

**NC-941, THS/WHS AFJROTC COURSE SYLLABUS AY 20/21**

**BLENDED CURRICULUM:**

**AEROSPACE SCIENCE (AS) 100, 200, 220, 300**

**SURVIVAL**

**LEADERSHIP EDUCATION (LE) 100, 200, 300 AND 400,**

**HEALTH & WELLNESS**

**Instructors:** Maj Troy Alexander, Senior Aerospace Science Instructor

CMSgt James Wood, Aerospace Science Instructor

**Welcome to AFJROTC, UNIT NC-941 (Trinity/Wheatmore High School) AY 20/21.** You are in for an exciting year learning Aerospace Science, Cultural Awareness, Community Service and Space. Additionally, you'll learn to lead and follow through Leadership Education, Drill and Ceremony, and various team building exercises. You'll have opportunities to practice public speaking and military briefings by sharing daily/weekly activities with peers. You will also get the opportunity to improve your health and fitness through various Physical Training.

**INSTRUCTIONAL GOALS**

1. The **mission** of AFJROTC is to develop citizens of character dedicated to serving their nation and community.
2. The **goals** are to instill values of citizenship, give service to the United States, develop personal responsibility, and instill a sense of accomplishments in high school students.
3. The **objectives** are to educate and train high school cadets in citizenship; promote community service; instill responsibility, character, and self-discipline; and provide instruction in air and space fundamentals.
4. **Additional Print Resources:** AFJROTC Cadet Guide and several books and periodicals available in the AFJROTC classroom.
5. **Online Resources:** Textbooks are available through AFJROTC Homepage.

This syllabus will provide an outlook of items that you will have the opportunity to take part in for Fall Semester AY 19/20.

**Grading Scale:** 90-100 (A)  
80-89 (B)  
70-79 (C)  
60-69 (D)  
≤59 (F)

**REQUIRED MATERIALS:** 1-inch-3-ring binder, Pencil or Pens and all cadet Guides, syllabi, forms provided by instructors. Cadet Guide should be in binder and studied throughout the course (on your own) as material provided that may or may not be covered during class that cadets will be required to know (Cadet Honor Code, Creed, ranks, uniform wear, etc...)

**GRADED CATEGORIES:** Semester Totals: Quarter 1 –37.5%, Quarter 2 – 37.5%, EOC TEST 25%

**WEIGHTED GRADE CATEGORIES:** **Participation** (Uniform Wear and AFJROTC Community Service/Co-Curricular) – **25%**, **Major Assessments** – **25%**, **Project 20%**, **Quizzes** – **10%**, **Classwork** – **10%** and **Minor Assessments** – **10%**

Participation: Uniform Wear:

- **A** -- Wore Uniform (correctly and neatly according to AFJROTC Standards) Every Week
- **B** -- Missed only one Uniform Wear and wore correctly according AFJROTC Standards
- **C** – Missed only 2 Weeks
- **F** – Missed 3 or more weeks (cadet can be removed from program at Instructors Discretion)

Participation: Community Service/Co-Curricular

- **A** – Participation in at least **four** Community Service and/or Co-Curricular Events throughout Semester
- **B** – Participation in **three** Community Service and/or Co-Curricular Events throughout Semester
- **C** -- Participation in **two** Community Service and/or Co-Curricular Events throughout Semester
- **D** -- Participation in **one** Community Service and/or Co-Curricular Events throughout Semester
- **F** -- Participation in **zero** Community Service and/or Co-Curricular Events throughout Semester

Gradable Materials for AFJROTC: Assignments provided concerning, **class material** discussed in class, textbook or handouts provided by instructor(s) to include quizzes, test and/or projects. **Participation Grades** consist of Grooming/Uniform Wear according to Cadet Guide, AFI 36-2001 and 36-2903, Class Participation, Standards and Conduct (In and Out of AFJROTC Class) and leading/performing drill with class.

**Grading:** The Aerospace Science (AS) portion of the course counts 40% of the AFJROTC grade and will be graded by the SASI. The Leadership Education (LE) portion counts 40% and will be graded by the ASI. 20% Wellness.

\*If a cadet **can't or doesn't want to participate** in Health and Wellness portion of the class, the cadet **can be removed** from the course! Health issues with a cadet from being able to participate in Health and Wellness need to be addressed to the instructor.

**UNIFORM WEAR:** Cadets are **required to wear their cadet uniform** on their designated Uniform Day. Failure to wear the uniform **the entire school day** (unless in a class in which it could be damaged...i.e. welding, PE, Horticulture, etc.) will result in a uniform grade of zero...cadets will be able to receive partial credit if uniform is worn next school day. Continued failure to wear the cadet uniform **will result in course failure and possible removal from the AFJROTC program**. Excused absences will be documented as an excused grade for that uniform wear, but cadet must wear next day returning to class or will receive no credit.

**Uniform Issue:** Protecting government and school property is each cadet's responsibility. All AFJROTC uniform items and books are loaned to students by the United States Air Force. These items remain the property of the Air Force and must be accounted for at all times. At the time cadets are issued the cadet uniform, physical training uniform, and equipment items, cadets and parent/guardian will be required to sign a uniform receipt. Each item then becomes the cadet's personal responsibility. Parent/Guardian will be required to pay for the uniform items (**approximately \$350.00 total**) if the uniform or any uniform item is lost, or willfully or negligently destroyed. One complete uniform with all accessories and insignia will be issued to each cadet at no charge. It is important to understand that all issued items must be properly turned in when a cadet leaves AFJROTC or at the end of the school year.

**REMEMBER: THE UNIFORM MUST BE PROFESSIONALLY CLEANED, ON HANGERS, UNDER PLASTIC, WITH CLEANER'S TAGS, AND TURNED IN ON TIME TO AVOID CLEANING AND/OR LATE FEES (\$2.00 per day). A cleaning fee will be charged if ANY item is returned unclean (\$50 for Entire Uniform). Uniforms not returned cleaned or cleaning fees paid will accrued message sent to School Administration which could lead to not being able to graduate until fees paid or uniform returned (dry-cleaned).**

**Curriculum:** The following Courses will be part of AFJROTC Curriculum. AFJROTC is a Blended curriculum that allows cadets to learn Aerospace Science and Leadership education throughout their High School tenure. **Cadets will study subject matter based on what semester a Cadet is currently in (1/2, 3/4, 5/6 or 7/8).**

**ALL COURSES SHOWN BELOW MAY BE OFFERED IN THE PROGRAM...THE COURSES DELIVERED WILL VARY FROM YEAR TO YEAR TO AVOID CADET'S REPEATING THE SAME LESSONS.**

# AEROSPACE SCIENCE

## AS-100 / Aerospace Science – Milestone in Aviation History

**Course ID:** AS 1/2  
**Credit Hours:** 1  
**Course Teaching Schedule:** M-F

**Instructor:** Major Alexander

**Required Text:** AS-100 / Aerospace Science – Milestones in Aviation History

**Required Materials:** To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**Aerospace Science 100: Milestone in Aviation History** This is the recommended first AS course for all new cadets. It is an aviation history course focusing on the development of flight throughout the centuries. It starts with ancient civilizations and flight, then progresses through time to future developments in aerospace, with an introduction into cyber technologies. The intent of this textbook is to bring alive the significant discoveries in flight a reality. This book tells the story of why we are so proud of our Air Force heritage — laying the foundation for future Air Force JROTC aerospace science courses. Throughout the course 21st century learning is adopted with readings, video clips, hands-on learner centered activities, and chapter project-based learning opportunities.

### **Course Objectives and Goals:**

#### **Aerospace Science 100: Milestone in Aviation History**

1. Describe historical facts and impacts of the early attempts of heavier-than-air flight.
2. Analyze the impact World War I aviation had on commercial aviation.
3. Examine the role aerial bombing had on the outcome of World War II.
4. Investigate the impact commercial jet aviation has had on US travel.
5. Analyze the lessons learned from global use of US airpower. 6. Evaluate developing technology that will affect the US Air Force of the future.

### **Lessons:**

#### **Aerospace Science – Milestones in Aviation History (AS100)**

Chapter 1: Exploring Flight 1

Lesson 1: Ancient Flight

Lesson 2: The Early Days of Flight

Lesson 3: The Wright Brothers Take Off

Lesson 4: Pioneers of Flight

Chapter 2: Developing Flight

Lesson 1: Airpower in World War I

Lesson 2: Expanding the Horizon from Barnstormers to Mainstream

Lesson 3: Early Developments in Commercial Flight

Chapter 3: Evolution of the Early Air Force

Lesson 1: The Army Air Corps

Lesson 2: Airpower in World War II

Lesson 3: Significant Aircraft of World War II

Chapter 4: Commercial and General Aviation Take Off

Lesson 1: The Development of Federal Regulations and Aviation

Lesson 2: The Propeller Era in Commercial Flight

Lesson 3: General Aviation Takes Flight

Lesson 4: The Jet Era in Commercial Flight

Chapter 5: The US Air Force is Born

Lesson 1: The Army Air Forces Become the US Air Force

Lesson 2: Military Aircraft Development After World War II

Lesson 3: The Role of Airpower from the Korean War to the Vietnam War

Lesson 4: Other US Air Force Military Operations That Supported National Objectives

Chapter 6: The Modern Air Force

Lesson 1: The Development of Rotary Wing Aircraft

Lesson 2: The Significance of Stealth Aircraft

Lesson 3: The Air Force of the Future

- There will be a quiz after each lesson to demonstrate knowledge of material.
- Project – Pick an aspect(s) of flight and discuss significances, challenges, dangers, using Poster board, Trifold, PowerPoint Slides or any other Presentation Media available
- EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter
- Final Exam (X1) – Will cover all material covered during entire semester!

# **AS-200 / Aerospace Science – The Science of Flight: A Gateway to New Horizons**

Course ID: AS 3/4 and/or 5//6

Credit Hours: 1

Course Teaching Schedule: M-F

Instructor: Major Alexander

Required Materials: To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

## **Aerospace Science - Science of Flight: Gateway to New Horizons – (AS200)**

is an introductory course that focuses on how airplanes fly, how weather conditions affect flight, flight and the human body, and flight navigation.

1. The course delves into the principles of flight, explores how weather conditions affect flight, how flight affects the human body, and examines flight navigation with a focus on the purpose of navigational aids.
2. Cadets will gain a greater understanding of the science of flight. This knowledge can help cadets delve into the possibility of pursuing a career in aviation, learn how to fly, and/or make them a more knowledgeable passenger on an airplane.
3. Aerospace Science will comprise 40% of your total class time

### **Lessons:**

#### **1. Ch. 1 -- How Airplanes Fly**

Les. 1 -- Principles of Flight

Les. 2 – Physics of Flight

Les. 3 – Purpose and Function of Airplane Parts

Les. 4 -- Aircraft Motion and Control

Les. 5 – Flight Power

Les. 6 – Aviation Innovation

#### **2. Ch. 2 – Working Through Flight Conditions**

Les. 1 -- The Atmosphere

Les. 2 -- Weather Elements

Les. 3 -- Aviation Weather

Les. 4 – Weather Forecasting

Les. 5 – The Effects on Weather on Aircraft

### 3. Ch. 3 – Flight and Human Body

Les. 1 -- Human Physiology

Les. 2 -- Protective Equipment and Aircrew Training

### 4. Flying from Here to There

Les. 1 – Navigational Elements

Les. 2 – Navigational Aids

Les. 3 – Dead Reckoning and Wind

Les. 4 – Flight Instrumentation

Les. 5 – Navigational Technology

- There will be a quiz after each lesson to demonstrate knowledge of material.
- Project – Pick an aspect(s) of flight and discuss significances, challenges, dangers, using Poster board, Trifold, PowerPoint Slides or any other Presentation Media available
- EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter
- Final Exam (X1) – Will cover all material covered during entire semester!

## AS-220 / Cultural Studies: An Intro to Global Awareness

Course ID: AS 3/4 and/or 5/6

Credit Hours: 1

Course Teaching Schedule: M-F

Instructor: Major Alexander

Required Materials: To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

### COURSE OBJECTIVES:

#### Aerospace Science - Cultural Studies: An Intro to Global Awareness – (AS220)

1. Know how historical, geographic, religious, and ethnic factors have shaped the six major regions of the world.
2. Know how economic, political, and social factors impact cultures.
3. Know how environmental resources influence global economic development.
4. Know how population density, famine, war, and immigration influence the world.
5. Know how the economic systems of communism and capitalism have shaped the six major regions of the world.

6. Comprehend how cultural perspectives of time, space, context, authority, interpersonal relationships, and orientation to community affect interactions among people.

**Lessons:**

5. **Global Awareness Introduction**
6. **Ch. 1 – Middle East**
7. **Ch. 2 -- Asia**
8. **Ch. 3 – Africa**
9. **Ch. 4 – Russia and Former Republics**
10. **Ch. 5 -- Latin America**
11. **Ch. 6 – Europe**

- There will be a quiz after each lesson to demonstrate knowledge of material.
- Cultural Group Project – Pick a culture and discuss characteristics with class
- EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter
- Final Exam (X1) – Will cover all material covered during entire semester!

## **AS-300/Exploring Space: The High Frontier**

Course ID: **AS 7/8**  
Credit Hours: **1**  
Course Teaching Schedule: **M-F**

Instructor: **Major Alexander**

Required Materials: To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**COURSE DESCRIPTION:** The **Aerospace Science 300** portion is a science course designed to acquaint the cadet with the space environment. It discusses issues critical to travel in the upper atmosphere such as orbits and trajectories, unmanned satellites, and space probes. It discusses manned and unmanned space flights, space vehicles, launch systems, and space missions. The section on manned spaceflight focuses on the Space Shuttle, space stations and beyond, and our endeavor to land on the Moon. The course covers the human aspect of spaceflight and the human experience in space.

### **COURSE OBJECTIVES AND GOALS:**

#### **A. Exploring Space: The High Frontier:**

1. Know the history of astronomy and the specific characteristics of the Earth, Moon, solar system, and the planets.



2. Comprehend the big picture of space exploration, including the history of spaceflight, organizations doing work in space, and the overall space environment.
3. Comprehend the importance of entering space, characteristics of manned and unmanned spaceflight, and how humans are affected during spaceflight.
4. Comprehend the key concepts for getting from the surface of the Earth into Earth orbit and to other planets and back again.
5. Comprehend how spacecraft, rockets, and launch vehicles are designed and built.
6. Comprehend the latest advances in space technology

**Lessons:**

**Unit 1: The Space Environment**

- Ch. 1: The History of Astronomy
- Ch. 2: The Earth and Moon
- Ch. 3: The Sun and Solar System

**Unit 2: Exploring Space**

- Ch. 5: Exploring, Living and Working in Space

**Unit 3: Manned and Unmanned Spaceflight**

- Ch. 6: Space Programs
- Ch. 7: The Space Shuttle
- Ch. 8: Space Stations and Beyond
- Ch. 9: The Unmanned Missions and Space Probes

**Unit 4: Space Technology**

- Ch. 10: Orbits and Trajectories
- Ch. 11: Rockets and Launch Vehicles
- Ch. 12: Robots in Space
- Ch. 13: Commercial Use of Space

- There will be a quiz after each lesson to demonstrate knowledge of material.
- Cultural Group Project – Pick a culture and discuss characteristics with class
- EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter
- Final Exam (X1) – Will cover all material covered during entire semester!

# AS410 / SURVIVAL: SURVIVE AND RETURN

**Course ID:** AS 7/8  
**Credit Hours:** 1  
**Course Teaching Schedule:** M-F

**Instructor:** Major Alexander

**Required Materials:** To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**COURSE DESCRIPTION:** The Survival section of Aerospace Science is a review of the basic survival information found in military *Survival Training* courses. The survival instruction will provide training in skills, knowledge, and attitudes necessary to successfully perform fundamental tasks needed for survival. The course also presents “good to know” information that would be useful in any situation. The information is just as useful to an individual lost hunting or stranded in a snowstorm. For instance, students will learn how medicine procedures, clothing, and shelter can provide personal protection for a survivor in a survival situation. They will learn the necessities for maintaining life in a survival situation, as well as how to travel and prepare for recovery. There will be added emphasis on leadership and personal development skills.

## **COURSE OBJECTIVES AND GOALS:**

### **Survival:**

1. Knowledge necessary to survive where safety and life depend on your decisions.
2. Basic survival medicine procedures, treatments, and prevention measures.
3. Ability to meet necessities of life such as food, water, shelter, and fire.
4. Land navigation and signaling techniques, as well as the principles of recovery.
5. Knowledge of the importance of physical fitness and a healthy life style.
6. Knowledge and ability necessary to lead and direct a group or team to complete a task.

### **Lessons:**

Unit One: The Elements of Surviving  
Unit Two: Personal Protection  
Unit Three: Necessities to Maintain Life  
Unit Four: Orientation and Traveling

# **LEADERSHIP EDUCATION**

## **Leadership Education 100: Traditions, Wellness and Foundations of Citizenship**

**Course ID:** AS 7/8  
**Credit Hours:** 1  
**Course Teaching Schedule:** M-F

**Instructor:** Chief Wood

**REQUIRED TEXT:** Leadership Education 100: Traditions, Wellness  
and Foundations of Citizenship

**Required Materials:** To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**COURSE DESCRIPTION:** The LE-I course contains 24 lessons. Leadership instruction will normally be conducted using lecture format. It introduces cadets to the Air Force JROTC course, providing a basis for progression through the rest of the AFJROTC program while instilling good citizenship. It should be the first LE course taken. It contains sections on cadet and Air Force organizational structure; uniform wear; customs, courtesies, and other military traditions; health and wellness; fitness; individual self-control; and citizenship. If this course cannot be taught first to new cadets, at least the first unit in the course and the first part of Unit Four should be taught before entering other LE instruction.

### **COURSE OBJECTIVES AND GOALS:**

#### **Leadership Education-100: Citizenship, Character & Air Force Tradition**

1. Analyze the heritage, organization, and tradition of service programs.
2. Analyze the benefits of positive personal behavior.
3. Evaluate healthy living through physical activity and good nutrition.
4. Apply safe, drug-free decisions.
5. Analyze the importance of citizenship in the United States.

### **Lessons:**

Chapter 1: Introduction to JROTC Programs

Lesson 1: Organization of the JROTC

Lesson 2: The Military Uniform and Appearance Standards

Lesson 3: Customs and Courtesies for Junior ROTC  
Lesson 4: Attitude, Discipline and Respect  
Lesson 5: Ethics, Values and Morals  
Lesson 6: Social Etiquette and Dining In, Dining Out

Chapter 2: Personal Behavior

Lesson 1: Note Taking and Study Skills  
Lesson 2: Managing Stress  
Lesson 3: Making Positive Decisions  
Lesson 4: Emotional and Mental Health Care  
Lesson 5: Avoiding and Preventing Violence

Chapter 3: Be Health Smart

Lesson 1: Your Body Systems  
Lesson 2: Nutrition  
Lesson 3: The Benefits of Physical Activity  
Lesson 4: Understanding Your Body Image  
Lesson 5: First Aid

Chapter 4: Making Safe, Drug-Free Decisions

Lesson 1: Medicines and Drugs  
Lesson 2: Tobacco  
Lesson 3: Alcohol  
Lesson 4: Environmental Health

Chapter 5: Foundations of United States Citizenship

Lesson 1: The American Flag and Other National Symbols  
Lesson 2: Civics  
Lesson 3: The Constitution of the United States  
Lesson 4: Interpreting the Bill of Rights and Other Amendments  
Lesson 5: US National Government

- **There will be a quiz after each lesson to demonstrate knowledge of material.**
- **EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter**
- **Final Exam – Will cover all material covered during entire semester!**

# Leadership Education 200: Communication, Awareness and Leadership

**Course ID:** AS 7/8  
**Credit Hours:** 1  
**Course Teaching Schedule:** M-F

**Instructor:** Chief Wood

**REQUIRED TEXT:** Leadership Education 200, Communication, Awareness and Leadership

**Required Materials:** To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**COURSE DESCRIPTION:** Leadership Education 200: Communication, Awareness, and Leadership, Second Edition, is a customized course designed to improve communication, enhance awareness of self and others, and provide fundamentals of leadership and followership. The course focuses on the Air Force Junior Reserve Officer Training Corps (AFJROTC) mission to “develop citizens of character dedicated to serving their nation and community.” Woven throughout is the underlying theme of developing personal integrity. The course also emphasizes leadership and values such as service and excellence. This update incorporates 21st century teaching, learning, and skills of critical thinking, communication, collaboration, and creativity.

## **COURSE OBJECTIVES AND GOALS:**

### **Leadership Education: Communication, Awareness and Leadership**

1. Analyze the key factors in communication and critical thinking.
2. Apply the elements of effective writing and public speaking.
3. Analyze the importance of attitude in daily life.
4. Evaluate the ways in which personality and behavior affect relationships with others.
5. Analyze the foundation for an effective team.
6. Apply effective problem-solving and consensus-building methods.
7. Analyze the Air Force leadership model.
8. Evaluate effective leadership and followership.

## **Lessons:**

Chapter 1: Learning and Communication

Lesson 1: Learning to Communicate  
Lesson 2: Learning to Listen  
Lesson 3: Learning to Think Critically

Chapter 2: Communicating Effectively  
Lesson 1: The Basic Checklist for Writing  
Lesson 2: Writing Effectively  
Lesson 3: Speaking Effectively

Chapter 3: Understanding Your Attitude  
Lesson 1: Interpreting Events and Experiences  
Lesson 2: Developing a Positive Attitude  
Lesson 3: What It Takes to Be a Leader

Chapter 4: Understanding Your Actions  
Lesson 1: Integrity and Character  
Lesson 2: Personality and Actions  
Lesson 3: Consequences and Responsibilities

Chapter 5: Developing Vision and Teams  
Lesson 1: Group and Team Dynamics  
Lesson 2: Building Mutual Respect  
Lesson 3: Establishing a Common Vision

Chapter 6: Solving Conflicts and Problems  
Lesson 1: Identifying Conflict in Groups  
Lesson 2: Steps for Problem Solving  
Lesson 3: Building Consensus

Chapter 7: A Leadership Model  
Lesson 1: An Introduction to US Air Force Leadership  
Lesson 2: Leadership Characteristics  
Lesson 3: Air Force Leadership Principles

Chapter 8: Adaptive Leadership  
Lesson 1: Leadership Style and Mission Demands  
Lesson 2: Followership  
Lesson 3: Leadership Preparation

- **There will be a quiz after each lesson to demonstrate knowledge of material.**
- **EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter**
- **Final Exam – Will cover all material covered during entire semester!**

## Leadership Education 300: Life Skills and Career Opportunities

**Course ID:** AS 7/8  
**Credit Hours:** 1  
**Course Teaching Schedule:** M-F

**Instructor:** Chief Wood

**REQUIRED TEXT:** Leadership Education 300, Life Skills and Career Opportunities

**Required Materials:** To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**COURSE DESCRIPTION:** Leadership Education 300, Life Skills and Career Opportunities. This course is designed to prepare students for life after high school in the high-tech, globally oriented, and diverse workplace of the 21st century. Students will learn how to become a more confident financial planner and to save, invest, and spend money wisely, as well as how to avoid the credit trap. They will learn about real-life issues such as understanding contracts, leases, warranties, legal notices, personal bills, practical and money-saving strategies for grocery shopping, apartment selection, and life with roommates. The Holland Interest Inventory and other self-assessments will help them to reveal their attitudes, aptitudes, and personal skills. This self-understanding will allow them to explore career paths and understand requirements that they will need to be successful at work and in life.

### **COURSE OBJECTIVES AND GOALS:**

#### **Leadership Education: Life Skills and Career Opportunities**

1. Analyze the elements of successful financial management skills.
2. Create a plan to safeguard personal resources.
3. Analyze the different ways of pursuing a career path.
4. Analyze the requirements for applying to a college or university.
5. Analyze positive and negative impact of college life in meeting career goals.
6. Evaluate the essential process for successfully pursuing desired career or job.
7. Evaluate the benefits of working for the Federal Government.
8. Create a plan for successful career development

**Lessons:**

Chapter 1 – Charting your Financial Course

Lesson 1 – Creating a Budget

Lesson 2 – Savings and Bank Accounts

Lesson 3 – Real-Life Issues in Buying and Selling

Chapter 2 – Managing Your Resources

Lesson 1: Avoiding the Credit Trap

Lesson 2: Insurance for Protecting Your Resources

Chapter 3 – Explore Your Future

Lesson 1: Researching Careers

Lesson 2: Self-Discovery

Lesson 3: Career Paths

Chapter 4 – Aiming Towards a College Degree

Lesson 1: Financing for College

Lesson 2: Selecting a College

Lesson 3: Navigating the Testing Maze

Lesson 4: Essays, Interviews, and Campus Visits

Chapter 5 – Charting Your Course

Lesson 1: Adjusting to College Life

Lesson 2: Choosing a Major

Lesson 3: Planning Your Schedule

Chapter 6 – Applying for Jobs

Lesson 1: The Job Search Process

Lesson 2: Pursuing a Career

Lesson 3: Building Interviewing Skills

Chapter 7 – Working for the Federal Government

Lesson 1: Military Careers

Lesson 2: Careers in Aerospace

Lesson 3: Careers in Public Service

Chapter 8 – Developing Your Career Skills

Lesson 1: Planning Your Professional Development

Lesson 2: Learning to Work With Others

Lesson 3: Seeking Feedback and Promotions

Lesson 4: Your Civic Responsibilities



- There will be a quiz after each lesson to demonstrate knowledge of material.
- EOQ test – Q1 and Q2 will each have an EOQ test that cover material completed up to end of quarter
- Final Exam – Will cover all material covered during entire semester!

## Leadership Education 400: Fundamentals of Management

**Course ID:** AS 7/8  
**Credit Hours:** 1  
**Course Teaching Schedule:** M-F

**Instructor:** Chief Wood

**REQUIRED TEXT:** Leadership Education 400, Fundamentals of Management

**Required Materials:** To successfully complete this course, you will need: Air Force textbooks (provided in class). Web address for on-line text book listed on attachment 1 page as well as workbooks and handouts distributed during class to complete any assignments provided.

**COURSE DESCRIPTION:** Leadership Education 400: Fundamentals of Management provides exposure to the fundamentals of management. Throughout the text are many ethical dilemmas, case studies, and role play activities built into the lessons. These activities are based on real life experiences and will allow students the opportunity to practice what they learn by getting involved in discussions and expressing their opinions.

### **COURSE OBJECTIVES AND GOALS:** **Leadership Education: Fundamentals of Management**

1. Analyze management and its application to JROTC.
2. Analyze the elements of project management.
3. Evaluate the importance of formal planning within an organization.
4. Analyze decision making within an organization.
5. Evaluate time management and change management within an organization.
6. Analyze concerns managers must consider in managing individuals and groups.

7. Analyze the factors that make work teams productive.
8. Evaluate the interpersonal skills of delegating, negotiating, and mentoring.

**Lessons:**

Chapter 1 – Introduction to Management

1. What is Management Learning
2. Managing the Cadet Corps – An Overview
3. Management and Leadership

Chapter 2 – Project Management Lesson

1. What is Management
2. Organizing and Executing a Project
3. Closing a Project

Chapter 3 – Planning: Laying the Foundation

- 1: Starting With a Vision of Success
- 2: Knowing How Much Planning is Enough
- 3: Using Meetings to Plan With Others

Chapter 4 – Decision Making: Choosing Wisely

- 1: Improving Your Decision Making Learning Outcome:
- 2: Decisions That Are Important, But Not Urgent Learning

Chapter 5 – Organizing: Managing Time and Change

- 1: Time Management
- 2: Change Management

Chapter 6 – Leading: Managing Individual and Group Behavior Lesson

- 1: Motivating Others
- 2: Evaluating Others
- 3: Managing Difficult Situations

Chapter 7 – Understanding Work Teams

- 1: Work Teams
- 2: Managing Work Teams
- 3: Communicating Within Work Teams

Chapter 8 – Interpersonal Skills

- 1: Delegating Successfully
- 2: Negotiating Successfully
- 3: Mentoring.

# HEALTH AND WELLNESS

**HEALTH AND WELLNESS COURSE DESCRIPTION:** Health and Wellness is an official part of the Air Force Junior ROTC program. It is an exercise program focused upon individual base line improvements with the goal of achieving a national standard as calculated with age and gender. Wellness is instrumental in developing citizens of character dedicated to serving our nation and communities. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education.

**Cadets will take the Physical Fitness Test (PFT) consisting of timed sit-ups, push-ups and a one-mile run. An initial PT assessment will be given at the beginning of each semester. A final PT assessment will be completed at the end semester to determine cadet progress. ALL medical waivers impacting a cadet's ability to participate in ALL or any portion of PT MUST be brought to the instructor's attention immediately.**

**Physical Fitness will be remote for all cadets (A, B and C schedules) on Wednesdays each week school is in session.** Cadets must complete and submit the parent/guardian validated Remote Physical Fitness worksheet provided in CANVAS each Wednesday. Failure to submit on time will impact the PT grade. Make-ups are NOT allowed.

Exercises will consist of stretching, cardiovascular and strength training. **Only instructor provided exercises shown on the PT worksheet are allowed for grading purposes. Exercise substitutions are NOT allowed. Exceptions will only be made for a valid, documented and parent/guardian requested waiver.**

**COURSE OBJECTIVES:** Motivate JROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.

## CADET EXPECTATIONS

### **CLASS ATTENDANCE, PREPARATION AND PARTICIPATION:**

Today's workforce does not earn a paycheck unless they show up ready for work. Cadets who are not present or prepared cannot participate fully in class. This is especially key to drill and physical fitness. Class preparation includes cadet adherence to proper grooming standards daily as outlined in Air Force Instruction and school dress code.

**QUIZZES (Minor Grade):** Quizzes will be administered throughout the course. Quizzes will cover all material taught since the last quiz or test.

**HOMEWORK/CLASSWORK/TESTS:** Assignments are due at the beginning of the class period, unless otherwise directed. If absent, the assignment/test will be due on the next class day that the cadet is present. Assignments not turned in on the due date will receive a significantly lower grade for that assignment.

**COMMUNITY SERVICE:** Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each semester.

**Co-Curricular Events (LDRs) – AFJROTC Events** such as: Drill, Color Guards, Rocketry, Remote Piloting Program, Flight Simulation, Flag retirements, Military Ball Committee and various other programs cadets are encouraged to join. The programs are after-school, and Parents will need to pick up students at Trinity HS...Wheatmore Cadets can travel over to THS on Shuttle Bus that runs afterschool. A co-curricular can anything that cadets have an interest in. These are Cadet Led and Supervised by Instructors. At this time, AFJROTC instructors are pursuing possibilities of standing up a marksmanship and archery programs, but these will incur large amounts of funds to get started purchasing equipment and training, plus securing possible practice locations. **Fundraising will be key to getting these programs established!**

**CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS:** Throughout the semester, the cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. These trips may include airshows, aircraft incentive flights, museum, military bases, etc... Cadets must be in good academic and disciplinary standing to participate.

**CLASS BEHAVIOR:** The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires its members to adhere to higher standards than might be found among the student population. **Inappropriate behavior**, in or out of uniform, is prohibited while participating in AFJROTC. This behavior includes, but is not limited to, using foul language, consuming alcohol, drug abuse, tobacco use, horseplay, public displays of affection (PDA), fighting, disparaging remarks, insubordination, disrespect, verbal threats and physical attacks.

**CELL PHONES:** Cell phone policy is in accordance with school policy. Cell phones must remain turned off and out of sight during the instructional day. Students who use the telecommunications device during the school day, will have the device confiscated. Any student who refuses to turn over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.

## **EXPECTATIONS FOR CADETS**

1. Follow the chain of command if at all possible (i.e. Cadet-Flight Sgt - Flight/CC – Group/CC – Corps/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET CORPS/CC, ASI AND/OR SASI.**
2. *Always* use the titles **sir/ma'am** when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don't be late to class, scheduled events, practices, etc.
4. Always bring your required items to class (notebook, pen/pencil, textbook, homework, etc.).
5. Wear the correct uniform on the appropriate day. Uniform varies from: Short Sleeve/ Long Sleeve/Service Dress). Long Sleeve and Service Dress *always* requires tie or tab.

6. Raise your hand and wait to be acknowledged; do not talk without permission.
7. Listen respectfully and attentively to the speaker/presenter or fellow cadets when they are speaking.
8. Treat others with mutual respect. Profanity, vulgar language, racial or ethnic slurs, derogatory comments, sexual harassment, or harassment of any fellow cadet or student will not be tolerated.
9. Remain in your seat unless given permission to move about the room
10. Remain professional; do not sit on desks, tables, trash cans, etc.
11. Always use the trash can to dispose of trash. If you see trash on the floor, clean it up.
12. No eating, drinking (EXCEPT WATER IN A CLOSED SPILL PROOF CONTAINER) and **ABSOLUTELY** no **CHEWING GUM** in the classroom.
13. Wearing hats or sunglasses indoors is prohibited.
14. Maintain loyalty to the Corps, school, and your values.
15. No horseplay in the AFJROTC areas.
16. Maintain self-control and your self-respect at all times.
17. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

## **CLASSROOM PROCEDURES:**

1. Enter the classroom and proceed directly to your desk.
2. Place books and backpacks under your desk.
3. Stand at the position of “**Parade Rest**” beside your desk.
4. Once the bell rings, cadets will come to “**ATTENTION**” and wait for the Flight CC/Flight Sgt to command “**TAKE YOUR SEATS**”.
5. The Flight CC/Flight Sgt will take roll, then report in to the Instructor with the attendance.
6. At the end of class the Flight Commander or Flight Sergeant will prepare the class for dismissal. Cadets will clean up their desks, pick up any trash in the immediate vicinity of their desks, align their desks with others in their row, and prepare to stand for dismissal.
7. When the bell rings, Cadets will come to the position of “**ATTENTION**” at the side of their desk (no book Bags) and wait to be “**Dismissed**”.

## **AFJROTC TEXTBOOKS ON-LINE**

Due to limited resources, NC-941 AFJROTC has limited textbook amounts, so the following link is provided on Trinity High School under clubs/AFJROTC. The following Textbooks can be found and downloaded for Cadets to complete exercises provided in class.

*\*If a Cadet doesn't have access to internet/network at home, please ensure you notify instructor to loan out a textbook (must be returned when completed)..*

**AFJROTC AS and LE Textbooks**

**AS 100 / Aerospace Science – A Journey into Aviation History**

**AS 200 / Aerospace Science – The Science of Flight**

**AS 220 / Cultural Studies: An Intro to Global Awareness**

**AS 300 / Aerospace Science 300: The Science of Space**

**Survival (not available on-line)**

**LE 100 / Traditions, Wellness, and Foundations of Citizenship**

**LE 200 / Communication, Awareness and Leadership**

**LE 300 / Life Skills and Career Opportunities**

**LE 400 / Fundamentals of Management**

**Online Text Book located in NC-941/THS AFJROTC webpage:**

<https://ths.randolph.k12.nc.us/clubs>

- Click on Air Force Junior ROTC Link
  - Click on Curriculum
    - Click on Textbook needed (AS 100, LE 100 etc...)
      - Chapter (within desired textbook)
        - Download Chapter to CPU (can delete once completed)
          - PW -- NC-941