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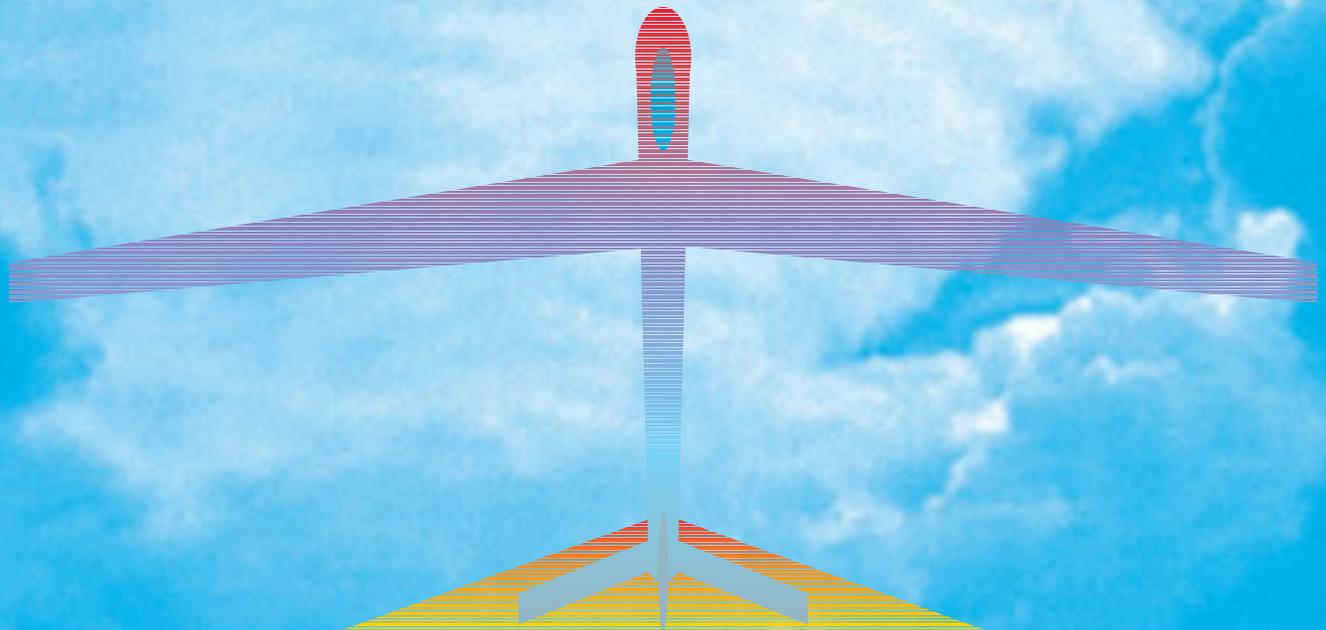
Défense  
nationale

# Royal Canadian Air Cadets

## COURSE TRAINING PLAN



LEVEL  
**1**



Canada

**COURSE TRAINING PLAN**

**ROYAL CANADIAN AIR CADETS  
PROFICIENCY LEVEL ONE**

(Supersedes A-CR-CCP-266/PH-001 dated 1997-01-15)

Issued on Authority of the Chief of the Defence Staff

OPI: D Cdts

1998-07-01

**LIST OF EFFECTIVE PAGES**

Insert latest changed pages, dispose of superseded pages in accordance with applicable orders.

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Contact Officer: D Cdts (Air)

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## FOREWORD

1. A-CR-CCP-266/PH-001, Course Training Plan (CTP) for Royal Canadian Air Cadets, Level One Training, is issued on authority of the Chief of Defence Staff and is based on the Course Training Standard (CTS) A-CR-CCP-265/PT-001.
2. This publication is effective upon receipt and supersedes A-CR-CCP-266/PH-001 dated 1997-01-15.
3. Suggestions for changes shall be forwarded through normal channels to National Defence Headquarters (NDHQ), Attention: Director Air Cadets.

## PREFACE

1. This CTP was developed by a team of cadet training development officers working for the Director of Cadets (D Cdts) in collaboration with Region Headquarters, Area Cadet Officers (Air) and squadron officers from each region.
2. This publication is for the use of air cadet squadron training officers and their staffs in planning and conducting the mandatory and mandatory support squadron training programme.
3. The CTP is an integral part of a performance-oriented system of training. It is the third document in the squadron programme and identifies enabling objectives (EOs) within the performance objectives (POs). Each EO defines in precise terms what skill the individual trainee must demonstrate to achieve the final PO.
4. A more detailed explanation of the Canadian Forces Individual Training System and how it applies to cadets can be found in the training management guide, A-CR-CCP-272/PF-001 (under development).



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## CHAPTER 1

### GENERAL

#### OUTLINE OF TRAINING

1. **Description of Need.** The Air Cadet Mandatory and Mandatory Support Programme includes training in leadership, citizenship, physical fitness and aviation subjects. A need exists to introduce the new air cadet to a programme of military training, citizenship, sports, aviation subjects and to qualify that cadet to be able to perform the duties of a corporal.
2. **Scope.** The following subject areas will be covered:
  - a. Drill – PO 401.
  - b. General Cadet Knowledge – PO 403.
  - c. Citizenship – PO 404.
  - d. Physical Fitness – PO 405.
  - e. Life Skills/Sensible Living – PO 406.
  - f. Effective Speaking – PO 410.
  - g. Aircraft Identification – PO 411.
  - h. Aeronautical Facilities – PO 412.
  - i. Airframes – PO 415.
  - j. Aircrew Survival – PO 419.
  - k. Range/Shooting – PO 421.
3. **Programme Design.** This programme is designed to be completed during mandatory and mandatory support training time. Mandatory training is training conducted to achieve POs outlined in the CTS. It takes place over 25 training sessions. Mandatory support training is training conducted outside regular training sessions and assists in achieving the objectives of mandatory training.
4. Local headquarters training is based on the following:
  - a. 30 training sessions (one per week) –
    - (1) 25 sessions dedicated to proficiency level one, and
    - (2) five sessions used at the squadron commander's discretion; and
  - b. eight mandatory support training days allocated as follows:
    - (1) one day – gliding familiarization flying,

- (2) two days – bush weekend exercise,
- (3) two days – citizenship,
- (4) one day – sports,
- (5) one day – range, and
- (6) one day – annual review.

5. **Suggested Course Timetable.** Annex B of this chapter reflects suggested timings for completion of this course.

#### **CONDUCT OF TRAINING**

6. **Method of Achieving Objectives.** The cadets shall be taught through the medium of:

- a. **Lecture Method.** A formal or semi-formal discourse in which the instructor presents a series of events, facts, principles, and/or explores a problem or explains relationships.
- b. **Discussion Method.** A method in which group discussion techniques are used to reach instructional objectives.
- c. **Demonstration Method.** A method of instruction where the instructor, by actually performing an operation or doing a job, shows the student what to do, how to do it and through explanations brings out why, where and when it is done.
- d. **Performance Method.** A method in which the student is required to perform under controlled conditions the operations, skill or movement being taught.
- e. **Study Assignment Method.** A method in which the instructor assigns readings in books, periodicals, manuals or handouts; requires the completion of a project or research paper; or prescribes problems and exercises for the practise of a skill.

7. As the majority of the POs are skilled-related, a hands-on, experimental learning approach is essential.

#### **USE OF CTP**

8. This CTP shall be used by all Royal Canadian Air Cadet squadrons as the primary authority covering the organization and conduct of Proficiency Level One training.

<b>COURSE SUMMARY</b>		
<b>LEVEL ONE</b>		
<b>PERFORMANCE OBJECTIVES LEVEL ONE</b>	<b>MANDATORY TRAINING PERIODS</b>	<b>MANDATORY SUPPORT TRAINING</b>
401 Drill	25	annual review
403 General Cadet Knowledge	12	
404 Citizenship	2	two activities (two days)
405 Physical Fitness	1	two activities (two days)
406 Life Skills/Sensible Living	3	
410 Effective Speaking	2	
411 Aircraft Identification	4	one gliding familiarization day for PO's
412 Aeronautical Facilities	6	PO's 411, 412, and 415 inclusive. <b>(See note below).</b>
415 Airframes	7	
419 Aircrew Survival	5	one weekend exercise (two days)
421 Range/Shooting	6	one activity/practice (one day)
	<u>73</u>	
Commanding Officer's (CO's) Periods	17	
<b>Total</b>	<b>90</b>	<b>8 Mandatory Support Training Days</b>

**NOTE:** If the squadron is not serviced by a gliding site, contact the Regional HQ/RCA Ops O for an alternate, but equivalent activity.

**SUGGESTED COURSE TIMETABLE**

ESCADRON 123  
SQUADRON

AIR CADETS DE L'AIR  
HORAIRE/TIMETABLE

ANNEE 91-92  
YEAR

MANDATORY TRAINING - ENTRAINEMENT OBLIGATOIRE

TIME/HEURE	PERIOD/PÉRIODE 1 1900 - 1935				PERIOD/PÉRIODE 2 1940 - 2020				PERIOD/PÉRIODE 3 2040 - 2120				REMARQUES REMARKS ↓	
	1	2	3	4	1	2	3	4	1	2	3	4		
September	20	1	403 01			403 02				401 03				
	27	2	402 03			403 04				401 02				
October	4	3	403 05			404 01				401 01				
	11	4	403 06			404 02				401 04				
	18	5	CO 01			403 08				403 09				
	25	6	403 07			403 07				403 07				
November	1	7	403 eval			CO 02				401 05				
	8	8	CO 03			410 01				401 06				
	15	9	421 01			410 01				401 07				
	22	10	421 02			CO 04				401 08				
	29	11	421 03			421 03				401 09				
December	6	12	421 04			421 05				401 10				
	13	13	411 01			411 02				401 11				
	20	14	411 03			411 eval				401 12				
January	10	15	412 01			412 02				401 13				
	17	16	412 03			CO 05				401 14				
	24	17	412 04			412 04				412 04				
	31	18	CO 06			CO 07				401 15				
February	7	19	415 01			415 02				415 03				
	14	20	415 03			415 03				401 16				
	21	21	415 04			415 eval				401 17				
	28	22	406 01			406 01				406 01				
March	6	23	CO 08			405 01				401 18				
	13	24	CO 09			CO 10				401 19				
	27	25	CO 11			419 01				401 20				
April	3	26	419 02			419 03				CO 12				
	10	27	419 04			419 05				401 21				
	17	28	CO 13			401 21				401 21				
	24	29	CO 14			401 eval				401 eval				
May	1	30	CO 15			CO 16			CO 17					
MONTH/ MOIS	DATE WEEK/ SEM.													

## CHAPTER 2

### COURSE MANAGEMENT DETAILS

#### AIM

1. The aim of the proficiency level one course is to train a cadet to perform the duties of a level one cadet as detailed in **Air Cadet Specifications**.

#### CRITICAL REQUIREMENTS

2. **Course Duration.** The duration of this course is 25 training sessions with the following exercises during mandatory support training time:

- a. 1 September to 30 June – one familiarization flying day (gliding, Canadian Force (CF) or other), and one weekend exercise;
- b. 1 September to 31 December – two 1-day exercises; and
- c. 1 January to 30 June – three 1-day exercises.

3. In addition, five training sessions may be allocated at the discretion of the squadron CO.

4. In summary, the course is composed of the following:

- a. 30 training sessions (one per week) composed of the following:
  - (1) 25 sessions dedicated to proficiently level one, and
  - (2) five sessions used at the squadron commander's discretion; and
- b. eight mandatory support training days.

5. **Instructor Allocation.** The following apply:

- a. Training officer;
- b. Officer instructor – course training officer, and
- c. Level four qualified cadet instructors.

6. **Course Capacity.** The course capacity will be dependent on the resources available at each squadron. As well, enrolment will remain in accordance with the squadrons' designated quota.

7. **Facility Requirements.** Squadrons should seek access to the following facilities in order to conduct this course:

- a. area to conduct drill instruction;
- b. classroom space;
- c. a range; and
- d. area to conduct sports activities.

8. **Equipment and Personnel Support.** During the course, there is one aircrew survival exercise designed to allow a level one cadet to apply knowledge of survival in the field. The training support requirements are as follows:

- a. transport, bus, panel vans (as available);
- b. sleeping bags;
- c. two radios;
- d. tents suitable for command posts and accommodations;
- e. fresh or dry rations (as available); and
- f. additional equipment as available including axes, shovels, rope, lanterns and coleman stoves.

9. **Citizenship Training.** Practical citizenship training must be conducted at the squadron. A cadet must participate in a minimum of two activities over the training year. These activities are to be conducted during mandatory support training time and are counted as the designated exercises detailed in paragraph 3, **Critical Requirements** and paragraph 4b, Chapter 1. Practical citizenship activities may include, but are not limited to, the following:

- a. The Terry Fox Run;
- b. Legion Poppy Day;
- c. Remembrance Day parade;
- d. Christmas Seal campaign;
- e. Santa Claus parade;
- f. Hospital volunteer;
- g. senior citizen home visits;
- h. community garbage clean-up projects;
- j. city dedication ceremonies; and
- k. assistance with civic events.

## CHAPTER 3

### ASSESSMENT OF CADETS

#### GENERAL

1. **Course Assessment.** A pass/fail assessment of each cadet will be based on:
  - a. The cadet successfully meeting the standards of the POs as stated in Chapter 4 of this CTP; and
  - b. the cadet's overall behaviour.
2. **PO Assessment.** Completion of POs will be evaluated by:
  - a. Performance checks (PCs); and
  - b. Tests of supporting knowledge (TSKs).
3. **PCs.** Testing and evaluation details are contained in the paragraphs under **Specific Assessment Guidelines** and **Grading** in this chapter.

#### SPECIFIC ASSESSMENT GUIDELINES

4. **PO 401.** At the end of all training a practical test for PO 401 will be administered. Attached in Annex A of this chapter is the check-list of drill movements to be completed and the assessment guide.
5. **PO 403.** PO 403 will be continually assessed throughout the course. Once in four training sessions (once a month) cadets will be assessed individually on the standard of care for their uniforms. The assessment form is attached in Annex B of this chapter. The monthly assessment results will be recorded and tabulated for a final mark at the end of Level One.
6. **PO 404.** In order to meet the standard in PO 404 the cadet must participate in a minimum of two citizenship events over the duration of the course. One of those two events must involve direct assistance with people in the community.
7. **PO 405.** Air Cadet Fitness Programme (ACFP) testing will be conducted once a year to indicate the cadets' level of physical fitness. Cadets must participate in one team sports activity with the squadron during the training year. Some cadets will have attained a level of ACFP at school. They may be recognized for this if they provide proof. Regardless of previous certification, cadets should complete ACFP testing. Participation in the testing for ACFP helps to satisfy one of the aims of the cadet sports programme and promotes working together and encouraging others. In the event that the cadet attains a lower level of fitness at the squadron testing than achieved at school, the higher level of fitness may be recognized on condition proof is provided.
8. **PO 421.** Prior to firing a rifle in PO 421 the cadet shall pass the appropriate handling test detailed in Annex D of this chapter.

#### GRADING

9. POs 404, 405, 406, 410, 411, 412, 415, 419 and 421 will not be graded; they will be assessed as pass/fail only. POs 401 and 403 will be graded.

10. **Level One Grading.** Grades are defined as the following:
- a. **A – Above Standard Performance.** The following apply:
    - (1) received a grade of 80 per cent or greater in POs 401 and 403;
    - (2) obtained a pass for nine of nine remaining Level One POs; and
    - (3) enthusiastically approached all tasks, helped others achieve POs and participated actively in all aspects of squadron life.
  - b. **B – Standard Performance.** The following apply:
    - (1) received a grade of 60 per cent or greater in POs 401 and 403;
    - (2) obtained a pass on seven of eight remaining Level One POs; and
    - (3) approached all tasks enthusiastically.
  - c. **C – Minimum Performance.** The following apply:
    - (1) received a minimum grade of 60 per cent or greater in POs 401 and 403;
    - (2) obtained a pass on six of nine remaining Level One POs; and
    - (3) displayed inappropriate behaviour at some time during the course.
  - d. **F – Fail.** The following apply:
    - (1) the cadet did not receive a minimum of 60 per cent on PO 401 and 403;
    - (2) the cadet received a fail on four of nine in Level One POs; and
    - (3) the cadet failed to present a minimum standard of deportment and behaviour expected of Level One cadets.

#### RE-TESTING

11. A cadet who fails a PC or TSK will be permitted a supplemental attempt to pass. Failure of a supplemental attempt constitutes failure of that PO (see **Unsatisfactory Course Progress** for further details). If, in the judgement of the CO, unusual circumstances exist, a further attempt may be granted. The details shall be recorded on the cadet's file.

#### PROGRESS MONITORING

12. Continuous monitoring of a cadet's progress is required at the squadron in order to provide the following:
- a. early warning of a cadet's difficulties; and
  - b. feedback on the effectiveness of training.
13. Mechanisms used for this purpose include the following:
- a. cadet interviews; and
  - b. enabling checks.

14. **Cadet's Progress File.** Progress files will be used to record observations on a cadet's performance. The course training officer will ensure that forms are included to record the following:
- a. completion of and attendance at essential training activities required by POs/EOs;
  - b. accumulated performance results for each PO;
  - c. observations on performance for each assessment element;
  - d. observations on behaviour; and
  - e. counselling forms.
15. Cadets experiencing difficulty in any area of performance are to be counselled with regard to the nature of their shortcomings and corrective action will be suggested.
16. **Cadet Interviews.** Cadet interviews will be carried out by the course training officer. There will be a minimum of one interview per training year.
17. Any areas of weakness will be identified during these interviews.
18. **Enabling Checks.** Short quizzes based on training received during the course should be conducted regularly. These quizzes can act as early warnings of training deficiencies and should reduce the number of re-tests.

#### **UNSATISFACTORY COURSE PROGRESS**

19. Unsatisfactory course progress is indicated by:
- a. failure of a PO; and/or
  - b. inappropriate behaviour.
20. All PO failures will be submitted by the officer responsible for Level One to the training officer of the squadron for consideration. The training officer will review:
- a. the seriousness of the failure;
  - b. performance on related POs;
  - c. indications of any earlier trouble and action taken;
  - d. overall course performance; and
  - e. feasibility of a re-test.
21. The CO or training officer will make a recommendation for either a re-test or failure.
22. In addressing inappropriate behaviour on the part of a cadet, COs should follow normal counselling procedures.

## **COURSE REPORTING**

23. Academic records will be prepared on each cadet. Enclosed in Annex E is the Cadet Academic Record on which a cadet's success or failure of a course will be recorded.
24. The cadet academic record will indicate a **pass** or **fail**.
25. The Academic Record will contain a narrative description of the cadet's performance on the course including specific details regarding:
- a. any POs in which the cadet demonstrated exceptional ability; and
  - b. any POs in which the cadet had difficulty.
26. The narrative may contain:
- a. general comments on overall conduct;
  - b. a descriptive narrative on –
    - (1) any exceptional conduct, or
    - (2) any inappropriate conduct resulting in counselling action; and
  - c. any recommendation for future courses/employment.



**TABLE OF CONVERSION**

<i>/116</i>	<i>%</i>	<i>/116</i>	<i>%</i>	<i>/116</i>	<i>%</i>	<i>/116</i>	<i>%</i>
1	0	30	26	59	51	88	76
2	1	31	27	60	52	89	77
3	2	32	27	61	52	90	77
4	3	33	28	62	53	91	78
5	4	34	29	63	54	92	79
6	5	35	30	64	55	93	80
7	6	36	31	65	56	94	81
8	7	37	32	66	57	95	82
9	8	38	33	67	58	96	83
10	8	39	34	68	59	97	84
11	9	40	34	69	59	98	84
12	10	41	35	70	60	99	85
13	11	42	36	71	61	100	86
14	12	43	37	72	62	101	87
15	13	44	38	73	63	102	88
16	14	45	39	74	64	103	89
17	15	46	40	75	65	104	90
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19	16	48	41	77	66	106	91
20	17	49	42	78	67	107	92
21	18	50	44	79	68	108	93
22	19	51	44	80	69	109	94
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24	21	53	46	82	71	111	96
25	21	54	46	83	71	112	96
26	22	55	47	84	72	113	97
27	23	56	48	85	73	114	98
28	24	57	49	86	74	115	99
29	25	58	50	87	75	116	100

**UNIFORM INSPECTION EVALUATION FORM/  
INSPECTION MENSUELLE DES UNIFORMES**

(General Cadet Knowledge 403.07)  
(Selon l'OREN 403.07 Connaissances générales)

FLIGHT/ SECTION:	MONTH/ MOIS:	% FLIGHT/ SECTION:						%
PRESENT/ PRESENCES: ( )	GENERAL COMMENTS (Steadiness, Dressing, etc) COMMENTAIRES GENERAUX (tenue, alignement, etc.)							
ABSENT/ ABSENCES: ( )								
EXCUSED WITH LEAVE/ EXCUSES: ( )								
NAME/NOMS	wedge/ kepi /1	hair cheveux /2	jacket/ jacket /2	badges/ écussons /1	pants/ pantalon /2	boots/ bottes /2	TOTAL/ TOTAL /10	
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Royal Canadian Air Cadets / Cadets de l'aviation Royale du Canada

EVALUATOR/  
EVALUATEUR: \_\_\_\_\_  
Signature

FLIGHT COMMANDER/  
CMDT DE SECTION: \_\_\_\_\_  
Signature



## Air Cadet Fitness Programme Test Record Chart

Name of Cadet: \_\_\_\_\_

Rank: \_\_\_\_\_

LHQ Training Level: 1 2 3 4 5

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

Age at Time of Testing: \_\_\_\_\_

Sex: M F

Date of Test: \_\_\_\_\_

Badge Awarded: Excel - Gold - Silver - Bronze

Activity	Raw Score	Level of Achievement				
		Excellence	Gold	Silver	Bronze	Partic.
Push-Ups						
Shuttle Run (seconds)						
Partial Curl-Ups						
Standing Long Jump (cm)						
50 m Run (seconds)						
Endurance Run (min-seconds)						

Name of Evaluator: \_\_\_\_\_

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

## PO 421 RIFLE HANDLING TEST EVALUATION – LEVEL 1

CADET'S NAME: \_\_\_\_\_ DATE(S) \_\_\_\_\_

Performance	Conditions	Standard	Check
1. Loading and unloading.	With the cadet in the prone position, give the command to "LOAD". Once the cadet's hand has returned to the butt, give the command to "UNLOAD".	No error.	
2. Aiming.	On the command, the cadet shall take aim from the prone position, pointing the rifle down range of the target.	No errors.	
3. Stripping and Assembly.	Have the cadet complete a safety check then strip the rifle as for cleaning. Reassemble. The test is not complete until the action has been tested.	Two minute time limit.  No errors.	
4. Name and identify parts and characteristics	Have the cadet name six parts of the rifle and three characteristics.	No errors.	

Comments:

**PASS/FAIL**

Examiner's Signature: \_\_\_\_\_

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

# ROYAL CANADIAN AIR CADETS - CADET INFORMATION SHEET

SQUADRON



HEALTH NUMBER	SURNAME	FIRST NAME	RELIGION	<input type="checkbox"/> M <input type="checkbox"/> F	TEL. NO.	PARENT/GUARDIAN	ADMIN
ADDRESS		CITY	CLEARANCE DATE (SOS)				
DOB	REGISTRATION DATE (TOS)	UNIFORM	CO	TRAINING	SUPPLY	ADMIN	
CF - 1188	BIRTH C.	CF - 910	CHECK INITIALS				

PREREQUISITES	MANDATORY (minimum)		ADDITIONAL (Squadron)	DATE	REASON FOR LEAVING
	PROFICIENCY LEVEL	SUMMER TRAINING			
RANK					
Corporal	1	-			
Sergeant	2	Familiarization			
Flight Sergeant	3	Introductory Speciality			
WO 2	4	Advanced Speciality			
WO 1	5	Advanced Speciality			

YEAR	ATTENDANCE %	AIR CADETS FITNESS PROGRAM	OPTIONAL COURSES	SUMMER TRAINING	AWARDS	ANNUAL INSPECTION
						Pr-Ex-Ab
						Pr-Ex-Ab
						Pr-Ex-Ab
						Pr-Ex-Ab
						Pr-Ex-Ab
						Pr-Ex-Ab
						Pr-Ex-Ab

COMMANDING OFFICER \_\_\_\_\_

FORMULE EN FRANÇAIS DND 1984

DND 1984 (2 94) 7530-21-910-7790

Design: DCA (2-2-2)

**ROYAL CANADIAN AIR CADET – ACADEMIC RECORD**  
SQUADRON \_\_\_\_\_

CADET'S NAME _____		MANDATORY TRAINING		Level 1 attained	Yes <input type="checkbox"/> No <input type="checkbox"/>	Final Mark A B C F		
<b>LEVEL 1</b>								
19 _____ to _____	Comments					Level 1 attained	Yes <input type="checkbox"/> No <input type="checkbox"/>	Final Mark A B C F
401 Drill _____ %	410 Effective Speaking	P - F						
	411 Aircraft Identification	P - F						
403 General Cadet Knowledge _____ %	412 Aeronautical Facilities	P - F						
404 Citizenship P - F	415 Airframe Structure	P - F						
405 Physical Fitness P - F	419 Aircrew Survival	P - F						
406 Sensible Living P - F	421 Shooting/Range	P - F						
			Cadet				Level Officer	
<b>LEVEL 2</b>								
19 _____ to _____	Comments					Level 2 attained	Yes <input type="checkbox"/> No <input type="checkbox"/>	Final Mark A B C F
401 Drill _____ %	408 Leadership	P - F						
	410 Effective Speaking	P - F						
403 General Cadet Knowledge _____ %	414 Principles of Flight	P - F						
404 Citizenship P - F	416 Propulsion	P - F						
405 Physical Fitness P - F	418 Radio Communication	P - F						
406 Sensible Living P - F	419 Aircrew Survival	P - F						
			Cadet				Level Officer	
<b>LEVEL 3</b>								
19 _____ to _____	Comments					Level 3 attained	Yes <input type="checkbox"/> No <input type="checkbox"/>	Final Mark A B C F
401 Drill _____ %	408 Leadership	P - F						
	409 Instructional Techniques _____ %	P - F						
402 Drill Instruction P - F	416 Propulsion	P - F						
403 General Cadet Knowledge P - F	417 Navigation	P - F						
404 Citizenship P - F	418 Radio Communication	P - F						
405 Physical Fitness P - F	419 Aircrew Survival	P - F						
406 Sensible Living P - F		P - F						
			Cadet				Level Officer	
<b>LEVEL 4</b>								
19 _____ to _____	Comments					Level 4 attained	Yes <input type="checkbox"/> No <input type="checkbox"/>	Final Mark A B C F
401 Drill P - F	409 Instructional Techniques _____ %	P - F						
402 Drill Instruction P - F	413 Meteorology P - F	P - F						
404 Citizenship P - F	417 Navigation P - F	P - F						
405 Physical Fitness P - F	419 Aircrew Survival P - F	P - F						
406 Sensible Living P - F	420 Training Duties P - F	P - F						
408 Leadership _____ %		P - F						
			Cadet				Level Officer	
<b>Comments/Recommendations</b>								
						Training Officer		

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**PO**

**TRAINING SUMMARY**

<b>CTS:</b>	A-CR-CCP-265/PC-001
<b>401</b>	<b>DRILL</b>
	<b>PERFORMANCE</b> – Execute foot drill at the halt and on the march.

**CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Follow correct fall-in procedure for formation of a squad.	1
02	Adopt the position of attention, position of stand-at-ease, stand easy.	1
03	Execute stand-at-ease from attention, stand-at-ease from stand easy, attention from stand-at-ease.	1
04	Execute foot drill movements at the halt (Review/Practise).	1
05	Execute the movements required for a right dress.	1
06	Execute paces forward and back, open order and close order march.	1
07	Execute right and left turns at the halt.	1
08	Execute the about turn at the halt.	1
09	Execute foot drill movements at the halt (Review/Practise).	1
10	March and halt in quick time.	1
11	Execute stepping out, stepping short and wheeling in quick time.	1
12	Execute foot drill movements at the halt and on the march (Review/Practise).	1
13	Execute marking time, forward and halting in quick time.	1
14	Execute a salute with the hand at the halt.	1
15	Execute a salute on the march without arms.	1
16	Pay compliments as a member of a squad.	1
17	Execute foot drill movement at the halt and on the march (Review/Practise).	1
18	Execute calling the role, numbering and proving.	1

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**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**PO**

**TRAINING SUMMARY**

<b>CTS:</b> A-CR-CCP-265/PC-001
<b>401 DRILL (cont)</b>
<b>PERFORMANCE</b> – Execute foot drill at the halt and on the march.

**CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
19	Fall-in and out of ranks.	1
20	Execute forming single file from three ranks at the halt and on the march; reforming threes from single rank from the halt and at the halt.	1
21	Execute foot drill movements at the halt and on the march (Review/Practise). Testing.	3 2
<b>TOTAL</b>	21	25

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.01</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Follow correct fall – in procedure for formation of a squad.	6. <b>METHOD/APPROACH:</b> a. Lecture; and b. Demonstrate/explain/execute/repeat.	
2. <b>CONDITIONS:</b> a. Given – (1) words of command; and (2) a situation that requires a military formation. b. Denied – assistance.	7. <b>SUBSTANTIATION:</b> a. Drill teaches an air cadet obedience, steadiness and self-reliance; makes one alert and gives one a smart bearing. Well taught and well executed drill develops the individual pride and esprit de corps necessary for the foundation of successful training. b. Squad formations are essential to maintain control and ensure uniformity throughout training.	
3. <b>STANDARD</b> – The cadet will follow correct fall-in procedure in accordance with references by: a. assuming the position of attention upon receiving command to form squad; b. observing the standard pause; c. stepping off with the left foot and marching forward towards instructor; and d. covering off to the left at arms length interval.	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 201; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – Diagram of squad to show rank, file and right marker.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently to ensure each cadet follows instructions.	
	12. <b>REMARKS:</b> a. Instructor will decide what formation to use – one, two, three ranks. b. Keep definitions brief, familiarization only. c. Emphasize the purpose and aim of drill. d. Hand out evaluation form for test to be conducted at the end of PO.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.01 (cont)**

**4. TEACHING POINTS:**

- a. Aim and purpose of drill.
- b. Purpose for forming up in one, two or three ranks.
- c. Fall-in procedure for formation of a squad.
- d. First cadet approaching instructor will halt three paces in front of instructor and act as right marker.
- e. Explain the following terms –
  - (1) right marker;
  - (2) rank;
  - (3) file;
  - (4) blank file;
  - (5) interval; and
  - (6) pace/length of pace.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.02</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Adopt the following drill positions at the halt: <ul style="list-style-type: none"> <li>a. position of attention;</li> <li>b. position of stand-at-ease; and</li> <li>c. position of stand easy.</li> </ul> 2. <b>CONDITIONS:</b> <ul style="list-style-type: none"> <li>a. Given – words of command; and</li> <li>b. Denied – assistance.</li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Demonstrate/explain/execute/repeat; and</li> <li>b. Individual correction.</li> </ul>	
3. <b>STANDARD</b> – The cadet will adopt the following drill positions without arms in accordance with references:	7. <b>SUBSTANTIATION</b> – Drill teaches an air cadet obedience, steadiness and self-reliance; makes one alert and gives one a smart bearing. Well taught and well executed drill develops the individual pride and esprit de corps necessary for the foundation of successful training.	
<ul style="list-style-type: none"> <li>a. Position of attention –                             <ul style="list-style-type: none"> <li>(1) heels together,</li> <li>(2) feet at 30-degree angle,</li> <li>(3) body weight evenly balanced on both feet,</li> <li>(4) shoulders level,</li> <li>(5) arms straight,</li> <li>(6) head held erect, and</li> <li>(7) eyes straight to the front;</li> </ul> </li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 202, 203 and 205; and</li> <li>b. Level One Handbook.</li> </ul>	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to adopt a drill position as ordered.	
	12. <b>REMARKS:</b> <ul style="list-style-type: none"> <li>a. Emphasize basic skills.</li> <li>b. Conduct lesson in hollow square formation.</li> <li>c. If there are more than 15 cadets, class should be divided into two squads.</li> <li>c. Instruct cadets about going down on one knee when dizzy.</li> </ul>	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.02 (cont)**

- b. Position of stand-at-ease –
    - (1) place heels 10 inches apart,
    - (2) body weight evenly balanced on both feet,
    - (3) arms behind the back,
    - (4) palm of the right hand in palm of the left hand,
    - (5) thumbs crossed,
    - (6) head held erect,
    - (7) fingers straight, and
    - (8) eyes straight to the front; and
  - c. Position of stand easy –
    - (1) close the hands,
    - (2) arms at sides as for the position of attention,
    - (3) standard pause, and
    - (4) relax.
4. **TEACHING POINTS:**
- a. Teaching points are contained within the standard; and
  - b. The cadet should learn to relax even while maintaining position.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

<b>EO AND TEACHING POINTS</b>	<b>TRAINING DETAILS</b>	
<b>DRILL: 401.03</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the following drill movements: <ul style="list-style-type: none"> <li>a. stand-at-ease from attention;</li> <li>b. stand-at-ease from stand easy; and</li> <li>c. attention from stand-at-ease.</li> </ul> 2. <b>CONDITIONS:</b> <ul style="list-style-type: none"> <li>a. Given – words of command; and</li> <li>b. Denied – assistance.</li> </ul> 3. <b>STANDARD</b> – The cadet will execute the following drill movements at the halt without arms in accordance with references for: <ul style="list-style-type: none"> <li>a. Stand-at-ease from attention by –                             <ul style="list-style-type: none"> <li>(1) carrying the left foot to the left,</li> <li>(2) straightening it in double time,</li> <li>(3) placing heels 10 inches apart,</li> <li>(4) moving arms behind back,</li> <li>(5) putting the right hand in the palm of the left,</li> <li>(6) crossing thumbs and extending fingers, and</li> <li>(7) balancing body evenly on both feet;</li> </ul> </li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Demonstrate/explain/execute/repeat; and</li> <li>b. Individual correction.</li> </ul> 7. <b>SUBSTANTIATION</b> – NA.	
	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 204, 206 and 207; and</li> <li>b. Level One Handbook.</li> </ul>	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to adopt positions as ordered.	
	12. <b>REMARKS:</b> <ul style="list-style-type: none"> <li>a. Emphasize basic skills.</li> <li>b. Individually correct cadets on balance, position of hands and posture.</li> </ul>	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.03 (cont)**

- b. Stand-at-ease from stand easy by –
  - (1) bringing arms behind back,
  - (2) extending arms fully,
  - (3) placing right hand into left hand,
  - (4) holding head straight, and
  - (5) keeping eyes to the front; and
- c. Attention from stand-at-ease by –
  - (1) bending left leg,
  - (2) shifting balance to right foot,
  - (3) straightening left leg in double time,
  - (4) keeping heels aligned,
  - (5) keeping feet at a 30 degree angle,
  - (6) moving arms to the position of attention,
  - (7) placing thumbs in line with seam of pants,
  - (8) holding head straight, and
  - (9) keeping eyes to the front.

4. **TEACHING POINTS** – Contained within standard.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL:</b> 401.04	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute foot drill movements at the halt. 2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance. 3. <b>STANDARD</b> – The cadet will execute the following foot drill movements at the halt without arms in accordance with references: a. position of attention; b. position of stand-at-ease; c. standing easy; d. stand-at-ease from attention; e. stand-at-ease from stand easy; and f. attention from stand-at-ease.	6. <b>METHOD/APPROACH:</b> a. Review; b. Practise/repeat; and c. Individual correction.	
4. <b>TEACHING POINTS</b> – Review explanations of movements if necessary.	7. <b>SUBSTANTIATION</b> – NA.	
	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 201, 202, 203, 204, 205, 206 and 207; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS:</b> a. This lesson is designed to review all movements taught in 401.01 to 401.03 b. Be sure to correct cadets for all basic skills.	

4-9/4-10

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.05</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute movements required for right degrees.	6. <b>METHOD/APPROACH</b> – Demonstrate/explain/execute/repeat.	
2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	7. <b>SUBSTANTIATION</b> – Ensures uniformity and allows correct intervals between cadets for training.	
3. <b>STANDARD</b> – The cadet will execute the following movements for right dress in accordance with references by: a. taking one 15-inch pace forward; b. observing the standard pause; c. shooting the right arm to its fullest extent behind the shoulder of the cadet on the right; d. observing the standard pause; e. taking up correct alignment; and	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 220, paragraph 1-9, Figure 2-11; and b. Level One Handbook.	
f. on the command “EYES FRONT” adopting the position of attention by snapping head and eyes to the front and cutting right arm into the thigh.	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently as a member of a squad to ensure each cadet is following correct procedures.	
	12. <b>REMARKS</b> – Elbow and should dressing should be treated as additional information. There is no requirement for the cadet to perform these movements.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.05 (cont)**

4. **TEACHING POINTS:**
- a. Right hand cadet of front rank stands fast.
  - b. Remainder takes a 15-inch pace forward.
  - c. Right file of cadets stand fast.
  - d. Standard pause.
  - e. Sharpness of bringing arm behind right cadet.
  - f. Taking alignment by short, quick paces, starting on left foot.
  - g. Ensure the interval is correct when the closed hand is touching the left shoulder of the cadet on the right.
  - h. Shoulder dressing.
  - j. Elbow dressing.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.06</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the following drill movements at the halt: a. paces forward and back; b. open order march; and c. close order march.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	7. <b>SUBSTANTIATION:</b> a. The open and close order march allows the squadron commander to conduct regular inspections. b. It facilitates the falling in and falling out of individuals into ranks. c. Paces forward and to the rear allow the squad to move a short distance without marching.	
3. <b>STANDARD</b> – The cadet will: a. Execute paces forward or back without arms according to references by – (1) Stepping off on the left foot in quick time; (2) keeping arms at sides; (3) maintaining balance; and (4) moving the correct number of paces forward or to the rear;	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 219, 221 and 222; and b. Air Cadet League Drill Manual.	
b. Execute the open order march as a member of a squad by – (1) taking three 15-inch paces forward in the front rank; (2) standing fast in the centre rank;	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to adopt a drill position as ordered.	
	12. <b>REMARKS:</b> a. Instructor will decide the number of paces to be completed either forward or to the rear. b. Emphasize basic skills.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.06 (cont)**

- (3) taking three 15-inch paces back in the rear rank;
- (4) stepping off in quick time; and
- (5) keeping arms at the side.

c. Execute the close order as a member of a squad by –

- (1) taking three 15-inch paces back in the front rank;
- (2) standing fast in the centre rank;
- (3) taking three 15-inch paces forward in the rear rank;
- (4) stepping off in quick time; and
- (5) keeping arms at the side.

**4. TEACHING POINTS:**

- a. The open order and close order procedure for a squad in two and three ranks.
- b. A group shall not be moved forward or back more than three paces by this method. When the distance is greater the squad will be marched the required distance.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.07</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute right and left turns at the halt. 2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
3. <b>STANDARD</b> – The cadet will execute left and right turns at the halt in accordance with references by: a. turning required direction 90 degrees; b. observing the standard pause; c. maintaining balance; d. lifting the left or right leg six inches off the ground while bending the knee; e. placing the left or right foot smartly down to the position of attention; and f. observing the standard pause.	7. <b>SUBSTANTIATION</b> – Turns and inclines are executed to change direction.	
4. <b>TEACHING POINTS:</b> a. Right/left turns 90 degrees, about turn 180 degrees, incline 45 degrees. b. Right/left turn by numbers. c. Observation of the standard pause.	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 214, Figure 2-9; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Numbers assistant.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute drill movement as ordered.	
	12. <b>REMARKS</b> – Class should be conducted in a hollow square.	

4-15/4-16

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.08</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the about turn at the halt. 2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
3. <b>STANDARD</b> – The cadet will execute the about turn at the halt in accordance with references by: a. turning 90 degrees to the right; b. maintaining balance; c. placing the left foot smartly down at the position of attention; d. turning another 90 degrees to the right; e. lifting the left leg six inches off the ground while bending the knee; f. placing the left foot smartly down at the position of attention; g. keeping arms at the sides and the body erect; and h. observing the standard pause.	7. <b>SUBSTANTIATION</b> – The about turn is executed to change direction.	
4. <b>TEACHING POINTS:</b> a. Full about turn is 180 degrees. b. Movement should be taught by numbers. c. Observation of the standard pause.	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 214; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Numbers assistant.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute drill movements as ordered.	
	12. <b>REMARKS</b> – Class should be conducted in a hollow square.	

4-17/4-18

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<p><b>DRILL:</b> 401.09</p>	<p>5. <b>TIME</b> – One 35-minute period.</p>	
<p>1. <b>PERFORMANCE</b> – Execute foot drill movements at the halt.</p> <p>2. <b>CONDITIONS:</b></p> <p>a. Given –</p> <p>(1) words of commands; and</p> <p>(2) suitable drill space.</p> <p>b. Denied – assistance.</p> <p>3. <b>STANDARD</b> – The cadet will execute the following drill movements in accordance with references:</p>	<p>6. <b>METHOD/APPROACH:</b></p> <p>a. Review;</p> <p>b. Practise/repeat; and</p> <p>c. Individual correction.</p>	
<p>a. position of attention;</p> <p>b. position of stand-at-ease;</p> <p>c. stand easy;</p> <p>d. stand-at-ease from attention;</p> <p>e. attention from stand-at-ease;</p> <p>f. stand easy from stand-at-ease;</p> <p>g. open and close order march;</p> <p>h. paces forward and back;</p> <p>j. right dress;</p> <p>k. left/right/about turns; and</p> <p>m. formation of a squad</p>	<p>7. <b>SUBSTANTIATION</b> – NA.</p>	
<p>4. <b>TEACHING POINTS</b> – Review explanations of movements if necessary.</p>	<p>8. <b>REFERENCES:</b></p> <p>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial; and</p> <p>b. Level One Handbook.</p>	
	<p>9. <b>TRAINING AIDS</b> – NA.</p>	<p>10. <b>LEARNING AIDS</b> – NA.</p>
	<p>11. <b>TEST DETAILS</b> – NA.</p>	
	<p>12. <b>REMARKS:</b></p> <p>a. This lesson is designed to review all movements taught in 401.01 to 401.08.</p> <p>b. Be sure to correct cadets for all basic skills.</p>	

4-19/4-20

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.10</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – March and halt in quick time. 2. <b>CONDITIONS:</b> a. Given – words of command and; b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
3. <b>STANDARD</b> – The cadet will march and halt in quick time in accordance with references by:	7. <b>SUBSTANTIATION</b> – NA.	
a. on the command "QUICK MARCH", stepping off with the left foot and swinging the right arm straight forward, and the left arm straight to the rear, waist high; b. taking a first pace of 40 cm and all subsequent paces 75 cm;	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 301; and b. Level One Handbook.	
c. swinging arms front to rear waist high, hands closed without bending the elbows; d. on the command "HALT" taking a pace with the right foot, then a 15-inch pace with the left;	9. <b>TRAINING AIDS</b> – Metronome, drum.	10. <b>LEARNING AIDS</b> – NA.
e. bending the right knee, straightening it in double time; and f. cutting the arms to the sides and assuming the position of attention.	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and execute the required drill movements.	
4. <b>TEACHING POINTS</b> – a. Dressing is maintained by the directing flank. b. Length of paces. c. Cadence in quick time, 120 paces per minute.	12. <b>REMARKS:</b> a. Explain what an advance is and when the cadets will be required to participate in one. b. If cadets experience difficulty with marching, get them to walk normally and then work up to keeping cadence and swinging arms.	

4-21/4-22

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.11</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the following drill movements in quick time: a. stepping out; b. stepping short; and c. wheeling.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	7. <b>SUBSTANTIATION:</b> a. Wheeling is executed to change direction. b. Stepping out and stepping short is executed to change the length of pace but not the cadence.	
3. <b>STANDARD</b> – The cadet will: a. execute the movements required for stepping out in quick time by lengthening paces by 3 inches; b. execute the movements required for stepping short by shortening paces by 9 inches; and c. execute wheeling in quick time by:	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 304 and 307; and b. Level One Handbook.	
(1) stepping short in the inner flank; (2) stepping out in the outside flank; (3) maintaining cadence in the centre flank; and (4) changing direction by 90 degrees.	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – Diagram of a squad wheeling.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute a drill movement as ordered.	
	12. <b>REMARKS</b> – When wheeling, ensure that all cadets pivot at the same point.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.11 (cont)**

**4. TEACHING POINTS:**

- a. Cadence remains 120 paces per minute when stepping out and stepping short.
- b. Squad shall continue to step out or step short until the command "QUICK – MARCH" is ordered.
- c. During a wheel, dressing is maintained by glancing inwards and keeping the head to the front.
- d. When it is desired to wheel less than an angle of 90 degrees, the command "FOR-WARD," is ordered when the leading file is facing the required direction.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.12</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute foot drill movements at the halt and on the march.  2. <b>CONDITIONS:</b> a. Given – (1) word of command; and (2) suitable drill space.  b. Denied – assistance.  3. <b>STANDARD</b> – The cadet will execute the following drill movements in accordance with references:  a. position of attention; b. position of stand-at-ease; c. stand easy; d. stand-at-ease from attention; e. attention from stand-at-ease; f. stand easy from stand-at-ease; g. open and close order march; h. formation of a squad; j. paces forward and to the rear; k. left/right/about turns at the halt; m. marching and halting in quick time;	6. <b>METHOD/APPROACH:</b>  a. Review; b. Practise/repeat; and c. Individual correction.	
	7. <b>SUBSTANTIATION</b> – NA.	
	8. <b>REFERENCES:</b>  a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – NA.	
12. <b>REMARKS:</b>  a. This lesson is designed to review all movements taught in 401.01 to 401.11.  b. Be sure to correct all errors in basic skills.		

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL:** 401.12 (cont)

- n. wheeling; and
- p. stepping out and stepping short.

4. **TEACHING POINTS** – Review explanations of movements if necessary.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.13</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the following drill movements: <ul style="list-style-type: none"> <li>a. marking time;</li> <li>b. forward; and</li> <li>c. halting quick time.</li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Demonstrate/explain/execute/repeat; and</li> <li>b. Individual correction.</li> </ul>	
2. <b>CONDITIONS:</b> <ul style="list-style-type: none"> <li>a. Given – words of command; and</li> <li>b. Denied – assistance.</li> </ul>	7. <b>SUBSTANTIATION</b> – The mark time is executed as a means of stopping the cadets rather than halting them.	
3. <b>STANDARD</b> – The cadet will execute: <ul style="list-style-type: none"> <li>a. marking time in quick time without arms by –                             <ul style="list-style-type: none"> <li>(1) taking a 15-inch check pace.</li> <li>(2) keeping right leg straight in bringing into the left leg,</li> <li>(3) maintaining same cadence for quick time, and</li> <li>(4) not swinging the arms;</li> </ul> </li> <li>b. forward by –                             <ul style="list-style-type: none"> <li>(1) straightening the right leg to assume the position of attention,</li> <li>(2) taking a 15-inch check pace, and</li> <li>(3) continuing to march to quick time, swinging the arms; and</li> </ul> </li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 305; and</li> <li>b. Level One Handbook.</li> </ul>	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute a drill movement as ordered.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.13 (cont)**

- c. the halt while marking time by –
  - (1) taking two mark time check paces, and
  - (2) assuming the position of attention.

**4. TEACHING POINTS:**

- a. Ensure arms are still while marking time.
- b. Squad does not alter the cadence while marking time.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<p><b>DRILL:</b> 401.14</p>	<p>5. <b>TIME</b> – One 35-minute period.</p>	
<p>1. <b>PERFORMANCE</b> – Execute a salute with the hand at the halt.</p> <p>2. <b>CONDITIONS:</b></p> <p>a. Given – words of command; and</p> <p>b. Denied – assistance.</p> <p>3. <b>STANDARD</b> – The cadet will execute a salute with the hand at the halt in accordance with references by:</p>	<p>6. <b>METHOD/APPROACH:</b></p> <p>a. Demonstrate/explain/execute/repeat; and</p> <p>b. Individual correction.</p> <p>7. <b>SUBSTANTIATION</b> – Saluting with the hand is executed as a means of paying compliments.</p>	
<p>a. keeping the palm open and facing down;</p> <p>b. keeping the upper arm parallel to the ground;</p> <p>c. keeping the forearm at a 45 degree angle to the upper arm; and</p>	<p>8. <b>REFERENCES:</b></p> <p>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 213; and</p> <p>b. Level One Handbook.</p>	
<p>d. keeping the fingers in line with and above the outside of the right eyebrow.</p> <p>4. <b>TEACHING POINTS:</b></p>	<p>9. <b>TRAINING AIDS</b> – Assistant.</p>	<p>10. <b>LEARNING AIDS</b> – NA.</p>
<p>a. When required to do a right (left) salute, the head and eyes shall be turned smartly to the right (left) as far as possible without straining.</p> <p>b. When saluting to the left, the right hand, wrist and arm, are brought further over to the left to the correct position in line with the outside edge of the right eyebrow.</p>	<p>11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to adopt a drill position as ordered.</p>	
<p>c. When saluting to the right, the arm is moved to the rear. The fingers are still in line with the outside of the right eyebrow.</p>	<p>12. <b>REMARKS</b> – The salute is given with the right hand. When physical incapacity or carrying of articles makes a salute with the right hand impractical, compliments will be paid by turning the head and eye to the left or right or standing to attention, as appropriate.</p>	

4-29/4-30

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.15</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute a salute on the march without arms. 2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
3. <b>STANDARD</b> – The cadet will execute a salute on the march without arms in accordance with references by: a. taking a 30-inch pace swinging the arms; b. taking another 30-inch pace cutting the arms to the side and executing the salute (as per 401.14); c. completing four 30-inch paces in quick time, ending with the left foot; and d. cutting arms to the side and then continuing to march.	7. <b>SUBSTANTIATION</b> – Saluting with the hand on the march is executed as a means of paying compliments.	
4. <b>TEACHING POINTS:</b> a. When saluting to the left, the right arm is brought further over to the left to the correct position in line with the outside edge of the right eyebrow. b. When saluting to the right, the right arm, is moved to the rear. The fingers are still in line with the outside of the right eyebrow.	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 311; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute a drill movement as ordered.	
	12. <b>REMARKS</b> – The salute is given with the right hand. When physical incapacity or carrying of articles makes a salute with the right hand impractical, compliments will be paid by turning the head and eyes to the left or right, as appropriate.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.16</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Pay compliments as a member of squad on the march. 2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
3. <b>STANDARD</b> – The cadet will pay compliments as a member of a squad on the march without arms, in accordance with references by: a. completing a 30-inch check pace with the right foot;	7. <b>SUBSTANTIATION</b> – Paying compliments with a squad on the march is executed as a means of paying respect to a commissioned officer in a military formation.	
b. when the left foot strikes the ground, turning the head and eyes to the left (right) as far as possible without straining and looking directly into the eyes of the person being saluted;	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Article 312; and b. Level One Handbook.	
c. continuing to swing the arms; and	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
d. keeping head and eyes to the right (left) until the command "EYES-FRONT" is given.	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute a drill movement as ordered.	
4. <b>TEACHING POINTS</b> – NA.	12. <b>REMARKS:</b> a. It is the same product for the eyes front as for the eyes right (left). b. The leading cadet on the directing flank shall look to the front to keep direction. c. The person in command of the squad salutes.	

4-33/4-34

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

<b>EO AND TEACHING POINTS</b>	<b>TRAINING DETAILS</b>	
<b>DRILL: 401.17</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute foot drill movements at the halt and on the march.  2. <b>CONDITIONS:</b> a. Given – (1) words of command; and (2) suitable drill space.  b. Denied – assistance.	6. <b>METHOD/APPROACH:</b>  a. Review; b. Practise/repeat; and c. Individual correction.	
3. <b>STANDARD</b> – The cadet will execute the following drill movements in accordance with references:  a. position of attention; b. position of stand-at-ease; c. stand easy; d. stand-at-ease from attention; e. attention from stand-at-ease; f. stand easy from stand-at-ease; g. open and close order march; h. formation of a squad;	7. <b>SUBSTANTIATION</b> – NA.	
	8. <b>REFERENCES:</b>  a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS:</b>  a. This lesson is designed to review all movements taught in 401.01 to 401.16.  b. Be sure to correct all errors in basic skills.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL: 401.17 (cont)**

- j. paces forward and to the rear;
- k. left/right/about turns at the halt;
- m. marching, halting in quick time;
- n. wheeling;
- p. stepping out and stepping short;
- q. mark time, forward and halt in quick time;
- r. saluting with the hand at the halt;
- s. saluting with the hand on the march; and
- t. paying compliments with a squad on the march.

4. **TEACHING POINTS** – Review explanations of movements if necessary.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.18</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the following drill movements: <ul style="list-style-type: none"> <li>a. calling the roll;</li> <li>b. numbering; and</li> <li>c. proving.</li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Demonstrate/explain/execute/repeat; and</li> <li>b. Individual correction.</li> </ul>	
2. <b>CONDITIONS:</b> <ul style="list-style-type: none"> <li>a. Given – words of command; and</li> <li>b. Denied – assistance.</li> </ul>	7. <b>SUBSTANTIATION:</b> <ul style="list-style-type: none"> <li>a. Calling the roll is executed to determine those present.</li> <li>b. Numbering is used to designate individuals in the squad and/or determine the number of cadets on parade.</li> <li>c. Proving is executed to identify cadets in the squad.</li> </ul>	
3. <b>STANDARD</b> – The cadet will execute: <ul style="list-style-type: none"> <li>a. Calling the roll by –                             <ul style="list-style-type: none"> <li>(1) standing at ease as ordered;</li> <li>(2) coming to attention when the cadet's name is called;</li> <li>(3) answering the following ways –                                     <ul style="list-style-type: none"> <li>(a) "Sir", if the person calling the roll is an officer or warrant officer,</li> <li>(b) "Flight Sergeant", "Sergeant" or "Corporal", as appropriate, and</li> <li>(c) "Present", if the person calling the roll is below the rank of corporal; and</li> </ul> </li> <li>(4) Standing at ease after answering to the cadet's name.</li> </ul> </li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 216, 217 and 218; and</li> <li>b. Level One Handbook.</li> </ul>	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked individually and will be required to adopt a drill position as ordered.	
	12. <b>REMARKS</b> – Emphasize basic skills.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**DRILL:** 401.18 (cont)

- b. Numbering by –
  - (1) calling out a number only if the cadet is in the front rank; and
  - (2) having the right marker calling out ONE, and the next TWO, and so on.
- c. Proving by –
  - (1) Raising the left forearm parallel to the ground, keeping the left elbow close to the body; and
  - (2) keeping the hand closed as for the position of attention.

**4. TEACHING POINTS:**

- a. **Calling the Role.** When the roll call is supervised by a person senior in rank to the person calling the roll, cadets shall answer to their names with the correct response for the rank of the supervisor.
- b. Numbering –
  - (1) there is no pause between numbers; and
  - (2) head and eyes remain still.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.19</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Fall-in and fall-out of ranks. 2. <b>CONDITIONS:</b> a. Given – (1) words of command; and (2) formed group. b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstrate/explain/execute/repeat; and b. Individual correction.	
3. <b>STANDARD</b> – The cadet will fall-in to ranks and out of ranks at the open order in accordance with references by: a. assuming the position of attention, marching to the right flank of squad and proceeding in the required direction; b. marching to the left of the squad and behind the rank; c. wheeling into position; and d. halting and taking the former dressing.	7. <b>SUBSTANTIATION:</b> a. Individuals are called up to report to officers. b. Individuals receiving awards.	
4. <b>TEACHING POINTS:</b> a. Cadets will swing their arms in between ranks when falling out. b. Individuals should take the shortest distance to report. c. Review procedure for receiving an award as an individual. d. Review procedure for reporting to an officer.	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 224 and 226; and b. Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and required to execute the required movements.	
	12. <b>REMARKS:</b> a. Lesson should be conducted in squad formation. b. Instructor shall check individuals for basic skills at all times. c. An assistant should be used for this lesson. One instructor can be calling individuals and the assistant can check basic skills.	

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**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.20</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Execute the following drill movements: <ul style="list-style-type: none"> <li>a. forming single file from three ranks at the halt and on the march; and</li> <li>b. reforming threes from single rank from the halt and at the halt.</li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Demonstrate/explain/execute/repeat; and</li> <li>b. Individual correction.</li> </ul>	
2. <b>CONDITIONS:</b> <ul style="list-style-type: none"> <li>a. Given – words of command; and</li> <li>b. Denied – assistance.</li> </ul>	7. <b>SUBSTANTIATION:</b> <ul style="list-style-type: none"> <li>a. Forming single file is executed when it is necessary to have cadets file into an area where space does not permit three abreast.</li> <li>b. Reforming three ranks is executed when space does permit three abreast.</li> </ul>	
3. <b>STANDARD</b> – The cadet will execute the movements required for: <ul style="list-style-type: none"> <li>a. a squad forming single file from the halt by –                             <ul style="list-style-type: none"> <li>(1) marching off in quick time if in the directing flank,</li> <li>(2) marking time if not in the directing flank, and</li> <li>(3) stepping off in quick time when the left (right) is clear;</li> </ul> </li> <li>b. forming single file on the march by –                             <ul style="list-style-type: none"> <li>(1) continuing to march forward if in the directing flank,</li> <li>(2) marking time if not in the directing flank, and</li> <li>(3) stepping off in quick time when the left (right) is clear;</li> </ul> </li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial, Articles 325, 326, 327 and 328; and</li> <li>b. Level One Handbook.</li> </ul>	
	9. <b>TRAINING AIDS</b> – Assistant instructor.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to execute a drill movement as ordered.	
	12. <b>REMARKS</b> – Conduct in squad formation.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

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**DRILL: 401.20 (cont)**

- c. reforming threes from the halt by –
  - (1) standing fast if in the leading rank, and
  - (2) stepping off in quick time to reform threes and halting when in position if not in the leading rank; and
- d. reforming threes on the march by –
  - (1) marking time if in the leading rank, and
  - (2) continuing to march forward into position and marking time if not in the leading rank.

4. **TEACHING POINTS** – The leading cadets of the non-directing flanks execute a left (right) incline when the order for forming single file is given.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>DRILL: 401.21</b>	5. <b>TIME</b> – Three 35-minute periods.	
1. <b>PERFORMANCE</b> – Execute foot drill movements at the halt and on the march.  2. <b>CONDITIONS:</b> a. Given – words of command; and b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Review; b. Practise/repeat; and c. Individual correction.	
3. <b>STANDARD</b> – The cadet will execute the following drill movements in accordance with references:	7. <b>SUBSTANTIATION</b> – Review of all movements required to function during a cadet parade.	
a. position of attention; b. position of stand-at-ease; c. stand easy;	8. <b>REFERENCES:</b> a. A-PD-201-000/PT-000, Canadian Forces Manual of Drill and Ceremonial; and b. Level One Handbook.	
d. stand-at-ease from attention; e. attention from stand-at-ease; f. stand easy from attention;	9. <b>TRAINING AIDS</b> – Assistant instructors.	10. <b>LEARNING AIDS</b> – NA.
g. attention from stand-at-ease; h. stand easy from stand-at-ease;	11. <b>TEST DETAILS</b> – Each cadet will be checked for basic skills.	
j. open and close order march; k. formation of a squad;	12. <b>REMARKS:</b> a. Divide subject matter for classes, depending on which movements require more practice time. b. In third class remind cadets of practical test. c. Assistant instructors should be used to give as much help as possible to each cadet.	

**CHAPTER 4: LESSON SPECIFICATIONS**

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**DRILL: 401.21 (cont)**

- m. paces forward and to the rear;
- n. left/right/about turns at the halt;
- p. marching, halting in quick time;
- q. wheeling;
- r. stepping out and stepping short;
- s. mark time, forward and halt in quick time;
- t. saluting with the hand at the halt;
- u. saluting with the hand on the march;
- v. paying compliments with a squad on the march;
- w. calling the roll, numbering, providing;
- x. falling in and out of ranks; and
- y. forming single file and reforming threes.

4. **TEACHING POINTS** – Review explanations of movements as required.

**PO 402**

**(Not allocated)**

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

**CTS:** A-CR-CCP-265/PC-001  
**403 GENERAL CADET KNOWLEDGE**  
**PERFORMANCE** – Demonstrate pride and loyalty for the squadron and for Royal Canadian Air Cadets.

**CTP TRAINING**

EO	PERFORMANCE STATEMENTS	NUMBER OF PERIODS
01	Observe building fire orders and squadron standing orders.	1
02	Respond to questioning on Royal Canadian Air Cadet organization and the home squadron	1
03	State the motto, the three aims and oath of loyalty.	1
04	Identify the rank structure of the Royal Canadian Air Cadets.	1
05	Identify the rank structure of officers in the air element of the CF.	1
06	Observe all rules and procedures for addressing an officer and non commissioned officer (NCO).	1
07	Observe all dress regulations as they pertain to Royal Canadian Air Cadets.	3
08	Carry out the duties of a follower.	1
09	Discuss air cadet training and options available to cadets.	1
	Testing.	1
<b>TOTAL</b>	9	12

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**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

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EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.01	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Observe building fire orders and squadron standing orders. 2. <b>CONDITIONS</b> – Given: <ul style="list-style-type: none"> <li>a. a situation in which a cadet shall possess a knowledge of fire and squadron orders;</li> <li>b. supervision;</li> <li>c. references; and</li> <li>d. assistance.</li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Lecture; and</li> <li>b. Demonstration.</li> </ul>	
3. <b>STANDARD</b> – The cadet will observe building fire orders and squadron standing orders by: <ul style="list-style-type: none"> <li>a. responding to questioning on the subject matter;</li> <li>b. correctly following instruction for fire evacuation routines as detailed in reference; and</li> <li>c. behaving in accordance with direction in standing orders.</li> </ul>	7. <b>SUBSTANTIATION</b> – Knowledge of fire orders is imperative for the safety and security of cadets. Knowledge of squadron standing orders reduces the risk of accidents and familiarizes cadets with the established routine of a squadron.	
4. <b>TEACHING POINTS:</b> <ul style="list-style-type: none"> <li>a. Building fire orders, exits, form-up point (FUP), evacuation procedures for windows, doors, emergency phone numbers and equipment.</li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. Squadron standing orders; and</li> <li>b. Building fire orders.</li> </ul>	
	9. <b>TRAINING AIDS:</b> <ul style="list-style-type: none"> <li>a. Diagram of evacuation routes of building; and</li> <li>b. Any diagrams that assist in explanation of routines.</li> </ul>	10. <b>LEARNING AIDS</b> – Fire drill.
	11. <b>TEST DETAILS</b> – Cadets will be observed for their performances during a fire drill and for their adherence to squadron standing orders.	
	12. <b>REMARKS:</b> <ul style="list-style-type: none"> <li>a. Conduct verbal questioning on the fire routine.</li> <li>b. Ensure cadets understand the routine of a training session and what behaviour is expected of them.</li> <li>c. Behaviour expected on trips and tours should be reviewed.</li> </ul>	

**CHAPTER 4: LESSON SPECIFICATIONS**

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**GENERAL CADET KNOWLEDGE: 403.01 (cont)**

- b. Squadron standing orders –
  - (1) staff positions, CO, Training Officer (Trg O), Administration Officer (Admn O) and Supply Officer (Sup O);
  - (2) conduct on training sessions and cadet activities;
  - (3) dress;
  - (4) smoking regulations;
  - (5) parade routine; and
  - (6) routine of training sessions.

- d. **Organization Chart.** Cadets should be shown an organization chart illustrating the titles, ranks and names of the local corps officers and senior NCOs, and should be given a brief outline of their duties. It is recommended that, if possible, mimeographed copies of such a chart (with spaces left blank for names of officers to be filled in) be made available to each cadet.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.02	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Respond to questioning on the Royal Canadian Air Cadet organization and home squadron.	6. <b>METHOD/APPROACH</b> – Lecture.	
2. <b>CONDITIONS:</b> a. Given – a situation where a cadet can demonstrate knowledge of the subject matter. b. Denied – (1) references; and (2) assistance.	7. <b>SUBSTANTIATION</b> – A cadet should be aware of the history of the squadron and of what the Royal Canadian Air Cadet squadron organization is composed. This information helps to develop pride and loyalty in the cadet.	
3. <b>STANDARD</b> – The cadet will correctly respond to questioning on: a. the history and accomplishments of the home squadron; b. the name of the sponsor; and c. the composition of the Royal Canadian Air Cadet Squadron organization.	8. <b>REFERENCES</b> – NA.	
4. <b>TEACHING POINTS:</b> a. The Royal Canadian Air Cadet squadron is composed of a partnership between the Department of National Defence (DND) and the Air Cadet League. b. The League was granted a Dominion Charter on 09 April 1941. c. Air cadets originally started to train young men for the War.	9. <b>TRAINING AIDS</b> – Squadron trophies, certificates and pictures.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet shall respond to verbal questioning on the subject matter.	
	12. <b>REMARKS:</b> a. Do not go into too much detail; the aim of the class is to introduce the cadet to Air Cadets and the squadron to which the cadet belongs. b. Use trophies and pictures to show what the squadron has achieved.	

**CHAPTER 4: LESSON SPECIFICATIONS**

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**GENERAL CADET KNOWLEDGE: 403.02 (cont)**

- d. Formation date of home squadron.
- e. Brief outline history of home squadron, ie, war heroes, achievements, etc.
- f. Name of sponsor, and sponsor's place in community.

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EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.03	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – State: <ul style="list-style-type: none"> <li>a. the motto;</li> <li>b. the three aims; and</li> <li>c. the oath of loyalty to the Air Cadet organization.</li> </ul> 2. <b>CONDITIONS:</b> <ul style="list-style-type: none"> <li>a. Given – NA.</li> <li>b. Denied – assistance.</li> </ul> 3. <b>STANDARD</b> – The cadet will state from memory without error: <ul style="list-style-type: none"> <li>a. the motto;</li> <li>b. the aims; and</li> <li>c. the oath of loyalty of the air cadet.</li> </ul> 4. <b>TEACHING POINTS:</b> <ul style="list-style-type: none"> <li>a. Motto – To Learn, To Serve, To Advance.</li> <li>b. Aims –                             <ul style="list-style-type: none"> <li>(1) to develop in youth the attributes of good citizenship and leadership;</li> <li>(2) to develop physical fitness; and</li> </ul> </li> </ul>	6. <b>METHOD/APPROACH</b> – Lecture.	
	7. <b>SUBSTANTIATION</b> – A knowledge of the aims of the Air Cadet organization stimulate pride and loyalty in the organization.	
	8. <b>REFERENCES</b> – Level One Handbook.	
	9. <b>TRAINING AIDS:</b> <ul style="list-style-type: none"> <li>a. handouts; and</li> <li>b. a picture of the Air Cadet crest.</li> </ul>	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will be required to recite the motto, aims and the oath of loyalty.	
	12. <b>REMARKS</b> – NA.	

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**GENERAL CADET KNOWLEDGE: 403.03 (cont)**

(3) to develop in youth an interest in the air element of the CF.

c. The oath of loyalty – "I (name in full) hereby affirm my loyalty to Her Majesty the Queen, her heirs and successors".

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EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.04	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify the rank structure of the Royal Canadian Air Cadets.  2. <b>CONDITIONS:</b> a. Given – rank crests; and b. Denied – assistance.	6. <b>METHOD/APPROACH</b> – Lecture/demonstration/performance.  7. <b>SUBSTANTIATION</b> – It is important for a cadet to identify the different ranks within the Air Cadet organization and CF in order to pay proper compliments.	
3. <b>STANDARD</b> – The cadet will correctly identify the ranks of Air Cadets.  4. <b>TEACHING POINTS:</b> a. Air Cadet Rank Structure –	8. <b>REFERENCES:</b> a. CATO 55-04, Dress Regulations for Air Cadets; and b. Level One Handbook.	
(1) Leading Air Cadet,  (2) Junior Ranks – Corporal,  (3) Senior Ranks – (a) Sergeant, (b) Flight Sergeant,  (4) Warrant Officer Ranks – (a) Warrant Officer Second Class, and (b) Warrant Officer First Class.	9. <b>TRAINING AIDS:</b> a. Handouts; and b. Rank crests.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Each cadet will have to visually identify all the ranks of Royal Canadian Air Cadets.  12. <b>REMARKS:</b> a. When teaching the ranks of the Royal Canadian Air Cadets, give the cadets the names of those cadets who hold these ranks.  b. Briefly describe the procedure for addressing a NCO.	

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EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.05	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify the rank structure of officers in the air element of the CF.  2. <b>CONDITIONS:</b> a. Given – rank crests; and b. Denied – assistance.	6. <b>METHOD/APPROACH</b> – Lecture/demonstration/performance.  7. <b>SUBSTANTIATION</b> – It is important for cadets to identify the rank structure of the Royal Canadian Air Cadets and the CF in order to pay compliments in accordance with regulations.	
3. <b>STANDARD</b> – The cadet will correctly identify the rank structure of air officers in the CF.  4. <b>TEACHING POINTS:</b> a. History behind ranks – rank is equivalent to responsibility. b. Officer Rank Structure –	8. <b>REFERENCES</b> – Level One Handbook.	
(1) Subordinate Officers – Officer Cadet,  (2) Junior Officers –	9. <b>TRAINING AIDS:</b> a. Handouts; and b. Rank crests.	10. <b>LEARNING AIDS</b> – NA.
(a) Second Lieutenant,  (b) Lieutenant,  (c) Captain,	11. <b>TEST DETAILS</b> – Each cadet will have to visually identify all air officer ranks of the CF.	
(3) Senior Officers – (a) Major, (b) Lieutenant Colonel, (c) Colonel,	12. <b>REMARKS</b> – Briefly describe the procedure for addressing an officer, ie, use "Sir" and Ma'am".	

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**GENERAL CADET KNOWLEDGE: 403.05 (cont)**

(4) Generals –

- (a) Brigadier General,
- (b) Major General,
- (c) Lieutenant General, and
- (d) General.

- c. Only commissioned officers – second lieutenant and above – will be saluted.
- d. Briefly describe the chain of command within the squadron. Tie in ranks with officers with which the cadets are familiar.

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EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.06	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Observe all rules and procedures for addressing an officer and an NCO. 2. <b>CONDITIONS:</b> a. Given – a situation where compliments must be paid; and b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Lecture; and b. Demonstrations.	
3. <b>STANDARD</b> – The cadet will observe all rules and regulations for: a. addressing an NCO by – (1) standing at attention, (2) not saluting, (3) addressing the NCO by rank and surname, and (4) remaining at attention during the conversation;	7. <b>SUBSTANTIATION</b> – It is important to know how to address an NCO and officer in order to pay proper compliments. Saluting is a token of respect.	
b. addressing an officer by – (1) standing at attention, (2) saluting if addressing a commissioned officer, (3) addressing the officer by rank and surname, (4) remaining at attention during the conversation, and (5) saluting before leaving the officer; and	8. <b>REFERENCES</b> – Level One Handbook.	
	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS</b> – Demonstrations.
	11. <b>TEST DETAILS</b> – Each cadet will be checked individually to ensure the cadet is following the correct procedure for addressing an NCO and an officer.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

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**GENERAL CADET KNOWLEDGE: 403.06 (cont)**

- c. entering an office by –
  - (1) standing at attention in the doorway,
  - (2) saluting, and
  - (3) entering only when told to do so.

**4. TEACHING POINTS:**

- a. History of saluting –
  - (1) civilian saluting;
  - (2) military saluting; and
  - (3) development of saluting.
- b. Procedure for addressing an NCO.
- c. **Procedure for Addressing an Officer.** After initial introduction is made, "Sir" or "Ma'am" may be used instead of repeating the officer's rank and surname.
- d. Procedure for entering an office or room wherein there is an officer.
- e. Other occasions to salute –
  - (1) national anthem or foreign anthem is being played; and
  - (2) ensign or national flag is being lowered or raised.

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EO AND TEACHING POINTS	TRAINING DETAILS	
<p><b>GENERAL CADET KNOWLEDGE: 403.07</b></p>	<p>5. <b>TIME</b> – Three 35-minute periods consisting of:</p>	
<p>1. <b>PERFORMANCE</b> – Observe all dress regulations as they pertain to the Royal Canadian Air Cadets.</p> <p>2. <b>CONDITIONS:</b></p> <p>a. Given –</p> <p>(1) a uniform;</p> <p>(2) a situation in which a high standard of dress is required; and</p> <p>(3) weekly inspections of uniforms.</p> <p>b. Denied – assistance.</p>	<p>6. <b>METHOD/APPROACH:</b></p> <p>a. Lecture;</p> <p>b. Demonstration; and</p> <p>c. Cadet participation.</p> <p>7. <b>SUBSTANTIATION</b> – The cadet must know how to care for the uniform if the cadet is to wear it properly and display a high standard of dress and deportment.</p>	
<p>3. <b>STANDARD</b> – The cadet will maintain a well-pressed uniform and a high standard of personnel dress and deportment at all times in accordance with references by:</p>	<p>8. <b>REFERENCES:</b></p> <p>a. CATO 55-04, Dress Regulations for Air Cadets; and</p> <p>b. Level One Handbook.</p>	
<p>a. observing dress regulations as they pertain to the Air Cadets;</p> <p>b. polishing the boots;</p> <p>c. pressing the trousers, shirt and tunic;</p> <p>d. sewing badges on the tunic in their proper positions; and</p> <p>e. correctly tying the tie.</p>	<p>9. <b>TRAINING AIDS:</b></p> <p>a. A Uniform;</p> <p>b. Badges;</p> <p>c. An Iron;</p> <p>d. Ironing board;</p> <p>e. Pressing cloth;</p> <p>f. Shoe polish; and</p> <p>g. Polishing cloth.</p>	<p>10. <b>LEARNING AIDS:</b></p> <p>a. A Uniform; and</p> <p>b. Handout.</p>
	<p>11. <b>TEST DETAILS:</b></p> <p>a. Each cadet will be checked independently on a weekly basis to ensure each cadet is wearing the uniform properly. Each cadet will be evaluated on a monthly basis with the evaluation form.</p> <p>b. All mistakes will be corrected at this time.</p> <p>c. Monthly uniform inspection results will be recorded on <b>the Annual Uniform Inspection Record</b>. The final mark will be calculated from this record.</p>	

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**GENERAL CADET KNOWLEDGE: 403.07 (cont)**

4. **TEACHING POINTS:**
- a. Occasions to wear the uniform.
  - b. Deportment.
  - c. Personal appearance –
    - (1) hairstyle;
      - (a) male, and
      - (b) female,
    - (2) make-up; and
    - (3) jewelry.
  - d. How to polish boots.
  - e. Dress shirt –
    - (1) no wrinkles; and
    - (2) creases in the sleeve start at the centre of the epaulette.
  - f. Blue T-shirt –
    - (1) no wrinkles; and
    - (2) creases in the sleeves start at the shoulder seam.
  - g. Trousers –
    - (1) no wrinkles; and
    - (2) creases must go all the way up the middle of the pant leg.

12. **REMARKS:**
- a. If time does not permit, extra classes may be added on the weekend to give cadets extra help.
  - b. When teaching positioning of badges, cover only those a first year may receive.
  - c. Stress the use of a pressing cloth.
  - d. **Demonstration of the Uniform.** One or more well turned-out senior cadets should be available to demonstrate the uniform, as worn. Several complete uniforms (including webbing) should be available so that new-entry cadets may all handle and have a good view of the various parts as they are discussed.

**CHAPTER 4: LESSON SPECIFICATIONS**

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**GENERAL CADET KNOWLEDGE: 403.07 (cont)**

- h. Pressing the tunic –
  - (1) no wrinkles; and
  - (2) no creases in the sleeve for tunic.
  
- j. Badges – Proficiency – Rank and Qualification –
  - (1) **Shoulder Flash.** 3/4-inch from top of the sleeve (both arms);
  - (2) **First Aid Badge.** 1/2-inch above proficiency badge or, centred 6-1/2 inches from the bottom of the left sleeve;
  - (3) **Proficiency Badge.** Bottom of badge, 3 inches from the bottom of the left sleeve;
  - (4) name tag centred over button and on the right breast pocket; and
  - (5) **Canadian Fitness Award.** Bottom of badge 3 inches from bottom of the right sleeve.

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EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.08	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Carry out the duties of a follower. 2. <b>CONDITIONS:</b>	6. <b>METHOD/APPROACH</b> – Lecture.	
a. Given – a situation where a cadet must follow orders; and b. Denied – assistance. 3. <b>STANDARD</b> – The cadet will:	7. <b>SUBSTANTIATION:</b> a. The cadet must know the duties of a follower in order to carry out the duties assigned by superiors. b. Knowing what is expected of the cadet will help develop pride and loyalty in the Air Cadet organization.	
a. describe the duties of a follower and explain how they relate to the Air Cadet organization; and b. carry out duties as assigned. 4. <b>TEACHING POINTS</b> – Duties of a follower:	8. <b>REFERENCES</b> – Level One Handbook.	
a. know the job; b. correctly apply knowledge; c. tell the truth;	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS</b> – NA.
d. act with honesty; e. admit mistakes; f. accept constructive criticism;	11. <b>TEST DETAILS</b> – Each cadet will be checked individually during the course to ensure the following of orders and the carrying out of duties as assigned.	
g. learn from mistakes; h. assume responsibility; j. take action on own; k. follow rules and orders;	12. <b>REMARKS:</b> a. Do not go into too much detail. b. Emphasize points 4, 11, 12, 13 and 14. c. Give examples of how they can accomplish these duties as first year cadets.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**GENERAL CADET KNOWLEDGE: 403.08 (cont)**

- m. support superiors;
- n. make an effort to co-operate with others and work as a member of a team;
- p. maintain a high standard of appearance and hygiene; and
- q. maintain good personal habits and manners.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>GENERAL CADET KNOWLEDGE:</b> 403.09	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Discuss Air Cadet training and the options available to cadets.	6. <b>METHOD/APPROACH</b> – Lecture/discussion.	
2. <b>CONDITIONS:</b> a. Given – a situation in which a cadet can demonstrate knowledge of the subject matter; and b. Denied – assistance.	7. <b>SUBSTANTIATION</b> – The cadets should know what training options are available so that they can plan their future in the organization.	
3. <b>STANDARD</b> – The cadet will discuss the air cadet programme by identifying: a. progression through the squadron programme as it applies to ranks; and b. eligibility for attendance at summer camps upon completion of training proficiency levels.	8. <b>REFERENCES</b> – Level One Handbook.	
4. <b>TEACHING POINTS:</b> a. Content of proficiency levels. b. Recommendation for rank upon completion. c. Eligibility for summer camps upon completion of training proficiency levels. d. Summer camp scholarships. e. Optional activities throughout the year.	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS</b> – Handout on camps and LHQ pre-requisites.
	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS:</b> a. Emphasis should be placed on the first two years, as they will be most pertinent. b. This class should be informative and fun. c. Other cadets who have been to camp can be used to describe their experiences.	

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b> <b>404</b>	A-CR-CCP-265/PC-001 <b>CITIZENSHIP</b> <b>PERFORMANCE</b> – Participate in community activities.
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**A. CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Discuss the duties and responsibilities of a citizen.	1
02	Pay respect to the national flag of Canada and sing the national anthem.	1
<b>TOTAL</b> 2		2

**B. MANDATORY SUPPORT TRAINING**

**CTS:** A-CR-CCP-265/PC-001

**STANDARDS** – The cadet will participate in squadron activities within the community, province, and country by assisting with a minimum of **two** squadron-supported community activities.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>CITIZENSHIP: 404.01</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Discuss the duties and responsibilities of a citizen.  2. <b>CONDITIONS:</b>  a. Given – a situation where knowledge of the subject matter would apply; and  b. Denied – assistance.	6. <b>METHOD/APPROACH:</b>  a. Lecture; and b. Discussion.	
3. <b>STANDARD</b> – The cadet will discuss the duties and responsibilities of a citizen in a democratic country, including the following:	7. <b>SUBSTANTIATION:</b>  a. Cadets should know what is expected of them as citizens of Canada;  b. A knowledge of citizenship will help cadets understand why they must participate in community activities.	
a. voting;	8. <b>REFERENCES</b> – Level One Handbook.	
b. becoming a candidate in either a federal or provincial election;	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS</b> – Participation in a community activity.
c. being a good neighbour;	11. <b>TEST DETAILS</b> – Each cadet shall participate in at least two community activities throughout the training year.	
d. as parents teaching children to distinguish between right and wrong;	12. <b>REMARKS:</b>  a. Have the cadets discuss things they can do as good citizens in their own community.  b. Topics listed should be used as a guide only.	
e. promoting unity of family and community through tolerance and understanding; and		
f. participating in community activities.		

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**CITIZENSHIP: 404.01 (cont)**

**4. TEACHING POINTS:**

- a. Definition of a citizen.
- b. Definition of a democracy.
- c. The Oath of Citizenship.
- d. What cadets can do in their community to be good citizens –
  - (1) participating in events such as Canada Day, Terry Fox Run, etc,
  - (2) being a volunteer at the hospital, etc; and
  - (3) showing tolerance for those who are less fortunate.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>CITIZENSHIP:</b> 404.02	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Pay respect to the national flag of Canada and sing the national anthem.  2. <b>CONDITIONS:</b> a. Given – a national flag of Canada; and b. Denied – assistance.	6. <b>METHOD/APPROACH</b> – Lecture.	
3. <b>STANDARD</b> – The cadet will pay respect to the national flag of Canada by: a. responding to questions on the history of the national flag; b. following the correct procedure for displaying the national flag; and c. singing the national anthem.	7. <b>SUBSTANTIATION</b> – Air cadets have a responsibility as citizens to pay due respect to the national flag of Canada. This history of the flags of Canada shows the development of the present flag and the significance of its colours today.	
4. <b>TEACHING POINTS:</b> a. History of the Canadian flags –	8. <b>REFERENCES</b> – Level One Handbook.	
(1) 15th century St George's Cross flown by John Cabot who reached North America in 1496;  (2) first flag to fly over settlements was the flag of Royal France;	9. <b>TRAINING AIDS:</b> a. Picture of Union Jack, flag of France and St George's Cross, b. Music of "O Canada".	10. <b>LEARNING AIDS</b> – Words to "O Canada".
(3) 1606 British flew Union Jack;  (4) Red Ensign; and	11. <b>TEST DETAILS</b> – Cadets should verbally respond to questioning on the history of the national flag. As well, for the duration of the course, they should be watched to ensure they demonstrate the correct attitude towards the flag through paying of compliments and proper displaying.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**CITIZENSHIP: 404.02 (cont)**

- (5) the National Flag (1965).
  - b. Displaying –
    - (1) treated with dignity and respect; and
    - (2) flag flown sunrise to sunset on government buildings, airports and military bases.
  - c. **Compliments.** Shall be saluted but not dipped, or lowered by way of salute or compliment.
  - d. "O Canada".

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b>	A-CR-CCP-265/PC-001
<b>405</b>	<b>PHYSICAL FITNESS</b>
	<b>PERFORMANCE</b> – Participate in one team sports activity at the squadron and the ACFP.

**A. CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Participate in a discussion on the cadet sports programme.	1
<b>TOTAL</b> 1		1

**B. MANDATORY SUPPORT TRAINING**

**CTS:** A-CR-CCP-265/PC-001

**STANDARDS** – The cadet will participate in the following:

- a. ACFP in accordance with specified references; and
- b. a minimum of **one** team in the training year.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>PHYSICAL FITNESS:</b> 405.01	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Participate in a discussion on the cadet sports programme.  2. <b>CONDITIONS:</b> a. Given – (1) appropriate personal equipment and clothing; and (2) equipment as required.  b. Denied – assistance.  3. <b>STANDARD</b> – The cadet will participate in a discussion on the cadet sports programme by discussing: a. the importance of fitness; b. the importance of stretching; and c. the standards for the cadet sports programme.	6. <b>METHOD/APPROACH</b> – Cadet participation/discussion.	
3. <b>STANDARD</b> – The cadet will participate in a discussion on the cadet sports programme by discussing: a. the importance of fitness; b. the importance of stretching; and c. the standards for the cadet sports programme.	7. <b>SUBSTANTIATION</b> – It is important for a cadet to participate in stretching exercises before sports events to reduce the risk of injury.	
4. <b>TEACHING POINTS:</b> a. Stretching techniques – (1) legs, (2) arms; (3) neck; and (4) torso.	8. <b>REFERENCES</b> – NA.	
	9. <b>TRAINING AIDS:</b> a. Demonstrations; and b. Charts.	10. <b>LEARNING:</b> a. Sports events; and b. Stretching exercises.
	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS</b> – Stress importance of stretching exercises.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**PHYSICAL FITNESS: 405.01 (cont)**

- b. The importance of consuming water before participating in sport events.
- c. Cool down.
- d. **Explain the Standard.** Cadet must participate in one sports event.
- e. Explain what ACFP is and when it will be conducted.

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b> A-CR-CCP-265/PC-001 <b>406</b> <b>LIFE SKILLS/SENSIBLE LIVING</b> <b>PERFORMANCE</b> – Pursue a healthy and safe lifestyle.
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**CTP TRAINING SESSIONS**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Pursue a healthy and safe lifestyle (guest lecturers).	3

CHAPTER 4: LESSON SPECIFICATIONS		
COURSE TITLE: LEVEL ONE	CTS NUMBER: A-CR-CCP-265/PC-001	
EO AND TEACHING POINTS	TRAINING DETAILS	
<b>SENSIBLE LIVING:</b> 406.01	5. <b>TIME</b> – Three 35-minute periods.	
1. <b>PERFORMANCE</b> – Pursue a healthy and safe lifestyle. 2. <b>CONDITIONS:</b> a. Given – a situation where cadets may apply knowledge; and b. Denied – assistance. 3. <b>STANDARD</b> – The cadet will pursue a healthy and safe lifestyle by: a. practising the principles of personal hygiene and nutrition; b. observing the rules and regulations of fire prevention; c. complying with cadet regulations on the use of drugs; d. discussing the provisions of the Young Protection Services; and e. identifying the dangers to health by the illicit or indiscriminate use of drugs and the effects of smoking. 4. <b>TEACHING POINTS:</b> a. Principles of personal hygiene and nutrition. b. Rules and regulations of fire prevention and fire safety. c. Cadet regulations on the use of drugs.	6. <b>METHOD/APPROACH</b> – Guest lecturers.	
	7. <b>SUBSTANTIATION</b> – It is important for cadets to know the principles of pursuing a healthy and safe lifestyle so that they can apply them.	
	8. <b>REFERENCES</b> – As provided by guest lecturers.	
	9. <b>TRAINING AIDS</b> – Guest lecturers.	10. <b>LEARNING:</b> a. Lecture; and b. Handouts.
	11. <b>TEST DETAILS</b> – No found test is administered.	
	12. <b>REMARKS:</b> a. These classes should be conducted by guest lecturers. b. If none are available, then the class should be conducted by an officer. c. The course is intended to be informational only, not moralistic. d. Cover rules and regulations only. Do not tell the cadets how to live their lives.	

4-81/4-82

**PO 407**

**(Not allocated)**

**PO 408**

**(Not allocated)**

**PO 409**

**(Not allocated)**

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b> A-CR-CCP-265/PC-001 <b>410</b> <b>EFFECTIVE SPEAKING</b> <b>PERFORMANCE</b> – Deliver a speech.
---

**CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Principles of effective speaking.	2
<b>TOTAL</b> 1		2

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<p><b>EFFECTIVE SPEAKING: 410.01</b></p>	<p>5. <b>TIME</b> – Two 35-minute periods (one 35-minute class teaching principles of effective speaking and one 35-minute class for cadets to present their one-minute speeches).</p>	
<p>1. <b>PERFORMANCE</b> – Deliver a speech.</p>	<p>6. <b>METHOD/APPROACH:</b></p>	
<p>2. <b>CONDITIONS:</b></p> <p>a. Given – a situation that requires a cadet to communicate; and</p> <p>b. Denied – assistance.</p>	<p>a. Lecturer/demonstration; and</p> <p>b. Presentation.</p>	
<p>3. <b>STANDARD</b> – Cadets will individually present a one-minute speech themselves discussing and ensuring effective communication with a good appearance, voice and attitude.</p>	<p>7. <b>SUBSTANTIATION</b> – Effective speaking skills develop a cadet's ability to communicate more effectively to individuals and groups. Effective communication will assist a cadet in daily interaction as well as in leadership and instructional roles.</p>	
<p>4. <b>TEACHING POINTS:</b></p> <p>a. Preparation of a speech –</p>	<p>8. <b>REFERENCES</b> – Level One Handbook.</p>	
<p>(1) decide what the main point is; and</p> <p>(2) think of an effective conclusion.</p>	<p>9. <b>TRAINING AIDS</b> – NA.</p>	<p>10. <b>LEARNING AIDS</b> – NA.</p>
<p>b. Personality –</p>	<p>11. <b>TEST DETAILS</b> – Cadet will be required to deliver a one-minute speech to the class.</p>	
<p>(1) attitude;</p> <p>(2) appearance; and</p> <p>(3) voice;</p>	<p>12. <b>REMARKS</b> – The emphasis of the class should be on how important it is to communicate well and what opportunities that provides.</p>	
<p>c. Presentation –</p>		
<p>(1) mannerisms; and</p> <p>(2) relax and act naturally.</p>		

4-91/4-92

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b>	A-CR-CCP-265/PC-001
<b>411</b>	<b>AIRCRAFT IDENTIFICATION</b> <b>PERFORMANCE</b> – Identify aircraft.

**CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Identify types of military and civilian aircraft.	1
02	Identify Canadian aircraft as military, civilian or cadet.	1
03	Identify world military aircraft.	1
	Testing.	1
<b>3</b>		<b>4</b>

**TOTAL**

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<p><b>AIRCRAFT IDENTIFICATION: 411.01</b></p>	<p>5. <b>TIME</b> – One 35-minute period.</p>	
<p>1. <b>PERFORMANCE</b> – Identify types of military and civilian aircraft.</p> <p>2. <b>CONDITIONS</b> – Given – pictures of aircraft.</p>	<p>6. <b>METHOD/APPROACH:</b></p> <p>a. Lecture; and</p> <p>b. Discussion.</p>	
<p>3. <b>STANDARD</b> – Given a picture of an aircraft a cadet shall identify the type and purpose of aircraft.</p> <p>4. <b>TEACHING POINTS:</b></p>	<p>7. <b>SUBSTANTIATION</b> – Many cadets enjoy identifying aircraft. This PO is designed to help foster that interest. For cadets not initially interested in aircraft identification this PO may spark an interest and/or broaden their knowledge.</p>	
<p>a. Bomber:</p> <p>(1) large; and</p> <p>(2) bomb bay.</p>	<p>8. <b>REFERENCES</b> – Level One Handbook.</p>	
<p>b. Fighter:</p> <p>(1) smaller;</p> <p>(2) fast; and</p> <p>(3) guns.</p>	<p>9. <b>TRAINING AIDS:</b></p> <p>a. Posters and diagrams;</p> <p>b. Aircraft models; and</p> <p>c. Books.</p>	<p>10. <b>LEARNING AIDS:</b></p> <p>a. Posters, diagrams;</p> <p>b. Aircraft models; and</p> <p>c. Books.</p>
<p>c. Passenger aircraft:</p> <p>(1) seating available; and</p> <p>(2) various levels of comfort/luxury.</p>	<p>11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to answer questions on the uses and functions of aircraft.</p>	
<p>d. Transport:</p> <p>(1) large; and</p> <p>(2) sometimes combined with personnel carrier.</p>	<p>12. <b>REMARKS</b> – It is realized that some aircraft serve more than one function and that helicopters serve many functions. Avoid too much detail.</p>	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRCRAFT IDENTIFICATION: 411.01 (cont)**

- e. Helicopter:
  - (1) shape; and
  - (2) rotary blades.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRCRAFT IDENTIFICATION:</b> 411.02	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify Canadian aircraft as military, civilian or cadet.	6. <b>METHOD/APPROACH</b> – Lecture.	
2. <b>CONDITIONS</b> – Given – pictures of applicable aircraft.	7. <b>SUBSTANTIATION</b> – Cadets can often identify foreign aircraft (C-15, Stealth) more readily. It is desirable that cadets be able to identify domestic aircraft as well as those from other countries.	
3. <b>STANDARD</b> – Given a picture of a Canadian aircraft, a cadet must be able to identify it as either Canadian military, civilian or cadet.		
4. <b>TEACHING POINTS:</b>	8. <b>REFERENCES</b> – Level One Handbook.	
a. Examples of Civilian Aircraft:		
(1) Cessna/Piper/Beechcraft;	9. <b>TRAINING AIDS:</b> a. Posters and diagrams; b. Books; and c. Any other source of aircraft pictures.	
(2) Others (single/twin);		
(3) Boeing (707, 727, 737, etc);	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to answer questions on the use (military, civilian or cadet) of aircraft discussed.	
(4) McDonnell Douglas (DC-10); and		
(5) Biplanes.		
b. Examples of Military Aircraft:		
(1) CF-18;		
(2) Buffalo;		
(3) Lancaster;		
(4) Neptune;		
(5) Aurora;		
(6) Argus;		

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRCRAFT IDENTIFICATION: 411.02 (cont)**

- (7) Hercules;
- (8) Tracker;
- (9) Voodoo; and
- (10) Starfighter.

c. Examples of Air Cadet Aircraft:

- (1) Schweizer 2-33 Glider;
- (2) Schweizer 2-22 Glider;
- (3) Cessna L-19 (two plane); and
- (4) Bellanca Scout (two plane).

- b. The lists provided are by no means all inclusive. It would be advisable for squadrons to instruct cadets in recognizing aircraft that are commonly used/seen in their own particular areas.
- c. Some aircraft are used by both civilian and military (ie, Boeing 707) or civilian and cadets (ie, Piper Cub).
- d. Differences in the two types of gliders mentioned should not be dealt with at this point.
- e. Canadian does not necessarily mean built/manufactured in Canada.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRCRAFT IDENTIFICATION:</b> 411.03	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify world military aircraft. 2. <b>CONDITIONS</b> – Given – pictures of applicable aircraft.	6. <b>METHOD/APPROACH</b> – Lecture.	
3. <b>STANDARD</b> – Given a picture of a prominent world aircraft a cadet will be able to identify its native country. 4. <b>TEACHING POINTS:</b>	7. <b>SUBSTANTIATION</b> – In order to broaden the cadets' knowledge of world aircraft they should be introduced to some well known and easily recognized international aircraft.	
a. Britain – Hawker Harrier. b. USSR – MIG 23 Flogger. c. USA – F-15, B-52, Stealth. d. Israel – Kfir.	8. <b>REFERENCES</b> – Level One Handbook.	
	9. <b>TRAINING AIDS:</b> a. Posters and diagrams; b. Books; and c. Any other source of aircraft pictures.	10. <b>LEARNING AIDS:</b> a. Posters, diagrams; b. Books; and c. Any other source of aircraft pictures.
	11. <b>TEST DETAILS</b> – Each cadet will be checked independently and will be required to answer questions on international aircraft.	
	12. <b>REMARKS</b> – It is not intended that the cadets have a detailed knowledge of international aircraft. The intention of this EO is to point out some of the more prominent (often military) aircraft in some countries. The list given is not intended to be restrictive in content. Testing should reflect these comments.	

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b> A-CR-CCP-265/PC-001 <b>412 AERONAUTICAL FACILITIES</b> <b>PERFORMANCE</b> – Identify the main components of an aeronautical facility.
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**CTP TRAINING**

**TOTAL**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Identify major components of an aerodrome.	1
02	Identify runways.	1
03	Identify crash/emergency response equipment.	1
04	Construct a model of an aerodrome and/or tour a local aerodrome.	3
4		6

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AERONAUTICAL FACILITIES: 412.01</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify major components of an aerodrome.  2. <b>CONDITIONS</b> – Given: a. diagrams; and b. models.  3. <b>STANDARD</b> – The cadet will identify, from memory, the layout of an aerodrome and the various components of an aerodrome.	6. <b>METHOD/APPROACH:</b>  a. Lecture; and b. Demonstration.	
4. <b>TEACHING POINTS:</b>  a. <b>Runway.</b> Identified by white lights.  b. Taxiway – (1) identified usually by letters; and (2) identified by blue lights.	7. <b>SUBSTANTIATION</b> – Cadets will often visit an aerodrome a number of times in their cadet careers. Cadets should be familiar with their surroundings as a point of interest and safety, when on such visits.	
c. Hangars – (1) storage of aircraft; (2) protection of aircraft; and (3) maintenance.	8. <b>REFERENCES:</b>  a. Level One Handbook; and b. From the Ground Up.	
d. <b>Ramp Areas.</b> Parking.	9. <b>TRAINING AIDS:</b>  a. Diagrams; and b. Models.	10. <b>LEARNING AIDS:</b>  a. Diagrams; b. Models; and c. Handbook exercise.
	11. <b>TEST DETAILS</b> – Cadets will be required to respond to questions on the various components of an aerodrome.	
	12. <b>REMARKS</b> – Formal examination is not required for this PO. Cadets will be evaluated on oral responses, workbook-type exercises in the handbook and will identify parts of an aerodrome in EO 412.04.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AERONAUTICAL FACILITIES: 412.01 (cont)**

- e. Control tower –
  - (1) air control;
  - (2) ground control; and
  - (3) rotating light on top (night, bad weather).
- f. Terminal buildings.
- g. Wind socks –
  - (1) speed (approximate); and
  - (2) direction.
- h. Flying schools.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AERODROME FACILITIES:</b> 412.02	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify runways. 2. <b>CONDITIONS</b> – Given: a. diagrams; and b. models. 3. <b>STANDARD</b> – The cadet will identify, from memory, parts of a runway. 4. <b>TEACHING POINTS:</b> a. Runway lights – (1) white; (2) red – end of runway; (3) green – threshold; and (4) blue – taxiway. b. Numbering – (1) magnetic; (2) rounded to nearest 10 degrees; and (3) number on end of runway.	6. <b>METHOD/APPROACH:</b> a. Lecture; and b. Demonstration.	
	7. <b>SUBSTANTIATION</b> – A cadet with a basic understanding of the runway and its markings will begin to understand other aspects of training as well. For example, each cadet will realize the importance of clear and precise communications when being assigned or requesting a runway.	
	8. <b>REFERENCES:</b> a. Level One Handbook; and b. From the Ground Up.	
	9. <b>TRAINING AIDS:</b> a. Charts; and b. Model.	10. <b>LEARNING AIDS:</b> a. Charts; b. Model; and c. Handbook exercise.
	11. <b>TEST DETAILS</b> – Cadets will be required to respond to questions about the runway and its markings.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AERODROME FACILITIES: 412.02 (cont)**

- c. Other markings –
  - (1) all-weather markings –
    - (a) centre line,
    - (b) threshold, and
    - (c) landing zone hatching; and
  - (2) danger area – white "x".
- d. Other lights –
  - (1) obstructions/danger – red; and
  - (2) wind sock.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AERONAUTICAL FACILITIES:</b> 412.03	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Identify crash/emergency response equipment.	6. <b>METHOD/APPROACH</b> – Lecture.	
2. <b>CONDITIONS</b> – Given: a. pictures; and b. diagrams.	7. <b>SUBSTANTIATION</b> – As part of a cadet's training in safety the cadet should be aware of the measures taken toward safety on the ground as well as in the air.	
3. <b>STANDARD</b> – The cadet will correctly identify the functions of crash response equipment at an aerodrome.	8. <b>REFERENCES</b> – Level One Handbook.	
4. <b>TEACHING POINTS:</b> a. Fire equipment – (1) vehicles; (2) breathing apparatus (personal), MSA, Scott Air, air packs; and (3) foam/water. b. Ambulance. c. Personnel – (1) training is ongoing; and (2) function in preventive capacity.	9. <b>TRAINING AIDS</b> – Pictures.	10. <b>LEARNING AIDS</b> – Pictures.
	11. <b>TEST DETAILS</b> – The cadet will be required to respond to questions on crash/emergency response equipment.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AERODROME FACILITIES:</b> 412.04	5. <b>TIME</b> – Three 35-minute periods. Additional time (possibly mandatory support hours) may be required if a tour of an aerodrome is conducted.	
1. <b>PERFORMANCE</b> – Construct a model of an aerodrome and/or tour a local aerodrome.  2. <b>CONDITIONS</b> – Given: a. building materials; b. items to approximate scale (ie, buildings, aircraft, lights, wind socks); c. assistance; and d. transportation (for tour).  3. <b>STANDARD</b> – Cadets will produce a model of an aerodrome and/or participate in a tour of an aerodrome.	6. <b>METHOD/APPROACH:</b>  a. Model – (1) Demonstration; and (2) Practical.  b. Tour – (1) Observation; and (2) Practical.	
4. <b>TEACHING POINTS</b> – The following should be included in the model:  a. runway (with markings, lights); b. taxiway; c. hangars; d. ramp areas; e. control tower (with beacon); f. terminal building; g. wind sock(s); and h. flying school (optional).	7. <b>SUBSTANTIATION</b> – The cadets should, with the information from previous EOs, be able to identify the components of an aerodrome while on tour or be able to build a model. By doing this (especially the tour) the cadets will have an enhanced understanding of how all the parts fit together.	
	8. <b>REFERENCES:</b>  a. Level One Handbook; and b. From the Ground Up.	
	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS:</b>  a. Building materials; b. Scale items; and c. Guided tour.
	11. <b>TEST DETAILS</b> – Cadets will be evaluated on their ability to complete the model and/or respond to questions during the tour.	
	12. <b>REMARKS</b> – The best option for EO is a tour of an aeronautical facility. When such a tour is not possible the construction of a model aerodrome is strongly advised. Some suggestions for such a model follow:  a. <b>Size.</b> Will depend on the facilities available at each unit. 3 600 cm <sup>2</sup> . (2 feet by 2 feet) minimum is recommended.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AERODROME FACILITIES:** 412.04 (cont)

- b. **Material for Base.** Soft 1/2-inch plywood.
- c. **Preparation.** Runways and taxiways should be painted on base in flat, dark grey paint.
- d. **Aerodrome Details.** The following apply:
  - (1) Buildings (hangars, terminal buildings, etc) made of cardboard, poster board, small boxes.
  - (2) **Wind Sock.** Cone of white paper (with orange stripes) taped or glued together with straight pin as a pole in the ground.
  - (3) **Lights.** Coloured (blue, red, white, etc) push pins.
  - (4) **Runway Numbers and Markings.** Use white chalk.

**PO 413**

**(Not allocated)**

**PO 414**

**(Not allocated)**

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b> <b>415</b>	A-CR-CCP-265/PC-001 <b>AIRFRAMES</b> <b>PERFORMANCE</b> – Identify the different aircraft designs and main parts of an aircraft structure.
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**CTP TRAINING SESSIONS**

EO	PERFORMANCE STATEMENTS	NUMBER OF PERIODS
01	Identify aircraft components.	1
02	Identify control surfaces.	1
03	Build model aircraft.	3
04	Explain basic airmanship practices. Testing.	1 1
<b>TOTAL</b> 4		7

4-115/4-116

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRFRAMES: 415.01</b>	5. <b>TIME</b> – Three 35-minute period.	
1. <b>PERFORMANCE</b> – Identify aircraft components.  2. <b>CONDITIONS</b> – Given: a. model of aircraft; and b. diagrams.  3. <b>STANDARD</b> – The cadet will identify components of an aircraft given a diagram, model or actual aircraft.	6. <b>METHOD/APPROACH</b> – Lecture.  7. <b>SUBSTANTIATION</b> – The parts of an aircraft are the building blocks of many of the other air-related subjects.	
4. <b>TEACHING POINTS:</b> a. Fuselage – (1) cargo; (2) passengers; and (3) cockpit.	8. <b>REFERENCES:</b> a. Level One Handbook; and b. From the Ground Up.	
b. Wings (also called mainplane or airfoil) – (1) leading edge; (2) trailing edge; (3) aileron; and (4) flap.	9. <b>TRAINING AIDS:</b> a. Model; and b. Diagrams.	10. <b>LEARNING AIDS:</b> a. Model; and b. Diagrams.
c. Landing gear – (1) main wheels; and (2) nose/tail wheels.	11. <b>TEST DETAILS</b> – Each cadet will be checked and will be required to respond to questions on aircraft components.	
	12. <b>REMARKS</b> – This EO will be evaluated by use of oral questions and completion of exercises in the handbook.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRFRAMES: 415.01 (cont)**

- d. Empennage (also called tailplane) –
  - (1) horizontal stabilizer and elevator; and
  - (2) vertical stabilizer and rudder.
  
- e. Engine nacelle –
  - (1) protects engine; and
  - (2) provides streamlining.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRFRAMES: 415.02</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Explain control surfaces. 2. <b>CONDITIONS</b> – Given: <ul style="list-style-type: none"> <li>a. model/picture; and</li> <li>b. diagram.</li> </ul>	6. <b>METHOD/APPROACH</b> – Lecture. 7. <b>SUBSTANTIATION</b> – The control surfaces and their associated movement will begin to set the stage for principles of flight, which the cadet will learn in the second level.	
3. <b>STANDARD</b> – The cadet will briefly explain from memory the function of the forming control surfaces of an aircraft: <ul style="list-style-type: none"> <li>a. ailerons;</li> <li>b. elevator; and</li> <li>c. rudder.</li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. Level One Handbook; and</li> <li>b. From the Ground Up.</li> </ul>	
4. <b>TEACHING POINTS:</b> <ul style="list-style-type: none"> <li>a. Ailerons –                             <ul style="list-style-type: none"> <li>(1) control column; and</li> <li>(2) produce roll.</li> </ul> </li> <li>b. Elevator –                             <ul style="list-style-type: none"> <li>(1) control column; and</li> <li>(2) produce pitch.</li> </ul> </li> <li>c. Rudder –                             <ul style="list-style-type: none"> <li>(1) rudder pedal; and</li> <li>(2) control yaw.</li> </ul> </li> </ul>	9. <b>TRAINING AIDS</b> – Model.	10. <b>LEARNING AIDS</b> – Model.
	11. <b>TEST DETAILS</b> – Each cadet will be checked and will be required to respond to questions on control surfaces.	
	12. <b>REMARKS</b> – It is not intended that the cadet be able to explain the forces that cause the control surfaces to work. It is only important, at this stage, that the cadet can link the control surface to the correct movement.	

4-119/4-120

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRFRAMES: 415.03</b>	5. <b>TIME</b> – Three 35-minute period.	
1. <b>PERFORMANCE</b> – Builds model aircraft.  2. <b>CONDITIONS</b> – Given – materials for construction of model (will vary depending on method/type of model).  3. <b>STANDARD</b> – Cadet will build (or assist in building) a model aircraft that will include the following parts:  a. fuselage;  b. wings, including ailerons; and  c. empennage, including rudder and elevator.	6. <b>METHOD/APPROACH</b> – Practical.	
	7. <b>SUBSTANTIATION</b> – Building a model will give the cadet a hands-on experience. Such experience will reinforce the information already learned and give a change in the type of instruction.	
	8. <b>REFERENCES:</b>  a. Level One Handbook; and  b. From the Ground Up.	
4. <b>TEACHING POINTS:</b>  a. The cadet should try to identify as many of the components as possible that have been learned in EOs 415.01 and 415.02.  b. Type of construction –  (1) truss; and  (2) monocoque.	9. <b>TRAINING AIDS:</b>  a. Model; and  b. Plan for model.	10. <b>LEARNING AIDS:</b>  a. Model; and  b. Plan for model.
	11. <b>TEST DETAILS</b> – The cadets will not be evaluated on their ability to produce a model aircraft but rather whether they can identify the parts verbally to the instructor.	
12. <b>REMARKS</b> – During the construction of the models the instructor should point out the difference in the type of construction methods listed. The models should be identified in terms of their type of construction method where possible.		

4-121/4-122

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRFRAMES: 415.04</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Explains basic airmanship practices. 2. <b>CONDITIONS</b> – Given: <ul style="list-style-type: none"> <li>a. references; and</li> <li>b. instruction.</li> </ul>	6. <b>METHOD/APPROACH</b> – Lecture. 7. <b>SUBSTANTIATION</b> – Airmanship is safety. Cadets should be made aware at an early stage that safety is a major factor when flying.	
3. <b>STANDARD</b> – The cadet will correctly explain basic airmanship practices by responding correctly to oral questions on the following: <ul style="list-style-type: none"> <li>a. cleanliness of airframes;</li> <li>b. preflight check;</li> <li>c. run-up; and</li> <li>d. maintenance records.</li> </ul>	8. <b>REFERENCES:</b> <ul style="list-style-type: none"> <li>a. Level One Handbook; and</li> <li>b. From the Ground Up.</li> </ul>	
4. <b>TEACHING POINTS:</b> <ul style="list-style-type: none"> <li>a. Definition of airmanship.</li> <li>b. Airmanship as it applies to airframes –                             <ul style="list-style-type: none"> <li>(1) cleanliness –                                     <ul style="list-style-type: none"> <li>(a) fuselage, and</li> <li>(b) windows;</li> </ul> </li> <li>(2) preflight check –                                     <ul style="list-style-type: none"> <li>(a) airworthiness, and</li> </ul> </li> </ul> </li> </ul>	9. <b>TRAINING AIDS</b> – OHP.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – The cadets will be checked independently on the information in this EO.	
	12. <b>REMARKS</b> – In this EO the cadet should only be made aware that the various procedures are carried out. The steps and details of each procedure are not recommended at this time. It should be stressed that airmanship is largely a matter of safety.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRFRAMES: 415.04 (cont)**

- (b) damage;
- (3) run-up –
  - (a) check engine,
  - (b) check instruments, and
  - (c) check controls (flight and other); and
- (4) maintenance records, etc –
  - (a) all maintenance and adjustment/alteration performed,
  - (b) problems with aircraft (snags), and
  - (c) additions of fuel and oil.

**PO 416**

**(Not allocated)**

**PO 417**

**(Not allocated)**

**PO 418**  
**(Not allocated)**

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b>	A-CR-CCP-266/PC-001
<b>419</b>	<b>AIRCREW SURVIVAL</b>
	<b>PERFORMANCE</b> – Participate in aircrew survival.

**A. CTP TRAINING SESSIONS**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Care for personal equipment.	1
02	*Start a fire for cooking and survival purposes.	1
03	Describe action that should be taken when lost in the wilderness.	1
04	Describe the seven enemies of survival.	1
05	*Observe established camp routine.	1
<b>TOTAL</b>		<b>5</b>

**B. MANDATORY SUPPORT TRAINING**

1. The cadet must participate in a minimum of one weekend survival brush exercise.

**NOTE**

Some of the training previously listed may be instructed during mandatory support time on the survival exercise.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRCREW SURVIVAL: 419.01</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Care for personal equipment. 2. <b>CONDITIONS:</b> a. Given – (1) environmental situation; (2) appropriate personal equipment and clothing; (3) rations; and (4) required medical safety procedures. b. Denied.	6. <b>METHOD/APPROACH:</b> a. Lecture; and b. Demonstration.	
3. <b>STANDARD</b> – The cadet will care for personal equipment by:	7. <b>SUBSTANTIATION</b> – Care instructions provide the cadet with information on proper wilderness survival.	
a. keeping clothing dry and secure; and b. observing safety precautions when using knives.	8. <b>REFERENCES:</b> a. Level One Handbook; and b. B-GA-217-001/PT-001, Down But Not Out.	
4. <b>TEACHING POINTS:</b> a. Care instructions for clothing – (1) keep dry and in good repair; (2) never leave unattended by fire; (3) keep socks and mitts dry at all times; and (4) clothing may be stored in sleeping bag to keep dry at all times.	9. <b>TRAINING AIDS:</b> a. Knife and carrying case; and b. Items of clothing.	10. <b>LEARNING AIDS</b> – Weekend exercise.
	11. <b>TEST DETAILS</b> – Cadets will be checked individually on weekend exercises to ensure they are caring for their equipment.	
	12. <b>REMARKS</b> – Knives used should be pocket knives. No sheath knives or fixed blade should be used.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRCREW SURVIVAL: 419.01 (cont)**

- b. Safety precautions for knives –
  - (1) check for sharpness;
  - (2) check for tightness of handle;
  - (3) keep clean; and
  - (4) never throw.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

<b>EO AND TEACHING POINTS</b>	<b>TRAINING DETAILS</b>	
<b>AIRCREW SURVIVAL: 419.02</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Start a fire for cooking and survival purposes. 2. <b>CONDITIONS:</b> a. Given – (1) environmental situation; (2) appropriate personal equipment and clothing; (3) rations; and (4) required medical and safety procedures. b. Denied.	6. <b>METHOD/APPROACH:</b> a. Lecture; b. Demonstration; and c. Student participation.	
3. <b>STANDARD</b> – The cadet will start a fire by: a. observing all safety procedures pertaining to lighting and tending a fire; and b. utilizing kindling correctly to build a fire.	7. <b>SUBSTANTIATION</b> – The cadet should know various methods of starting a fire in case the cadet is asked to perform that duty.	
4. <b>TEACHING POINTS:</b> a. Fire safety – (1) attend a fire at all times; (2) do not start a fire when a strong wind is blowing; (3) never build a large fire; the best for cooking is small and hot; (4) never start your fire near a tree or under its overhanging branches; and	8. <b>REFERENCES:</b> a. Level One Handbook; and b. B-GA-217-001/PT-001, Down But Not Out.	
	9. <b>TRAINING AIDS</b> – Kindling for fires.	10. <b>LEARNING AIDS</b> – Weekend exercise.
	11. <b>TEST DETAILS</b> – Cadets will be checked independently during a weekend exercise to ensure they are starting a fire correctly and safely.	
	12. <b>REMARKS:</b> a. Practical/student participation will be conducted during mandatory training. b. It is not necessary to get each cadet to start a fire; cadets can do so as groups (ie, gathering kindling, preparing fire area, starting the fire, looking for fire wood, etc).	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRCREW SURVIVAL: 419.02 (cont)**

(5) always have water near in case of emergency.

b. Starting a fire –

(1) matches/lighter;

(2) flint and steel;

(3) battery;

(4) pyrotechnics; and

(5) magnifying glass.

c. Wood –

(1) kindling – feather sticks; and

(2) types of woods that burn better.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRCREW SURVIVAL: 419.03</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Describe those actions that should be taken when lost in the wilderness.	6. <b>METHOD/APPROACH</b> – Lecture.	
2. <b>CONDITIONS</b> – Given: a. environmental situation; b. appropriate personal clothing and equipment; c. rations; and d. required medical and safety procedures.	7. <b>SUBSTANTIATION</b> – It is imperative that all cadets know what action to take when lost. The following steps to take when lost can save lives.	
3. <b>STANDARD</b> – The cadet will describe the following actions that should be taken if lost in the wilderness: a. <b>Stop.</b> Stopping to think may avoid the errors of hasty decisions. b. <b>Think.</b> Thinking about the immediate and future danger of self (ie, weather, terrain). c. <b>Observe.</b> Looking around you will help you find possible solutions to your problems. d. <b>Plan.</b> After thinking and observing all aspects of your emergency, plan a course of action that will best utilize your limited energy.	8. <b>REFERENCES</b> – Level One Handbook.	
4. <b>TEACHING POINTS</b> – Stop: a. stop; b. think; c. observe; and d. plan.	9. <b>TRAINING AIDS:</b> a. Diagrams; b. Handouts; and c. Classroom simulations.	10. <b>LEARNING AIDS</b> – Classroom simulations.
	11. <b>TEST DETAILS</b> – Each cadet will be required to answer questions, either verbally and/or on a written test, on the subject matter.	
	12. <b>REMARKS</b> – A classroom simulation might provide a lot of participation on the subject.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRCREW SURVIVAL: 419.04</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Describe the seven enemies of survival. 2. <b>CONDITIONS</b> – Given: a. environmental situation; b. appropriate personal equipment and clothing; c. rations; and d. required medical and safety procedures.	6. <b>METHOD/APPROACH</b> – Lecture.  7. <b>SUBSTANTIATION</b> – It is important to know the seven enemies of survival so that a cadet will know how to effectively utilize time if lost.	
3. <b>STANDARD</b> – The cadet will: a. identify the seven enemies of survival; b. describe how they affect human behaviour; and c. discuss ways of overcoming them.	8. <b>REFERENCES:</b> a. Level One Handbook; and b. B-GA-217-001/PT-001, Down But Not Out.	
4. <b>TEACHING POINTS</b> – The seven enemies of survival include the following: a. <b>Pain.</b> Nature's way of making you pay attention to something that is wrong with you. It can be combatted by keeping busy. b. <b>Cold.</b> Lowers ability to think and to get warm again. This too can be combatted by keeping busy. c. <b>Thirst.</b> Can dull your mind and ability to think. Do not deprive yourself of water. d. <b>Hunger.</b> Can affect a person's ability to think rationally. Do not deprive yourself of food.	9. <b>TRAINING AIDS</b> – NA.	10. <b>LEARNING AIDS</b> – Handouts.
	11. <b>TEST DETAILS</b> – Each cadet will be required to answer questions, either verbally and/or on a written test, on the subject matter.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRCREW SURVIVAL: 419.04 (cont)**

- e. **Fatigue.** Can make you careless and adopt a feeling of just not caring. Try to recognize the dangers of the situation and summon strength to carry on.
  
- f. **Boredom.**
  
- g. **Loneliness.** This is often the toughest to overcome because it is not expected. It can be combatted by keeping busy.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>AIRCREW SURVIVAL: 419.05</b>	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Observe established camp routine. 2. <b>CONDITIONS</b> – Given: <ul style="list-style-type: none"> <li>a. environmental situation;</li> <li>b. personal equipment and clothing; and</li> <li>c. camp routine orders.</li> </ul>	6. <b>METHOD/APPROACH:</b> <ul style="list-style-type: none"> <li>a. Lecture; and</li> <li>b. Discussion.</li> </ul>	
3. <b>STANDARD</b> – The cadet will observe established camp routine by: <ul style="list-style-type: none"> <li>a. adhering to all safety regulations in regard to fire, handling of equipment and wildlife; and</li> <li>b. identifying areas of the camp such as Command, MIR, tent areas, fire pits, latrines, POL point, water point, FUP, wet and dry garbage areas.</li> </ul>	7. <b>SUBSTANTIATION</b> – Each function of the camp has a designated area to ensure an efficient and safe operation.	
4. <b>TEACHING POINTS:</b> <ul style="list-style-type: none"> <li>a. Fire regulation at camp site.</li> <li>b. Action when encountering dangerous wildlife.</li> <li>c. Storage of equipment.</li> <li>d. Camp layout –                             <ul style="list-style-type: none"> <li>(1) Command;</li> <li>(2) MIR;</li> <li>(3) tent areas;</li> <li>(4) fire pits;</li> </ul> </li> </ul>	8. <b>REFERENCES</b> – Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Layout of camp map.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – Cadets must observe proper use of camp areas.	
	12. <b>REMARKS</b> – NA.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**AIRCREW SURVIVAL: 419.05 (cont)**

- (5) latrines;
- (6) POL point;
- (7) water point;
- (8) FUP; and
- (9) wet and dry garbage areas.
- e. Importance of correctly observing areas of the bivouac.
- f. "Pack it in, pack it out" – National Parks Rule.

**PO 420**  
**(Not allocated)**

**CHAPTER 4: LESSON SPECIFICATIONS**  
**COURSE TITLE: LEVEL ONE**

**PO**  
**TRAINING SUMMARY**

<b>CTS:</b> A-CR-CCP-265/PC-001 <b>419</b> <b>RANGE/SHOOTING</b> <b>PERFORMANCE</b> – Shoot the air rifle.
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**A. CTP TRAINING**

<b>EO</b>	<b>PERFORMANCE STATEMENTS</b>	<b>NUMBER OF PERIODS</b>
01	Observe safety procedures.	1
02	Assemble and disassemble the air rifle.	1
03	Care for and maintain the air rifle.	2
04	Observe range commands and procedures.	1
05	Unload and load rifle.	1
<b>TOTAL</b> 5		6

**B. MANDATORY SUPPORT TRAINING**

1. Practice range time should be arranged during mandatory support training time.

**NOTE**

This PO will be modified as soon as the final approved documentation for the Air Rifle becomes available. All squadrons should complete this PO. However, if squadrons cannot obtain access to range facilities or air rifles, students can carry out a dry fire familiarization shoot under the supervision of an RSO. Upon completion of the exercise they can be awarded a pass for the PO.

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>RANGE:</b> 421.01	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Observe safety procedures. 2. <b>CONDITIONS:</b> a. Given – (1) a air rifle; (2) when on a range; and (3) when handling firearms. b. Denied – assistance.	6. <b>METHOD/APPROACH:</b>  a. Lecture; and b. Demonstration.	
	7. <b>SUBSTANTIATION</b> – Cadets must never adopt a casual attitude towards firearm safety. <b>Careless handling costs lives.</b>	
	8. <b>REFERENCES:</b>  a. Level One Handbook; and b. Range Safety Orders.	
3. <b>STANDARD</b> – Cadets will observe all safety procedures when handling firearms by:  a. not indiscriminately pointing the rifle; b. doing a safety check whenever they receive or pick up a rifle; and c. only touching the rifle when told to do so by their instructor.	9. <b>TRAINING AIDS</b> – Range Safety Orders.	10. <b>LEARNING AIDS</b> – NA.
	11. <b>TEST DETAILS</b> – If cadets do not follow safety procedures and range orders when handling the rifle, they will not be permitted to participate in a shooting exercise and will automatically fail the PO.	
4. <b>TEACHING POINTS:</b>  a. What is a safety check?  b. Possible repercussions of not handling the rifle safely.	12. <b>REMARKS</b> – This lesson is <b>very</b> important. Emphasize all safety precautions and maintain strict class control.	

4-147/4-148

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>RANGE:</b> 421.02	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Assemble and disassemble the air rifle. 2. <b>CONDITIONS:</b> a. Given – an air rifle; and b. Denied – assistance. 3. <b>STANDARD</b> – The cadet must correctly assemble and disassemble the air rifle within two minutes.	6. <b>METHOD/APPROACH:</b> a. Demonstration; and b. Performance.	
4. <b>TEACHING POINTS:</b> a. Correct order of parts to disassemble. b. Inspection of parts. c. Correct order of assembly. d. Verification of the action.	7. <b>SUBSTANTIATION</b> – Cadets are responsible for maintaining the air rifle. To clean the rifle thoroughly it must be stripped and reassembled.	
	8. <b>REFERENCES</b> – Level One Handbook.	
	9. <b>TRAINING AIDS</b> – Air rifle.	10. <b>LEARNING AIDS</b> – Air rifle.
	11. <b>TEST DETAILS</b> – Cadets must be able to assemble and disassemble the rifle unassisted.	
	12. <b>REMARKS</b> – Parts of the air rifle are delicate and old and should be handled with care.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>RANGE:</b> 421.03	5. <b>TIME</b> – Two 35-minute periods.	
1. <b>PERFORMANCE</b> – Care for and maintain the air rifle. 2. <b>CONDITIONS:</b> a. Given – (1) Air rifle; and (2) cleaning kit. b. Denied – assistance.	6. <b>METHOD/APPROACH:</b> a. Demonstration; b. Performance; and c. Practice.	
3. <b>STANDARD</b> – The cadet must clean the rifle.	7. <b>SUBSTANTIATION</b> – A clean rifle is a safe one. As well, a clean rifle is more accurate.	
4. <b>TEACHING POINTS:</b>	8. <b>REFERENCES</b> – Level One Handbook.	
a. Explain cleaning kit – (1) brushes; (2) flannelettes; (3) pull through; and (4) oil.	9. <b>TRAINING AIDS:</b> a. Brushes; b. Flannelettes; c. Pull rod; d. Oil; and e. Air rifle.	10. <b>LEARNING AIDS:</b> a. Brushes; b. Flannelettes; c. Pull rod; d. Oil; and e. Air rifle.
b. How to handle the rifle so that it is not bumped. c. Cleaning the wooden stocks. d. Types of cleaning.	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS</b> – Teach cadets how to clean air rifle in the first class. Then allow cadets to practise with an unassembled rifle in the second class.	

4-151/4-152

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>RANGE:</b> 421.04	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Observe range commands and procedures.	6. <b>METHOD/APPROACH</b> – Demonstration/lecture.	
2. <b>CONDITIONS:</b> a. Given – (1) Air rifle; and (2) range. b. Denied – assistance.	7. <b>SUBSTANTIATION</b> – These commands are <b>essential</b> to function on the range safely.	
3. <b>STANDARD</b> – The cadet must observe the following range commands and procedures: a. "TAKE POST"; b. "LOAD"; c. "IN YOUR OWN TIME FIRE"; d. "CEASE FIRE"; e. "GO ON"; f. "UNLOAD"; and g. "STAND CLEAR".	8. <b>REFERENCES</b> – Level One Handbook.	
4. <b>TEACHING POINTS:</b> a. No talking/running on range. b. Obey all orders. c. Never point a rifle at anyone.	9. <b>TRAINING AIDS</b> – Air rifle.	10. <b>LEARNING AIDS</b> – Air rifle.
	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS:</b> a. This lesson is a <b>very</b> important one in terms of everyone's safety. b. Always assume a rifle is loaded.	

4-153/4-154

A-CR-CCP-266/PH-001

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

EO AND TEACHING POINTS	TRAINING DETAILS	
<b>RANGE:</b> 421.05	5. <b>TIME</b> – One 35-minute period.	
1. <b>PERFORMANCE</b> – Unload and load rifle. 2. <b>CONDITIONS:</b>	6. <b>METHOD/APPROACH</b> – Demonstration/performance.	
a. Given – (1) a range; (2) a air rifle; and (3) commands to load and unload.	7. <b>SUBSTANTIATION</b> – Proper procedures must be followed when loading and unloading a rifle to ensure safety.	
b. Denied – assistance.	8. <b>REFERENCES</b> – Level One Handbook.	
3. <b>STANDARD</b> – The cadet will: a. Load the air rifle by – (1) waiting for the command to load; (2) pushing forward the safety catch and opening the breech; (3) inserting the round with the thumb; (4) closing the breech; and (5) replacing the safety catch.	9. <b>TRAINING AIDS</b> – Air rifle.	10. <b>LEARNING AIDS</b> – Air rifle.
b. Unload the air rifle by – (1) waiting for the command "UNLOAD"; (2) opening the breech; (3) clearing the rifle by opening and closing the breech quickly backward and forward; and	11. <b>TEST DETAILS</b> – NA.	
	12. <b>REMARKS:</b> a. Cadets must never load before the command is given. b. Cadets must be wearing ear protection for shooting.	

**CHAPTER 4: LESSON SPECIFICATIONS**

**COURSE TITLE: LEVEL ONE**

**CTS NUMBER: A-CR-CCP-265/PC-001**

**RANGE:** 421.05 (cont)

(4) pressing the trigger and applying the safety catch.

**4. TEACHING POINTS:**

- a. Cadets must be in the prone position when loading and unloading.
- b. The rifle must always be pointed down range.