



NC Wing Education and Training Newsletter May 2024



From my experience, not everyone readily embraces change, especially the older we get. There is comfort in knowing what to expect and how things are done. What I've learned, even though I still take my time evaluating the pros and cons, is that change is necessary for growth. Imagine for a moment that we are a seed planted in fertile soil. At first, we're snug and comfortable, nestled in our shell. But if we remained unchanged, we would never sprout and grow into what we're meant to be. Much like the forces of nature acting upon a seed, change is essential for personal growth. Just as a seed sheds its protective shell to grow, we must be willing to shed old habits, beliefs, and attitudes that no longer serve us. It can be amazing what stepping out of our comfort zone and adapting to new circumstances can lead to. It requires patience, resilience, and a willingness to learn from successes and failures. I wrote this message to bring awareness to a major change in our CAP Learning Management System. Please see the article below about Absorb.



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

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Education and Training Program Level Completions in April

Level I Member



- NC-019 SM Victoria Acker, SM Justine Therrien
- NC-022 SM Charles Fritz Jr
- NC-048 SM Renee Kowalski-Ames, SM John Wellman
- NC-079 SM Matthew Bray
- NC-111 SM Tiffany Heald, SM Christina Powers
- NC-143 SM Gerry Davis, SM Devin Kaminski
- NC-160 SM Trevor Stokes
- NC-162 SM Eduardo Cedeno
- NC-171 SM Robert Hamaker, SM Adam Melendez
- NC-301 SM Jesse Appleton, SM Daniel Massey
- NC-307 SM Andrew McKamey

Level II Davis

- NC-024 1st Lt Paul Oplinger
- NC-107 1st Lt Roger Cole
- NC-301 1st Lt Jesse Appleton
- No Davis Award Ribbon – Leadership Ribbon for Tech rating



Level III Loening



- NC-023 Capt Derek Roberts
- NC-050 Capt John Higdon

Yeager Award



- NC-019 Maj Ronald Brabant, Lt Col Eric Miller, SM Virginia Sinclair
- NC-023 SM Kelly Edwards, SM Regina Good, SM Brian Griffith
- NC-024 1st Lt Paul Oplinger
- NC-048 SM Mona Barghouti, 2d Lt Yi Chen
- NC-070 SM Antonio Hampton
- NC-082 SM David Adams
- NC-111 2d Lt Suzanne Davis, SM Bob Haines, SM Jeremy Hicks, SM Ruth Stanton
- NC-126 SM David Lipnitz
- NC-143 TSgt Michael Schall
- NC-153 SM Tony Haywood
- NC-160 SM Jennifer Lewis
- NC-171 SM Robert Hamaker, SM Ryan Mattman, SM Adam Melendez
- NC-301 1st Lt Jesse Appleton, SM Daniel Massey
- NC-307 SM Robert Hoffman

Specialty Track Ratings Achieved in April

Aerospace Education Senior Rating – 1st Lt John Higdon, NC-050

Aerospace Education Technician Rating – SM George Horton, NC-079
2d Lt Adam Davidson, NC-007
Cadet Programs Technician Rating – 1st Lt Dolan Williams, NC-055
Command Technician Rating – Lt Col Adam DiGaudio, NC-007
Emergency Services Technician Rating – 1st Lt David Grindstaff, NC-121
Finance Technician Rating – Lt Col David Rinehart, NC-005
Operations Senior Rating – 1st Lt Ernest Williams, NC-160
Personnel Technician Rating – 2d Lt Carrie Coleman, NC-022
Professional Development Technician Rating – Lt Col Adam DiGaudio, NC-007
1st Lt Sara Paz, NC-162
Public Affairs Technician Rating – Capt Marc Mogavero, NC-170
Safety Technician Rating – MSgt Billy Tharpe, NC-162

Congratulations on Completing Commander's Courses in April

Squadron Commander's Course – Lt Col David Gilchrist, NC-171
Lt Col Carlisle Lincoln, NC-011
Maj John Martin, NC-022
Maj Donald Piasecki, NC-171
Capt Brian Hecker, NC-079
Capt Ziad Nazif, NC-024
Capt Ronald Ross, NC-111
Capt Donald Williams, NC-048
1st Lt Angela Kreuser, NC-170
1st Lt Jayme Richards, NC-143
TSgt Melita Bulluck, NC-057
TSgt William Rose, NC-070
2d Lt Derwin Phillips, NC-111
SM Ian Barnes, NC-307

Education and Training Program

2024 Civil Air Patrol National Conference – August 15-17

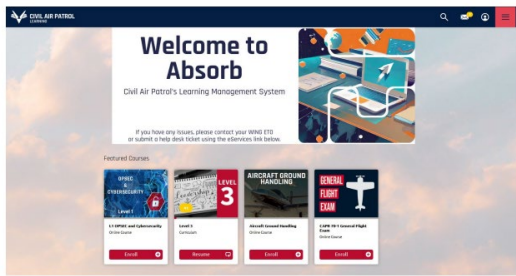
Registration for the [Civil Air Patrol Annual National Conference](#), which will be held this year at the Marriott Rivercenter on the River Walk in San Antonio, is now open. Members will come together to Connect, Collaborate, and Celebrate! The pre-conference sessions *Instructional Techniques for CAP & the Community*, *Health Services Update & Summit*, *FEMA 191 ICS/EM Ops Center Interface*, and *G-1000 Learning Session* are available to book for 15 Aug and have a nominal fee.



The conference will include discovery sessions, learning labs, exciting keynotes, and a collaboration and social space dubbed 'The Hangar.' It will also include national awards and a Saturday Night Commander's Reception. This year, a new national commander will be installed.

Click [Registration to secure your spot](#). The San Antonio Marriott Rivercenter on the River Walk has conference rates. Click [here](#) to book your stay. The hotel is just a short walk to the Alamo and the famous San Antonio Riverwalk. I look forward to seeing you there!

Introducing the New Learning Management System - Absorb



The current Learning Management System (LMS) that Civil Air Patrol uses to provide education and training material to members is AXIS. Volunteer University modules, emergency service and operations training, specialty track tests, cadet training, and a variety of other training are contained here. When completing training and tests in AXIS, the program transfers the information to eServices. These are two separate systems.

As part of Civil Air Patrol's commitment to continuous improvement and supporting the remarkable growth of our organization over the past few years, CAP is thrilled to unveil our new learning system, Absorb LMS! Absorb is replacing AXIS. Absorb has flexibility and more capabilities that will enhance member's learning. All online training and courses in AXIS will be in Absorb.

A few of the exciting features include:

- Transfer of prior online completions so that records and transcripts are accurate.
- Retaking courses is significantly improved via the reenroll button on available courses.
- Start moderated modules at any time without needing to request a cohort.
- View and sign up for any available Virtual-In-Residence course sessions.

In preparation for the change, there will be announcements, training sessions, and resources. All coursework completed in AXIS will transfer to Absorb. Unfinished or in-progress work will not be transferred. Completed work in eServices will not be affected. It is highly recommended to download a copy of your current transcript to your computer so you can make sure everything is transferred over to Absorb.

The transition will be in early summer; however, the exact date has not been set yet. We will keep you informed.

Squadron and Group Commander Courses Interest Period

The Volunteer University Virtual In-Residence Program offers Squadron Commander (SCC) and Group Commander Courses (GCC). These courses are designed to provide training and resources to those interested in squadron and group command. They also help staff officers understand more about what goes into operating a successful squadron and how to support the commander.



ViR accepts eligible members' interest in these courses throughout the year. This system of interest periods is designed to better tailor the registration process for the Command Electives. Typically, by the close date of the interest period, slotting (registration) for individual modules begins. Openings in a semester will be offered to registrants in the next interest period when they occur. Click the [Fall 2024 Squadron Commander Course](#) or the [Spring 2025 Commander Course](#) to register your interest in a course.

Specialty Tracks and Subject Matter Experts



Congratulations to all members who have completed and are working on specialty track ratings. CAP Specialty Tracks are integral to Civil Air Patrol's Education and Training Program. They provide a standard knowledge base for all CAP members at all levels. This consistent foundation ensures the quality of training available through all CAP units nationwide. In turn, this gives members the tools to perform the CAP missions required by the US Air Force. Members enroll at the level of None and progress through knowledge and service requirements to Technician, Senior, and Master ratings in their specialty tracks.

The requirements outlined for each rating in a Specialty Track Guide provide the basis for the knowledge and skills needed to perform your duties. The rating requirements also allow you to progress through CAP's Education and Training Program's five Levels (including promotion eligibility). Specialty Track Study Guides are found under the Publications Library in the [Pamphlets](#) section on the NHQ website.

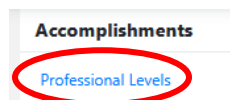
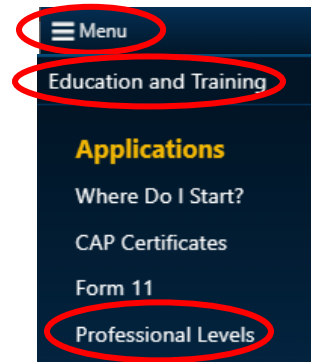
Work with a mentor or subject matter expert to learn your chosen duty and progress through the ratings. If you do not have a mentor with a higher rating in your specialty track, go to the [NC Wing Subject Matter Experts](#) page on the NC Wing website. These members are ready and willing to assist you

Reading Professional Levels Screens – Part 1

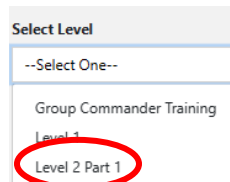
We ran this series back in 2022. For the next few months, we will discuss how to read the Professional Levels screens. Have you been wondering why modules are listed in different groups? Not sure what the letter "i" in the gold circle means? What about seeing that there are two or three modules in a group, but you only are required to complete one? This series will help by providing information on what you are viewing.

Today, we'll begin with accessing Professional Levels.

Step 1 – In eServices, click on Menu → Professional Development → Professional Levels



Step 2 – On the next screen under Accomplishments, click on Professional Levels



Step 3 – On the next screen, under Select Level, click on the down arrow and select the Level you wish to review (Level 2 Part 1 is selected in this example)

This will open up the screen that lists all the requirements for that Level. Note that Level II has two parts - 1 and 2. Why two parts? Members bring with them a varied amount of education and experience to Civil Air Patrol that the organization recognizes. Former military, professionals, and former cadets who achieved the Mitchell Award or higher and are eligible for an advanced grade have nine modules in Level II Part 1 that must be completed prior to receiving an advanced grade.

The screen below is from a member's Level II Part 1 Professional Levels

Level 2 Part 1 Accountability				Completed / Required Tasks - [0 / 1]
Task Name	Status	Date Completed	Upload Document	Comments
<input type="checkbox"/> Accountability and Responsibility of the Adult Leader		mm/dd/yyyy	Choose file <input type="button" value="Browse"/>	
Level 2 Part 1 Customs and Courtesies				Completed / Required Tasks - [1 / 1]
Task Name	Status	Date Completed	Upload Document	Comments
<input type="checkbox"/> Civil Air Patrol Customs and Courtesies		mm/dd/yyyy	Choose file <input type="button" value="Browse"/>	
<input type="checkbox"/> Customs and Courtesies	APPROVED	02/19/2022	Choose file <input type="button" value="Browse"/>	

The "Completed / Required Task" item might be slightly confusing in Level II module requirements. In the above example, the Level 2 Part 1 "Customs and Courtesies" section shows Completed / Required Tasks - [1/1]; however, there are two modules listed in this section.

The reason for multiple modules is the four different "paths" based upon the categories of former military, former cadet, professional, and new member. Our former military members are very familiar with customs and courtesies, so they will take the Civil Air Patrol Customs and Courtesies module, while those in the professional or new member path take the Customs and Courtesies module. Former cadets do not take a module for Customs and Courtesies as they are very familiar with CAP's customs and courtesies.

Can't wait for more information about reading Professional Levels? Do you have a question now? Please contact your Education and Training Officer for assistance. This information is also posted on the [NC Wing Education and Training Resources](#) webpage.

NC Wing Annual Conference – Attendance Credit

Attending two National, Region, or Wing conferences is required for Level III in the CAP Education and Training Program. Uploading conference participation can be completed in just a few easy steps. You will need to have the Personnel Authorization document for conference attendance on your computer before you start. If you do not have this, check with your Education and Training Officer or Squadron Commander for the document. It was sent out by the wing personnel officer.



Step 1 – Access Professional Levels. In eServices, click on Menu → Education and Training → Professional Levels

Step 2 – Under Accomplishments, click on Professional Levels

Step 3 – Under Select Level, click on Level 3. If you are not working in Level 3 yet (only working in Levels I or II) save the document to your computer to upload to Level 3 Professional Levels when you have access. Members who have completed Level 3 do not record this “extra credit”.

Step 4 – Scroll down to Conference Attendance. Click the box next to the Gold circle, enter the conference date in Date Completed, and in the Comments box, enter the name of the conference attended.

Step 5 – Upload the document from your computer

Step 6 – Click on the Submit button at the bottom of the page

Example:

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 <input type="button" value="Browse"/>	NC Wing 2019 Conference - Greensboro <small>max. 36/500 characters</small>
<input type="button" value="Submit"/> <input type="button" value="Delete"/>				

How Do I...

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

How Do I Upload My Picture to eServices?

Is your picture missing in eServices, or has it been a few years since you updated your photo? A member's picture is on the CAPF 101 Specialty Qualification Card. It is important to have a proper picture displayed on the 101 Card when you use it during a mission or mission training. Senior members' pictures are also on their CAP ID. It is preferred that you are in uniform for these documents. Instructions on requirements and how to

upload your picture are found by clicking the [Membership Card Photo Guide](#).

My Account

- General Info
- Addresses
- Contacts
- Characteristics**

Please remember to update your “personal characteristics” by clicking on your name in the top right corner of eServices to open “My Account” and then click on ‘Characteristics.’ If you fly in a CAP airplane, you will assist the pilot by having weight information in your account so they can process the weight and balance. Remember to keep your information updated!

Civil Air Patrol Specialty Qualification Card		<ul style="list-style-type: none"> • Indicates Does Not Expire • Indicates Skills Evaluator • Indicates Supervised Trainee Status • Indicates NIMS Training Incomplete • Indicates Aircraft Ground Handling Incomplete 																														
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*AP	0/23	CUT	→	*MS	1/22																											
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FLM	11/21	IS/00	→	JAO	→																											
SES	→	MO	1/22	OPF	8/22																											
GTMA	8/22	MRO	8/22																													
This Certifies the CAP Member is qualified to perform duties in the area shown.																																
CAPF 101(E) May01 OPR/Routing																																

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

News



**** 25 Apr 2024 ****

[Introducing: CAP Health Application](#)

**** 24 Apr 2024 ****

[Registration Zone Upgrade - Payments](#)

**** 23 Apr 2024 ****

[Registration Zone - Maintenance](#)

**** 22 Apr 2024 ****

[eServices Release Notes](#)

05 Apr 2024

[eServices Release Notes](#)

04 Apr 2024

[CP-National Youth Aviation Panel Chair Expires o...](#)

29 Mar 2024

[Volunteer Job Announcement for eServices posti...](#)

25 Mar 2024

[eServices Release Notes](#)

15 Mar 2024

[eServices Release Notes](#)

11 Mar 2024

[CP-National Cadet Team Staff Coordinator - Clos...](#)

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 announcements last week that [Registration Zone](#) now accepts payments for events? What about the announcement about the introduction of [CAP Health](#)?

And don't forget about [PROPS Newsletters](#).

Other Learning and Training Opportunities

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

CPR and First Aid Course –13 July

The Burlington Composite Squadron is holding an American Heart Association CPR course on 13 July at NC Wing Headquarters, Burlington, from 0900 to 1500. The course will include how to correctly perform CPR on an adult, child, and infant. Basic first aid will also be covered. This will meet the requirements for Ground Team Member qualifications. If interested, please register at the link below.

The cost is only for supplies. This includes a CPR/First Aid Card valid for two years, Pocket Mask, and lunch. AHA offers a reduced price for members who are in the K-12 school system. The cost for K-12 Students/Teachers using their NC school system email address is \$20. The cost for everyone else is \$35.

The registration deadline is 15 June. To register for the July class, click <https://forms.office.com/r/R030ayTCvR>. Please contact Maj Jordan Crawford at Jordan.Crawford@ncwgcap.org with any questions.



CPR & First Aid Training Class

American Heart Association Heartsaver Instructor Course – 1 June



American Heart Association.

CPR & First Aid

Emergency Cardiovascular Care

Burlington Composite Squadron is offering an American Heart Association (AHA) Heartsaver Instructor Course on 1 Jun 2024 from 0900-1800. The course will be held at NC Wing HQ, 3520 Alamance Road, Burlington. Completing the course will allow

members to teach AHA CPR/First Aid courses at their local squadron. The cost is \$65, which is the affiliation fee to the training center. The deadline to register is 25 May.

Requirements:

- Attendees must be at least 18 years old and have a current AHA BLS or HeartSaver Card
- Complete the AHA Heartsaver Online Instructor Course (Cost \$35) - <https://shopcpr.heart.org/heartsaver-instructor-essentials-online>
- Email Maj Crawford a copy of your provider card and online instructor course completion certificate
- After completion of the course, you must be monitored teaching a Heartsaver course within 60 days. A provider course is scheduled for July.

Click <https://forms.office.com/r/RduJ2JUu02> to register. Please contact Maj Jordan Crawford at Jordan.Crawford@ncwgc.org with any questions.

National TLC Virtual Course Offerings

National Headquarters offers regularly scheduled virtual TLC-Basic & TLC-Intermediate courses. Please continue to offer local TLC courses. National is just creating another way to expand the accessibility of TLC.



TLC Basic Schedule

May 8, 15, and 22 (Wednesday Evenings)
July 13 (Saturday)

TLC Intermediate Schedule

June 1 & 8 (Evenings)

Click [National Offered TLC Courses](#) to go to the webpage to access registration and additional information. All courses are available for registration through the [Registration Zone](#).



Points of Distribution - NC Wing Group Level Training

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 which NC Wing members work alongside NC Emergency Management in assisting the state in times of need.

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

Group 1

Saturday, 0800 hrs., 11 May 2024, Host - NC-124 Hickory Comp Squadron
Location: Hickory Regional Airport, 3101 9th Ave Drive NW, Hickory, NC 28601
POC: Maj David Hartman, david.hartman@ncwgc.org

Group 3

Saturday, 0800 hrs., 18 May 2024, Host - NC-305 Elizabeth City Composite Squadron
Location: 1704 Weeksville Rd, Elizabeth City State University STEM Building, Room 103, Elizabeth City NC 27909
POC: Lt Jerry Cowand, jerry.cowand@ncwgc.org

CAP Silvered Wings Series

The 16th painting in the second Silvered Wing Series of vintage CAP aircraft depicts [the Helio U-100 / HT 295 Super Courier](#). The Helio Courier is a cantilever high-wing light STOL (short takeoff and landing) utility aircraft designed in 1949.

The artist, Maj. Ron Finger is a freelance illustrator and member of the Minnesota Wing's Crow Wing Composite Squadron. Recently honored by the Minnesota Aviation Hall of Fame as Artist of the Year, he is an Air Force Art Program artist, where a select pool of artists are assigned "art missions" to document specific U.S. Air Force operations.



Painting "to honor those who serve" is the motto on the art program patch and defines Finger's continuing efforts as an aviation artist. His staff position as CAP's national artist feeds his passion for researching and creating art that portrays historical emergency service. His personal goal is to complete paintings documenting every aircraft type CAP has flown. More of Finger's CAP artwork can be seen at redpine.net.

Collegiate Transfer Program



On Jan. 4, 2022, CAP signed a Collegiate Matriculation Agreement with Frederick Community College in Maryland for the transfer of some National Emergency

Services Academy-Mobile Training Team (NESA-MTT) delivered courses into college semester hours. The arrangement includes up to nine semester hours of college credit. Both senior and cadet members can:

- Establish college enrollment and a transcript of courses through the college.
- Receive no-cost college course credit from attendance at recognized NESA-MTT delivered courses, to be used toward completion of an associate degree in emergency management.
- Receive no-cost college course credit from attendance at recognized NESA-MTT delivered courses, to be used toward completion of a Certificate in Emergency Management.
- Be accepted into the college as an in-state resident without being charged nonresident fees.

In addition, cadets 16 years and older can be dual-enrolled in high school and college. Click [CAP Collegiate Transfer Program](#) to learn more!

Please forward any questions you have about this newsletter and Education and Training to Lt Col Kathy Nicholas at knicholas@ncwgcap.org