

# NCOS CLASS HANDOUT

## HOW TO BECOME A DRILL MASTER

### Tips on what to know in AFR 50-14 and answers to some common questions

SO You're INTERESTED IN BECOMING A MASTER OF DRILL?

Many years ago we used to be called Drill Masters - CAP members that are masters of the art and skills of Drill and Ceremonies. A more recent term is DPG: Drill Pad Guy (or Gal). The title doesn't matter. What matters is that you are a subject matter expert on Drill and Ceremonies, which we use as a tool to help develop leadership in the CAP Cadet Program. You can use this expertise to train others at your squadron, group, and wing. What we're training is more than just drill - it's the leadership that goes along with it - hand in glove.

The process is simple. Study AFR 50-14. Don't read it - study it. Go through step by step and make sure you know and understand what it's saying. Don't stop there - drill is not something you do by yourself.

Take every opportunity to drill, whether as leader or part of a flight. Ask questions ANY TIME you hear something you didn't know or think is wrong. Get you answers from cadet leaders or seniors who have drill experience, but never depend on anyone's idea of how a movement is supposed to work. There is only one reference for drill - AFR 50-14. Go by what's in there even if others think you're wrong (I'll cover a couple of places the regulation IS wrong later). Finally, get a broader perspective - attend Group and Wing activities that advance your drill knowledge. Go to BCS, NCOS, DCS, and Encampment. Find a Drill Master and get them to mentor you.

Drill is a skill, not just a book. You could do everything in the paragraph above and still not have mastered the subject. You first must KNOW it, but equally important is you must DO it. You have to be able to perform on the drill pad, both within and in command of a flight or squadron. The only way to master this skill is to practice, practice, practice, and get feedback from Drill Masters.

I put together this handout because I care about the conduct of Drill and Ceremonies in California Wing and Civil Air Patrol. Drill and Ceremonies helps us develop great leaders - it's a very important part of the process. If you ever have any questions about Drill and Ceremonies or Jodies, please feel free to ask me. You can reach me at:

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I hope you can make good use of the enclosed information.

Grace E. Edinboro, Lt. Col., CAP

**NCOS**  
**CLASS HANDOUT**  
**TEACHING DRILL MOVEMENTS**

(REFERENCE: AFR 50-14, paragraph 1-6b)

1. State the name of the movement to be executed and its purpose in practical use to the drill unit.
2. Demonstrate the movement to the formation, using the proper cadence and commands.
3. Explain and demonstrate the movement in detail.
4. Ask questions on the movement, then demonstrate the movement again when further clarification is needed.
5. Have the formation perform the movement, and make on the spot corrections.
6. Critique the performance of the movement, and review important areas before moving on to the next exercise.

**DRILL MOVEMENTS**

This is a list of almost all the possible drill movements you can perform in the Civil Air Patrol. Use this list to broaden your knowledge, to make your training and drill more interesting, and as a base for a drill training program. The movements are generally categorized starting with simpler commands and moving to more complex commands, and from stationary to marching.

- |   |   |
|---|---|
| 1. Fall In                              | 35. Left Step March                                     |
| 2. Attention                            | 36. Right Step March                                    |
| 3. Parade Rest                          | 37. Half Step March                                     |
| 4. At Ease                              | 38. Mark Time March                                     |
| 5. Rest                                 | 39. Column Left March                                   |
| 6. Fall Out                             | 40. Column Right March                                  |
| 7. Present Arms                         | 41. Change Step March                                   |
| 8. Order Arms                           | 42. Close March (Marching)                              |
| 9. Hand Salute                          | 43. Extend March (Marching)                             |
| 10. Left Face                           | 44. Column Half Left March                              |
| 11. Right Face                          | 45. Column Half Right March                             |
| 12. About Face                          | 46. Eyes Right (Marching)                               |
| 13. Half Left Face                      | 47. Eyes Left (Marching)                                |
| 14. Half Right Face                     | 48. Column Left March (From a Halt)                     |
| 15. Dress Right Dress                   | 49. Column Right March (From a Halt)                    |
| 16. Dress Left Dress                    | 50. Column Half Left March (From a Halt)                |
| 17. At Close Interval Dress Right Dress | 51. Column Half Right March (From a Halt)               |
| 18. At Close Interval Dress Left Dress  | 52. Left Flank March (From a Halt)                      |
| 19. Ready Front                         | 53. Right Flank March (From a Halt)                     |
| 20. Cover                               | 54. Counter March                                       |
| 21. Eyes Right (From a Halt, In Line)   | 55. Double Time March                                   |
| 22. Eyes Left (From a Halt, In Line)    | 56. Incline to the Left                                 |
| 23. Count Off (In Line)                 | 57. Incline to the Right                                |
| 24. Count Off (In Column)               | 58. Quick Time March                                    |
| 25. Open Ranks March                    | 59. At Ease March (and Attention)                       |
| 26. Close Ranks March                   | 60. Route Step March (and Attention)                    |
| 27. Close March (From a Halt)           | 61. Column of Files from the Left, Forward, March       |
| 28. Extend March (From a Halt)          | 62. Column of Files from the Right, Forward, March      |
| 29. Forward March                       | 63. Column of Files from the Left, Column Left, March   |
| 30. Halt                                | 64. Column of Files from the Right, Column Right, March |
| 31. To the Rear March                   | 65. Column of Twos from the Left, March                 |
| 32. Left Flank March                    | 66. Column of Twos from the Right, March                |
| 33. Right Flank March                   | 67. Column of Twos to the Left, March                   |
| 34. Count Cadence Count                 | 68. Column of Twos to the Left, March                   |

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## USE OF A DEMONSTRATOR IN TRAINING

1. Whenever possible, use a demonstrator. It allows you to teach the movement and pay attention to your trainees.
2. Rehearse the entire demonstration sequence beforehand. Looking professional makes you look good, and time isn't wasted.
3. Give your demonstrator commands. Don't expect him to read your mind. Giving commands also helps your trainees know exactly how to react when you give the command to them.
4. Have your demonstrator do the movement at a regular cadence, then step by step.
5. Point out what details your trainees should notice in the demonstration. Cover all the important aspects of the movement (you outlined them in the research phase of the planning process).
6. Make sure everyone can see the demonstrator (i.e. 1st Element kneel, 2nd Element take one right step, etc.). Everyone must be able to see.
7. Have your demonstrator present for the demonstration only. He will be a distraction to the flight if he remains in front with you.

### Example

*To the Flight:* "We are going to learn the movement Parade, REST. This is the strictest of all of the rest positions in that you can not move or look around. It is more comfortable that the position of Attention because your feet are spread apart. The command is 'Parade, REST'. The preparatory command is PARADE, the command of execution is REST. Here is what it looks like:"

*To the demonstrator:* "**Demonstrator, Post**" - He faces the Flight at Attention  
"**Parade, REST**", "**Demonstrator, ATTENTION**", "**About, FACE**", "**Parade, REST**"

*To the Flight:* "This is what the execution of the command Parade Rest should look like. Now we'll look at it in detail. My demonstrator is at the position of Attention. At the Command of Execution he will move his left foot 12 inches to the left of his right foot, and at the same time clasp his hands behind him.

*To the demonstrator:* "**Parade, REST**"

*To the Flight:* "Notice the distance between his heels is 12 inches. He still maintains a 22 1/2 degree angle with each foot. His knees are not locked, and weight rests equally on both feet. His arms are fully extended, with the left hand clasping the right hand. Fingers are extended and joined. Arms hang naturally, not up in the small of the back. He stands erect, chest out, shoulders back, stomach in."

*To the demonstrator:* "**Demonstrator, ATTENTION**", "**About, FACE**", "**Parade, REST**"

*To the Flight:* "Notice he doesn't move or look around. His eyes are caged and he stares parallel to the ground. He is silent and immobile. What questions do you have on this movement and demonstration?" Instructor should use the demonstrator as a training aid in answering questions.

*To the demonstrator:* "**Demonstrator, ATTENTION**", "**DISMISSED**"

Continue with the last two steps of the 6-step Drill Instruction Method.

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## THE EXTENDED RECTANGULAR FORMATION

The Extended Rectangular Formation is used when conducting conditioning exercises and physical training for a flight. The flight is the level at which the commands are given; i.e. A squadron has each of its flights form an extended rectangular formation, the squadron does not form this formation except in mass.

The commands to form an extended rectangular formation are given and explained below. The movements are initiated from the In Line formation. The reference is US Army Field Manual (FM) 21-20.

### **FLT SGT: Extend to the left, MARCH**

At this command, cadets in the right flank file stand fast with their arms extended to the sides at shoulder level. If the flight has a guide, he is the right flank file. All other cadets turn to the left and double-time forward. After taking a sufficient number of steps, all cadets face the front; each has both arms extended to the sides at shoulder level. The distance between fingertips is about 12 inches, and dress is right.

NOTE: All cadets extend BOTH arms; even those cadets at the flanks of the formation.

### **FLT SGT: Arms Downward, MOVE**

At this command, the cadets lower their arms smartly to their sides.

### **FLT SGT: Left, FACE**

Cadets execute the left face movement.

### **FLT SGT: Extend to the Left, MARCH**

At this command, soldiers in the right flank file (1st Element) stand fast with their arms extended to the sides. All other cadets turn to the left and double-time forward. Spacing In the name as above, and dress in right.

### **FLT SGT: Arms Downward, MOVE**

Cadets lower their arms smartly to their sides.

### **FLT SGT: Right, FACE**

Cadets execute the right face movement.

### **FLT SGT: From Front to Rear, COUNT, OFF**

At this command, the leading cadet in each file (at the same time) turns his or her head to the right rear, calls off, 'ONE,' and faces the front. Successive cadets in each file call off in turn, 'TWO,' 'THREE,' 'FOUR,' and no on. The result In that each element counts off together.

### **FLT SGT: Even Numbers to the Left, UNCOVER**

At this command, all even-numbered cadets Jump to the left, squarely in the center of the interval, bringing their feet together. The unit is now ready for stretching and warm-up exercises.

### **FLT SGT: Assemble to the Right, MARCH**

At this command, all cadets double-time to their original positions in the line formation. Note: Cadets must remember to move forward as well as to the right.

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## CONDUCTING PHYSICAL TRAINING AT THE FLIGHT LEVEL

1. Have your flight fall in and obtain an extended rectangular formation, and put them at ease.

Commands: **“FALL IN”** (If they have not already done so); **“Extend to the Left, MARCH”**; **“Arms Downward, MOVE”**; **“Left, FACE”**; **“Extend to the Left, MARCH”**; **“Arms Downward, MOVE”**; **“Right, FACE”**; **“From Front to Rear, COUNT OFF”**; **“Even Numbers to the Left, UNCOVER”**; **“AT EASE”**.

2. Conduct warm-up exercises. At a minimum, run in place for 30-60 seconds, rotate neck, arms/shoulders, hips, knees, and ankles. Conduct abdominal stretch, chest stretch, overhead arm pull, thigh & hamstring stretch.
3. Give directions for PT. You don't have to memorize anything word for word, but give out the information needed and act naturally.

### Example

**NCO: “The first exercise we're going to do is the Side Straddle Hop” .**

Flight comes to Attention

**FLIGHT: ‘The Side Straddle Hop’**

Flight resumes At Ease.

**NCO: “This is a four count exercise done at a moderate cadence. I will count the cadence, you will count the repetition. We will do \_\_\_ repetitions of this exercise. Are there any questions?”**

**NCO: “Flight, ATTENTION”**

**NCO: “Start Position, MOVE”**

**NCO: “In Cadence, EXERCISE”**

**NCO: “One, Two, Three”**

**FLIGHT: ‘ONE’**

**NCO: “One, Two, Three”**

**FLIGHT: ‘Two’**

And so on...

On the last repetition, the NCO will raise the inflection of their voice:

**NCO: “ONE, TWO, THREE”**

**FLIGHT: ‘HALT’**

Everyone halts at the Start Position. NCO comes to the Position of Attention

**NCO: “Position of Attention, MOVE”**

**NCO: “AT EASE”**

4. Once the cadets are familiar with the exercises, it is not necessary to explain each one.

### Example

**NCO: “The first (or next) exercise we are going to do is the Push Up”.**

**FLIGHT: ‘The Push Up’.**

**NCO: “We will do \_\_\_ repetitions of this exercise. Are there any questions?”**

**NCO: “Flight, ATTENTION”**

**NCO: “Start Position, MOVE”**

**NCO: “In Cadence, EXERCISE”**

5. Make sure you give the correct commands (i.e. it's Start Position, not Starting Position, and In Cadence, Exercise, not Ready, Begin, etc.)
6. Repeat the stretching after you have finished conducting exercises. If you are going to run, stretch thoroughly before and afterwards.

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## ROAD GUARD PROCEDURES

The key to Road Guard Procedures is SAFETY and COMMON SENSE.

As a flight commander, the safety of all the members of your flight is your responsibility. You use Road Guards to warn motorists that your unit is crossing an intersection.

You are responsible for your Road Guards as well as for the rest of your flight. NEVER send a cadet into an intersection before you or someone else has ensured that it is safe. You must enter the intersection first, and leave it only after your Road Guards do. Another staff member or a senior member can perform this function - to clear the intersection before the Road Guards enter it, and to ensure the Road Guards safely depart the intersection. The sequence of events is:

- 1. You enter the intersection and stop any traffic**
- 2. Call Road Guards Out**
- 3. Have your flight march through the intersection**
- 4. Call Road Guards In (Or, in a busy intersection, direct them to rejoin the flight - no command is necessary)**
- 5. You depart the intersection**

NOTE: You don't need to halt the flight before entering the intersection as long as you've cleared the intersection and your Road Guards are posted prior to the flight marching through.

Road Guards with little experience won't know where to go. As they enter the intersection, direct them. Point toward the proper position, and make sure they do the right thing. You need to post a cadet in front of each direction of traffic the flight will cross. Insure they are out of the flow of cross traffic.

Make your Road Guards stand centered in front of the direction of traffic if there's more than one lane, or use more than one Road Guard, with each placed in front of a lane. More than one per direction of traffic is only necessary when crossing major intersections. If these intersections have a light, cross with the green light.

Make sure your Road Guard does not stand in the middle of the traffic lane. Examine the diagrams on the next page to get a firm idea of where they should be positioned in each situation. Insure they are not in danger of being hit by a car travelling parallel to your direction of march.

If you can, march on a sidewalk, bike lane, etc., off the main road.

If you have a large formation (Squadron or Group) , post several cadets in Road Guard Vests marching at least 50 feet in front of and behind the formation. This increases your visibility to approaching cars. The cadets in front have to know the route, or have a staff member march with them.

This is also a good idea when double timing with any size formation. When double timing, there simply isn't time for Road Guards to run in and out. Having two (or three) up front and two (or three) to the rear increases the visibility of your formation, especially in dark conditions, and allows the front Road Guards to post themselves as they arrive at the intersection, without a command. The rear Road Guards then automatically run up to relieve the front Road Guards, and they run back to their post in front of the formation to be ready for the next intersection. To be effective, they have to run a good 25 to 50 feet in front of the formation, and 25 feet behind. The Road Guards should be your best runners, and be capable of thinking for themselves about when and where to go. It is also extremely useful if you choose a route without too many intersections.

It is not necessary to post Road Guard in front of driveways unless you see cars moving (i.e. in a parking lot) that might try to exit the driveway as you are passing by.

When you are crossing two sides of the intersection, you will need more than two Road Guards. You should have a backup pair that will cover this situation, and know where to go. It is best in this complicated situation to stop the flight before entering the intersection, but be wary of causing dangerous situations with other flights and impatient motorists. At very busy intersections, don't try to have each flight manage itself. Post Road Guards (even seniors or cadet staff) and hustle all the flights through the intersection as quickly as possible.

The bottom line is: HAVE YOUR ROAD GUARDS POSTED AND BLOCKING TRAFFIC BEFORE YOUR FLIGHT ENTERS THE INTERSECTION. NEVER SEND ROAD GUARDS RUNNING INTO AN INTERSECTION IF YOU OR SOMEONE ELSE HASN'T CLEARED IT FIRST. AND NEVER LET YOUR FLIGHT ENTER AN INTERSECTION BEFORE YOUR ROAD GUARDS ARE POSTED, EVEN IF YOU HAVE TO STOP THE FLIGHT. THINK AND PLAN AHEAD, AND REMEMBER SAFETY.

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## RULES OF THE GUIDE

REFERENCE: AFR 50-14, paragraphs 4-2, 4-3, 5-14, plus general items from the rest of the Regulation.

This is not a comprehensive guideline for the movements executed by the Guide, but explains proper procedure in some commonly misunderstood areas.

**THE MOST IMPORTANT RULE OF THE GUIDE: THE GUIDE SETS THE DIRECTION AND CADENCE OF MARCH. IT IS THE RESPONSIBILITY OF THE LAST ELEMENT LEADER TO FOLLOW THE GUIDE, NOT TO STEER HIM. THE GUIDE IS ALWAYS RIGHT.**

### **FALL IN**

The Guide assumes a position approximately three paces away from the Flight Leader, so that the flight will be centered on the leader. The Guide estimates the distance. He does NOT need to pace it off.

### **PARADE REST**

In the Parade Rest position, the arm holding the guidon is thrust forward, not to the side.

### **FACING Movements**

When the flight is practicing facing movements, the drill instructor tells the guide to remain stationary. Otherwise, the guide changes position using a face in marching (see paragraph 3-18, AFR 50-14) AFTER the facing movement has been executed.

### **COUNT OFF**

The Guide does not count off either In Line or In Column.

### **DRESS RIGHT DRESS**

The Guide raises his left arm at the Command of Execution. The flight dresses off the GUIDE.

### **FACE IN MARCHING**

In changing from In Column to In Line or vice versa, the guide faces in marching. He does NOT make two facing movements. Be familiar with this movement (para. 3-18), which is described INCORRECTLY in AFR 50-14 dated 3 Jan 92. Step off in either direction with the left foot.

### **COLUMNS OF FILES**

- a. After the Preparatory Command, the Guide moves to a position in front of the file that will march first. He steps off at the Command of Execution.
- b. If the file is to do a column left or column right, the Guide executes a 90 degree pivot, then pivots 45 degrees to his original position in front of the last Element Leader.

### **MARCHING**

The last Element Leader can quietly indicate if the Guide is straying off course by telling him to move right, left, slow down, or speed up. Remember the most important rule of the Guide (above). If your Guide can't normally march in a straight line, he/she should be replaced.

### **COLUMN MOVEMENTS**

- a. The Guide executes the movement at the Command of Execution.
  1. Column Right: 90 degree pivot to the right
  2. Column Left: 45 degree pivot to the left
- b. He then pivots 45 degrees to take up his original position in front of the last element.

### **PT FORMATION**

In the Extended Rectangular formation, the Guide moves to the right on the command "Extend to the Left March" (the Element Leaders act as the base file.)

### **COUNTER MARCH**

The Guide does the same movement as the 4th Element Leader, taking 2 fewer (and smaller) steps (since he's already in front of the Element Leader.)

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## DRILL MASTER WHAT YOU NEED TO KNOW - A STUDY OUTLINE

### Vocabulary/Writing System

- Symbols
- Drill Terms

### Drill Instruction

- 6 Step Teaching Method
- By the Numbers
- Types of Commands
- General Rules for Commands
- Characteristics of the Command Voice
- Mass Commands

### Individual Drill

- Attention
- Rests
- Facing Movements (all 5)
- Saluting
- Eyes Right/Left (Halted or Marching) and Ready Front
- Forward March and Halt
- Double Timing
- Mark Time
- Half Step
- Side Step
- Change Step
- To the Rear March
- Flanks (Halted or Marching)
- Marching other than at Attention

### Drill of the Flight

- Sizing the Flight
- Forming the Flight
- Aligning the Flight (Left/Right and In Line/Inverted Line, normal and close interval, and in column)
- \*Open/Close Ranks
- Individuals Leaving Ranks
- Count Off (In Line/In Column)
- Close/Extend March (Halted or Marching)
- Column Movements (Halted or Marching, Left/Right, Half, and at Close Interval)
- Forming a Single File and Reforming
- Forming a Column of Twos and Reforming
- Counter March

### Rules of the Guide and Manual of the Guidon

### Drill of the Squadron

- Forming the Squadron
- Inspecting the Squadron
- Squadron in Mass

# NCOS CLASS HANDOUT

## SUPPLEMENTARY INFORMATION TO AFR 50-14

This section contains my opinions on what's important, points out the parts of commands many cadets often don't know, and covers some errors in AFR 50-14 you need to know about. It is not designed to be an all-inclusive explanation of each movement, only a supplement to be used with the AFR 50-14. Paragraphs cited are from AFR 50-14.

1-4. Symbols. Know them. Use them when you teach drill.

1-5. Drill Terms. You should know them all. Some you won't use much. The critical ones are:

Alignment	Dress	Formation	Inverted Column	Quick Time
Cadence	Element	Guide	Inverted Line	Rank
Cover	File	In Column	Mark Time	Slow Time
Distance	Flank	In Line	Pace	Step
Double Time	Flight	Interval	Post	Unit

1-6. Drill Instruction.

a. Know the 6-step method. Be able to name all the steps. Get comfortable teaching drill movements using this method.

b. By the Numbers. Used as a way to teach multiple step movements. Know the commands - By the Numbers, Without the Numbers. When using By the Numbers, cadets DO NOT shout out numbers! It's simply a method for going one step at a time. You give the command (i.e. By the Numbers, About, FACE) and the first count is executed as normal at the command of execution. THEN you command Ready, TWO and the second count is executed.

2-1. Types of Commands. Know them - and be able to give examples. We commonly list them as Two Part Commands, Combined Commands, Supplementary Commands, Informational Commands. Sometimes the Preparatory Command and Command of Execution are added to this list.

2-2. General Rules for Commands. Give commands at Attention and march in step with your flight. Face the flight when giving commands - this means when marching In Line you should march backwards facing the flight. Don't cheat and move off to the side unless you're checking alignment. Hint: don't march the flight In Line very far! There's no such thing as AS I WAS. Use AS YOU WERE if you catch yourself before the Command of Execution. Train your flight to execute an incorrect command to the best of their ability. If you don't catch yourself in giving an incorrect command, the flight does not say As You Were, Sir or anything else. They execute the command to the best of their ability. You must know for every marching command which foot the command is given on. The common error is giving Forward, March (after Half Step) on either foot - it's given only on the Left Foot.

2-3. Characteristics of the Command Voice. Know them: Loudness, Projection, Distinctness, Inflection, and Snap. Practice them to the best of your ability.

2-4. Cadence. In commands of two or more words, place the point of emphasis on the last word. For example, in Right Flank, MARCH, give the command Flank as the right foot hits the ground. This is done wrong A LOT with the commands for flanks, columns, To the Rear - come to think of it, ALL two part commands. Cadets commonly place the point of emphasis on the first word, which messes up the cadence of the command.

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2-5. Counting Cadence. The bottom line is Don't COUNT CADENCE IF YOUR FLIGHT ISN'T OUT OF STEP. Weak drill commanders use counting cadence to fill up time. There are many corrections or bits of information you could be commenting on if you weren't counting cadence - learn to focus on corrections. If you have to call cadence, know the military way (para. 2-5) but feel free to use jody type cadences as well. In the command Count Cadence, COUNT, the rule discussed in Paragraph 2-4 on Cadences applies. The Preparatory Command is Count Cadence, with the emphasis on Cadence as your left foot strikes the ground. It is commonly and incorrectly given evenly as Count-Cadence-Count.

2-6. Mass Commands. Use them. They can be fun. They are a first step in teaching airmen how to give drill commands, a part of their leadership process.

3-2. Attention. No comments.

3-3. Rest Positions. Be able to list the four positions. Note that feet are placed 12 inches apart, not shoulder width. In the position of At Ease, there is no stated position for the hands and arms - it is supposed to be a relaxed position. It is acceptable to teach that if you're not doing anything else with your hands you should keep them at a relaxed position of Parade Rest, but you shouldn't teach cadets to place their hands in the small of their back with elbows bent. Leaders do this to differentiate the command from Parade Rest, and that is not authorized or necessary. If you want to put your hands in the small of your back in the position of At Ease, join the Army. Note that cadets sometimes add requirements that aren't in the regulation. For example, we often teach cadets to fall out by executing About Face or some other local method. There is technically no required movement at the command Fall Out. Para 3-3a(4) specifies no specific method of dispersal is required.

3-4. Facing Movements. In About Face, cadets often teach that you should shift your weight to your right foot at the end of count one (try it By the Numbers). This is incorrect: weight is stated to be on the ball of the right foot AND the heel of the left foot.

3-5, 3-6, 3-7. Saluting. Notice we don't bring our right hand "up the gig line" anymore. It's the same movement, but they changed the words in 1992. There is a lot of confusion over who salutes who - we make it harder than it is. Juniors salute senior officers (saluting is NOT necessary for officers of the same rank). It doesn't matter if you're standing with somebody else unless you're in formation. Read the following carefully:

A outranks B, who outranks C. If B & C are standing together and A walks up, both B & C salute, and A returns it. If A & B are standing together and C walks up, C salutes and A & B return it. If A & C are standing together and B walks up, break it down slowly (it often happens simultaneously): C salutes B and holds it, B salutes A and holds it, A returns the salute, B drops his salute, then C drops his salute. Simple, huh?

3-8. Eyes Right/Left. There are three ways you need to know how this works (other than Eyes Left, which is pretty rare). In Line: the Guide Presents Guidon. The cadets on the right flank (know your drill terms!) face forward, everybody else turns their head. That means the 1st Element Leader turns his head! In Column (marching), the right flank (last Element) faces forward (Guide executes Present Guidon). The Flight Commander, marching at his post in front of the 1st Element Leader, salutes and turns his head. Finally, as explained in paragraph 7-15d, There's a different Eyes Right In Line during a Parade Ceremony. ALL personnel turn their head 45 degrees, follow the reviewing officer with their head & eyes, and remain at Attention facing forward after the Reviewing Officer has passed them.

NOTE: Know what you're reading - in paragraph 7-15d you'll find the sentence "Guidon Bearers do not present guidon, but execute eyes right." This is discussing Squadron Guidon Bearers, not Flight Guides, and also refers to a Squadron or Group in Mass Formation. This isn't how we do it at California Wing Encampments.

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3-9. Steps and Marching. Be able to list the commands that begin with the right foot.

3-10. Forward March and Halt. Forward, March is given on the Left foot while marching (from Half Step, Mark Time, etc.). Cadets commonly think it may be given on the Right foot.

3-11. Double Time. Know the command Quick Time, March (sometimes cadets use Forward, March by mistake).

3-12. Mark Time. The most common error is the height of the foot being raised off the ground. It comes up 4 inches, measured from the ground to the balls of the feet. It is not "boot top high."

3-14. Side Step. 12 inches, not shoulder width apart! Make sure you give the command Flight, Halt when the feet are together.

3-15. Change Step. No comments except the cadence of the command (see para. 2-4).

3-16. To the Rear March. No comments except the cadence of the command (see para. 2-4).

3-17. Flanks. No comments except the cadence of the command (see para. 2-4).

3-18. Face in Marching. THIS IS ONE OF THE ERRORS IN AFR 50-14! I verified this by calling the Basic Military Training School's Standardization Division at Lackland AFB, TX. In line 4, delete (left). A Face in Marching is always executed by stepping off in the direction of march with your Left foot. Know how (and when to do this).

3-19. Marching Other than at Attention. Know the difference between At Ease March and Route Step March, and use them accordingly. To get out of these maneuvers, you must call the flight to Attention. This sounds stupid, but it's how it works. You give the command Flight, ATTENTION while they're marching along, then count cadence until everyone's in step.

4-1. Sizing the Flight. In Column, the tallest cadets are to the front and right. The Guide stands fast while sizing the flight. Element Leaders should be sized among themselves, so the shortest is 1st Element Leader.

4-2. Rules for the Guide: The most important rule of the Guide is "The Guide sets the direction and cadence of march." It is the responsibility of the last Element Leader to follow the Guide, not to steer him. The Guide is always right. It helps when you are practicing facing movements to direct the Guide to stand fast - it wastes a lot of time having them go back and forth. You need to ensure your Guide is facing in marching correctly. Many are taught wrong, and it's done wrong more often than right. The Guide is considered the right flank of the 1st Element. He puts his arm up at Dress Right Dress and the Element Leader dresses off him. He does not count during Count Off, however. There are several commands where the Guide has to do something prior to the command of execution (Present Arms, Column of Files, Facing Movements). Your Guide must be quick and know what he's doing. The Guide never changes position within the flight while marching unless the command Guide Left or Guide Right is given.

4-3. Forming the Flight. The Guide (or 1st Element Leader if no Guide) takes a position so that the flight will be formed three paces from and centered on the Flight Sgt/Cdr. DO NOT have your Guide stand next to the Flight Sergeant, put up his arm, measure off three paces, face left, and go forward a couple steps to get into position. You've all seen this. The Guide simply estimates where he needs to be to center the flight three paces from the Flt Sgt.

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NOTE: When your flight is formed at close interval, you are only allowed to do commands listed in paragraph 4-3d. This doesn't include Parade Rest or Rest, but does include Attention and At Ease. I think it's an error, but it's unverified, so take it literally.

4-4. Aligning the Flight. Know how to do Dress Left Dress. In Column, you give the command COVER. This is the easiest command in the world. If you give it after Flight, Halt before you put the flight In Line, it is a VERY simple way to fix your alignment without spending two minutes doing it. Just command Flight, HALT. COVER. Left, FACE.

4-5. Open Ranks, March. Note that the explanation is only for a flight with four Elements. If your flight has fewer Elements, the last Element does what the book says for 4th Element (stand fast and go to Dress Right, Dress). The Element in front of them takes one step forward, etc. This isn't an error, it's just poorly written.

4-7. Individuals to Leave Ranks. Note the cadet takes a step backward (left foot first!) with coordinated armswing, halts. Faces right or left (this is NOT a face in marching!) and reports to the Commander.

4-8. Count Off. My favorite command, only because nobody seems to know or understand it! This is DIFFERENT from the "From Front to Rear, COUNT OFF" we do during the PT Formation. It is done In Line or In Column, and they aren't alike. In Line, the files (drill term) are counting off together, In Column, the ranks count off together. In Line you turn your head at the Command of Execution and keep it turned until it's your turn to count. In Column you turn your head as you're counting, in one movement. It's a great command for a squared away flight.

4-10. Close/Extend March. No comments except the cadence of the command (see para. 7 above).

4-11. Columns. No comments except the cadence of the command (see para. 7 above).

4-13. Forming a Single File and Reforming. There are many details in the description. Make sure you know them all. You must explain how the pivot is done (face in marching), what the Guide does (to include positioning himself in front of the lead element at the Preparatory Command), Element Leader head turning. P.S. Nobody says "last man." We rarely reform into a column of fours. It's difficult, but the instructions are pretty clear. You're truly a Drill Master if you can execute this!

4-15. Forming a Column of Twos and Reforming. No comments.

4-16. Counter March. THIS IS ONE OF THE ERRORS IN AFR 50-14! It's difficult enough without incorrect instructions! The explanation of the movement halted transposes the number of steps each Element Leader takes prior to the pivot. The correct number is 1st Element: 5 2nd Element: 3 3rd Element: 2 4th Element: 4. The Guide takes 2 steps then pivots, and is immediately followed by the 4th Element Leader. You can do this movement with fewer than 4 Elements - just knock off 1st Element if you only have three. In other words, 1st Element would take 3 steps, 2nd Element would take 2 steps, and 3rd Element would take 4 steps.

5-2. Commands for Squadron Drill. Practice drilling a Squadron - it's much more fun than drilling a flight. When marching a Squadron, the lead flight executes all commands on the Squadron Commander's Command of Execution. The other flights march up to the pivot point and give their own commands. Practice giving supplementary commands - it takes some practice to get it down.

5-3. Forming the Squadron in Line. Note the specific language used by the chain of command when reporting. Don't change the words - use the ones in the book. When rendering the report, the individual turns his head and looks at the cadet he's reporting to.

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5-4. Aligning the Squadron. No comments.

5-5. Inspecting the Squadron. Go back to Inspection of the Flight and make sure you know how to do that (para. 4-5).

5-12. The Guidon. Know the difference between a Guide and a Guidon Bearer.

5-13. Order Guidon. The "V" they're talking about is often misinterpreted. It's between your thumb and index finger (the rest of your fingers are extended and joined - which means they're straight and no spaces between them). Don't stick your elbow out to the side - it's behind the staff.

5-14. Carry Guidon. They cover several positions in this paragraph. In Parade Rest, make sure the guidon is thrust to the front, not the side of the body (some cadets hold it out almost at a 45 degree angle). At double time, note how the guidon is carried (see Figure 5-11). Some cadets hold it so the flag is over their right shoulder - this is wrong!

Sorry - I'm not even going to try to discuss ceremonies in this publication. Master all of the above along with the information in AFR 50-14 and you will be in the top 1% of CAP cadets when it comes to drill.