



## NC Wing Education and Training Newsletter June 2023



I recently saw a quote attributed to Mike Krzyzewski, former Duke basketball coach, that ties in with this month's topic about teams. "Effective teamwork begins and ends with communication". A definition of communication is the exchange of information and transmission of meaning. Family, work, CAP, and other volunteer organizations are all different teams we are part of. We've all heard the acronym TEAM - Together Everyone Achieves More. Effective teams know how to communicate with one another. In a team, we must work interdependently with each relying on the contributions of others.

In CAP, teamwork and communication increase morale, motivate, engage members, and increase member retention. The knowledge and information we share in our teams benefit the individuals and the organization. Thank you for all you do in improving communication and working together in our Civil Air Patrol teams!

*Lt Col Kathy Nicholas, NC Wing Director of Education and Training*

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### Yeager Award



NC-023 SM Ashley Good  
NC-050 1st Lt Cheryl Ayala  
NC-160 SM Norma Langlois  
NC-171 SM Hatem Smadi


### Education and Training Program Level Completions in May

#### Level I Member



NC-007 SM Adam Davidson  
NC-019 SM James Stoltzfus  
NC-022 SM Justin Brown, SM William Mellick Jr  
NC-023 SM Mary McEachern, SM Matthew Roberto  
NC-031 SM Riley Gray  
NC-048 SM Maximilian Matthews  
NC-160 SM Jake Alchin  
NC-170 SM Jennifer Kilty  
NC-300 SM Daniel Gerry  
NC-307 SM Shelton Jeri, SM Daniel Peters Jr

#### Level II Davis

NC-170 1st Lt Angela Kreuser   
No Davis Award Ribbon - Leadership Ribbon for Tech rating

#### Level III Loening



NC-001 Ch Maj Thomas Marshall

#### Level IV Garber



NC-107 Lt Col Michael Smith

### Specialty Track Ratings Achieved in May

Cadet Programs Technician Rating – Yelena McManaman, NC-048  
Chaplain Senior Rating – Ch Maj Thomas Marshall, NC-001  
Command Technician Rating – Capt Jennifer O'Connor, NC-031  
Capt Sandra Smith, NC-052  
Emergency Services Technician Rating – 1st Lt Angela Kreuser, NC-170  
Finance Technician Rating – 2d Lt John Reed, NC-019  
Personnel Technician Rating – 2d Lt Christine Hudson, NC-055  
Public Affairs Senior Rating – Capt Bruce Hudson, NC-055  
Recruiting and Retention Technician Rating – Capt Richard Hart, NC-048  
Standards and Evaluations Senior Rating – Capt Andrew Vlack, NC-145  
Standards and Evaluations Technician Rating – Capt Joseph Keller, NC-048

## Congratulations on Completing Commander's Courses in May

Squadron Commander's Course – 1st Lt Derek Broadhead, NC-019

### Education and Training Program

#### Why Participate in Education and Training?

*By Brig Gen Aye, National Vice Commander*

When General Phelka onboarded the command team members, he told us to make time for what brings us joy in Civil Air Patrol. We all have those things that bring us joy. For me, that means making a little time each month to participate in Education and Training activities such as teaching or mentoring. After a long week of teaching students at the university, why would I choose to teach or mentor in Civil Air Patrol? I teach and mentor because it makes a difference!

Nelson Mandela said, "Education is the most powerful weapon which you can use to change the world." In my opinion, education and training are the keys to unlocking the potential of every individual and the power of Civil Air Patrol. Cadet Programs, Aerospace Education, and Emergency Services include education and/or training activities. Education and training, by extension, are our mission. By engaging in learning-related opportunities, we can support our strategic plan goals, improve ourselves, and shape the future of others. We make a difference in the world one learner at a time.

Therefore, teaching is not just a profession; it is a passion. It is a way of giving back to society and contributing to the common good. Educational leaders are privileged and responsible for guiding learners on their journey of discovery and growth. They inspire, challenge, support, and empower their students to achieve their goals and dreams. That goal may be to pass the Arnold achievement, command a unit, or earn a specialty track rating. Regardless of what is achieved or learned, it is important to both the learner and those who can guide them on the path to help make the dreams of others become a reality.

It is gratifying to see the impact of education and training on the lives of others. Whether it is a student who graduates, a volunteer who learns a new skill, or an organization that improves its performance, education and training are undoubtedly transformational. Education and training are both investments in the future that pay great dividends. They are how we can shape the future one learner at a time. Malcolm X said, "Education is the passport to the future, for tomorrow belongs to those who prepare for it today." Where will your journey take you, and who will you accompany on their journey?



#### Uploading Documents to Professional Levels

Documentation is required for items in Levels III, IV, and V. The below example is how to enter ANY item for ANY Level that requires documentation. For example, one requirement for Level III is attendance at two conferences. If you are not working in Level III yet (only working in Level I or II), save the document to your computer to upload to Level III Professional Levels when you have access.

Example for Level III: Documentation for attending a conference

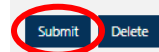
Click on the item being entered, making sure there is a checkmark showing before submitting

| Conference Attendance   |        |                | Completed / Required Tasks - [ 0 / 2 ] |   |
|---|--------|----------------|--|---|
| Task Name   | Status | Date Completed | Upload Document                        | Comments  |
| <input checked="" type="checkbox"/> Attend Wing, Region, or National Conference 1 |        | 02/09/2019     | 2019 NCWG Conf Attend                  | NC Wing 2019 Conference - Greensboro<br><small>max. 36/500 characters</small> |
| <input checked="" type="checkbox"/> Attend Wing, Region, or National Conference 2 |        | 02/08/2020     | NC Wing 2020 Conf Attend               | NC Wing 2020 Conference - Greensboro<br><small>max. 36/500 characters</small> |



The box next to the Gold Circle MUST be checked. The Gold Circle with the exclamation point (!) indicates that documentation must be uploaded.

Enter the completion date in "Date Completed" and in the Comments box enter information to help the validator.



Click on the Submit button at the bottom of the page. Return to the page to ensure the entry and documentation are there. It will be pending until approved.

## Reviewing Pending and Approved Items in Professional Levels

Now that you have submitted documentation (see the above article), go back into Professional Levels to review pending and approved items. The example of pending and approved items in Level V below shows how to read the screen. (If the print is too small to read, enlarge the document on your screen)

The box insert provides information on tasks that require approval and the highest approval level required.

**Example of Pending and Approved Items in Level V**

| Task Name  | Status   | Date Completed | Upload Document  | Comments  |
|--|----------|----------------|--|---|
| <input type="checkbox"/> Serve on Staff at an Approved Activity for Level 5                  | PENDING  | 10/23/2016     | <input type="button" value="Choose file"/> <input type="button" value="Browse"/><br><a href="#">View Uploaded File</a> | Director of SLS 22-23 Oct 2016                                    |
| <input type="checkbox"/> Mentor a Member Through a Technician Rating in a Specialty Track    | APPROVED | 05/06/2014     | <input type="button" value="Choose file"/> <input type="button" value="Browse"/><br><a href="#">View Uploaded File</a> | Documentation is screen shot of PD Award Entry of mentoring Smith |
| <input type="checkbox"/> Serve in a Duty Assignment for Three Years (one at Group or higher) | APPROVED | 10/28/2010     | <input type="button" value="Choose file"/> <input type="button" value="Browse"/>                                       | Task equivalency credit   |

**Member submitted:**

- Serve on Staff at an Approved Activity for Level V – Region approval
- Mentor a Member Through a Technician Rating in Specialty Track – Unit approval

**Click on "View Uploaded File" to see the supporting document that was uploaded**

**Click on the dropdown arrow - opens a box to view who entered the information if pending. When approved, it lists the who approved it and the date approved**

**Tasks that require approval:**

- Summary Conversation (unit)
- Attend Conference (2) (wing)
- Mentor a Member Through a Tech Rating (unit)
- Mentor a Member Through Level I (unit)
- Presentation Requirement (wing)
- 4 Progression to Path Tasks (of which members complete 1/4) (unit)
- Staff Service Level IV (wing)
- Staff Service Level V (region)

## Updates to Regulations, Pamphlets, and Forms

We notified you about changes to CAP regulations, pamphlets, and forms in February. It is important to keep updated in your duty position and work area. It only takes a few minutes to check on this each month. Put a reminder on your calendar!

To view the Publication Library, on the main CAP website, click <https://www.gocivilairpatrol.com> then click on Members, and then choose Publication Library. The main four areas you will want to look at are listed to the right.

| MEMBERS                          |
|----------------------------------|
| Publication Library              |
| Indexes, Regulations and Manuals |
| Pamphlets                        |
| Standards                        |
| Forms                            |
| Interim Change Letters           |

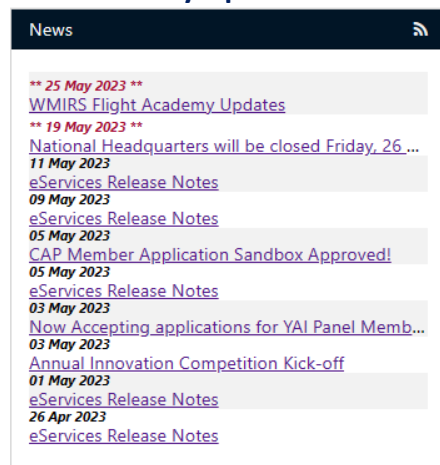
If you click on Interim Change Letters (ICL), the most recent changes are listed at the top of that page. An ICL is published to change items in a regulation without the entire regulation being republished. The update has gone into effect and will appear in the regulation's body when republished later. Check out these changes since our last notification article in February.

CAPP 40-80 Chaplain Corps Handbook and Specialty Track Guide  
CAPP 60-32 Cadet Staff Duty Analysis Guide (replaces CAPP 52-14)  
CAPP 60-36 Cadet Drill Guide  
CAPP 60-70 Cadet Encampment Guide  
CAPP 60-71 Cadet Encampment Handbook (replaces CAPP 52-25)  
CAPP 70-1 Guide to FAA Exemption  
CAPP 150-12 Encampment and NCSA Market Playbook  
CAPP 160-3 CAP Activity Safety Pamphlet

## How Do I...

The "How Do I" section contains items and tips that will help members navigate eServices, find information and provide "I didn't know that" items.

### How Do I Stay Up to Date on eServices Changes and Other Important Information?



If you are not familiar with reviewing information in the News section on the eServices main screen, take a moment and see what it contains. Among updates and "fixes" in administrative items in different areas such as WMIRS, IT, Personnel, Logistics, Operations, CAPSIS, etc. there are important notices of when NHQ offices are closed for holidays, position openings, as well as other announcements. The "eServices Release Notes" document has all the notifications dating back to 30 April 2019. This is quite handy if you missed reviewing the notes for a week or two. You can get caught up by just clicking on the latest date.

Did you see the announcement on 5 May for the Dare to Reimagine (D2R) Civil Air Patrol Member Application Development Sandbox on 5 May? Click [here](#) to read a preview of what this is all about. It is expected to go online in January 2024.

### How Do I Earn the Brig Gen Charles E Yeager Award?

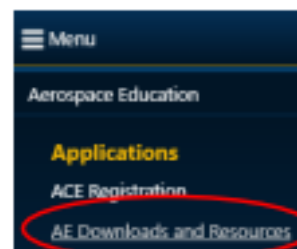


The Yeager Award is a requirement of Level II in the Education and Training Program. This award recognizes the successful completion of the Yeager test portion of the Aerospace Education Program for Senior Members (AEPSM).

From [CAPR 50-1 CAP Aerospace Education Mission](#)

7.1. Yeager Test. This test is a self-paced study for senior members and is based on the CAP text, *Aerospace: The Journey of Flight*. This test will increase members' knowledge of aviation and space and help them appreciate the importance of CAP's AE mission. Once members are ready to take the test, they have two options; open book or closed book. Members are encouraged to take the test on-line through CAP's Learning Management System, or they may opt to take a paper test at their unit. For more information about the Yeager testing procedures, refer to CAPP 50-1.

*Aerospace: Journey of Flight 4th Edition* is available in eServices under AE Download and Resources in the Aerospace Education section. The Yeager test can be found in the Learning Management System/AXIS in eServices. After successfully completing



the test, members receive a certificate and are authorized to wear the Yeager Award ribbon. All senior members are encouraged to make aerospace education an integral part of their CAP experience.

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## Other Learning and Training Opportunities

This section lists other training resources inside and outside of Civil Air Patrol that will increase your knowledge and enhance your skills.

### Points of Distribution - NC Wing Group Level Training – Only Two Opportunities Remain!



*Points of Distribution (PODs)* are centralized locations where the public picks up life-sustaining commodities following a disaster or emergency. This is one of the areas in that NC Wing members work alongside NC Emergency Management in assisting the state in times of need.

Below are the announced Wing training opportunities. Be prepared to serve our communities by attending one of the training sessions!

#### Group 3

Saturday, 0800 hrs., 3 June 2023, Host - NC-057 Tar River Composite Squadron

Location: Rocky Mount-Wilson Regional Airport, FAA Building (Squadron Headquarters) 265 Air Terminal Dr, Elm City NC27822

POC: 1st Lt Stephen Beal, [stephen.beal@ncwgcap.org](mailto:stephen.beal@ncwgcap.org)

#### Group 4

Saturday, 0800 hrs., 17 June 2023, Host - NC-052 Sugar Valley Composite Squadron

Location: Sugar Valley Airport, 249 Gilbert Rd, Mocksville, NC 27028

POC: Captain Sandra Smith, [Sandra.Smith@ncwgcap.org](mailto:Sandra.Smith@ncwgcap.org)

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### 2023 NC Wing Operations Conference – 10 June

Maj Robert Call, NC Wing Director of Operations sent out an announcement for the 2023 NC Wing Operations Conference on Saturday, 10 June from 0900 - 1530. This is a full day of seminars and educational sessions presented by subject matter experts from around the NC Wing. Everyone interested in flying or air operations opportunities is invited to attend. There is also a special seminar track for Cadets interested in the Cadet Wings program and drone flying opportunities.



The location is the Lamb's Chapel across the street from NCWG Headquarters in Burlington. The church address is 3539 Alamance Road, Burlington. Click on the registration link

<https://forms.office.com/r/L0bHRMcGdU> to secure your space. Lunch will be available for a \$10 fee, payable at the door.

Special Note: Credit for the Wing, Region, and National Conference attendance requirement for E&T Level III and conference requirements in the Operations Officer and Emergency Services Officer specialty tracks will be awarded. Contact Maj Robert Call [Robert.Call@ncwgcap.org](mailto:Robert.Call@ncwgcap.org) for further information and questions.

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### NC Wing Cyber Patriot Coaches Camp – 17 June



Are you looking to promote CyberPatriot within your squadron? Do you have cadets that are ready to learn but you don't know where to start? Have you been building a CyberPatriot program but feel you're in it all alone? Capt Roy Vestal, Cyber Education Officer invites you to attend the Annual NC Wing CyberPatriot Coaches Camp, Saturday, June 17th from 8:00 am to 4:00 pm at NC Wing HQ in Burlington.



If you are a "seasoned" coach, please attend! This will be a time where we trade ideas, network, and help start more teams from NC Wing and show MAR and National just how awesome NC Wing is in CAP Cyber! You will only need to cover travel and meals, there is no cost for the class itself. We plan to purchase subs for lunch, so please bring cash to cover or bring your own lunch.

NC Wing CyberPatriot Coaches Camp registration form: <https://forms.office.com/r/LgfAF70LyS>. Contact Capt Roy Vestal [rvestal@nc048.ncwgcap.org](mailto:rvestal@nc048.ncwgcap.org) for further information and questions.

## Training Leaders of Cadets Basic – Chaplain Corps 15 July

The next virtual Training Leaders of Cadets Basic by the Chaplain Corps will be held on 15 July 2023. Click [http://caphclib.us/?page\\_id=52](http://caphclib.us/?page_id=52) to go to the webpage for a list of dates for 2023 and how to register. Below is a screenshot of upcoming courses and registration dates.



| Event   | Event Start | Register Open | Register Close |
|---|-------------|---------------|----------------|
| Training Leaders of Cadets (Basic) -- New Materials | 2023-07-15  | 2023-06-01    | 2023-07-12     |
| Training Leaders of Cadets (Basic) -- New Materials | 2023-10-21  | 2023-09-01    | 2023-10-18     |

Please note that there is pre-course work to complete. Click [TLC Basic Course](#) for the student and instructor guides and further information.

## Aircrew Tool - WingX



We are presenting once again the Hilton Software WingX app. To our newer members and those who are or will be aircrew members or have missed this article the last two years, the company offers a free subscription to all CAP members to their leading-edge mobile aviation app for Apple and Android – WingX.

Our qualified CAP pilots have a free subscription to ForeFlight, an integrated flight tool they use on their devices for flight planning and in the airplane. Aircrew members who are not Form 5 pilots cannot access a free subscription to ForeFlight.

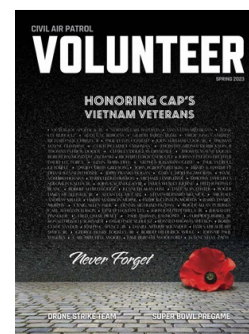
Wing X gives Mission Observers, Mission Scanners, and Airborne Photographers the ability to learn and use flight planning, weather conditions, terrain, airspeed, headings, and follow the map while you are flying. The app has VFR sectionals, IFR charts, weather, and many more features. The airplane travels on the moving map. You can zoom in on the screen to help compare what you are viewing out the window. It helps you to know where you are!

To get your free subscription, you will need to provide a copy or photo of your current CAP membership card to Hilton Software. You can send the image to: [support@hiltonsoftware.com](mailto:support@hiltonsoftware.com) requesting a subscription as a CAP member. Their main website is <https://www.hiltonsoftware2.com>.

## Civil Air Patrol Volunteer Magazine – Spring 2023

The Volunteer Magazine Fall Edition is available! Click on [Spring 2023 Edition](#) to get your digital copy and start reading today. CAP is honoring Vietnam veterans in this issue. Read the many stories of members who honorably served our country during the war in Southeast Asia, those who never returned home or are still missing, and those who have continued to do so since returning home.

There is an excellent article about the small Unmanned Aircraft System (sUAS) program and how it played a significant role after Hurricane Ian devastated parts of Florida last year. In addition, there is an article posted in NC Wing News by Capt Brent Wooters



about the partnership with the North Carolina Division of Emergency Management that provided our Wing with ten Teal 2 drones. Click [here](#) to read the article. Contact your unit's emergency services officer today to learn more about becoming a drone pilot!

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Please forward any questions you have about this newsletter and Education and Training to Lt Col Kathy Nicholas at [knicholas@ncwgcap.org](mailto:knicholas@ncwgcap.org)