



NC Wing Education and Training Newsletter June 2024



Summer is just around the corner! In the NC Wing, this means it's time for our annual summer encampment and longer daylight hours for outdoor training opportunities, flying, and a variety of other activities. Families are traveling more in the summer because of no school. Whatever you choose to do this summer, make it a safe one, and remember to stay hydrated!

This month, we are transitioning our Learning Management System from AXIS to Absorb. Please review the articles in this newsletter and the notification emails explaining the new system. We will be conducting training sessions and offering office hours so everyone can familiarize themselves with accessing and navigating Absorb. Like anything new, it will take time and patience to learn; however, I feel you will be pleased with the capabilities of the new system.

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

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Education and Training Program Level Completions in May

Level I Member

- NC-019 SM Samuel Blazier
- NC-022 SM Tina Redner
- NC-048 SM Valeriy Cherkashin, SM Miguel Jackson
- NC-050 SM Kevin Green
- NC-055 SM John Burget
- NC-082 SM Emily Bachman, SM Bryan Morris
- NC-111 1st Lt Isabella Ross
- NC-126 SM Charles Bradshaw II
- NC-143 SM Glen McDowell
- NC-160 SM William Coles
- NC-170 SM David Abraham
- NC-300 SM Eric Bevan, SM Emily Herman
- NC-301 SM Brooke Ipock
- NC-307 SM Jacob Morris

Level II Davis

- NC-007 2d Lt Adam Davidson
- NC-050 2d Lt Andrea Odom
- NC-126 2d Lt Kenney Eagle
- NC-162 1st Lt Sara Paz
- NC-171 SM Adam Melendez
- No Davis Award Ribbon – Leadership
-  Ribbon for Tech rating

Yeager Award

- NC-019 2d Lt Dana Dubreuil, SM Ortiz Matamoros, SM James Stoltzfus
- NC-022 SM Tina Redner
- NC-048 SM David Hall, SM Miguel Jackson, 2d Lt Susan Olmsted, SM John Wellman
- NC-082 2d Lt Cullen Whitt, SM Jeffrey Rojas, SM Justin Strickland
- NC-111 SM Kimberly Lambert, SM Ryan Conroy
- NC-126 SM Brittany Rohde
- NC-143 1st Lt David Morris
- NC-171 SM Christian Meyer

Level III Loening

- NC-022 2d Lt William Mellick Jr
- NC-048 1st Lt Yelena McManaman
- NC-162 1st Lt Ronnie Hicks
- NC-162 1st Lt Elaine Kaempf

Level V Wilson

- NC-023 Maj Jeffrey Walker
- NC-171 Maj Robert Wittmann

Specialty Track Ratings Achieved in May

Administration Senior Rating – 1st Lt Stephen Beal, NC-057

Aerospace Education Senior Rating – 2d Lt William Mellick Jr, NC-022
Cadet Programs Senior Rating – Capt Brent Wooters, NC-070
1st Lt Elaine Kaempf, NC-162
Cadet Programs Technician Rating – 1st Lt Jesse Appleton, NC-301
1st Lt Angela Kreuser, NC-170
2d Lt Andrea Odom, NC-050
Character Development Technician Rating – Capt William Croft, NC-031
Communications Technician Rating – 1st Lt Ronnie Hicks, NC-162
Emergency Services Technician Rating – 2d Lt Giovanni DeSimone, NC-057
Finance Senior Rating – 1st Lt John Reed, NC-019
Historian Senior Rating – 1st Lt Charlie Manley, NC-070
Personnel Senior Rating - 1st Lt Stephen Beal, NC-057
Professional Development Senior Rating – 1st Lt Stephen Beal, NC-057
Safety Technician Rating – 2d Lt Kenney Eagle, NC-126

Congratulations on Completing Commanders Courses in May

Squadron Commanders Course – Capt David Leach, NC-162
1st Lt Elaine Kaempf, NC-162

Education and Training Program

Introductory Communications Training (ICUT)

By Lt Col David Taylor, NC Wing Director of Communications



All CAP members of CAP, at some point, will need or have the opportunity to operate a Radio, whether it is in a plane, van, ground team, or mission base. To operate a corporate radio, ICUT, “Introductory Communications User Training” is required. Since most/all of the Emergency Service qualifications will require the use of a radio, every member should strive to complete this as one of their first tasks after the General Emergency Service training (GES) is completed. It is required for all aircrew positions and for Ground team qualifications.

This training is extremely simple and should be considered a license to learn. It can be completed online via AXIS and soon-to-be Absorb, and then after a practical with a skills evaluator, you will have a lifetime signoff. Easy to find, just go to the AXIS learning system in eServices and search for ICUT. Complete all the videos and short quizzes, and you will be ready for skills evaluation. As with most anything these days, YouTube has a couple of short videos you can search for that will show you exactly what to expect on an evaluation. If you run across something you don’t understand during the evaluation, the skills evaluator will be more than glad to spend the time to thoroughly help you understand the concept and move to the next step.

Once completed, I would hope more of you will take more interest in communications qualifications in the wing. We always need MROs and CULs. All squadrons should have a communication officer assigned as well as all groups. Currently, we have some open spots. To fill one of these positions, ICUT is the first basic requirement. We are in the process of getting all the repeaters up and operational and will be starting a NET in each group. Hopefully, these nets will take place at the end of a regular meeting each week and the unit’s radios can be used.

Learning Management System – Absorb Transition

We are getting ready to transition to a new Learning Management System this month. Absorb is the new program that will contain all online learning training for cadets and senior members. Volunteer University modules, emergency service and operations training, specialty track tests, cadet training, and a variety of other training are available in the LMS.

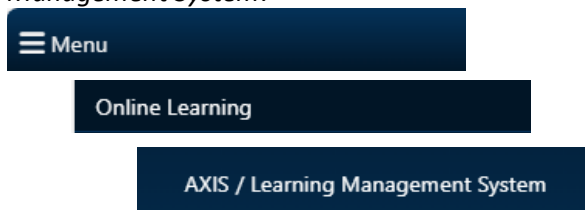


There are a few things to do to prepare for the transition and understand the new system. The first is to understand that all coursework completed in AXIS will transfer to Absorb. Unfinished or in-progress work will not be transferred. Completed work in eServices will not be affected. If you cannot complete a Volunteer University module in AXIS before the changeover date, you will need to resubmit all work in Absorb. If you are taking modules in ViR, onsite, or virtually, these modules will not be affected by the transition.

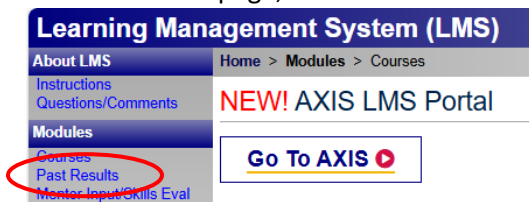
Please download a copy of your current transcript to your computer to ensure everything is transferred to Absorb. Computers are not infallible, and proper documentation is required to correct any errors that may occur. Below is information on how to download your record and transcript from the Learning Management System and eServices. Please note that you can save the record/transcript to your computer, print everything out, or do both.

Learning Management System – Access and Save Records

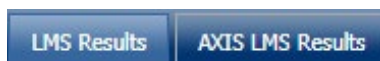
In eServices, access the *Menu*. In the dropdown menu, select *Online Learning*. Next, select *AXIS/Learning Management System*.



On the LMS webpage, Select *Past Results* in the left-hand menu.



There are two tabs – *LMS Results* and *AXIS LMS Results*



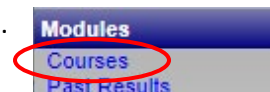
1. Click the *LMS Results* tab, then print (use *Ctrl P* to bring up the print function).

You should be able to send the file to your printer or save it as a PDF file. If there are certificates you want to download and/or print, you can do so by clicking the *Print Certificate* link for each item.

2. Click *AXIS LMS Results* and complete the instructions as in #1 above.

Next, return to the main LMS page by clicking *Courses* in the left-hand column.

Then click on the *Go to AXIS* button.



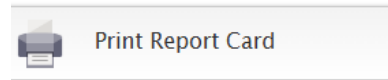
Click on the *My Transcript* tab.



Click on the *Print Icon* on the right-hand side located just under the *My Current Training* bar. A separate window will open.

Click on *Print Report Card*.

Send the file to your printer or save it as a PDF file.



Certificates tab to print

AXIS contains certificates of completion. Click the or download any certificates you'd like to retain for your records.

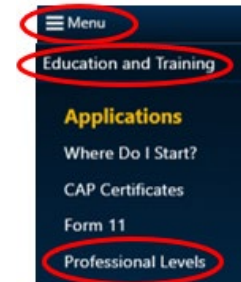
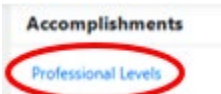


Education and Training Professional Levels – Access and Save Records

In eServices, the transition from AXIS to Absorb should not affect Professional Levels. It is recommended to keep a copy of your accomplishments in Professional Levels on your computer and update it periodically.

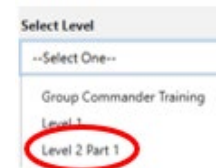
In eServices, under the menu topic *Education & Training*, select *Professional Levels*.

Under *Accomplishments*, select *Professional Levels*.



The system should auto-populate your CAPID. If not, enter it.

Under *Select Level*, use the dropdown menu to select the Level you wish to access.



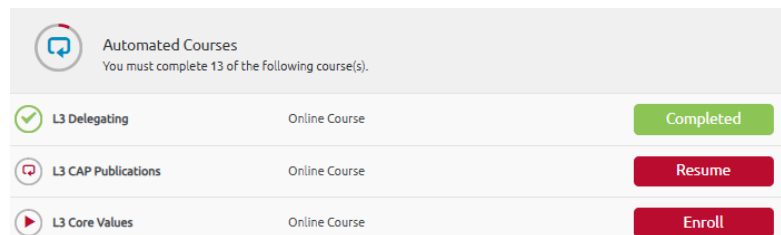
Save or Print the Level accomplishments.

Volunteer University Modules in Absorb

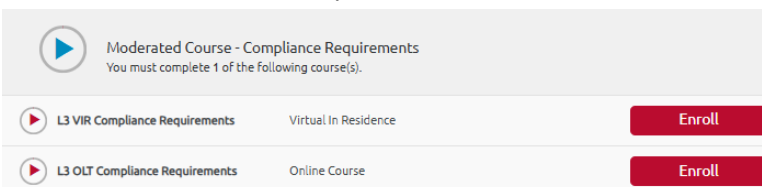
Volunteer University Levels function differently in Absorb than previously. The basic rules are the same, and each level has a specific set of course modules that must be completed. As always, all VoU modules can be completed face-to-face, online, or through a hybrid approach. There are two specific types of modules.

1. Automated modules are eLearning-style courses that can be completed by a single user without requiring interaction with an instructor or other learners.
2. Moderated modules are more complex online courses that require the user to engage with others, including learners and instructors, by participating in discussion forums and by submitting assignments that will be graded by an instructor.

In Absorb, all modules for a particular level can be found within that Level's curriculum page. The modules are grouped together, with all automated modules together in one group, and then the moderated modules are separated into their own individual groups.



Learners can enroll themselves into an online module at any time without needing to register for a cohort. Instructor pools are assigned to the levels or course modules directly, and any user enrolling will be assigned to the instructors automatically.



You will also see a second version of each Moderated course in the groups. These are the Virtual In-Residence modules formerly hosted outside of our learning system and are now available as an integrated part.

- Virtual In-Residence or VIR modules are course sessions offered synchronously via Zoom or Teams Meetings. These sessions allow an instructor to meet directly with learners at a specific date and time.
- When considering your options for each moderated course, you can decide if you would prefer to complete it independently online or in a VIR environment with a live instructor. Also available is the option to complete modules onsite with an instructor separate from Absorb. Check with your Wing for scheduled classes.

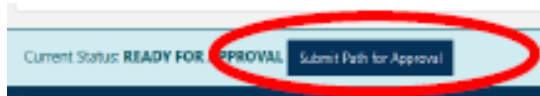
Important Change to Cohorts: Online cohorts are no longer a requirement for completing moderated VoIU modules. Because of changes to how we can assign instructors, you can enroll in a moderated online course at any time. Some Levels may continue to offer cohorts for those who want to participate that way, but they are NOT required.

Reading Professional Levels Screens – Part 2

We are continuing a series on how to read the Professional Levels screens. This series will help by providing information on what you are viewing. For instructions on how to access Professional Levels, see Part 1 in the May Newsletter. There is also a document on the [NC Wing Education and Training Resources](#) webpage.

This month, we'll continue with submitting a Level for approval and explain the Pending and Approval boxes. In Professional Levels, select a Level to view. Take a look at the top area of the screen. If a member has completed a Level, a blue or green box will appear.

Blue Box – Current Status: READY FOR APPROVAL - Submit Path for Approval



When requirements are completed for a Level, the blue box contains a button that permits the member who completed the Level to submit their own Level for approval. The Approval

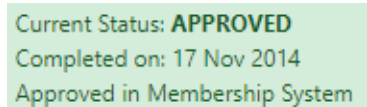
Authorities are Levels I & II - Unit Commander, Levels III & IV - Wing Commander, Level V - Region Commander

Blue Box – Current Status: PENDING



After the Level is submitted the blue box shows it is pending approval.

Green Box – Current Status: APPROVED



This indicates that the member has completed this Level. The example shows that it was completed in 2014 in the Professional Development Program. When the Education and Training Program became active in Aug 2020, all members who completed Levels prior to this date will show this type of box.

If the member has completed the Level in the E&T program (After Aug 2020) the green box will have more information. The example below shows the approval for Level V which requires approval at each level up through Region.



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 Find Maj Gen Mark Smith's Video Briefings?

Former National Commander, Maj Gen Mark Smith, has a series of excellent video briefings on YouTube on many different subjects. There are over 60 videos that range from one to eight minutes, most of which are under three minutes in length. Take time out of your busy day to catch a short video and hear about what it means to be a Volunteer Airman, why we conduct Aerospace Education, Emergency Services, and his series on Core Values, Leadership, and more.



We assist our cadets with learning about leadership. Gen Smith's videos are an excellent source of servant leadership, professionalism, excellence in mission, and more for senior members. Consider using the videos in your squadron's meetings by viewing one and then discussing the topic. It is a great way to start conversations among members.

Click on the link below to select a video message or two. Bookmark the page to revisit it frequently.

<https://www.youtube.com/playlist?list=PLdmrRd0MHKUVy9tCSomvF561vguzlWrpQ>

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.

NC Wing CyberPatriot Coaches Camp – 8 June



Are you looking to promote CyberPatriot within your squadron? Do you have cadets that are ready to learn but don't know where to start? Have you been building a CyberPatriot program but feel you're in it all alone? Then join us for the Annual NC Wing

CyberPatriot Coaches Camp on Saturday, June 8, 2024, from 9:00 am - 4:00 pm at NC Wing HQ in Burlington, NC. This one-day class will cover what CyberPatriot is and how to start a team, what senior members can do even if they are not in information technology or cyber, how to find mentors and much more.

If you are a "seasoned" coach, please join us! We will trade ideas, network, 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. Register by clicking this link <https://forms.office.com/r/F4rdUCxTES>.

If you have any questions, please contact Capt Roy Vestal, CAP National Cyber Academy Assistant Director of Cyber Programs, at rvestal@nc048.ncwgcap.org.

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.

Wing Search and Rescue Exercise – 10-11 Aug



A wing-wide SAREX will be conducted the weekend of August 10-11, 2024. This will be a single large statewide search scenario to test NCWG's response capabilities to large-scale incidents and interoperability capabilities. The command post will be located at NC Wing Headquarters in Burlington, NC. Members attending for the weekend (Friday night arrival will be permitted) will be permitted to camp on the property or possibly stay in the building. Space is

somewhat limited, so it will be on a first-come, first-served basis. There will also be opportunities for teams to deploy from their home base for single-day taskings. Aircrews and incident staff will have the same options.

Look for emails from Maj Matt Chirik for additional details about the weekend exercise. Click [NCWG Ground Team Initial Signup](#) to register to participate. Members interested in taking leadership roles on the incident staff can reach out to Maj Matt Chirik, NC Wing Director of Emergency Services, at 267-897-0879, mchirik@cap.gov.

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, Brig Gen Regena Aye will assume command from Maj Gen Edward Phelka, our current national commander. Click [Information](#) for costs and a list of Speakers.

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!

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

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](#).

Civil Air Patrol Volunteer Magazine – Spring 2024



The Volunteer Magazine Spring Edition is available! Click on [Spring 2024 Edition](#) to get your digital copy and start reading today.

There are many articles about what is happening around the country including one on Balloons, Rockets, and Drones, another on All In Recruiting, and how STEM Kits stimulate students' imagination and interest in STEM careers.

Be sure to check out the article on our own Mid-Atlantic Region's Chief of Staff, Col J.D. Ellis. He also serves as the Spaatz Association's President. The Spaatz Award is CAP's highest cadet honor.

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