48, *Use of Pyrotechnics and Blank Ammunition*.
  - h. Firing of the C7 rifle shall be IAW CATO 14-41, *Authorized Rifle Training*.
  - i. All mock tower activities shall be conducted IAW LCFO 22.01, *Parachuting*.

- j. Participating in a rappelling activity shall be IAW CATO 45-03, *Military Rappel Training*.
  - k. Activities should focus on hands-on / practical training with the CAF directly, such as participating in a CAF exercise; where that is not possible corps / squadrons may choose indirect familiarization activities, such as watching a CAF familiarization video.
5. **Complementary Material:** The complementary material associated with this PO is EO CX20.01 (Participate in CAF Familiarization Activities); it is designed to provide opportunities for cadets to participate in additional CAF familiarization activities.



**EO MX20.01A – PARTICIPATE IN A CAF ACTIVITY**

1. **Performance:** Participate in a CAF Activity
2. **Conditions:**
  - a. Given:
    - (1) Equipment as required by CAF staff,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in a CAF activity.
4. **Teaching Points:**
  - a. Provide the CAF staff with information about the cadets (eg, age) and ask them to leave time for questions and answers. Confirm if additional equipment is needed.
  - b. Brief the cadets on their expected behaviour during the activity.
  - c. Have the cadets prepare a thank-you card(s) for the CAF staff.
  - d. CAF staff will brief the cadets, to include:
    - (1) safety rules and regulations,
    - (2) description and characteristics of the equipment being used / activity being conducted,
    - (3) the procedures to be followed when:
      - (a) preparing to use equipment / participate in an activity;
      - (b) using equipment / participating in an activity; and
      - (c) upon completion of using the equipment / participating in the activity; and
    - (4) any other pertinent information.
  - e. Have the cadets participate in the CAF activity.
  - f. Debrief the cadets. Ideally this will be done by the CAF staff who were involved in the activity and should include:
    - (1) how the cadets felt about the activity,
    - (2) a question and answer period, and
    - (3) having a cadet (or cadets) thank the staff on behalf of all cadets and present the thank-you card(s).

5. **Time:** Up to two sessions (six periods) of mandatory training are allocated for this EO, with the option of adding complementary training time.
6. **Substantiation:** A practical activity was chosen for this lesson as it is a fun way to build on the cadets' knowledge of the CAF.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Materials for making thank-you cards.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of CAF activities include:
    - (1) CAF exercise,
    - (2) Royal Canadian Navy (RCN) ship day sails,
    - (3) CAF equipment displays / rides (eg, armoured vehicles, aircraft and ships),
    - (4) small arms trainer,
    - (5) simulator,
    - (6) CAF mock tower familiarization,
    - (7) CAF rappelling, and
    - (8) CAF confidence course.
  - b. Activities shall be chosen based on human and material resources available to the corps / squadron.
  - c. There is no instructional guide for this EO.
  - d. Participation in activities with affiliated / CAF units shall be IAW CATO 11-33, *Affiliated Unit Support and Canadian Forces Training*.
  - e. CAF activities that use pyrotechnics and blank ammunition shall be IAW CATO 14-48, *Use of Pyrotechnics and Blank Ammunition*.
  - f. Participating in a rappelling activity shall be IAW CATO 45-03, *Military Rappel Training*.
  - g. Mock Tower activities shall be conducted IAW LFCO 22.01, *Parachuting*.
  - h. Participation in a CAF confidence course will be as per the standing orders of the unit in charge of the confidence course.

**EO MX20.01B – PARTICIPATE IN A CAF FAMILIARIZATION TOUR**

1. **Performance:** Participate in a CAF Familiarization Tour
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in a CAF familiarization tour.
4. **Teaching Points:**
  - a. Provide the tour guide information about their audience (the cadets), including any particular interests that may be applicable. Ask the tour guide to leave time for questions and answers. It may be helpful to have the cadets generate a list of what they would like to know or questions for the tour guide in advance.
  - b. Conduct a briefing by describing:
    - (1) the facility / site,
    - (2) the significance of the facility / site, and
    - (3) the expected behaviour during the tour.
  - c. Have the cadets prepare a thank-you card for the facility / tour guide.
  - d. Have the tour guide:
    - (1) describe aspects of the facility / site during the tour, and
    - (2) facilitate a question-and-answer period.
  - e. Have a cadet(s) thank the facility / tour guide on behalf of all cadets and present the thank-you card.
  - f. Have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the tour. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Journal. Have the cadets write a journal entry about the tour.
    - (3) Visual representation. Have the cadets create a visual representation of their experience.

5. **Time:** Up to two sessions (6 periods) of mandatory training time, with the option of adding complementary training time.
6. **Substantiation:** A field trip was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of the CAF.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Thank-you card materials.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of facilities / sites include:
    - (1) Canadian Forces Base (CFB) or Station,
    - (2) museum,
    - (3) affiliated unit,
    - (4) war memorial,
    - (5) Royal Canadian Navy (RCN) Ship or equipment,
    - (6) Royal Canadian Air Forces (RCAF) planes or equipment, and
    - (7) Canadian Army equipment.
  - b. Activities shall be chosen based on human and material resources available to the corps / squadron.
  - c. This EO may be conducted with the entire corps / squadron. Training should be progressive and not repeated over subsequent years.
  - d. There is no instructional guide for this EO.
  - e. Complementary training time may be allotted to this EO to allow for more time during a single tour or to conduct more than one tour.

**EO MX20.01C – FIRE THE C7 RIFLE**

1. **Performance:** Fire the C7 Rifle
2. **Conditions:**
  - a. Given:
    - (1) C7 rifle,
    - (2) 25 rounds of 5.56-mm ammunition,
    - (3) Magazines,
    - (4) Marksmanship target,
    - (5) Target frame,
    - (6) 5.56-mm dummy rounds,
    - (7) Hearing protectors,
    - (8) Marksmanship mat,
    - (9) Cleaning kit,
    - (10) Supervision, and
    - (11) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Small arms range, during daylight hours, in favourable weather conditions.
3. **Standard:** The cadet shall fire, at a range of 100 m, 25 rounds using the C7 rifle.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain safety rules and regulations pertaining to the C7 rifle, to include:</p> <ol style="list-style-type: none"> <li>a. always completing a safety check when picking up or being handed a rifle;</li> <li>b. always controlling the rifle when holding it;</li> <li>c. always treating the rifle as if it were loaded;</li> <li>d. always having the fire control selector to 'S' (safe) when the rifle is cocked; and</li> <li>e. never touching the trigger unless firing on a range.</li> </ol>	Interactive Lecture	5 min	para 7. (pp. 28–30)
TP2	<p>Identify the following parts of the C7 rifle:</p> <ol style="list-style-type: none"> <li>a. upper receiver group, to include:           <ol style="list-style-type: none"> <li>1. upper receiver, to include:               <ol style="list-style-type: none"> <li>(a) carrying handle,</li> <li>(b) ejection port,</li> </ol> </li> </ol> </li> </ol>	Interactive Lecture	10 min	para 7. (p. 19, pp. 27–28)

TP	Description	Method	Time	Refs
	<ul style="list-style-type: none"> <li>(c) ejection port cover,</li> <li>(d) spent casing deflector,</li> <li>(e) forward assist, and</li> <li>(f) front and rear sights;</li> <li>2. barrel, to include:               <ul style="list-style-type: none"> <li>(a) flash suppressor, and</li> <li>(b) hand guards;</li> </ul> </li> <li>3. bolt and cocking handle; and</li> <li>b. lower receiver group, to include:               <ul style="list-style-type: none"> <li>1. lower receiver, to include:                   <ul style="list-style-type: none"> <li>(a) trigger,</li> <li>(b) trigger guard,</li> <li>(c) pistol grip,</li> <li>(d) fire control selector,</li> <li>(e) bolt catch,</li> <li>(f) magazine, and</li> <li>(g) magazine release; and</li> </ul> </li> <li>2. butt and butt plate.</li> </ul> </li> </ul>			
TP3	<p>Explain the following characteristics of the C7 rifle:</p> <ul style="list-style-type: none"> <li>a. calibre,</li> <li>b. weight,</li> <li>c. length,</li> <li>d. modes of fire,</li> <li>e. operation,</li> <li>f. effective range,</li> <li>g. sights, and</li> <li>h. magazine capacity.</li> </ul>	Interactive Lecture	5 min	para 7. (p. 20, p. 27)
TP4	<p>Explain, demonstrate and have the cadet practice completing an individual safety check by:</p> <ul style="list-style-type: none"> <li>a. adopting the standing load position;</li> <li>b. pulling the cocking handle to the rear;</li> <li>c. engaging the bolt catch;</li> <li>d. tilting the rifle;</li> <li>e. inspecting the chamber;</li> <li>f. ensuring the rifle is clear;</li> <li>g. pulling the cocking handle fully to the rear;</li> <li>h. allowing the action to go forward under control;</li> <li>i. striking the forward assist;</li> </ul>	Demonstration and Performance	15 min	para 7. (pp. 28–29)

TP	Description	Method	Time	Refs
	<ul style="list-style-type: none"> <li>j. firing the rifle;</li> <li>k. closing the ejection port cover; and</li> <li>l. laying down the rifle with the ejection port cover facing up.</li> </ul>			
TP5	<p>Have the cadet practice holding the C7 rifle in the prone position by:</p> <ul style="list-style-type: none"> <li>a. adopting the prone position;</li> <li>b. picking up the rifle;</li> <li>c. placing the butt of the rifle into the right (left) shoulder;</li> <li>d. placing the left (right) hand on the hand guard;</li> <li>e. holding the pistol grip with the right (left) hand;</li> <li>f. placing the right (left) cheek naturally on the butt; and</li> <li>g. looking through the front and rear sights with the aiming eye.</li> </ul>	Performance	5 min	para 7. (pp. 59–60)
TP6	Explain and demonstrate aiming the C7 rifle by looking through the front and rear sights.	Demonstration	5 min	para 7. (p. 61)
TP7	<p>Explain, demonstrate and have the cadet practice the following actions when given the command LOAD:</p> <ul style="list-style-type: none"> <li>a. Pick up a magazine.</li> <li>b. Check to see if the rounds are positioned correctly.</li> <li>c. Push the magazine firmly into the magazine housing.</li> <li>d. Check that the magazine is secure by pulling downwards.</li> <li>e. Return the hand to hold the rifle.</li> </ul> <p>Note: The cadets must be briefed on how to differentiate between live and dummy rounds.</p>	Demonstration and Performance	10 min	para 7. (pp. 52–53)
TP8	<p>Explain, demonstrate and have the cadet practice the following actions when given the command READY or RANGE:</p> <ul style="list-style-type: none"> <li>a. Check the front and rear sights to ensure they are set correctly.</li> <li>b. Cock the rifle.</li> <li>c. Strike the forward assist.</li> <li>d. Close the ejection port cover.</li> <li>e. Ensure the fire control selector is on 'S' (safe).</li> <li>f. Return the hand to hold the rifle.</li> </ul>	Demonstration and Performance	5 min	para 7. (p. 53)

TP	Description	Method	Time	Refs
TP9	<p>Explain, demonstrate and have the cadet practice the following actions when given the command FIRE:</p> <ul style="list-style-type: none"> <li>a. Set the fire control selector to 'R' (repetition).</li> <li>b. Fire all rounds in the magazine.</li> <li>c. Change magazines as required.</li> </ul>	Demonstration and Performance	5 min	para 7. (p. 53)
TP10	<p>Explain, demonstrate and have the cadet practice the following actions when given the command UNLOAD:</p> <ul style="list-style-type: none"> <li>a. Set the fire control selector to 'S' (safe).</li> <li>b. Remove the magazine.</li> <li>c. Cock the rifle twice.</li> <li>d. Pull the cocking handle to the rear.</li> <li>e. Engage the bolt catch.</li> <li>f. Tilt the rifle to the left.</li> <li>g. Wait to be cleared by the Range Safety Officer (RSO).</li> <li>h. Receive the command CLEAR from the RSO.</li> <li>i. Disengage the bolt catch.</li> <li>j. Strike the forward assist.</li> <li>k. Set the fire control selector to 'R' (repetition).</li> <li>l. Fire the rifle.</li> <li>m. Close the ejection port cover.</li> <li>n. Lay down the rifle.</li> </ul>	Demonstration and Performance	10 min	para 7. (p. 53)
TP11	<p>Explain, demonstrate and have the cadet practice the following actions when given the command CEASE FIRE:</p> <ul style="list-style-type: none"> <li>a. Set the fire control selector to 'S' (safe).</li> <li>b. Wait for further command.</li> </ul>	Demonstration and Performance	5 min	para 7. (p. 70)
TP12	<p>Explain, demonstrate and have the cadet practice the following immediate actions:</p> <ul style="list-style-type: none"> <li>a. When the bolt is at the rear: <ul style="list-style-type: none"> <li>1. check for an empty magazine and change as required;</li> <li>2. disengage the bolt catch;</li> <li>3. strike the forward assist; and</li> <li>4. continue firing.</li> </ul> </li> <li>b. When the bolt is fully forward: <ul style="list-style-type: none"> <li>1. ensure the magazine is seated properly and locked in place;</li> </ul> </li> </ul>	Demonstration and Performance	15 min	para 7. (pp. 88–89)



TP	Description	Method	Time	Refs
	<ol style="list-style-type: none"> <li>2. cock the rifle while watching for a round or empty casing to eject;</li> <li>3. where a round ejects:               <ol style="list-style-type: none"> <li>(a) strike the forward assist; and</li> <li>(b) continue firing; and</li> </ol> </li> <li>4. where a round does not eject:               <ol style="list-style-type: none"> <li>(a) attempt to continue firing; and</li> <li>(b) if required, request assistance.</li> </ol> </li> </ol> <p>c. When the bolt is partially forward:</p> <ol style="list-style-type: none"> <li>1. cock the rifle;</li> <li>2. engage the bolt catch;</li> <li>3. examine the chamber of the rifle;</li> <li>4. remove the magazine if a live round or empty casing is in the chamber;</li> <li>5. clear the obstruction;</li> <li>6. replace the magazine;</li> <li>7. disengage the bolt catch;</li> <li>8. strike the forward assist; and</li> <li>9. continue firing.</li> </ol>			
TP13	<p>Have the cadet participate in a mock range activity, to include:</p> <ol style="list-style-type: none"> <li>a. performing firing drills; and</li> <li>b. executing range commands.</li> </ol> <p>Note: The handling test will be started during this TP. Where extra time is required, the handling test may also be completed during TP 17.</p>	Practical Activity	30 min	
TP14	<p>Explain and demonstrate field stripping the C7 rifle by:</p> <ol style="list-style-type: none"> <li>a. carrying out an individual safety check (without operating the trigger);</li> <li>b. ensuring the fire control selector is set to 'S' (safe);</li> <li>c. unlocking the upper receiver by pushing / pulling the takedown pin;</li> <li>d. pulling the cocking handle partially to the rear;</li> <li>e. removing the bolt;</li> <li>f. pushing the cocking handle fully forward;</li> <li>g. laying down the rifle;</li> <li>h. removing the bolt from the bolt carrier; and</li> <li>i. laying down the bolt and bolt carrier.</li> </ol>	Demonstration	5 min	para 7. (p. 37)

TP	Description	Method	Time	Refs
	Note: The cadet will field strip the rifle prior to cleaning it in TP 17.			
TP15	<p>Explain and demonstrate cleaning the C7 rifle after a range practice, to include:</p> <ol style="list-style-type: none"> <li>a. chamber,</li> <li>b. flash suppressor,</li> <li>c. barrel,</li> <li>d. bolt and carrier,</li> <li>e. upper receiver,</li> <li>f. lower receiver, and</li> <li>g. butt and hand guards.</li> </ol> <p>Note: The cadet will clean the C7 after firing in TP 17.</p>	Demonstration	5 min	para 7. (pp. 40–43)
TP16	<p>Explain and demonstrate assembling the C7 rifle by:</p> <ol style="list-style-type: none"> <li>a. replacing the bolt in the bolt carrier;</li> <li>b. pulling the cocking handle partially to the rear;</li> <li>c. placing the bolt in the rifle;</li> <li>d. pushing the cocking handle fully forward;</li> <li>e. ensuring the fire control selector is set to 'S' (safe);</li> <li>f. locking the upper receiver with the takedown pin; and</li> <li>g. completing the function test by: <ol style="list-style-type: none"> <li>1. cocking the rifle;</li> <li>2. attempting to fire with the fire control selector at 'S' (safe);</li> <li>3. setting the fire control selector to 'R' (repetition);</li> <li>4. firing the action;</li> <li>5. cocking the action while holding in on the trigger;</li> <li>6. releasing the trigger (after hearing the hammer fall);</li> <li>7. firing the action;</li> <li>8. setting the fire control selector to 'AUTO' (automatic);</li> <li>9. firing the action;</li> <li>10. cocking the action while holding in on the trigger;</li> <li>11. releasing the trigger (after hearing the hammer fall);</li> </ol> </li> </ol>	Demonstration	5 min	para 7. (p. 38)

TP	Description	Method	Time	Refs
	12. returning the fire control selector to 'R' (repetition); and 13. closing the ejection port cover. Note: The cadet will assemble the C7 rifle after cleaning it in TP 17.			
TP17	Have the cadet fire 25 rounds with the C7 rifle.	Practical Activity	130 min	

5. **Time:** 320 min (Both mandatory sessions [6 periods] and at least three complementary sessions [9 periods] will be required to complete this training).
6. **Substantiation:**
  - a. An interactive lecture was chosen for TPs 1–3 to present background information and give direction on procedures.
  - b. A demonstration and performance was chosen for TPs 4 and 7–12 as it allows the instructor to explain and demonstrate how to complete a safety check and the actions in response to range commands while providing an opportunity for the cadet to practice under supervision.
  - c. A performance was chosen for TP 5 as it allows the cadet to practice handling the C7 rifle in a controlled environment.
  - d. A demonstration was chosen for TPs 6 and 14–16 as it allows the instructor to explain and demonstrate aiming a C7 rifle as well as the procedures required for stripping, cleaning and assembling the C7 rifle.
  - e. A practical activity was chosen for TPs 13 and 17 as it is an interactive way for the cadet to practice and experience range procedures and develop marksmanship skills and knowledge in a safe and controlled environment.
7. **References:** B-GL-317-018/PT-001 Canadian Forces. (1987). *Weapons: The rifle 5.56 mm C7 and the carbine 5.56 mm C8* (Vol. 18). Ottawa, ON: Department of National Defence.
8. **Training Aids:**
  - a. Presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the classroom / training area,
  - b. C7 rifle,
  - c. 5.56-mm ammunition,
  - d. Magazines,
  - e. Marksmanship target,
  - f. Target frame,
  - g. 5.56-mm dummy rounds,
  - h. Hearing protectors,
  - i. Marksmanship mats,

- j. First aid kit,
- k. Stretcher,
- l. Cell phone / radio,
- m. Folding tables,
- n. Empty sandbags,
- o. Green and red flags,
- p. Target patches,
- q. Range standing orders,
- r. Cleaning kits,
- s. C7 rifle handling test, and
- t. Pen / pencil.

9. **Learning Aids:**

- a. C7 rifle,
- b. 5.56-mm ammunition,
- c. Magazines,
- d. Marksmanship target,
- e. Target frame,
- f. 5.56-mm dummy rounds,
- g. Hearing protectors,
- h. Marksmanship mat,
- i. Cleaning kit, and
- j. C7 rifle handling test.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Each cadet must successfully complete a C7 Rifle Handling Test prior to firing the rifle on a small arms range.
- b. The cleaning kit contains the following:
  - (1) a case,
  - (2) a four-piece rod,
  - (3) a swab holder,
  - (4) a bore brush,
  - (5) a chamber brush,
  - (6) a bolt key brush,

- (7) a container of cleaner, lubricant, preservative (CLP),
  - (8) pipe cleaners, and
  - (9) swabs (38 mm by 50 mm).
- c. All familiarization firing must be led by a Large Bore Range Safety Officer (RSO [LB]). Consult and adhere to the policies outlined in CATO 14-41, *Authorized Rifle Training*.
  - d. The firing shall be familiarization and shall include an inspection of targets at least once throughout the 25 rounds to allow the cadets to make adjustments if inclined to do so.
  - e. Assistant instructors are required for this lesson.
  - f. Where butts are being used, time shall be spent instructing the cadets on their operation and the following equipment is required:
    - (1) helmets,
    - (2) pointers, and
    - (3) communication devices.
  - g. Additional complementary training time may be allotted to this EO to allow for more time during the activity.

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**EO MX20.01D – PARTICIPATE IN A MESS DINNER**

1. **Performance:** Participate in a Mess Dinner
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in a mess dinner.
4. **Teaching Points:**
  - a. Conduct a mess dinner ensuring that the protocols and procedures are followed, to include:
    - (1) pre-dinner gathering,
    - (2) mess call,
    - (3) arrival of the head table,
    - (4) dinner,
    - (5) passing of the port,
    - (6) loyal toast,
    - (7) marches,
    - (8) speeches, and
    - (9) departure of the head table.
  - b. Following the dinner, have the cadets reflect on their experience. This could include having each cadet sign a guest book with a comment about the dinner.
5. **Time:** One session (3 periods) = 90 min
6. **Substantiation:** A practical activity was chosen for this lesson as it an interactive way to allow cadets to experience a mess dinner in a safe, controlled environment. This activity is an interactive way to build on the cadets' knowledge of the CAF.
7. **References:**
  - a. A-CR-050-801/PH-001 Directorate of Cadets 6. (2009). *Training plan DP1 Cadet Instructors Cadre: Basic Officer Training Course*. Ottawa, ON: Department of National Defence.
  - b. A-AD-200-000/AG-000 Director Honours and Recognition. (1999). *The honours, flags and heritage structure of Canadian Forces*. Ottawa, ON: Department of National Defence.
  - c. A-AD-262-000/AG-000 Director of Physical Education, Recreation and Amenities. (1984). *Mess administration*. Ottawa, ON: Department of National Defence.
  - d. CFACM 1-900 Air Command. (2007). *Air command mess dinner procedures*. Ottawa, ON: Department of National Defence.

- e. HMCS Queen Regina's Naval Reserve Division. (2009). *Chief Petty Officers & Petty Officers mess dinner naval customs*. Retrieved April 28, 2009, from <http://www.hmcsqueen.ca/cpomessdinner.pdf>.
- f. Love, D.W. (1990). *Manual of Canadian naval etiquette*. Victoria, BC: VENTURE, The Naval Officer Training Centre.
- g. ReadyAyeReady (2009). *Naval Toasts of the Day – Customs and Traditions: Naval toasts of the day*. Retrieved April 1, 2009 from <http://www.readyayeready.com/tradition/naval-toasts-of-theday.htm>

8. **Training Aids:**

- a. Cadet Mess Dinner pamphlet,
- b. Role of the President of the Mess Committee (PMC) handout,
- c. Role of the Vice-President of the Mess Committee (VPMC) handout, and
- d. Organize a Mess Dinner Aide-Memoire.

9. **Learning Aids:**

- a. Cadet Mess Dinner pamphlet,
- b. Role of the President of the Mess Committee (PMC) handout, and
- c. Role of the Vice-President of the Mess Committee (VPMC) handout.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Where possible, all roles should be filled by cadets.
- b. There are numerous leadership opportunities for cadets when conducting a mess dinner:
  - (1) Phase Five / Master Cadet / Proficiency Level Five cadets may plan, prepare and conduct the mess dinner as a leadership project IAW PO 503 (Lead Cadet Activities); and
  - (2) Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Levels Five cadets may complete leadership assignments such as acting as the Mess President and the Mess Vice-Presidents IAW POs 303 (Perform the Role of a Team Leader), 403 (Act as a Team Leader), and 503 (Lead Cadet Activities).
- c. The organization of the mess dinner shall be based on human and material resources available to the corps / squadron.



**EO MX20.01E – ATTEND A CAF PRESENTATION**

1. **Performance:** Attend a CAF Presentation
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall attend a CAF presentation.
4. **Teaching Points:**
  - a. Provide the guest speaker information about their audience (the cadets), including any particular interests that may be applicable. Ask the guest speaker to leave time for questions and answers. It may be helpful to have the cadets generate a list of what they would like to know or questions for the guest speaker in advance.
  - b. Have the guest speaker provide any information they may wish to have included in their introduction.
  - c. Collaborate with the guest speaker to provide them with any materials they may require (eg, projector, television, DVD player, microphone) and set up the room to suit their needs.
  - d. Acquire a bottle of water and have the cadets prepare a thank-you card for the guest speaker.
  - e. Arrange for a cadet(s) to introduce the guest speaker and for a cadet(s) to thank and present the card to the guest speaker.
  - f. Have a cadet(s) welcome the guest speaker upon arrival, provide them with the bottle of water and assist them with any final preparation details, such as set-up of visual aids and orientation to the presentation room.
  - g. Have a cadet(s) introduce the guest speaker.
  - h. Have the cadets participate in the presentation, to include:
    - (1) listening to the guest speaker's presentation; and
    - (2) a question-and-answer period.
  - i. Have a cadet(s) thank the guest speaker on behalf of all cadets and present the thank you card.
  - j. After the guest speaker departs, have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the tour. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Journal. Have the cadets write a journal entry about the presentation.
    - (3) Visual representation. Have the cadets create a visual representation of their experience.

5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An interactive lecture was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of the CAF.
7. **References:** Nil.
8. **Training Aids:**
  - a. Bottle of water, and
  - b. Any materials required by the guest speaker.
9. **Learning Aids:** Thank-you card materials.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of presenters include:
    - (1) current CAF member,
    - (2) former CAF member,
    - (3) veteran,
    - (4) member of the Royal Canadian Legion, and
    - (5) historian.
  - b. The Dominion Institute Speakers Bureau is a national program that arranges for veterans to visit schools and community groups year-round to share their personal stories and reflections. Visit [www.thememoryproject.com](http://www.thememoryproject.com) for further information.
  - c. The Department of National Defence has a National Veterans' Week Speakers Program each fall that arranges for CAF members to visit and talk about their experiences in uniform.
  - d. The Royal Canadian Air Force Speakers Bureau has members available who are experts in the field of military aviation. Their speakers include pilots, search and rescue and members who provide relief after natural disasters and dedicated professionals who defend Canada and Canadian interests. Visit the Air Force website ([www.rcaf-arc.forces.gc.ca](http://www.rcaf-arc.forces.gc.ca)) for further information.
  - e. Local branches of the Royal Canadian Legion may be able to connect corps / squadrons with local veterans who are available for speaking engagements with youth.
  - f. If a guest speaker is unable to attend in person, consider showing a veteran interview video. Veterans Affairs Canada's Heroes Remember collection features a searchable database with a wide selection of on-line interviews with veterans from across Canada. Visit the Veterans Affairs Canada website ([www.veterans.gc.ca](http://www.veterans.gc.ca)) for additional information.
  - g. There is no instructional guide for this EO.
  - h. Complementary training time may be allotted to this EO to allow for multiple presentations throughout the training year.

**EO MX20.01F – ATTEND A CAF COMMEMORATIVE CEREMONY**

1. **Performance:** Attend a CAF Commemorative Ceremony
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall attend a CAF commemorative ceremony.
4. **Teaching Points:**
  - a. Conduct a briefing by describing:
    - (1) dates and significance of the event being commemorated,
    - (2) Canada's role in the event,
    - (3) format for the ceremony,
    - (4) any additional information the cadets require prior to attending the ceremony (eg, dress).
  - b. Have the cadets attend the CAF commemorative ceremony.
  - c. After the ceremony, have the cadets reflect on what they have learned. Potential activities include:
    - (1) Highlights. Have the cadets individually list the three most interesting or surprising things they have learned from the ceremony. Have the cadets discuss these highlights with a partner or in small groups. If time permits, invite cadets to share highlights with the larger group.
    - (2) Journal. Have the cadets write a journal entry about the ceremony.
    - (3) Visual representation. Have the cadets create a visual representation of their experience.
5. **Time:** Up to two sessions (6 periods) of mandatory training time, with the option of adding complementary training time.
6. **Substantiation:** A field trip was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of the CAF.
7. **References:** Dependant on the ceremony.
8. **Training Aids:** Dependant on the ceremony.
9. **Learning Aids:** Dependant on the ceremony.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Examples of CAF commemorative ceremonies include:
    - (1) Remembrance Day,
    - (2) Battle of the Atlantic,

- (3) Battle of Vimy Ridge, and
  - (4) Battle of Britain.
- b. There is no instructional guide for this EO.
  - c. Complementary training time may be allotted to this EO to allow for multiple ceremonies throughout the training year.

**EO MX20.01G – PARTICIPATE IN CAF FAMILIARIZATION VIDEO ACTIVITIES**

1. **Performance:** Participate in CAF Familiarization Video Activities
2. **Conditions:**
  - a. Given:
    - (1) Television and DVD player / laptop and projector,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall watch a CAF familiarization video.
4. **Teaching Points:**
  - a. Conduct a briefing by describing:
    - (1) the significance of the video being watched,
    - (2) the role of the CAF in the video, and
    - (3) details of the video (eg, anything to watch for, questions to answer).
  - b. Have the cadets watch the video.
  - c. Conduct a debriefing and have the cadets reflect on what they saw and how it affected their perceptions of the CAF.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** An in-class activity was chosen for this lesson as it is a fun and interactive way to build on the cadets' knowledge of the CAF.
7. **References:**
  - a. DVD Video Chadderton, H. C. (Producer) (2000). *A War Of Their Own: The Canadians in Sicily and Italy*. Ontario: The War Amps of Canada.
  - b. DVD Video Chadderton, H. C. (Producer) (2005). *The Boys of Kelvin High: Canadians in Bomber Command*. Ontario: The War Amps of Canada.
  - c. DVD Video (2010). *The International Fleet Reviews of The Canadian Navy Centennial 2010* Canada: Department of National Defence.
  - d. DVD Video Gimblett, R. H. (Author) (2004). *Operation Apollo: The Canadian Navy in the War Against Terrorism – 2001-2003*. Canada: Magic Light Publishing.
  - e. DVD Video Guilmain, C. (Director) (2012). *The Van Doos in Afghanistan*. National Film Board of Canada.
8. **Training Aids:**
  - a. Television and DVD player / laptop and projector, and
  - b. Video question pages.

9. **Learning Aids:**

- a. Pen / Pencil, and
- b. Video question pages.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Corps / squadrons can choose any CAF-related video or acquire any video from the list provided.
  - (1) *A War Of Their Own – The Canadians in Sicily and Italy – Part 1* (60 minutes),
  - (2) *A War Of Their Own – The Canadians in Sicily and Italy – Part 2* (60 minutes),
  - (3) *Operation Apollo – The Canadian Navy in the War Against Terrorism, 2001-2003* (30 minutes),
  - (4) *The Boys of Kelvin High – Canadians in Bomber Command – Part 1* (60 minutes),
  - (5) *The Boys of Kelvin High – Canadians in Bomber Command – Part 2* (60 minutes),
  - (6) *The Van Doos in Afghanistan* (45 minutes), and
  - (7) *The International Fleet Reviews of The Canadian Navy Centennial 2010* (22 minutes).
- b. There are potential leadership opportunities for cadets when conducting CAF Familiarization video activities:
  - (1) Phase Five / Master Cadet / Proficiency Level Five cadets may plan, prepare and conduct the session as a leadership project IAW PO 503 (Lead Cadet Activities); and
  - (2) Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Levels Five cadets may complete leadership assignments IAW POs 303 (Perform the Role of a Team Leader), 403 (Act as a Team Leader), and 503 (Lead Cadet Activities), such as leading a CAF Familiarization video activity.

**EO MX20.01H – PARTICIPATE IN CAF FAMILIARIZATION LEARNING STATIONS**

1. **Performance:** Participate in CAF Familiarization Learning Stations
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Any.
3. **Standard:** The cadet shall participate in CAF familiarization learning stations.
4. **Teaching Points:** Have the cadets participate in CAF familiarization learning stations designed to stimulate an interest in the sea, land or air environments of the CAF, such as:
  - a. CAF history,
  - b. Battle of the Atlantic / Battle of Vimy Ridge / Battle of Britain,
  - c. roles of the CAF,
  - d. current CAF,
  - e. CAF careers, and
  - f. contacting a deployed soldier / sailor.
5. **Time:** One session (3 periods) = 90 min.
6. **Substantiation:** Learning stations were chosen for this lesson as they are a fun and interactive way to build on the cadets' knowledge of the CAF.
7. **References:** Dependant on the learning stations chosen.
8. **Training Aids:** Dependant on the learning stations chosen.
9. **Learning Aids:** Dependant on the learning stations chosen.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. Although the instructional guide for this lesson provides a number of interactive learning stations, instructors are authorized to create their own learning stations.
  - b. Activities shall be chosen based on human and material resources available to the corps / squadron.
  - c. Complementary training time may be allotted to this EO to allow for additional learning stations throughout the training year.
  - d. There are a number of resources available to make learning about the CAF interesting and interactive. Some of these include:
    - (1) Over The Top - an interactive adventure game that allows participants to experience life in the trenches during the First World War. [http://www.warmuseum.ca/cwm/games/overtop/index\\_e.shtml](http://www.warmuseum.ca/cwm/games/overtop/index_e.shtml)

- (2) Armoured Warrior - an interactive game that is based on the experiences of the First Canadian Army in combat in the Second World War. <http://www.civilization.ca/cwm/games/armwar/history.shtml>
  - (3) Canadian Military History Gateway - an online service providing access to websites and digitized resources about Canada's military history. <http://www.cmhg.gc.ca/flash/index-eng.asp?t=1>
  - (4) Juno Beach Centre, Teacher Resources - a list of resources available from a variety of sources including activities, videos, audios, websites etc. <http://www.junobeach.org/centre/english/education/plans.html>
  - (5) Canadian Armed Forces Imagery Gallery and the Canadian Forces Combat Camera - Combat camera is a direct link from the front line to the front page and the image gallery has photos from operations since 1990. <http://www.combatcamera.forces.gc.ca/site/combat-camera-eng.asp>
- e. There are potential leadership opportunities for cadets when conducting CAF familiarization learning stations:
- (1) Phase Five / Master Cadet / Proficiency Level Five cadets may plan, prepare and conduct the stations as a leadership project IAW PO 503 (Lead Cadet Activities); and
  - (2) Phase Three / Silver Star / Proficiency Level Three, Phase Four / Gold Star / Proficiency Level Four, and Phase Five / Master Cadet / Proficiency Level Five cadets may complete leadership assignments IAW POs 303 (Perform the Role of a Team Leader), 403 (Act as a Team Leader), and 503 (Lead Cadet Activities), such as leading a CAF familiarization learning station.



**EO CX20.01 – PARTICIPATE IN CAF FAMILIARIZATION ACTIVITIES****1. Performance:** Participate in CAF Familiarization Activities

An additional six sessions (18 periods) of one or more of the following lessons may be scheduled as complementary training:

- a. EO MX20.01A (Participate in a CAF Activity),
- b. EO MX20.01B (Participate in a CAF Familiarization Tour),
- c. EO MX20.01C (Fire the C7 Rifle),
- d. EO MX20.01D (Participate in a Mess Dinner),
- e. EO MX20.01E (Attend a CAF Presentation),
- f. EO MX20.01F (Attend a CAF Commemorative Ceremony),
- g. EO MX01.01G (Participate in CAF Familiarization Video Activities), and
- h. EO MX01.01H (Participate in CAF Familiarization Learning Stations).

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**SECTION 13****PO 121 – PARTICIPATE IN CANADIAN AVIATION, AEROSPACE, AERODROME OPERATIONS AND AIRCRAFT MANUFACTURING AND MAINTENANCE COMMUNITY FAMILIARIZATION ACTIVITIES**

1. **Performance:** Participate in Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community Familiarization Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet will participate in activities designed to familiarize them with:
  - a. aviation opportunities;
  - b. the aviation community;
  - c. the aerospace community;
  - d. the aerodrome operations community; and
  - e. the aircraft manufacturing and maintenance community.
4. **Remarks:**
  - a. Squadron Training Officers may consider booking a guest speaker for EO M121.01 Discuss Aviation Opportunities.
  - b. If conducting EO C121.01 Participate in a Presentation Given By a Member of the Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community, squadron Training Officers should check with their ACO and Sponsoring Committee for advice on local guest speakers.
5. **Complementary Material:**
  - a. Complementary material associated with PO 121 is designed to enhance the cadets' appreciation for the Canadian aviation, aerospace, aerodrome operations and aircraft manufacturing and maintenance community through the use of guest speakers:
    - (1) EO C121.01 (Participate in a Presentation Given By a Member of the Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community); and
  - b. Complementary training under PO 121 is limited to a total of eight periods; squadrons are not required to use all eight periods.

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**EO M121.01 – DISCUSS AVIATION OPPORTUNITIES**

1. **Performance:** Discuss Aviation Opportunities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall:
  - a. participate in an aviation careers matching activity; and
  - b. discuss aviation careers, to include:
    - (1) pilots and flying instructors,
    - (2) air traffic controllers and flight service station specialists,
    - (3) aircraft maintenance engineers,
    - (4) air transport ramp attendants,
    - (5) aerodrome managers, and
    - (6) aerospace engineers and aircraft assemblers.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Conduct an aviation careers matching activity.	In-Class Activity	15 min	A3-003 C3-001
TP2	Lead a discussion on aviation careers.	Group Discussion	10 min	

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. In-Class Activity: 15 min
  - c. Group Discussion: 10 min
  - d. Total: 30 min
6. **Substantiation:**
  - a. An in-class activity was chosen for TP 1 as it is an interactive way to provoke thought and stimulate interest in aviation careers among the cadets.

- b. A group discussion was chosen for TP 2 as it allows the cadets to interact with their peers and share their knowledge about aviation careers. A group discussion helps the cadets improve their listening skills and develop as members of a team.

7. **References:**

- a. A3-003 CATO 51-01 Director Cadets 3. (2011). *Air cadet program outline*. Ottawa, ON: Department of National Defence.
- b. C3-001 *National Occupation Classification 2001 (NOC2001)*. (2001). Retrieved 23 Mar 2006 from <http://www.hrdc.drhc.gc.ca/2001/e/generic/welcome.shtml>

8. **Training Aids:**

- a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area,
- b. Career Investigation Sheet, and
- c. Career Information Envelopes.

9. **Learning Aids:**

- a. Career Investigation Sheet, and
- b. Career Information Envelopes.

10. **Test Details:** Nil.

11. **Remarks:** The squadron Training Officer may consider using a guest speaker for this EO. For assistance in contacting a guest speaker, contact the ACO for a recommendation or visit the Royal Canadian Air Force Speakers Bureau at <http://www.rcaf-arc.forces.gc.ca/or-re/sb-bc/index-eng.asp>

**EO C121.01 – PARTICIPATE IN A PRESENTATION GIVEN BY A MEMBER OF THE CANADIAN AVIATION, AEROSPACE, AERODROME OPERATIONS AND AIRCRAFT MANUFACTURING AND MAINTENANCE COMMUNITY**

1. **Performance:** Participate in a Presentation Given By a Member of the Canadian Aviation, Aerospace, Aerodrome Operations and Aircraft Manufacturing and Maintenance Community
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall participate in a presentation given by a member of the Canadian aviation, aerospace, aerodrome operations and aircraft manufacturing and maintenance community.
4. **Teaching Points:** Guest speakers are asked to:
  - a. give a description of the company / organization they represent;
  - b. give a description of their roles and duties;
  - c. outline the training and experience required to do their job (if applicable);
  - d. give a description of a day in their life as a member of their community;
  - e. relate some anecdotes; and
  - f. facilitate a question and answer period.
5. **Time:**

a. Introduction / Conclusion:	10 min
b. Interactive Lecture:	50 min
c. Total:	60 min
6. **Substantiation:** Use of a guest speaker provides an opportunity for the cadets to meet and hear from a member of the Canadian aviation, aerospace, aerodrome operations or aircraft manufacturing and maintenance community. A guest speakers provides an experienced view and promotes interest in their community.
7. **References:** Nil.
8. **Training Aids:** Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.

11. **Remarks:**

- a. The squadron may choose to invite guest speakers from each of the communities, for a total of eight periods.
- b. There is no instructional guide for this EO.



**SECTION 14****PO 129 – COMMUNICATE USING THE PHONETIC ALPHABET AND NUMBERS**

1. **Performance:** Communicate Using the Phonetic Alphabet and Numbers
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet will communicate using the phonetic alphabet and numbers when participating in:
  - a. aviation activities including familiarization flying,
  - b. airport operations activities, and
  - c. aircrew survival exercises.
4. **Remarks:** Nil.
5. **Complementary Material:** Nil.

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**EO M129.01 – RECITE THE PHONETIC ALPHABET AND NUMBERS**

1. **Performance:** Recite the Phonetic Alphabet and Numbers
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall recite the phonetic alphabet and numbers.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Describe the phonetic alphabet and numbers.	Interactive Lecture	10 min	A3-001 (p. 205)
TP2	Conduct games where the cadets use the phonetic alphabet and numbers.	Game	15 min	

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Interactive Lecture: 10 min
  - c. Game: 15 min
  - d. Total: 30 min
6. **Substantiation:**
  - a. An interactive lecture was chosen for TP 1 as it orients the cadets to the phonetic alphabet and numbers, generates interest and presents basic information.
  - b. A game was chosen for TP 2 as it is a fun and challenging way to review the material and have the cadets practice the skills.
7. **Reference:** A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition* (2000). Ottawa, ON: Aviation Publishers Co. Limited.
8. **Training Aids:** Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for training area.
9. **Learning Aids:** Whiteboard and markers.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

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**SECTION 15****PO 130 – PARTICIPATE IN AVIATION ACTIVITIES**

1. **Performance:** Participate in Aviation Activities
2. **Conditions:**
  - a. Given:
    - (1) Model airplane template,
    - (2) Thumbtack,
    - (3) Small bull clip,
    - (4) Scissors,
    - (5) Glue,
    - (6) Markers,
    - (7) *On Canadian Wings* DVD,
    - (8) Supervision, and
    - (9) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets will participate in aviation activities, to include:
  - a. identifying aircraft as military, civilian and cadet aircraft,
  - b. describing the main components of an airplane,
  - c. constructing a model airplane, and
  - d. discussing aviation history by watching *On Canadian Wings*.
4. **Remarks:** Nil.
5. **Complementary Material:**
  - a. Complementary material associated with PO 130 is designed to enhance the cadets' knowledge of aviation through a number of activities:
    - (1) EO C130.01 (Participate in a Walk-Around Aircraft Inspection),
    - (2) EO C130.02 (Identify International Aircraft),
    - (3) EO C130.03 (Watch an *On Canadian Wings* Segment),
    - (4) EO C130.04 (Tour a Local Aviation Museum), and
    - (5) EO C130.05 (Attend a Local Air Show); and
  - b. Complementary training under PO 130 is limited to a total of nineteen periods; squadrons are not required to use all nineteen periods.

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**EO M130.01 – IDENTIFY AIRCRAFT AS MILITARY, CIVILIAN AND CADET**

1. **Performance:** Identify Aircraft as Military, Civilian and Cadet
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall identify examples of military, civilian and cadet aircraft.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Identify types of Canadian military aircraft, to include: <ol style="list-style-type: none"> <li>a. Canadian carriers;</li> <li>b. Canadian fighters;</li> <li>c. Canadian helicopters;</li> <li>d. Canadian trainers; and</li> <li>e. Canadian patrol.</li> </ol>	Interactive Lecture	15 min	A3-007
TP2	Identify civilian aircraft, to include: <ol style="list-style-type: none"> <li>a. Cessna 172;</li> <li>b. Piper PA-28 Cherokee;</li> <li>c. Boeing 737;</li> <li>d. Airbus A320; and</li> <li>e. Bombardier 415.</li> </ol>	Interactive Lecture	5 min	A3-007
TP3	Identify cadet aircraft, to include: <ol style="list-style-type: none"> <li>a. Schweitzer – SGS 2-33A Glider;</li> <li>b. Bellanca Scout – 8GCBC;</li> <li>c. L19 Bird Dog – Cessna 305; and</li> <li>d. Cessna 182P.</li> </ol>	Interactive Lecture	5 min	A3-007
TP4	Conduct an aircraft identification game.	Game	25 min	

5. **Time:**
  - a. Introduction / Conclusion: 10 min
  - b. Interactive Lecture: 25 min
  - c. Game: 25 min
  - d. Total:

60 min

6. **Substantiation:**

- a. An interactive lecture was chosen for TPs 1–3 as it orients the cadets to aircraft, generates interest and presents basic information.
- b. A game was selected for TP 4 as it is a fun and challenging way to confirm the cadets' knowledge of the material.

7. **References:** A3-007 Canadian Forces. (2010). Retrieved October 17, 2011, from <http://www.airforce.forces.gc.ca/v2/equip/index-eng.asp>

8. **Training Aids:**

- a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area, and
- b. Power point / overheads / posters.

9. **Learning Aids:** Aircraft identification matching cards game.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Prior to the lesson, review all aircraft to determine if any have been acquired for / retired from service.
- b. Cadet aircraft in TP 3 refers to aircraft currently owned by the cadet program and does not include other aircraft cadets may use on Power Flying Scholarships (eg. Cessnas, Katanas).



**EO M130.02 – DESCRIBE THE MAIN COMPONENTS OF AN AIRPLANE**

1. **Performance:** Describe the Main Components of an Airplane
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets shall identify and describe the five major components of an airplane, to include:
  - a. fuselage,
  - b. wings,
  - c. empennage,
  - d. landing gear, and
  - e. propulsion system.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Define aircraft and airplane. Describe the fuselage.	Interactive Lecture	5 min	A3-001 (p. 9)
TP2	Describe the wings, to include: <ol style="list-style-type: none"> <li>a. the wing root;</li> <li>b. the wing tip;</li> <li>c. the leading edge;</li> <li>d. the trailing edge;</li> <li>e. ailerons; and</li> <li>f. flaps.</li> </ol>	Interactive Lecture	5 min	A3-001 (pp. 10–11)
TP3	Describe the empennage, to include: <ol style="list-style-type: none"> <li>a. horizontal stabilizer;</li> <li>b. elevator;</li> <li>c. vertical stabilizer; and</li> <li>d. rudder.</li> </ol>	Interactive Lecture	5 min	A3-001 (p. 11)
TP4	Describe the landing gear.	Interactive Lecture	5 min	A3-001 (pp. 12–13)

TP	Description	Method	Time	Refs
TP5	Describe the propulsion system.	Interactive Lecture	5 min	A3-001 (p. 12)

5. **Time:**

- |    |                            |        |
|----|----------------------------|--------|
| a. | Introduction / Conclusion: | 5 min  |
| b. | Interactive Lecture:       | 25 min |
| c. | Total:                     | 30 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson as it allows the cadets to identify and describe the major components of an airplane and it generates interest in the subject.

7. **References:**

- a. A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition*. (2000). Ottawa, ON: Aviation Publishers Co. Limited.
- b. C3-346 Bush-Planes.com. *Best bush planes: flying*. Retrieved December 14, 2011 from <http://www.bush-planes.com/index.html>
- c. C3-347 Free Online Private Pilot Ground School. (2007). *Private Pilot Ground School*. Retrieved December 14, 2011 from <http://www.free-online-private-pilot-ground-school.com/aircraft-structure.html>
- d. C3-348 FAA-Aircraft-Certification.com. *Your complete guide to FAA aircraft certification*. (2007). Retrieved October 17, 2011, from <http://www.faa-aircraft-certification.com/faa-definitions.html#H>

8. **Training Aids:** Presentation aids (eg, whiteboards / flipcharts / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:** Puzzles of aircraft parts.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO M130.03 – CONSTRUCT A MODEL AIRPLANE**

1. **Performance:** Construct a Model Airplane
2. **Conditions:**
  - a. Given:
    - (1) Model airplane template,
    - (2) Thumbtack,
    - (3) Small bull clip,
    - (4) Scissors,
    - (5) Glue,
    - (6) Markers,
    - (7) Supervision, and
    - (8) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets shall construct a model airplane, to include:
  - a. fuselage,
  - b. wings,
  - c. empennage,
  - d. landing gear, and
  - e. propeller.

4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Construct a model airplane.	In-Class Activity	45 min	C3-017 (pp. 42–45)
TP2	Participate in a group discussion on parts of an airplane and constructing the model airplane.	Group Discussion	5 min	A3-001 (pp. 9–13)

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 10 min |
| b. In-Class Activity:         | 45 min |
| c. Group Discussion:          | 5 min  |
| d. Total:                     | 60 min |

6. **Substantiation:**

- a. An in-class activity was chosen for TP 1 as it is an interactive way to present the content and the construction of a model airplane.
- b. A group discussion was chosen for TP 2 as it allows the cadets to interact with their peers and share their knowledge about building a model airplane.

7. **References:**

- a. A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition*. (2000). Ottawa, ON: Aviation Publishers Co. Limited.
- b. C3-017 ISBN 1-895569-23-0 Schmidt, N. (1998). *Fabulous paper gliders*. New York, NY: Sterling Publishing.

8. **Training Aids:** Completed model airplane.

9. **Learning Aids:**

- a. Model airplane template,
- b. List of instructions,
- c. Thumb tack,
- d. Small bull clip,
- e. Scissors,
- f. Glue, and
- g. Markers.

10. **Test Details:** Nil.

11. **Remarks:** Nil.

**EO M130.04 – WATCH AN ON CANADIAN WINGS SEGMENT**

1. **Performance:** Watch an *On Canadian Wings* Segment
2. **Conditions:**
  - a. Given:
    - (1) *On Canadian Wings* DVD
    - (2) TV,
    - (3) DVD player,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets shall watch an *On Canadian Wings* segment.
4. **Teaching Points:** Watch one of the following *On Canadian Wings* DVD segments:
  - a. Canada's First Flight,
  - b. Aerial Warfare,
  - c. The Birth of a National Air Force,
  - d. The Aerodrome of Democracy,
  - e. Some of the Few,
  - f. Bombs over Europe,
  - g. Fast Times for the Golden Jets,
  - h. A Time of Transition, or
  - i. There Shall be Wings.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. In-Class Activity:	25 min
c. Total:	30 min
6. **Substantiation:** An in-class activity was chosen as it is an interactive way to present the content.
7. **References:** C3-039 Squires, C. (1999). *On Canadian Wings* [Series]. Winnipeg, MB: PWGSC.
8. **Training Aids:**
  - a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area,
  - b. TV,

- c. DVD player, and
- d. *On Canadian Wings* DVD.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil.

11. **Remarks:**

- a. The instructor shall choose only one segment to watch during the mandatory period.
- b. The instructor may choose to view and discuss additional segments as part of complementary training, C130.03 (Watch an *On Canadian Wings* Segment).

**EO C130.01 – PARTICIPATE IN A WALK-AROUND AIRCRAFT INSPECTION**

1. **Performance:** Participate in a Walk-Around Aircraft Inspection
2. **Conditions:**
  - a. Given:
    - (1) Aircraft,
    - (2) Operator’s manual inspection list for the aircraft type,
    - (3) Supervision, and
    - (4) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Training area large enough to accommodate the entire group.
3. **Standard:** The cadets shall participate in a walk-around aircraft inspection, to include:
  - a. identifying components of an airplane; and
  - b. promoting an understanding of aviation safety and procedures.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Supervise a walk-around aircraft inspection.	In-Class Activity	20 min	A3-001 (pp. 281–283)
TP2	Lead a group discussion about what the cadets learned and found interesting.	Group Discussion	5 min	

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. In-Class Activity: 20 min
  - c. Group Discussion: 5 min
  - d. Total: 30 min
6. **Substantiation:**
  - a. An in-class activity was chosen for TP 1 as it is an interactive way to present a walk-around aircraft inspection.
  - b. A group discussion was chosen for TP 2 as it allows the cadets to interact with their peers and share their knowledge about and experiences with a walk-around aircraft inspection.

7. **Reference:** A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition.* (2000). Ottawa, ON: Aviation Publishers Co. Limited.
8. **Training Aids:** Small aircraft.
9. **Learning Aids:** Small aircraft.
10. **Test Details:** Nil.
11. **Remarks:** This lesson should be conducted by a qualified pilot / in conjunction with familiarization flying.



**EO C130.02 – IDENTIFY INTERNATIONAL AIRCRAFT**

1. **Performance:** Identify International Aircraft
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall identify aircraft, to include:
  - a. American aircraft,
  - b. British aircraft, and
  - c. Russian aircraft.

4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Describe American aircraft.	Interactive Lecture	15 min	C3-009
TP2	Describe British aircraft.	Interactive Lecture	5 min	C3-010
TP3	Describe Russian aircraft.	Interactive Lecture	5 min	C3-011 C3-012

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Interactive Lecture: 25 min
  - c. Total: 30 min
6. **Substantiation:** An interactive lecture method was chosen for this lesson as it orients the cadets to identify international aircraft and to generate interest and present basic or background material.
7. **References:**
  - a. C3-009 *Official Site of the U.S. Air Force*. Retrieved October 26, 2011, from <http://www.af.mil/information/factsheets/index.asp>
  - b. C3-010 *Royal Air Forces*. (2011). Retrieved October 26, 2011, from <http://www.raf.mod.uk/equipment>

- c. C3-011 *Federation of American Scientists*. (2006). Retrieved March 21, 2006, from <http://www.fas.org/nuke/guide/russia/airdef/mig-29.htm>
  - d. C3-012 *Antonov Airlines*. (2010). Retrieved October 26, 2011, from <http://www.antonov.com/products/index.xml>
8. **Training Aids:**
- a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area, and
  - b. Pictures of international aircraft.
9. **Learning Aids:** Pictures of International aircraft.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

**EO C130.03 – WATCH AN ON CANADIAN WINGS SEGMENT**

1. **Performance:** Watch an *On Canadian Wings* Segment
2. **Conditions:**
  - a. Given:
    - (1) *On Canadian Wings* DVD,
    - (2) TV,
    - (3) DVD player,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets shall watch an *On Canadian Wings* segment.
4. **Teaching Points:** Watch one of the following *On Canadian Wings* DVD segments:
  - a. Canada's First Flight,
  - b. Aerial Warfare,
  - c. The Birth of a National Air Force,
  - d. The Aerodrome of Democracy,
  - e. Some of the Few,
  - f. Bombs over Europe,
  - g. Fast Times for the Golden Jets,
  - h. A Time of Transition, or
  - i. There Shall be Wings.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. In-Class Activity:	25 min
c. Total:	30 min
6. **Substantiation:** An in-class activity was chosen as it is an interactive way to present the content.
7. **References:** C3-039 Squires, C. (1999). *On Canadian Wings* [Series]. Winnipeg, MB: PWGSC.
8. **Training Aids:**
  - a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area,
  - b. TV,

- c. DVD player, and
  - d. *On Canadian Wings* DVD.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** One segment will already have been viewed in M130.04 (Watch an *On Canadian Wings* Segment) and squadrons may choose other segments for viewing during complementary training. A thirty-minute period is required for each additional segment selected. To view all segments, eight additional periods are required. It is not necessary to watch all the segments.

**EO C130.04 – TOUR A LOCAL AVIATION MUSEUM**

1. **Performance:** Tour a Local Aviation Museum
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall tour a local aviation museum, to include:
  - a. identifying different aviation components; and
  - b. promoting an understanding of aviation history.
4. **Teaching Points:** The following points are to be addressed during the tour, to include:
  - a. the aircraft seen (military, civilian or cadet),
  - b. the main components of an airplane, and
  - c. local aviation history, to include:
    - (1) aviation figures,
    - (2) notable aviation events, and
    - (3) aircraft featured.
5. **Time:**
  - a. Field Trip: 90 min
  - b. Total: 90 min

6. **Substantiation:** A field trip was chosen for this lesson as it reinforces aviation history knowledge in a real-life setting.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. There is no Instructional Guide for this EO.
  - b. If there is no aviation museum in your community, check with your local museum or airport authority to determine if they have an aviation history display.
  - c. Cadet squadron personnel are to determine whether a guide will escort the group or if an instructor from the squadron will be responsible for conducting the tour. The tour guide / squadron instructor should address the points outlined in the teaching points.

**EO C130.05 – ATTEND A LOCAL AIR SHOW**

1. **Performance:** Attend a Local Air Show
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall attend a local air show, to include:
  - a. identifying different aviation components; and
  - b. promoting an understanding of the civilian and military aviation communities.
4. **Teaching Points:** The following points are to be identified, to include:
  - a. the location of major aerodrome components,
  - b. the aircraft seen (military, civilian or cadet),
  - c. the main components of an airplane,
  - d. the use of the phonetic alphabet during communications,
  - e. local aviation history, to include:
    - (1) notable local aviation figures,
    - (2) notable local aviation events; and
  - f. aviation careers present at the air show, and
  - g. if the Snowbirds are present:
    - (1) the type of aircraft (Canadair CT-114 Tutor jet),
    - (2) the official name,
    - (3) the number of aircraft on the team,
    - (4) the pilots and technicians on the team, and
    - (5) interesting facts about their performances.
5. **Time:**
  - a. Field Trip: 180 min
  - b. Total: 180 min

6. **Substantiation:** A field trip was chosen for this lesson as it reinforces aviation and aircraft knowledge in a real-life setting.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. There is no instructional guide for this EO.
  - b. Cadet squadron personnel are to determine an itinerary for the cadets to follow during the air show. The tour guide / squadron instructor should address the points outlined in the teaching points.



**SECTION 16****PO 140 – PARTICIPATE IN AEROSPACE ACTIVITIES**

1. **Performance:** Participate in Aerospace Activities
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance, as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group including areas suitable for water and foam rocket launching.
3. **Standard:** The cadet will launch a rocket, to include:
  - a. discussing Newton's Laws of Motion, and
  - b. launching a water rocket.
4. **Remarks:** Cadets qualified as Advanced Aerospace may serve as assistant instructors.
5. **Complementary Material:** Complementary material associated with PO 140 is designed to further the cadets' interest in space and aerospace through a number of activities:
  - a. EO C140.01 (Launch a Foam Rocket), and
  - b. EO C140.02 (Discuss Sleep Patterns in Space).

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**EO M140.01 – LAUNCH A WATER ROCKET**

1. **Performance:** Launch a Water Rocket
2. **Conditions:**
  - a. Given:
    - (1) Water rocket launch system,
    - (2) Pump,
    - (3) Two-litre plastic bottle,
    - (4) Safety glasses / goggles,
    - (5) Supervision,
    - (6) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall:
  - a. discuss Newton's Laws of Motion; and
  - b. launch a water rocket.

4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain and discuss Newton's three Laws of Motion.	Interactive Lecture	15 min	C3-351
TP2	Have the cadets launch a water rocket.	In-Class Activity	65 min	C3-351

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 10 min |
| b. Interactive Lecture:       | 15 min |
| c. In-Class Activity:         | 65 min |
| d. Total:                     | 90 min |

6. **Substantiation:**

- a. An interactive lecture was chosen for TP 1 to orient the cadets to Newton's Laws of Motion.
- b. An in-class activity was chosen for TP 2 as a fun way to have the cadets launch a water rocket in a safe and controlled environment.

7. **References:**

- a. C3-266 Science Toy Maker. (2008). Making (and using) an overhead water rocket launcher. Retrieved October 1, 2008, from <http://www.sciencetoymaker.org/waterRocket/buildWaterRocketLauncher.htm>
- b. C3-291 Retter, Y. (2008). *Water Rocket – Skewer Design*. Retrieved November 21, 2008, from <http://www.geocities.com/yoramretter/SkewerDesign-v02.html>
- c. C3-351 National Aeronautics and Space Administration. (2008). *Adventures in Rocket Science*. Retrieved October 27, 2011, from [http://www.nasa.gov/pdf/265386main\\_Adventures\\_In\\_Rocket\\_Science.pdf](http://www.nasa.gov/pdf/265386main_Adventures_In_Rocket_Science.pdf)

8. **Training Aids:**

- a. Water rocket launch system,
- b. Pump,
- c. Two-litre plastic bottle,
- d. Safety glasses / goggles, and
- e. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:** Safety glasses / goggles.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Cadets qualified as Advanced Aerospace may serve as assistant instructors during this lesson.
- b. The water rockets may be launched indoors in an area easy to clean up (eg, gymnasium floor) or out of doors in favourable weather.

**EO C140.01 – LAUNCH A FOAM ROCKET**

1. **Performance:** Launch a Foam Rocket
2. **Conditions:**
  - a. Given:
    - (1) 30-cm piece of polyethylene foam pipe insulation (for ½ inch pipe),
    - (2) Rubber band size 64,
    - (3) Bristol board,
    - (4) 7 to 8 inch cable ties,
    - (5) 75-cm string,
    - (6) Scissors,
    - (7) Meter stick,
    - (8) Push pin,
    - (9) Washer, nut or other small weight that can be attached to a string,
    - (10) Quadrant plans,
    - (11) Masking tape,
    - (12) Rocket construction instructions located at Attachment A,
    - (13) Launcher Quadrant Pattern located at Attachment B,
    - (14) Launch record sheet located at Attachment C,
    - (15) Supervision, and
    - (16) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group and an outdoor area or gymnasium with a high ceiling.
3. **Standard:** The cadet, in groups of 4, shall:
  - a. construct a foam rocket; and
  - b. launch a foam rocket.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Have the cadets, in groups of 4, construct a foam rocket.	In-Class Activity	25 min	C3-349

TP	Description	Method	Time	Refs
TP2	Have the cadets, in groups of 4, launch a foam rocket and record the launch data.	In-Class Activity	25 min	C3-349
TP3	Conduct an activity debriefing.	Group Discussion	5 min	

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. In-Class Activity:         | 50 min |
| c. Group Discussion:          | 5 min  |
| d. Total:                     | 60 min |

6. **Substantiation:**

- An in-class activity was chosen for TPs 1 and 2 as it is an interactive way to demonstrate rocket propulsion to cadets. This activity contributes to the understanding of rocketry in a fun and challenging setting.
- A group discussion was chosen for TP 3 as it allows the cadets to interact with their peers and share their knowledge, opinions, and feelings about their experiences launching foam rockets.

7. **Reference:** C3-349 *Rocket Activity, Foam Rocket*. Retrieved October 1, 2008, from [http://www.nasa.gov/pdf/295787main\\_Rockets\\_Foam\\_Rocket.pdf](http://www.nasa.gov/pdf/295787main_Rockets_Foam_Rocket.pdf)

8. **Training Aids:**

- 30-cm piece of polyethylene foam pipe insulation (for ½ inch pipe),
- Rubber band size 64,
- Bristol board,
- 7 to 8 inch cable ties,
- 75-cm string,
- Scissors,
- Meter stick,
- Push pin,
- Wash, nut or other small weight that can be attached to a string,
- Quadrant plans,
- Masking tape,
- Rocket construction instructions located at Attachment A,
- Launcher Quadrant Pattern located at Attachment B, and
- Launch record sheet located at Attachment C.

9. **Learning Aids:**
  - a. 30-cm piece of polyethylene foam pipe insulation (for ½ inch pipe),
  - b. Rubber band size 64,
  - c. Bristol board,
  - d. 7 to 8 inch cable ties,
  - e. 75-cm string,
  - f. Scissors,
  - g. Meter stick,
  - h. Push pin,
  - i. Wash, nut or other small weight that can be attached to a string,
  - j. Quadrant plans, and
  - k. Masking tape.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

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**EO C140.02 – DISCUSS SLEEP PATTERNS IN SPACE**

1. **Performance:** Discuss Sleep Patterns in Space
2. **Conditions:**
  - a. Given:
    - (1) Reaction Time Sheet,
    - (2) Ruler,
    - (3) Sleep Log Sheet,
    - (4) Fraction Wheel for 24 Hours,
    - (5) Fraction Wheel for One Complete Day,
    - (6) Supervision, and
    - (7) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall discuss sleep patterns in space.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain sleep patterns in space to include: <ol style="list-style-type: none"> <li>a. effects of lack of sleep, and</li> <li>b. types of sleep.</li> </ol>	Interactive Lecture	10 min	C3-350
TP2	Have the cadets participate in an activity where they measure their current state of alertness, to include: <ol style="list-style-type: none"> <li>a. describing how tired they feel,</li> <li>b. completing the ruler test,</li> <li>c. discussing reaction times in relation to their sleep pattern, and</li> <li>d. completing a take-home assignment.</li> </ol>	In-Class Activity	15 min	C3-350
TP3	Have the cadets participate in an activity where they discuss their sleep patterns from the preceding two weeks, to include: <ol style="list-style-type: none"> <li>a. building a fraction wheel for hours slept,</li> <li>b. plotting sleep patterns, and</li> <li>c. discussing the sleep patterns.</li> </ol>	In-Class Activity	25 min	C3-350

5. **Time:**
  - a. Introduction / Conclusion: 10 min
  - b. Interactive Lecture: 10 min

- c. In-Class Activity: 40 min
- d. Total: 60 min

6. **Substantiation:**

- a. An interactive lecture was chosen for TP1 to orient the cadets to the problems astronauts face sleeping in space.
- b. An in-class activity was chosen for TPs 2 and 3 to allow the cadets to experience some of the factors facing astronauts sleeping in space.

7. **Reference:** C3-350 The science of Sleep and Daily Rhythms. (2009). *Sleep Patterns*. Retrieved December 13, 2011, from [http://www.nsbri.org/default/Documents/EducationAndTraining/MiddleSchool/Sleep/TSO\\_Sleep.pdf](http://www.nsbri.org/default/Documents/EducationAndTraining/MiddleSchool/Sleep/TSO_Sleep.pdf)

8. **Training Aids:**

- a. Presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area,
- b. Reaction Time Sheet,
- c. Ruler,
- d. Sleep Log Sheet,
- e. Fraction Wheel for 24 Hours, and
- f. Fraction Wheel for One Complete Day.

9. **Learning Aids:**

- a. Reaction Time Sheet,
- b. Ruler,
- c. Sleep Log Sheet,
- d. Fraction Wheel for 24 Hours, and
- e. Fraction Wheel for One Complete Day.

10. **Test Details:** Nil.

11. **Remarks:** Allow two weeks in the schedule between TPs 2 and 3. This will ensure sufficient time for the cadets to log their sleep and participate in the final activity and discussion.

**SECTION 17****PO 160 – PARTICIPATE IN AERODROME OPERATIONS ACTIVITIES**

1. **Performance:** Participate in Aerodrome Operations Activities
2. **Conditions:**
  - a. Given:
    - (1) Bristol board,
    - (2) Construction paper,
    - (3) Cardboard,
    - (4) Small boxes (shoe boxes),
    - (5) White chalk,
    - (6) Stick pins,
    - (7) Colour markers,
    - (8) Scissors,
    - (9) Glue,
    - (10) Masking tape,
    - (11) Supervision, and
    - (12) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets will participate in aerodrome operations activities to identify features of and construct a model aerodrome, to include:
  - a. features of a runway,
  - b. major aerodrome components, and
  - c. aircraft maintenance facilities.
4. **Remarks:** Nil.
5. **Complementary Material:** Complementary material associated with PO 160 is designed to enhance the cadets' knowledge of aerodrome operations through a number one activity, EO C160.01 (Tour a Local Aerodrome).

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**EO M160.01 – IDENTIFY MAJOR AERODROME COMPONENTS**

1. **Performance:** Identify Major Aerodrome Components
2. **Conditions:**
  - a. Given:
    - (1) Game pieces located at Attachment B,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Suitable classroom facilities to accommodate the entire group.
3. **Standard:** The cadets shall identify the major components of an aerodrome, to include:
  - a. runway,
  - b. taxiway,
  - c. apron,
  - d. control tower,
  - e. terminal buildings,
  - f. windsock,
  - g. flying school, and
  - h. hangars.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Define the terms aerodrome and airport.	Interactive Lecture	5 min	A3-001 (p. 91)
TP2	Explain components of the airside of an aerodrome, to include: <ol style="list-style-type: none"> <li>a. runway,</li> <li>b. taxiway, and</li> <li>c. apron.</li> </ol>	Interactive Lecture	5 min	A3-001 (pp. 91–92) C2-002
TP3	Explain components of an aerodrome, to include: <ol style="list-style-type: none"> <li>a. control tower,</li> <li>b. terminal building,</li> <li>c. windsock,</li> <li>d. flying school, and</li> <li>e. hangars.</li> </ol>	Interactive Lecture	10 min	A3-001 (pp. 93 and 213) C2-002

TP	Description	Method	Time	Refs
TP4	Have the cadets identify components of an aerodrome.	In-Class Activity	5 min	

5. **Time:**

- |    |                            |        |
|----|----------------------------|--------|
| a. | Introduction / Conclusion: | 5 min  |
| b. | Interactive Lecture:       | 20 min |
| c. | In-Class Activity:         | 5 min  |
| d. | Total:                     | 30 min |

6. **Substantiation:**

- An interactive lecture was chosen for TPs 1–3 as it allows the instructor to introduce basic information to the cadets.
- An in-class activity was selected for TP 4 as it is an interactive way to confirm the cadets' comprehension of the material.

7. **References:**

- A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition*. (2000). Ottawa, ON: Aviation Publishers Co. Limited.
- C3-022 ISBN 0-19-541731-3 *The Canadian oxford dictionary* (2001). Don Mills, ON: Oxford University Press.

8. **Training Aids:**

- Presentation aids (eg, whiteboard / flipcharts / OHP / multimedia projector) appropriate for the training area,
- Flash cards located at Attachment A, and
- Answer key located at Attachment C.

9. **Learning Aids:**

- Flash cards located at Attachment A, and
- Game pieces located at Attachment B.

10. **Test Details:** Nil.11. **Remarks:** Nil.

**EO M160.02 – IDENTIFY FEATURES OF A RUNWAY**

1. **Performance:** Identify Features of a Runway
2. **Conditions:**
  - a. Given:
    - (1) Runway markings located at Attachment A,
    - (2) Flipchart paper,
    - (3) Markers,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Suitable classroom facilities to accommodate the entire group.
3. **Standard:** The cadets shall identify the features of runways, to include:
  - a. lights,
  - b. numbering, and
  - c. markings.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Discuss runway lights.	Interactive Lecture	5 min	A3-001 (p. 93)
TP2	Discuss runway numbering.	Interactive Lecture	10 min	A3-001 (p. 91)
TP3	Discuss runway markings and lights, to include: <ol style="list-style-type: none"> <li>a. centreline,</li> <li>b. landing zone markers,</li> <li>c. threshold markings,</li> <li>d. aerodrome danger markings,</li> <li>e. obstruction lights, and</li> <li>f. windsock lighting.</li> </ol>	Interactive Lecture	5 min	A3-001 (pp. 91–93)
TP4	Have the cadets identify various features of a runway, to include: <ol style="list-style-type: none"> <li>a. threshold markings,</li> <li>b. red / green lights,</li> <li>c. runway numbers,</li> <li>d. centre line,</li> </ol>	In-Class Activity	5 min	

TP	Description	Method	Time	Refs
	e. aerodrome landing markings, f. danger markings, and g. white lights.			

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 20 min |
| c. In-Class Activity:         | 5 min  |
| d. Total:                     | 30 min |

6. **Substantiation:**

- An interactive lecture method was chosen for TP 1–3 as it allows the instructor to present basic information to the cadets.
- An in-class activity was selected for TP 4 as it is an interactive way to confirm the cadets' comprehension of the material.

7. **Reference:** A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition* (2000). Ottawa, ON: Aviation Publishers Co. Limited.8. **Training Aids:**

- Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area, and
- Runway features located at Attachment A.

9. **Learning Aids:**

- Flipchart paper and markers, and
- Runway features located at Attachment A.

10. **Test Details:** Nil.11. **Remarks:** Nil.



**EO M160.03 – CONSTRUCT A MODEL AERODROME**

1. **Performance:** Construct a Model Aerodrome
2. **Conditions:**
  - a. Given:
    - (1) Bristol board,
    - (2) Construction paper,
    - (3) Cardboard,
    - (4) Small boxes (shoe boxes),
    - (5) White chalk,
    - (6) Stick pins,
    - (7) Colour markers,
    - (8) Scissors,
    - (9) Glue,
    - (10) Masking tape,
    - (11) Supervision, and
    - (12) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Suitable classroom facilities to accommodate the entire group and model construction.
3. **Standard:** The cadet shall construct a model aerodrome, to include:
  - a. runway,
  - b. taxiway,
  - c. apron,
  - d. control tower,
  - e. terminal buildings,
  - f. windsock,
  - g. flying school, and
  - h. hangars.
4. **Teaching Points:** Have the cadets construct a model aerodrome.
5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. In-Class Activity: 55 min
  - c. Total:

60 min

6. **Substantiation:** An in-class activity was selected for this lesson as it is a fun and interactive way to confirm the cadets' comprehension of the material.
7. **Reference:** A3-001 A-CR-CCP-263/PT-001 *From the ground up: Millennium edition* (2000). Ottawa, ON: Aviation Publishers Co. Limited.
8. **Training Aids:**
  - a. Presentation aids (eg, whiteboard / flipcharts / OHP / multimedia projector) appropriate for the classroom / training area, and
  - b. Picture of an aerodrome.
9. **Learning Aids:**
  - a. Picture of an aerodrome,
  - b. Bristol board,
  - c. Construction paper,
  - d. Cardboard,
  - e. Small boxes (shoe boxes),
  - f. White chalk,
  - g. Stick pins,
  - h. Colour markers,
  - i. Scissors,
  - j. Glue, and
  - k. Masking tape.
10. **Test Details:** Nil.
11. **Remarks:** Nil.

**EO C160.01 – TOUR A LOCAL AERODROME**

1. **Performance:** Tour a Local Aerodrome
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Suitable classroom facilities to accommodate the entire group.
3. **Standard:** The cadet shall tour a local aerodrome, to include:
  - a. indentifying aviation components, and
  - b. discovering local aviation community and history.
4. **Teaching Points:** The tour guide should include:
  - a. location of major aerodrome components,
  - b. the aircraft seen at the facility (military, civilian or cadet),
  - c. the main components of an airplane,
  - d. the use of the phonetic alphabet,
  - e. local aviation history, to include:
    - (1) notable aviation figures, and
    - (2) notable aviation events;
  - f. aviation careers, and
  - g. elements of civilian aviation, to include:
    - (1) local aviation providers,
    - (2) flying clubs, and
    - (3) local aviation events.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. Field Trip:	85 min
c. Total:	90 min

6. **Substantiation:** A field trip was chosen for this lesson as it reinforces material previously taught through the participation in a field trip conducted in real-life setting.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** There is no instructional guide for this EO.

**SECTION 18****PO 170 – DISCUSS AIRCRAFT MAINTENANCE AND MANUFACTURING**

1. **Performance:** Discuss Aircraft Maintenance And Manufacturing
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadets shall discuss and participate in aircraft maintenance and manufacturing activities in order to have a general understanding of the aircraft maintenance and manufacturing industry.
4. **Remarks:** Nil.
5. **Complementary Material:** Complementary material under PO 170 is designed to enhance the cadets' knowledge of the aircraft maintenance and manufacturing industry through a number of activities:
  - a. EO C170.01 (Watch *How It's Made* Segments); and
  - b. EO C170.02 (Tour a local Aviation Maintenance Facility).

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**EO C170.01 – WATCH HOW IT’S MADE SEGMENTS**

1. **Performance:** Watch *How It’s Made* Segments
2. **Conditions:**
  - a. Given:
    - (1) *How It’s Made* DVD,
    - (2) Supervision, and
    - (3) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall watch *How It’s Made* segments to stimulate an interest in the aircraft maintenance and manufacturing industry.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Discuss major components of the aircraft maintenance and manufacturing industry.	Interactive Lecture	5 min	C3-345 Transport Canada
TP2	Have the cadets watch and discuss <i>How It’s Made</i> segments, to include: <ol style="list-style-type: none"> <li>a. what is involved in the manufacturing of an aircraft; and</li> <li>b. what is involved in the maintenance of an aircraft.</li> </ol>	In-Class Activity	50 min	C3-288

5. **Time:**

a. Introduction / Conclusion:	5 min
b. Interactive Lecture:	5 min
c. In-Class Activity:	50 min
d. Total:	60 min
6. **Substantiation:**
  - a. An interactive lecture was chosen for TP 1 as it allows the instructor to present basic information to the cadets.
  - b. An in-class activity was chosen for TP 2 as it is an interactive way to provoke thought and stimulate interest among cadets.

7. **References:**

- a. C3-288 Production MAJ, *How It's Made* capsules, Canada.
- b. C3-245 Transport Canada. (2011). *Canadian Aviation Regulations 2011-1*. Retrieved October 25, 2011, from <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part1-subpart1-1104.htm>

8. **Training Aids:**

- a. Presentation aids (e.g. whiteboard / flipcharts / OHP / multimedia projector) appropriate for the training area,
- b. *How It's Made* DVD,
- c. DVD player, and
- d. TV or multimedia projector.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil.

11. **Remarks:** Review the *How It's Made* segments prior to the lesson and determine which ones best meet the training objectives of the squadron.



**EO C170.02 – TOUR A LOCAL AVIATION MAINTENANCE FACILITY**

1. **Performance:** Tour a Local Aviation Maintenance Facility
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall tour a local aviation maintenance facility, to include:
  - a. identifying different components of aviation maintenance; and
  - b. identifying aircraft maintenance careers and opportunities.
4. **Teaching Points:** The following points are to be addressed during the tour, to include:
  - a. aircraft maintenance engineers and technicians and their role at the maintenance facility,
  - b. procedures and daily operation of the facility,
  - c. main components of an airplane,
  - d. career opportunities in the field, to include:
    - (1) training, and
    - (2) local aviation companies and employers.
5. **Time:**

a. Field Trip:	90 min
b. Total:	90 min
6. **Substantiation:** A field trip was chosen to reinforce learning through observing practical application of instructional material previously taught. The cadets participate in a structured and planned activity where they witness the application of the learning objectives with concrete examples.
7. **References:** Nil.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** There is no instructional guide for this EO.

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**SECTION 19****PO 190 – PARTICIPATE IN AN AIRCREW SURVIVAL EXERCISE**

1. **Performance:** Participate in an Aircrew Survival Exercise
2. **Conditions:**
  - a. Given:
    - (1) Personal equipment,
    - (2) Backpack,
    - (3) Sleeping bag,
    - (4) Other materials and equipment as required,
    - (5) Supervision, and
    - (6) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Field setting, during an outdoor overnight aircrew survival exercise.
3. **Standard:** The cadet will participate in an aircrew survival exercise, to include:
  - a. packing equipment for an aircrew survival exercise;
  - b. maintaining personal equipment and hygiene in the field;
  - c. observing site policies and procedures;
  - d. identifying elements of survival psychology;
  - e. identifying types of shelters;
  - f. lighting, maintaining and extinguishing a fire; and
  - g. erecting, tearing down and packing tents.
4. **Remarks:**
  - a. Proficiency Level One cadets are expected to take part in a minimum of one overnight aircrew survival exercise during the training year. Activities during the exercise shall be structured to be group-oriented.
  - b. EO M190.03 to EO M190.08 is to be conducted practically during the overnight aircrew survival exercise.
5. **Complementary Material:** Complementary material associated with PO 190 is designed to provide additional aircrew survival skills through a number of activities:
  - a. EO C190.01 (Participate in a Presentation Given by a Member of a Survival Organization / Search and Rescue (SAR) Community),
  - b. EO C190.02 (Tie Knots and Lashings),
  - c. EO C190.03 (Construct a Hootchie-Style Shelter),
  - d. EO C190.04 (Collect Drinking Water in the Field),

- e. EO C190.05 (Identify Environmental Injuries),
- f. EO C190.06 (Demonstrate Respect for the Environment During an Aircrew Survival Exercise), and
- g. EO C190.07 (Identify Habitats of Animals and Insects).

**EO M190.01 – PACK PERSONAL EQUIPMENT FOR AN AIRCREW SURVIVAL EXERCISE**

1. **Performance:** Pack Personal Equipment for an Aircrew Survival Exercise
2. **Conditions:**
  - a. Given:
    - (1) Personal clothing and equipment,
    - (2) Backpack / rucksack,
    - (3) Sleeping bag,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall:
  - a. select appropriate clothing for field training; and
  - b. pack personal equipment.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain how to select field clothing, to include: <ol style="list-style-type: none"> <li>a. the layering principle,</li> <li>b. advantages and disadvantages of fabrics,</li> <li>c. footwear, and</li> <li>d. weather conditions.</li> </ol>	Interactive Lecture	30 min	C3-021 (pp. 22–25) C3-024 (p. 47)
TP2	Explain, demonstrate and have the cadets pack personal equipment for the field, to include: <ol style="list-style-type: none"> <li>a. lining the backpack / rucksack with a large plastic bag before packing the kit;</li> <li>b. placing personal kit items into a separate bag with air removed to conserve space;</li> <li>c. placing items that are heavier and used least often at the bottom and back of the pack;</li> <li>d. placing lighter and often used items on the top and near the front of the pack;</li> <li>e. placing the tent at the top of the pack; and</li> <li>f. attaching the sleeping bag and sleeping pad firmly to the bottom of the pack.</li> </ol>	Demonstration and Performance	25 min	C3-021 (pp. 22–25) C3-024 (p. 47)

5. **Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 5 min  |
| b. Interactive Lecture:           | 30 min |
| c. Demonstration and Performance: | 25 min |
| d. Total:                         | 60 min |

6. **Substantiation:**

- a. An interactive lecture was chosen for TP 1 to orient the cadets on how to select field clothing and generate an interest in the subject.
- b. A demonstration and performance was chosen for TP 2 as it allows the instructor to explain and demonstrate packing personal equipment skills the cadet is expected to acquire while providing an opportunity for the cadets to practice the skill under supervision.

7. **References:**

- a. C3-021 ISBN 0-7715-9035-0 McManners, H. (1994). *The complete wilderness survival manual*. Toronto, ON: McMillan Canada.
- b. C3-024 ISBN 0-7627-0476-4 Roberts, H. (1999). *Basic essentials backpacking*. Guildford, CT: The Globe Pequot Press.

8. **Training Aids:**

- a. Core layer clothing,
- b. Second layer clothing,
- c. Outer layer clothing,
- d. Pants suitable for field training,
- e. Wool clothing,
- f. Cotton clothing,
- g. Fleece clothing,
- h. Clothing made of synthetic fibres,
- i. Socks appropriate for field training,
- j. Footwear appropriate for field training,
- k. Backpack / rucksack,
- l. Hygiene items,
- m. Water bottle, and
- n. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:**
  - a. Backpack / rucksack,
  - b. Hygiene items, and
  - c. Various clothing items.
10. **Test Details:** Nil.
11. **Remarks:** This EO is to be delivered at the squadron on the training night prior to the weekend aircrew survival exercise.

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**EO M190.02 – MAINTAIN PERSONAL EQUIPMENT AND HYGIENE IN THE FIELD**

1. **Performance:** Maintain Personal Equipment and Hygiene in the Field
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Classroom or training area large enough to accommodate the entire group.
3. **Standard:** The cadet shall maintain personal equipment and hygiene in the field, to include:
  - a. ensuring clothing is clean;
  - b. ensuring knife safety is adhered to; and
  - c. maintaining personal hygiene in the field by:
    - (1) washing;
    - (2) caring for teeth; and
    - (3) managing waste effectively.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain how to care for personal equipment.	Interactive Lecture	5 min	C3-003 (p. 6)
TP2	Explain knife safety in the field.	Interactive Lecture	10 min	C3-021 (pp. 32–33)
TP3	Explain how to maintain hygiene in the field, to include: <ol style="list-style-type: none"> <li>a. identifying field hygiene requirements;</li> <li>b. washing in the field;</li> <li>c. dental care in the field; and</li> <li>d. disposing of waste.</li> </ol>	Interactive Lecture	10 min	C3-003 (p. 6)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Interactive Lecture: 25 min
  - c. Total: 30 min

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to maintaining personal equipment and personal hygiene and generate an interest in the subject.
7. **References:**
  - a. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.
  - b. C3-021 ISBN 0-7715-9035-0 McManners, H. (1994). *The complete wilderness survival manual*. Toronto, ON: McMillan Canada.
8. **Training Aids:**
  - a. Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area; and
  - b. Knife.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** This EO is to be delivered at the squadron on the training night prior to the aircrew survival exercise.

**EO M190.03 – OBSERVE SITE POLICIES AND PROCEDURES**

1. **Performance:** Observe Site Policies and Procedures
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall observe site policies and procedures, to include:
  - a. safety,
  - b. fire regulations,
  - c. site layout, and
  - d. self-protection when encountering animals.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Describe safety issues related to field training, to include: <ol style="list-style-type: none"> <li>a. general safety procedures, to include:               <ol style="list-style-type: none"> <li>1. acceptable behaviour, and</li> <li>2. procedures specific to training site;</li> </ol> </li> <li>b. medical procedures in case of emergency, to include:               <ol style="list-style-type: none"> <li>1. locating the first aid area,</li> <li>2. what to do in case of medical emergency,</li> <li>3. muster point,</li> <li>4. officer in charge of first aid, and</li> <li>5. other information specific to the training area; and</li> </ol> </li> <li>c. environmental procedures, to include:               <ol style="list-style-type: none"> <li>1. garbage disposal,</li> <li>2. grey water disposal,</li> <li>3. cutting down live trees,</li> <li>4. chemical spills, and</li> <li>5. other information found in aircrew survival exercise operations order specific to the training area.</li> </ol> </li> </ol>	Interactive Lecture	10 min	Squadron Standing Orders  Exercise Operations Order

TP	Description	Method	Time	Refs
TP2	<p>Explain fire regulations in place at the training site, to include:</p> <ol style="list-style-type: none"> <li>what to do in case of fire,</li> <li>where the muster point is located, and</li> <li>where the firefighting equipment is located.</li> </ol>	Interactive Lecture	10 min	Squadron Standing Orders  Exercise Operations Order
TP3	<p>Give an overview of the layout of the site, to include:</p> <ol style="list-style-type: none"> <li>command point,</li> <li>first aid area,</li> <li>sleeping areas,</li> <li>fire pit,</li> <li>latrines,</li> <li>petroleum, oil and lubricant (POL) point,</li> <li>water point,</li> <li>wet and dry garbage areas, and</li> <li>any other areas that relate to site layout.</li> </ol>	Interactive Lecture	15 min	Squadron Standing Orders  Exercise Operations Order
TP4	<p>Discuss safety measures with regards to animals, to include:</p> <ol style="list-style-type: none"> <li>potentially dangerous animals indigenous to local training areas, to include: <ol style="list-style-type: none"> <li>bears,</li> <li>cougars,</li> <li>rattlesnakes,</li> <li>wolves,</li> <li>moose,</li> <li>elk, and</li> <li>bison; and</li> </ol> </li> <li>self-protection regarding these animals (preventive measures and defensive actions).</li> </ol>	Interactive Lecture	15 min	A3-010 (pp. 3-59–3-60)  C3-003 (pp. 17–72, 731–734, 738, 739 and 741)  C3-006 (pp. 72, 73, 77, 81–83)  C3-007 (pp. 128, 129 and 131)

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 10 min |
| b. Interactive Lecture:       | 50 min |
| c. Total:                     | 60 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to give direction on policies and procedures of an aircrew survival exercise site.
7. **References:**
  - a. A3-010 A-CR-CCP-121/PT-001 Cadets Canada. (2000). *Royal Canadian army cadet reference book*. Ottawa, ON: Cadets Canada.
  - b. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.
  - c. C3-006 ISBN 0-07-135437-9 Hall, A. (2001). *The essential backpacker: A guide for the foot traveller*. Blacklick, OH: Ragged Mountain Press.
  - d. C3-007 ISBN 0-684-85909-2 Harvey, M. (1999). *The national outdoor leadership school's wilderness guide*. New York, NY: Simon & Schuster.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

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**EO M190.04 – DISCUSS SURVIVAL PSYCHOLOGY**

1. **Performance:** Discuss Survival Psychology
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall identify elements of survival psychology, to include:
  - a. the role of fear and how to deal with it in a survival situation,
  - b. action to take when lost,
  - c. the survival pattern, and
  - d. the seven enemies of survival.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain the role of fear in a survival situation, to include: <ol style="list-style-type: none"> <li>a. reactions to fear; and</li> <li>b. dealing with fear.</li> </ol>	Interactive Lecture	5 min	A3-016 (pp. 11–16)
TP2	Explain taking action when lost: stopping, thinking, observing and planning.	Interactive Lecture	10 min	C3-005 (pp. 133–144)
TP3	Explain the survival pattern and how to employ it in a survival situation, to include: <ol style="list-style-type: none"> <li>a. first aid,</li> <li>b. fire,</li> <li>c. shelter,</li> <li>d. signals, and</li> <li>e. food and water.</li> </ol>	Interactive Lecture	15 min	A3-016 (pp. 11–16)
TP4	Explain the seven enemies of survival and how to combat them, to include: <ol style="list-style-type: none"> <li>a. pain,</li> <li>b. cold,</li> <li>c. thirst,</li> <li>d. hunger,</li> <li>e. fatigue,</li> </ol>	Interactive Lecture	20 min	A3-016 (pp. 11–16)

TP	Description	Method	Time	Refs
	f. boredom, and g. loneliness.			

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 10 min |
| b. Interactive Lecture:       | 50 min |
| c. Total:                     | 60 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to survival psychology and to generate an interest in the subject.

7. **References:**

- a. A3-016 B-GG-217-001/PT-001 Director Air Operations and Training. (1978). *Down but not out*. Ottawa, ON: Department of National Defence.
- b. C3-005 ISBN 0-89886-814-9 Sierra Club San Diego Chapter. (1999). *Wilderness basics: The complete handbook for hikers & backpackers*. Portland, OR: The Mountaineers Books.

8. **Training Aids:** Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil.

11. **Remarks:** The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.



**EO M190.05 – IDENTIFY TYPES OF SHELTERS**

1. **Performance:** Identify Types of Shelters
2. **Conditions:**
  - a. Given:
    - (1) Arctic tent,
    - (2) Modular tent,
    - (3) Civilian-pattern tent,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall identify types of shelters, to include:
  - a. factors affecting site selection,
  - b. types of natural shelters,
  - c. types of improvised shelters, and
  - d. types of tentage.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain the importance of site selection, to include: <ol style="list-style-type: none"> <li>a. land considerations,</li> <li>b. water considerations,</li> <li>c. animal and insect considerations, and</li> <li>d. other considerations.</li> </ol>	Interactive Lecture	10 min	C3-002 (pp. 125–131) C3-003 (pp. 96–104) C3-004 (p. 46)
TP2	Describe natural shelters.	Interactive Lecture	5 min	C3-002 (pp. 244–245, 260–261)
TP3	Describe improvised shelters.	Interactive Lecture	5 min	C3-002 (pp. 247–250)
TP4	Describe tentage, to include: <ol style="list-style-type: none"> <li>a. Arctic tents,</li> <li>b. modular tents, and</li> <li>c. civilian-pattern tents.</li> </ol>	Interactive Lecture	5 min	A3-012 (pp. 3-22–3-24) A3-009 (pp. 3–7)

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Interactive Lecture:       | 25 min |
| c. Total:                     | 30 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to types of shelters.

7. **References:**

- a. A3-009 A-CR-CCP-107/PT-002. Director Cadets 3 (1979). *Royal Canadian Army Cadet CTP winter adventure training manual*. Ottawa, ON: Department of National Defence.
- b. A3-012 B-GG-302-002/FP-001 DAD. (1982). *Basic cold weather training*. Ottawa, ON: Department of National Defence.
- c. C3-002 ISBN 0-00-653140-7 Wiseman, J. (1999). *The SAS survival handbook*. Hammersmith, London: HarperCollins Publishers.
- d. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.
- e. C3-004 ISBN 1-85227-866-8 Davies, B. (1999). *SAS encyclopedia of survival*. London, England: Virgin Publications.

8. **Training Aids:**

- a. Twine,
- b. Cave (if in the training site),
- c. Fallen tree that could be used as a shelter (if in the training site),
- d. A-frame shelter,
- e. Lean-to shelter,
- f. Modular tent,
- g. Arctic tent, and
- h. Civilian-pattern tents.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil

11. **Remarks:**

- a. All shelters listed should be setup prior to the lesson being taught.
- b. The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

**EO M190.06 – LIGHT, MAINTAIN AND EXTINGUISH A FIRE**

1. **Performance:** Light, Maintain and Extinguish a Fire
2. **Conditions:**
  - a. Given:
    - (1) Flint and steel,
    - (2) Magnifying glass,
    - (3) Matches,
    - (4) Battery,
    - (5) Steel wool,
    - (6) Saw,
    - (7) Wood / fuel,
    - (8) Water,
    - (9) Fire extinguisher,
    - (10) Shovel,
    - (11) Supervision, and
    - (12) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area, with a low to moderate rating under the Canadian Wildland Fire Information System (CWFIS).
3. **Standard:** The cadet shall:
  - a. adhere to all fire safety principles;
  - b. light a fire, to include:
    - (1) selecting an appropriate fire site;
    - (2) preparing the tinder, kindling and fuel; and
    - (3) applying a method for obtaining a spark;
  - c. maintain a fire, to include:
    - (1) applying an appropriate amount of wood;
    - (2) ensuring appropriate amount of ventilation; and
    - (3) ensuring the fire is contained to a controllable size; and
  - d. extinguish a fire, to include:
    - (1) smothering the fire with wet earth and / or water; and
    - (2) filling in the fire pit.

**4. Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain principles of fire safety, to include: a. Forest Fire Danger Rating System, b. strong winds, and c. c. size of fire.	Interactive Lecture	5 min	C3-003 (Ch 10, p. 122)
TP2	Explain, demonstrate and have the cadets determine an appropriate site location and layout for a fire.	Demonstration and Performance	15 min	C3-003 (p. 122)
TP3	Identify the required elements of a fire.	Interactive Lecture	5 min	C3-002 (p. 266)
TP4	Describe types of fires, to include: a. warmth and comfort fires, b. signal fires, and c. cooking fires.	Interactive Lecture	15 min	C3-003 (pp. 122-135)
TP5	Explain, demonstrate and have the cadets practice lighting, maintaining and extinguishing fires.	Demonstration and Performance	45 min	C3-003 (pp. 122-130) C3-002 (pp. 268-275)

**5. Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 5 min  |
| b. Interactive Lecture:           | 25 min |
| c. Demonstration and Performance: | 60 min |
| d. Total:                         | 90 min |

**6. Substantiation:**

- An interactive lecture was chosen for TPs 1, 3 and 4 to illustrate the application of rules, principles and concepts of fire safety, elements of fire and types of fires.
- A demonstration and performance was chosen for TPs 2 and 5 as it allows the instructor to explain and demonstrate site location and layout, lighting, maintaining and extinguishing a fire.

**7. References:**

- C3-002 ISBN 0-00-653140-7 Wiseman, J. (1999). *The SAS survival handbook*. Hammersmith, London: HarperCollins Publishers.
- C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.

**8. Training Aids:**

- a. Teepee fire,
- b. Signal fire,
- c. Log cabin fire,
- d. Flag tape,
- e. Candle,
- f. Matches,
- g. Glass (cup),
- h. Flint and steel,
- i. Magnifying glass,
- j. Batteries,
- k. Steel wool,
- l. Saw,
- m. Tinder,
- n. Kindling,
- o. Fuel,
- p. Water,
- q. Fire extinguishers, and
- r. Shovels.

**9. Learning Aids:**

- a. Matches,
- b. Flint and steel,
- c. Magnifying glass,
- d. Batteries,
- e. Steel wool,
- f. Tinder,
- g. Kindling,
- h. Water,
- i. Wood,
- j. Sand, and
- k. Shovels.

10. **Test Details.**Nil.

11. **Remarks.**The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

**EO M190.07 – ERECT, TEAR DOWN AND PACK TENTS**

1. **Performance:** Erect, Tear Down and Pack Tents
2. **Conditions:**
  - a. Given:
    - (1) Modular tent,
    - (2) Mallet,
    - (3) Shovel,
    - (4) Supervision, and
    - (5) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall erect, tear down and pack a two-section modular tent with walls.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	<p>Explain, demonstrate and have the cadets, as a member of a group, erect, tear down and pack a two-section modular tent with walls, to include:</p> <ol style="list-style-type: none"> <li>a. identifying components of a modular tent;</li> <li>b. identifying tent sections;</li> <li>c. identifying accessories;</li> <li>d. discussing tent maintenance;</li> <li>e. discussing site selection;</li> <li>f. erecting;</li> <li>g. tearing down; and</li> <li>h. packing.</li> </ol>	Demonstration and Performance	60 min	A3-059 (p. 1-5, p. 1-8, p. 2-1-2-20)
TP2	<p>Explain and demonstrate erecting, tearing down and packing a 5- or 10-person Arctic tent, to include:</p> <ol style="list-style-type: none"> <li>a. components of a 5- or 10-person Arctic tent, and</li> <li>b. Arctic tent inspection.</li> </ol>	Demonstration	30 min	A3-060 (pp. 3-11-3-25)
TP3	<p>Explain and demonstrate erecting, tearing down and packing a civilian-pattern tent, to include:</p> <ol style="list-style-type: none"> <li>a. selecting a civilian-pattern tent;</li> <li>b. erecting;</li> <li>c. tearing down and packing; and</li> <li>d. care and maintenance.</li> </ol>	Demonstration	20 min	C3-003 (p. 37)

5. **Time:**

- |                                   |         |
|-----------------------------------|---------|
| a. Introduction / Conclusion:     | 10 min  |
| b. Demonstration and Performance: | 60 min  |
| c. Demonstration:                 | 50 min  |
| d. Total:                         | 120 min |

6. **Substantiation:**

- a. A demonstration and performance was chosen for TP 1 as it allows the instructor to explain and demonstrate erecting, tearing down and packing a modular tent while providing an opportunity for the cadets to practice these skills under supervision.
- b. A demonstration was chosen for TPs 2–3 as it allows the instructor to demonstrate the skills while providing the cadets with knowledge on erecting, tearing down and packing tents.

7. **References:**

- a. A3-012 B-GG-302-002/FP-001 DAD (1982). *Basic Cold Weather training*. Ottawa, ON: Department of National Defence.
- b. A3-059 C-87-110-000/MS-000 Canadian Forces. (1983). *Operational support and maintenance manual: Tent, main*. Ottawa, ON: Department of National Defence.
- c. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.

8. **Training Aids:**

- a. Modular tent,
- b. 5- or 10-person Arctic tent,
- c. Civilian-pattern tent,
- d. Mallet, and
- e. Shovel.

9. **Learning Aids:**

- a. Modular tent,
- b. Mallet, and
- c. Shovel.

10. **Test Details:** Nil.

11. **Remarks:**

- a. Every cadet, as a member of a group, should be given the opportunity to erect, tear down and pack a modular tent during the aircrew survival exercise.
- b. Assistant instructors may be required for this lesson.
- c. The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.



**EO C190.01 – PARTICIPATE IN A PRESENTATION GIVEN BY A MEMBER OF A SURVIVAL ORGANIZATION / SEARCH AND RESCUE (SAR) COMMUNITY**

1. **Performance:** Participate in a Presentation Given by a Member of a Survival Organization / Search and Rescue (SAR) Community
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental:
    - (1) Suitable classroom facilities / training area large enough to accommodate entire group; or
    - (2) Aircrew survival exercise training area.

**Standard:** The cadet shall participate in a presentation given by a member of a survival organization / Search and Rescue (SAR) community about different aspects of survival / SAR.

**Teaching Points:** The presentation should include:

- a. a description of their company / organization,
- b. a description of their role and duties,
- c. an outline of the training and experience required to do their job,
- d. a description of a day in the life of a member of the survival organization,
- e. anecdotes, and
- f. a question and answer period.

5. **Time:**

- |                         |        |
|-------------------------|--------|
| a. Interactive Lecture: | 60 min |
| b. Total:               | 60 min |

6. **Substantiation:** An interactive lecture was chosen for this lesson to review, clarify, emphasize and summarize the teaching points.
7. **Reference:** Nil.
8. **Training Aids:** Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:**
  - a. There is no instructional guide for this EO.
  - b. This presentation can be conducted in a classroom or during the aircrew survival exercise.
  - c. For a list of organizations, visit the National Search and Rescue Secretariat website at [www.nss.gc.ca/sar\\_directory/index\\_e.asp](http://www.nss.gc.ca/sar_directory/index_e.asp)

**EO C190.02 – TIE KNOTS AND LASHINGS**

1. **Performance:** Tie Knots and Lashings
2. **Conditions:**
  - a. Given:
    - (1) Two three-metre lengths of 10mm braided rope,
    - (2) Poles,
    - (3) Supervision, and
    - (4) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall tie knots and lashings, to include:
  - a. reef knot,
  - b. figure-of-eight knot,
  - c. clove hitch,
  - d. bowline,
  - e. round lashing,
  - f. square lashing, and
  - g. figure-of-eight lashing.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Describe the parts of a rope, to include: <ol style="list-style-type: none"> <li>a. the working end,</li> <li>b. the working part,</li> <li>c. the standing part,</li> <li>d. the standing end,</li> <li>e. the crossing turn or loop, and</li> <li>f. the bight.</li> </ol>	Interactive Lecture	5 min	C3-026 (pp. 28–29)
TP2	Explain, demonstrate and have the cadets tie the following knots: <ol style="list-style-type: none"> <li>a. reef knot,</li> <li>b. figure-of-eight knot,</li> <li>c. clove hitch, and</li> <li>d. bowline.</li> </ol>	Demonstration and Performance	25 min	C3-026 (p. 44, p. 98, p. 104, p. 162)

TP	Description	Method	Time	Refs
TP3	Explain, demonstrate and have the cadets tie the following lashings: a. round, b. square, and c. figure-of-eight.	Demonstration and Performance	25 min	C3-026 (p. 180, p. 182, p. 186)

5. **Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 5 min  |
| b. Interactive Lecture:           | 5 min  |
| c. Demonstration and Performance: | 50 min |
| d. Total:                         | 60 min |

6. **Substantiation:**

- An interactive lecture was chosen for TP 1 to present background material on rope terminology.
- A demonstration and performance was chosen for TPs 2 and 3 as it allows the instructor to explain and demonstrate tying knots and lashings while providing an opportunity for the cadets to practice and develop these skills under supervision.

7. **References:** C3-026 ISBN 1-55267-218-2 Pawson, D. (2001). *Pocket guide to knots and splices*. London: PRC Publishing.

8. **Training Aids:**

- Presentation aids (eg, whiteboard / flip chart / OHP / multimedia projector) appropriate for the training area,
- Knot and lashing handouts,
- Knife,
- Three metres braided rope, and
- Poles.

9. **Learning Aids:**

- Two three-metre lengths of 10mm braided rope,
- Poles, and
- Knot and lashing handouts.

10. **Test Details:** Nil.

11. **Remarks:** The cadet will require two pieces of 3 m long and 10 mm diameter braided rope to perform the required knots and lashings.

**EO C190.03 – CONSTRUCT A HOOTCHIE-STYLE SHELTER**

1. **Performance:** Construct a Hootchie-Style Shelter
2. **Conditions:**
  - a. Given:
    - (1) Groundsheets,
    - (2) Cord / rope / twine,
    - (3) Pegs,
    - (4) Other materials and equipment as required,
    - (5) Supervision, and
    - (6) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadets, in groups of two, shall construct a hootchie-style shelter, to include:
  - a. obtaining appropriate supplies;
  - b. selecting an appropriate site;
  - c. zipping groundsheets together;
  - d. tying the groundsheets to trees;
  - e. pegging the groundsheets; and
  - f. digging trenches.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain and demonstrate the procedure for constructing a hootchie-style shelter.	Demonstration	25 min	C3-002 (pp. 242, 243 and 247) C3-003 (pp. 96–101)
TP2	Have the cadets construct a hootchie-style shelter.	Practical Activity	60 min	C3-002 (pp. 242, 243 and 247) C3-003 (pp. 96–101)

5. **Time:**

- |                               |        |
|-------------------------------|--------|
| a. Introduction / Conclusion: | 5 min  |
| b. Demonstration:             | 25 min |
| c. Practical Activity:        | 60 min |
| d. Total:                     | 90 min |

6. **Substantiation:**

- a. A demonstration was chosen for TP 1 as it allows the instructor to explain and demonstrate setting up a hootchie-style shelter while providing an opportunity for the cadets to observe and ask questions.
- b. A practical activity was chosen for TP 2 as it is an interactive way for the cadets to experience the setting up shelters in a safe and controlled environment.

7. **References:**

- a. C3-002 ISBN 0-00-653140-7 Wiseman, J. (1999). *The SAS survival handbook*. Hammersmith, London: HarperCollins Publishers.
- b. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.

8. **Training Aids:**

- a. Completed hootchie-style shelter for demonstration purposes,
- b. Cord / Rope / Twine,
- c. Knife,
- d. Shovel,
- e. Groundsheets, and
- f. Pegs.

9. **Learning Aids:**

- a. Cord / rope / twine,
- b. Knives,
- c. Shovel,
- d. Groundsheets, and
- e. Pegs.

10. **Test Details:** Nil.

11. **Remarks:** The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

**EO C190.04 – COLLECT DRINKING WATER IN THE FIELD**

1. **Performance:** Collect Drinking Water in the Field
2. **Conditions:**
  - a. Given:
    - (1) Plastic bags,
    - (2) Plastic sheets,
    - (3) Shovels,
    - (4) Pegs,
    - (5) Cup or bowl,
    - (6) Supervision, and
    - (7) Assistance as required.
  - b. Denied: Nil.
  - c. Environment: Aircrew survival exercise training area.
3. **Standard:** The cadets shall collect drinking water, to include:
  - a. locating water; and
  - b. using different methods for collecting rain, dew, water from other vegetation, water from soil, and ground water.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Describe the importance of water conservation and retaining fluids.	Interactive Lecture	15 min	C3-002 (pp. 22 to 24) C3-021 (pp. 68–77)
TP2	Explain, demonstrate and have the cadets collect drinking water, by: <ol style="list-style-type: none"> <li>a. creating a rain collector;</li> <li>b. collecting dew;</li> <li>c. collecting water from vegetation;</li> <li>d. creating a solar still; and</li> <li>e. digging for ground water.</li> </ol>	Demonstration and Performance	40 min	C3-002 (pp. 22 – 24) C3-003 (pp. 149–152) C3-021 (pp. 68 – 77)

5. **Time:**

- |                                   |        |
|-----------------------------------|--------|
| a. Introduction / Conclusion:     | 5 min  |
| b. Interactive Lecture:           | 15 min |
| c. Demonstration and Performance: | 40 min |
| d. Total:                         | 60 min |

6. **Substantiation:**

- a. An interactive lecture was chosen for TP 1 to orient the cadets to conserving water and generate an interest in the subject.
- b. A demonstration and performance was chosen for TP 2 as it allows the instructor to explain and demonstrate collecting drinking water and provides an opportunity for the cadets to practice the skill under supervision.

7. **References:**

- a. C3-002 ISBN 0-00-653140-7 Wiseman, J. (1999). *The SAS survival handbook*. Hammersmith, London: HarperCollins Publishers.
- b. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.
- c. C3-021 ISBN 0-7715-9035-0 McManners, H. (1994). *The complete wilderness survival manual*. Toronto, ON: McMillan Canada.

8. **Training Aids:**

- a. Plastic bags,
- b. Plastic sheets,
- c. Shovels,
- d. Pegs, and
- e. Cup or bowl.

9. **Learning Aids:**

- a. Rocks,
- b. Cloth (for collecting dew),
- c. Plastic bags,
- d. Plastic sheets,
- e. Shovels,
- f. Pegs, and
- g. Cup or bowl.



10. **Test Details:** Nil.

11. **Remarks:**

- a. The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.
- b. This lesson should be scheduled at the start of the first morning with the cadets setting up their water-collection devices. Follow up should take place the next day to indicate the cadets' water-collecting devices worked.

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**EO C190.05 – IDENTIFY ENVIRONMENTAL INJURIES**

1. **Performance:** Identify Environmental Injuries
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental:
    - (1) Suitable classroom facilities / training area large enough to accommodate entire group; or
    - (2) Aircrew survival exercise training area.
3. **Standard:** The cadet shall identify environmental injuries, to include:
  - a. hiking injuries,
  - b. frostbite injuries,
  - c. hypothermia, and
  - d. heat-related injuries.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Explain how to recognize hiking injuries, to include: <ol style="list-style-type: none"> <li>a. blisters,</li> <li>b. shin splints,</li> <li>c. muscle cramps, and</li> <li>d. sprains.</li> </ol>	Interactive Lecture	5 min	C3-007 (pp. 163–164) C3-014 (p. 213) C3-013 (pp. 120–121) C3-003 (p. 306)
TP2	Explain how to recognize frostbite injuries, to include: <ol style="list-style-type: none"> <li>a. incipient frostbite (frost nip),</li> <li>b. superficial frostbite, and</li> <li>c. deep frostbite.</li> </ol>	Interactive Lecture	5 min	C3-015 (pp. 129–130)
TP3	Explain how to recognize the signs and symptoms of hypothermia.	Interactive Lecture	5 min	C3-015 (pp. 120, 122–124)

TP	Description	Method	Time	Refs
TP4	<p>Explain how to recognize heat-related injuries, to include:</p> <ul style="list-style-type: none"> <li>a. heat cramps,</li> <li>b. heat exhaustion,</li> <li>c. heatstroke,</li> <li>d. sunburn,</li> <li>e. sore eyes, and</li> <li>f. dehydration.</li> </ul>	Interactive Lecture	10 min	C3-002 (pp. 446–448)

5. **Time:**

- a. Introduction / Conclusion: 5 min
- b. Interactive Lecture: 25 min
- c. Total: 30 min

6. **Substantiation:** An interactive lecture was chosen for this lesson to orient the cadets to environmental injuries and generate awareness of the subject.

7. **References:**

- a. C3-002 ISBN 0-00-653140-7 Wiseman, J. (1999). *The SAS survival handbook*. Hammersmith, London: HarperCollins Publishers.
- b. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.
- c. C3-007 ISBN 0-684-85909-2 Harvey, M. (1999). *The national outdoor leadership school's wilderness guide*. New York, NY: Simon & Schuster.
- d. C3-013 ISBN 0-7360-4602-X Clark, N. (2003). *Nancy Clark's sports nutrition guidebook*. United States: Author.
- e. C3-014 ISBN 0-3955-2808-9 Alter, J. (1986). *Stretch & strengthen*. United States: Author.
- f. C3-015 ISBN 089886-643-X Weiss, H. (1992). *Secrets of warmth for comfort or survival*. Seattle, WA: The Mountaineers.

8. **Training Aids:** Presentation aids (eg, whiteboard / flipchart / OHP / multimedia projector) appropriate for the training area.

9. **Learning Aids:** Nil.

10. **Test Details:** Nil.

11. **Remarks:** The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

**EO C190.06 – DEMONSTRATE RESPECT FOR THE ENVIRONMENT DURING AN AIRCREW SURVIVAL EXERCISE**

1. **Performance:** Demonstrate Respect for the Environment During an Aircrew Survival Exercise
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall demonstrate respect for the environment during an aircrew survival exercise.
4. **Teaching Points:**

TP	Description	Method	Time	Refs
TP1	Discuss the importance of low impact camping.	Interactive Lecture	5 min	C3-005 (pp. 251–253) C3-008 (pp. 98–100)
TP2	Discuss factors while cooking.	Interactive Lecture	5 min	C3-005 (pp. 253–255)
TP3	Discuss factors while washing.	Interactive Lecture	10 min	C3-005 (pp. 254–255)
TP4	Discuss waste disposal methods.	Interactive Lecture	5 min	C3-005 (pp. 257–258)

5. **Time:**
  - a. Introduction / Conclusion: 5 min
  - b. Interactive Lecture: 25 min
  - c. Total: 30 min
6. **Substantiation:** An interactive lecture was chosen for this lesson to present information on respecting the environment during an aircrew survival exercise.
7. **References:**
  - a. C3-005 ISBN 0-89886-814-9 Sierra Club San Diego Chapter. (1999). *Wilderness basics: The complete handbook for hikers & backpackers*. Portland, OR: The Mountaineers Books.
  - b. C3-008 ISBN 0-02861-100-4 Mouland, M. (1999). *Complete idiot's guide to camping and hiking*. Toronto, Canada: Alpha Books.

8. **Training Aids:**
  - a. Example of low impact survival exercise training area,
  - b. Biodegradable soap, and
  - c. Biodegradable shampoo.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

**EO C190.07 – IDENTIFY HABITATS OF ANIMALS AND INSECTS**

1. **Performance:** Identify Habitats of Animals and Insects
2. **Conditions:**
  - a. Given:
    - (1) Supervision, and
    - (2) Assistance as required.
  - b. Denied: Nil.
  - c. Environmental: Aircrew survival exercise training area.
3. **Standard:** The cadet shall identify habitats of edible insects and animals, to include:
  - a. signs of feeding,
  - b. droppings,
  - c. rootings,
  - d. scents and smells, and
  - e. tracks.
4. **Teaching Points:** Identify habitats of animals and insects.
5. **Time:**

a. Introduction / Conclusion:	5 min
b. In-Class Activity:	25 min
c. Total:	30 min
6. **Substantiation:** An in-class activity was chosen for this lesson as it is an interactive way to present the content.
7. **References:**
  - a. C3-002 ISBN 0-00-653140-7 Wiseman, J. (1999). *The SAS survival handbook*. Hammersmith, London: HarperCollins Publishers.
  - b. C3-003 ISBN 1-896713-00-9 Tawrell, P. (1996). *Camping and wilderness survival: The ultimate outdoors book*. Green Valley, ON: Author.
  - c. C3-150 ISBN 978-0-8117-3292-5 Davenport, G. (2006). *Wilderness survival*. Mechanicsburg, PA: Stackpole Books.
8. **Training Aids:** Nil.
9. **Learning Aids:** Nil.
10. **Test Details:** Nil.
11. **Remarks:** The directives outlined in CATO 11-08 *Environmental Protection and Stewardship* are to be adhered to during this training.

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### INSTRUCTIONAL METHODOLOGIES AND THEIR APPLICATIONS

The various methods of instruction commonly accepted as appropriate for cadet training is outlined below

<b>METHOD</b>	<b>DEVELOPMENTAL PERIOD ONE AGES 12 – 14 EXPERIENCE-BASED</b>	<b>DEVELOPMENTAL PERIOD TWO AGES 15 – 16 DEVELOPMENTAL</b>	<b>DEVELOPMENTAL PERIOD THREE AGES 17 – 18 COMPETENCY</b>
<b>Case Study</b>	Not applicable	Applicable	Applicable
<b>Demonstration and Performance</b>	Applicable	Applicable	Applicable
<b>Experiential Learning</b>	Applicable	Applicable	Applicable
<b>Field Trip</b>	Applicable	Applicable	Applicable
<b>Game</b>	Applicable	Applicable	Applicable
<b>Group Discussion</b>	Applicable	Applicable	Applicable
<b>Guided Discussion</b>	Not applicable	Not applicable	Applicable
<b>In-class Activity</b>	Applicable	Applicable	Applicable
<b>Interactive Lecture</b>	Applicable	Applicable	Applicable
<b>Lecture</b>	Applicable	Applicable	Applicable
<b>On-the job Training (OJT)</b>	Not applicable	Not applicable	Applicable
<b>Peer Learning</b>	Not applicable	Not applicable	Applicable
<b>Practical Activity</b>	Applicable	Applicable	Applicable
<b>Role Play</b>	Not applicable	Applicable	Applicable
<b>Self-Study</b>	Not applicable	Not applicable	Applicable
<b>Simulation</b>	Not applicable	Not applicable	Applicable
<b>Tutorial</b>	Not applicable	Not applicable	Applicable

General information follows on each method for its age-appropriateness, definition, application, advantages and disadvantages.

METHOD(S)	APPLICATIONS	ADVANTAGES	DISADVANTAGES
<p><b>DEMONSTRATION AND PERFORMANCE</b></p> <p>Cadets observe the instructor performing the task in a demonstration, and rehearse it under the supervision of the instructor.</p> <p><b>Demonstration Method</b></p> <p>A method of instruction where the instructor, by actually performing an operation or doing a job, shows the cadet what to do, how to do it and through explanations brings out why, where and when it is done.</p> <p><b>Performance Method</b></p> <p>A method in which the cadet is required to perform, under controlled conditions, the operations, skill or movement being taught.</p>	<p><b>Demonstration Method</b></p> <ol style="list-style-type: none"> <li>1. To teach hands-on operations or procedures.</li> <li>2. To teach troubleshooting.</li> <li>3. To illustrate principles.</li> <li>4. To teach operation or functioning of equipment.</li> <li>5. To set standards of workmanship.</li> <li>6. To teach safety procedures.</li> </ol> <p><b>Performance Method</b></p> <ol style="list-style-type: none"> <li>1. To teach hands-on operations or procedures.</li> <li>2. To teach operations or functioning of equipment.</li> <li>3. To teach team skills.</li> <li>4. To teach safety procedures.</li> </ol>	<p><b>Demonstration Method</b></p> <ol style="list-style-type: none"> <li>1. Minimizes damage and waste.</li> <li>2. Saves time.</li> <li>3. Can be presented to large groups.</li> </ol> <p><b>Performance Method</b></p> <ol style="list-style-type: none"> <li>1. Builds confidence.</li> <li>2. Enables learning evaluation.</li> <li>3. Reduces damage and waste.</li> <li>4. Promotes safety.</li> </ol>	<p><b>Demonstration Method</b></p> <ol style="list-style-type: none"> <li>1. Requires careful preparation and rehearsal.</li> <li>2. Requires special classroom arrangements.</li> <li>3. Requires equipment and aids.</li> </ol> <p><b>Performance Method</b></p> <ol style="list-style-type: none"> <li>1. Requires tools and equipment.</li> <li>2. Requires large blocks of time.</li> <li>3. Requires more instructors.</li> </ol>

METHOD(S)	APPLICATIONS	ADVANTAGES	DISADVANTAGES
<p><b>EXPERIENTIAL LEARNING</b></p> <p>Learning in the cadet program is centred on experiential learning. This involves learning knowledge and skills from direct experience. People learn best from their own experiences and can then apply the knowledge and skills in new situations. The four stages of the cycle may be considered and applied to all activities within the Cadet Program, regardless of methodology chosen.</p> <p><b>Stage 1: Concrete Experience:</b> Cadets have an experience and take time to identify and define what the experience is. Sample activities: direct observations, simulations, field trips, and reading.</p> <p><b>Stage 2: Reflective Observation:</b> Cadets need to reflect on and examine what they saw, felt and thought while they were having the experience. Sample activities: discussion, journals / logs, and graphs.</p> <p><b>Stage 3: Abstract Conceptualization:</b> Cadets work to understand and make connections from the experience to new or different situations. Sample activities: interview, discussion, model building, analogies and planning.</p> <p><b>Stage 4: Active Experimentation:</b> Cadets look ahead to and plan the application of skills and knowledge acquired to future experience. Sample activities include: simulation, fieldwork.</p> <p>Note: The cycle is ongoing as each learning experience builds on another.</p>	<ol style="list-style-type: none"> <li>1. To teach practical skills.</li> <li>2. To learn how to learn.</li> <li>3. To teach transferable skills.</li> <li>4. To teach a process or principle.</li> <li>5. To teach problem solving.</li> </ol>	<ol style="list-style-type: none"> <li>1. Knowledge is shared and created by collectively by all participants.</li> <li>2. Everyone is actively involved in the teaching – learning process.</li> <li>3. Appeals to many learning styles.</li> <li>4. Student centred.</li> </ol>	<ol style="list-style-type: none"> <li>1. Resource intensive.</li> <li>2. Requires significant planning, preparation and organization prior to activity.</li> <li>3. The instructor must master the subject developed.</li> <li>4. Instructor needs very good pedagogical skills.</li> <li>5. May not be a good process for learning details.</li> <li>6. The instructor must be a good facilitator to carry out an effective reflective session in stage 2 &amp; 3 of this method.</li> </ol>
<p><b>FIELD TRIP</b></p> <p>Theoretical knowledge is reinforced through participation in an activity in a real-life setting. Prior planning helps to ensure all pre-training and safety standards are met. Field trip activities are planned and carried out to achieve clear instructional objectives that</p>	<ol style="list-style-type: none"> <li>1. To introduce / illustrate and confirm topics.</li> <li>2. To allow for familiarization activities.</li> </ol>	<ol style="list-style-type: none"> <li>1. Immerses cadets in a specific environment.</li> </ol>	<ol style="list-style-type: none"> <li>1. May require additional staff to ensure adequate supervision.</li> <li>2. Requires significant planning, preparation and organization prior to activity.</li> <li>3. May have cost implications.</li> </ol>

METHOD(S)	APPLICATIONS	ADVANTAGES	DISADVANTAGES
are understood by the cadets. Examples can include trips to areas of local interest, flying / gliding, hiking or sailing.			
<p><b>GAME</b></p> <p>Games are used with one or more participants to practice skills, apply strategies and enhance teams. It is critical that the game supports learning through the provision of a challenging activity that allows for the skill practice or knowledge confirmation.</p>	<ol style="list-style-type: none"> <li>1. To introduce a topic.</li> <li>2. To discover concepts and principles.</li> <li>3. To review and confirm.</li> </ol>	<ol style="list-style-type: none"> <li>1. Fun and interesting.</li> <li>2. Creates ownership.</li> <li>3. Highly participative.</li> </ol>	<ol style="list-style-type: none"> <li>1. May stratify the group by creating a winner and a loser.</li> <li>2. May be difficult in providing instructor feedback.</li> </ol>
<p><b>GROUP DISCUSSION</b></p> <p>Cadets discuss issues, share knowledge, opinions and feelings about a topic in small groups to meet a specified goal. The instructor's questioning is flexible and minimal, and aims at encouraging cadets to explore their own experiences and opinions through peer interaction.</p>	<ol style="list-style-type: none"> <li>1. To develop imaginative solutions to problems.</li> <li>2. To stimulate thinking and interest and to secure cadet participation.</li> <li>3. To emphasize main teaching points.</li> <li>4. To supplement lectures and seminars.</li> <li>5. To determine how well cadets understand the concepts and principles.</li> <li>6. To prepare cadets for application of theory or procedure.</li> <li>7. To summarize, clarify points or review.</li> <li>8. To prepare cadets for instruction that will follow.</li> <li>9. To determine cadet progress and effectiveness of prior instruction.</li> </ol>	<ol style="list-style-type: none"> <li>1. Increases cadet interest.</li> <li>2. Increases cadet acceptance and commitment.</li> <li>3. Utilizes cadet knowledge and experience.</li> <li>4. Results in more permanent learning because of the high degree of cadet participation / cognitive involvement.</li> </ol>	<ol style="list-style-type: none"> <li>1. Requires highly skilled instructors.</li> <li>2. Time consuming.</li> <li>3. Restricts size of group.</li> <li>4. Requires selective group composition.</li> </ol>
<p><b>IN-CLASS ACTIVITY</b></p> <p>In-class activities encompass a wide variety of activity-based learning opportunities that can be used to reinforce instructional topics or to introduce cadets to new experiences. In-class activities should provoke thought and stimulate interest among cadets, while maintaining relevance to the performance objectives.</p>	<ol style="list-style-type: none"> <li>1. To reinforce instructional topics.</li> <li>2. To orient cadets to the subject.</li> <li>3. To give direction on procedures.</li> <li>4. To illustrate the application of rules, principles or concepts.</li> <li>5. To review, clarify, and / or summarize.</li> </ol>	<ol style="list-style-type: none"> <li>1. Provokes thought and stimulates interest among cadets.</li> <li>2. Appeals to kinaesthetic learners.</li> </ol>	<ol style="list-style-type: none"> <li>1. Difficult to gauge cadet reaction.</li> <li>2. Takes time to prepare.</li> </ol>
<p><b>INTERACTIVE LECTURE</b></p> <p>The instructor-driven methodology combines both lecture and interaction to meet lesson objectives. Lecture portions of the lesson</p>	<ol style="list-style-type: none"> <li>1. To orient cadets to the subject.</li> <li>2. To give instruction on procedures.</li> <li>3. To illustrate the application of rules, principles or concepts.</li> <li>4. To review, clarify, and / or summarize.</li> </ol>	<ol style="list-style-type: none"> <li>1. Saves time.</li> <li>2. Permits flexibility of class size.</li> <li>3. Requires less rigid space requirements.</li> <li>4. Permits better control over content and sequence.</li> </ol>	<ol style="list-style-type: none"> <li>1. Difficult to gauge cadet reaction.</li> </ol>

METHOD(S)	APPLICATIONS	ADVANTAGES	DISADVANTAGES
<p>are offset with relevant activities such as videos with discussion, games to confirm and completion of handouts.</p>			
<p><b>LECTURE</b></p> <p>This is a formal or semi-formal discourse in which the instructor presents a series of events, facts, principles, explores a problem or explains relationships.</p>	<ol style="list-style-type: none"> <li>1. To orient cadets to the subject.</li> <li>2. To give instruction on procedures.</li> <li>3. To illustrate the application of rules, principles or concepts.</li> <li>4. To review, clarify, and / or summarize.</li> </ol>	<ol style="list-style-type: none"> <li>1. Proficient oral skills are required.</li> <li>2. Useful for big groups.</li> <li>3. Saves time because of fewer interruptions.</li> </ol>	<ol style="list-style-type: none"> <li>1. Requires preparation and a dynamic lecturer.</li> <li>2. Cadets may be passive and uninvolved.</li> </ol>
<p><b>PRACTICAL ACTIVITY</b></p> <p>Practical activities encompass a wide variety of activity-based learning opportunities that can be used to reinforce and practice instructional topics or to introduce cadets to new experiences. Practical activities should stimulate interest among cadets and encourage their participation, while maintaining relevance to the performance objectives.</p>	<ol style="list-style-type: none"> <li>1. To introduce a subject.</li> <li>2. To practice skills.</li> <li>3. To review and / or reinforce.</li> </ol>	<ol style="list-style-type: none"> <li>1. Encourages participation.</li> <li>2. Stimulates an interest in the subject.</li> <li>3. Fun and interesting.</li> <li>4. Creates ownership.</li> </ol>	<ol style="list-style-type: none"> <li>1. Requires significant planning, preparation and organization.</li> <li>2. May require additional staff to ensure adequate supervision.</li> </ol>

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