CRM LESSON PLAN REPORT

SMALL ARMS EXAMINATION (LESSONS 92Y10D01 AND 92Y10D02)
101-92Y10D03 / 06.0 ©

Approved
01 May 2017

Effective Date: 01 May 2017

SCOPE:

None

SECTION I. ADMINISTRATIVE DATA

All Course Masters/POIs Including This Lesson	**Courses**					
	Course Number	**Version**	**Title**		**Phase**	**Status**
	None					

	POIs					
	POI Number	**Version**	**Title**		**Phase**	**Status**
	551-92Y10/20-IRR-RTUP	01.0 ©	Unit Supply Specialist 10/20 IRR RTUP		0	Reviewed

Task(s) Taught(*) or Supported

Task Number	Task Title	Status
Individual		
101-92Y-1301 (*)	Control Weapons and Ammunition in the Arms Room	Approved
101-92Y-1409 (*)	Perform Organizational (Unit) Maintenance on Small Arms	Approved

Reinforced Task(s)

Task Number	Task Title	Status
101-92Y-1022	Inventory Property	Approved
101-92Y-1021	Store Property	Approved
101-92Y-1013	Maintain Unit Supply Files	Approved

Knowledge

Knowledge Id	Title	Taught	Required
None			

Skill

Skill Id	Title	Taught	Required
None			

Administrative/ Academic Hours

The administrative/academic (50 min) hours required to teach this lesson are as follows:

Academic	Resident Hours / Methods			
Yes	0 hrs	5 mins	Reflective Discussion
Yes	0 hrs	15 mins	Discussion (Small or Large Group)
Yes	0 hrs	30 mins	Test Review
Yes	3 hrs	0 mins	Test
Total Hours(50 min):	4 hrs	0 mins	

Instructor Action Hours

The instructor action (60 min) hours required to teach this lesson are as follows:

	Hours/Actions		
0 hrs	25 mins	Classroom Breakdown
0 hrs	25 mins	Classroom Setup
1 hrs	0 mins	Grade Test
0 hrs	25 mins	Student Counseling
3 hrs	0 mins	Student Re-test
2 hrs	0 mins	Student Re-train
Total Hours (60 min):	7 hrs	15 mins

Test Lesson(s)	**Hours**	**Lesson Number Version**	**Lesson Title**
	None		

Prerequisite Lesson(s)	**Hours**	**Lesson Number Version**	**Lesson Title**
	None		

Training Material Classification

Security Level: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Foreign Disclosure Restrictions

FD2. This training product has been reviewed by the training developers in coordination with the Combined Arms Support Command, Fort Lee, Virginia foreign disclosure officer. This training product can be used to instruct international military students when the country meets specific criteria. Specify requirement(s) that each country must meet (select all that are appropriate): 1) Must purchase equipment through FMS .; 2) Must be a member of a specific group or coalition .; 3) Must have an accepted clearance (must be authorized under an identified general security agreement with the US); 4) May not attend FD3 modules .; 5) Other N/A.

References

Number	Title	Date
AR 190-11	Physical Security of Arms, Ammunition and Explosives, Revision September 05,2013	05 Sep 2013
AR 190-13	The Army Physical Security Program	25 Feb 2011
AR 25-400-2	THE ARMY RECORDS INFORMATION MANAGEMENT SYSTEM (ARIMS)	02 Oct 2007
AR 25-50	Preparing and Managing Correspondence	17 May 2013
AR 710-2	SUPPLY POLICY BELOW THE NATIONAL LEVEL	28 Mar 2008
AR 735-5 (Change 001 08/22/2013)	Property Accountability Policies	09 Nov 2016
AR 750-1	Army Materiel Maintenance Policy	03 Aug 2017
PAM 710-2-1	USING UNIT SUPPLY SYSTEM (MANUAL PROCEDURES)	01 Dec 2016
PAM 750-8	The Army Maintenance Management System (TAMMS) Users Manual.	22 Aug 2005
TM 9-1005-201-10	OPERATORS MANUAL FOR MACHINE GUN, 5.56-MM, M249 W/EQUIP (NSN 1005-01-127-7510) (EIC: 4BG) {TM 08671A-10/1A} (REPRINTED W/BASIC INCL C1)	26 Jul 1991
TM 9-1005-201-23&P	FIELD MAINTENANCE MANUAL (INCLUDING REPAIR PARTS AND SPECIAL TOOLS LIST)FOR MACHINE GUN, 5.56MM, M249 W / EQUIPMENT (AR ROLE) MACHINE GUN, 5.56MM, M249 W / EQUIPMENT (LMG ROLE) NSN 1005-01-451-6769	15 Apr 2013
TM 9-1005-317-10	OPERATOR`S MANUAL FOR PISTOL, SEMIAUTOMATIC, 9MM, M9 (NSN 1005-01-118-2640)(EIC: 4MN), PISTOL, SEMIAUTOMATIC, 9MM, M9A1 (NSN 1005-01-525-7966) PISTOL, SEMI AUTOMATIC, 9MM, GO PISTOL	20 Jun 2016
TM 9-1005-317-23&P	UNIT AND INTERMEDIATE DIRECT SUPPORT MAINTENANCE MANUAL INCLUDING REPAIR PARTS AND SPECIAL TOOLS LIST FOR PISTOL, SEMIAUTOMATIC, 9-MM, M9 (NSN 1005-01-118-2640) {TM 1005A-23&P/2A;SW 370-AA-MMO-010/9MM;T	28 Feb 2007

Student Study Assignment

Review the practical exercises and notes from lessons 92Y10D01 and 92Y10D02.

Instructor Requirements

Primary Instructor and Assistant Instructor(s)

Determine the number of tests to include versions to be used. Coordinate with the TCO to obtain required testing materials. Safeguard all examination material until returned to the TCO.

Support Personnel Requirements

Computer System Analyst

Additional Support Personnel Requirements

Name	Student Ratio	Qty	Man Hours
Computer System Analyst	0:0	1	4.0
Remarks:			

Equipment Required for Instruction

ID - Name	Student Ratio	Instructor Ratio	Spt	Qty	Exp
7021-01-C14-3190 - Computer, Micro Lap-Top Portable AC: M4500 Dell	0:0	0:0	No	2	No
Remarks:					
7021-01-D01-0269 - PC Tablet, Data Entry: IPAD 2 WIFI 64GB Apple	1:1	0:0	No	1	No
Remarks:					
7025-01-C11-4208 - Printer, Daisy Wheel/Dot Matrix/:2335DN MFP Dell	0:0	0:0	No	1	No
Remarks:					
7050-01-C14-4309 - Interactive Pen Display: ID422W Smart	0:0	0:0	No	1	No
Remarks:					

(Note: Asterisk before ID indicates a TADSS.)

Materials Required

Instructor Materials:

1. 92Y10D03 Examination Workbook.

2. 92Y10D03 Examination Solution Workbook.

3. 92Y10D03 Exam Student Workbooks.

Student Materials:

1. Pen and Pencil.

2. 92Y10D03 Exam Booklet.

3. 92Y10D03 Student Exam Workbook.

Classroom, Training Area, and Range Requirements

ID - Name	Quantity	Student Ratio	Setup Mins	Cleanup Mins
17135-3000 Laboratory Instructional Building, 3000 Square Foot		1:30	20	30
Remarks:				

Ammunition Requirements

DODIC - Name	Exp	Student Ratio	Instruct Ratio	Spt Qty
None				

Instructional Guidance/ Conduct of Lesson

NOTE: Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

NOTE: Instructor/Facilitator will ensure to incorporate ALM 2015 and OE experiences.

ARMY LEARNING MODEL

All instructors/Facilitators will facilitate training under Army Learning Model. Ensuring training is based on quality, relevance and effectiveness of face to face learning experiences through outcome-oriented instructional strategies. This type of instruction will foster critical thinking, initiative and operational relevance in context.

OE INTEGRATION

Instructors/Facilitators will facilitate conversations from students and relate this lesson to current Operational Environments (OE) using personal experiences and/or examples obtained from the Center for Army Lessons Learned (CALL). Instructors should provide sufficient OE variables and scenarios to produce the desired soldier training outcome for this lesson.

NOTE: Verify that the training material is loaded on the computers before beginning the lesson.

NOTE: Sign out only the number of test booklets required to administer the exam plus one for the test administrator.

NOTE: Test administration will be conducted with at least two (2) versions of the exam.

NOTE: At the completion of the test, collect all test materials. Check test booklets for any markings that students may have done.

Proponent Lesson Plan Approvals

Name	Rank	Position	Date
shelia.williams1	Not available	Approver	01 May 2017

SECTION II. INTRODUCTION

Motivator

During this examination you will have an opportunity to demonstrate that you possess the required skills and knowledge necessary to perform the tasks to the required standards. Complete each requirement to the best of your ability.

Terminal Learning Objective

NOTE. Inform the students of the following Terminal Learning Objective requirements.

At the completion of this lesson, you [the student] will:

Action:	Complete a comprehensive examination covering lessons 92Y10D01 and 92Y10D02.
Conditions:	Assigned as a Unit Supply Specialist, in a classroom environment. Given a perfomance-based multiple choice question and complete the form examination, applicable publications, applicable blank forms, and a pen and pencil.
Standards:	Students will complete an open book, performance-based examination covering all material presented in lessons 92Y10D01 and 92Y10D02. The soldier will identify key control procedures, prepare unaccompanied access roster (memorandum), identify distribution requirements for an unaccompanied access roster, prepare a DA Form 5513, perform semiannual inventory, and identify security procedures for the DA Form 5513, keys, arms room, create a master authorization list (MAL), prepare a DA Form 3749, create a weapons/ammunition control log for issue and turn-in, issue individual assigned and unassigned weapons using DA Form 3161 and DA Form 2062, receive weapons for turn-in by using the weapons/ammunition control log, and file documents in the correct unit supply files. Students must complete the exam with an 80% or higher.
Learning Domain - Level:	None assigned
No JPME Learning Areas Supported:	None

Safety Requirements

General classroom safety and electrical equipment safety procedures will be followed.

Warning: Do not place electrical equipment directly on wet ground, snow or ice for operation. Electrocution can result if the equipment is operated without proper grounding. Before connecting the equipment to a power source, verify that all switches are in the off position. Equipment uses power line voltage. Serious injury or death may occur on contact. Observe all safety precautions when connecting power cables or performing maintenance.

Risk Assessment

Low - Tripping

Level

Assessment: Caused by loose wires or liquids.

Controls: Ensure wires are properly secured; no food or drink in classroom or near equipment.

Leader Actions: Supervise and ensure guidance is followed by the students.

Environmental Considerations

NOTE: Instructor should conduct a risk assessment to include environmental considerations IAW the current environmental considerations publication, and ensure students are briefed on hazards and control measures.

It is the responsibility of all Soldiers, DA civilians, and Contractors to protect the environment from damage.

Instructional Lead-in

During this examination you will be evaluated on the material that has been taught in the previous lessons.

SECTION III. PRESENTATION

TLO - LSA 1.   Learning Step / Activity TLO - LSA 1. Prepare to administer the exam.

Method of Instruction:	Discussion (Small or Large Group)
Mode of Delivery:	Resident Instruction
Instr Type (I:S Ratio):	Military - ICH (1:15)*
Time of Instruction:	10 mins
Media Type:	No Media Selection Required
Other Media:	Unassigned
Security Classification:	This course/lesson will present information that has a Security Classification of: U - Unclassified.
Note: Marked as (*) is	derived from the parent learning object

a. The TCOs will sign out only the number of test booklets required to administer the exam and plus one for the test administrator; at no time will the answer key by present during the administration of the test.

b. Test administration will be conducted with at least two versions of the exam.

c. The Test administrator (TA) will perform the following steps:

 1) Positively verify every student's identity before administering the test. Have students place their identification card on their desk. Utilizing the class roster, go to each student and verify name and SSN with ID card. If the TA is familiar with the students, checking the ID card is not necessary.

 2) Issue the AIMS Answer Sheet and student workbook (if required for the exam) to each student. Instruct students to fill out the following information on the form:

  a) Name - Last, First, MI.

  b) Rank.

  c) Course. Enter 92Y10-AIT.

  d) Class. Have student enter their class number.

  e) Exam PFN. Enter 92Y10D03.

  f) Date. Have student enter date the exam is taken (current date) (DD MMM YYYY format).

  g) Social Security Number. Have student enter the last 4 of their SSN. There is no need to fill in the corresponding bubbles.

  h) Test Number. Have students enter the Version (A, B, or C) and test booklet number.

 3) Advise students of the following:

  a) They will not acquire or provide inappropriate assistance either before, during or after the test, except as instructed.

  b) They will report any unauthorized assistance of which they have knowledge.

  c) They will not divulge any information contained within the test.

 4) The student will acknowledge this advise by writing the statement **"I certify that I have not received any unauthorized assistance and will not divulge the contents of this test to others."** on the back of the AIMS Answer Sheet. The student will sign and date the statement.

 5) Issue the following instructions to the students:

a) If a student has a question, the student will move to the location of the TA bringing the test and answer sheet. **NOTE: The TA will only clarify the question; do not provide guidance for a test question nor prompt a correct answer.**

b) If a student has to use the restroom they will turn in their test, answer sheet and scratch paper to the TA. Only one student may use the latrine at a given time.

c) Students may **NOT** have personal electronic devices (cell phone, Blackberry or laptop computer) in their possession or in operation while testing. Soldiers authorized to possess electronic devices will turn them into the instructor before testing begins and receive them after completing the test.

d) If a student becomes ill, they will be excused from the exam and not permitted reentry during this testing session.

e) Students will not mark on the exam.

f) Students will completely fill in only one bubble per question. If a student wishes to change their answer they must completely erase the original bubble and fill in the bubble of their choice.

g) Upon completion of the test the student will turn in the test, answer sheet and scratch paper to the TA and exit the room.

6) Issue a test to each student instructing them to annotate the Version and Test Number on the AIMS Answer Sheet. Instruct the student to ensure they have sequentially numbered questions appropriate for the test and close the test. Correct any discrepancies.

7) Strictly adhere to all allotted examination times. You must post the start and stop times on the board so that all students can read them. Periodically announce the time elapsed or the time remaining.

8) TA will circulate through the room ensuring all students are complying with the Test rules.

9) After the allotted time for the examination expires, instruct all students to stop. Collect all test materials as quickly as possible. strictly account for all test booklets, answer sheets, and scratch paper in roster number order. Before dismissing examinees check test booklets to ensure that no pages are missing or contain markings.

10) The TA will report any suspected test compromise, test loss or incidents of cheating to the TCO immediately upon discovery.

Check on Learning: Determine if the students have learned the material presented by soliciting student questions and explanations. Ask the students questions and correct misunderstandings.

Review Summary: Conduct a Review/Summary of the information presented in the Learning Step.

TLO - LSA 2.   Learning Step / Activity TLO - LSA 2. Complete the examination

Method of Instruction: Test
Mode of Delivery: Resident Instruction
Instr Type (I:S Ratio): Military - ICH (1:15)*
Time of Instruction: 3 hrs

a. Inform the students that they have three hours to complete the exam.

b. Tell students that they can open their test booklets and begin the exam.

Check on Learning:

Determine if the students have learned the material presented by soliciting student questions and explanations. Ask the students questions and correct misunderstandings.

Review Summary:

Conduct a Review/Summary of the information presented in the Learning Step.

TLO - LSA 3.   Learning Step / Activity TLO - LSA 3. Conduct a Test Review/Analysis

a. **Grading of Tests.** The TAs are the only personnel authorized to grade tests. The tests will be graded in a test control area. All answer sheets will be hand scored by the following method.

1) Ensure that all lines have only one bubble filled. If not, this question is counted as being incorrect.

2) Align the scoring key over the answer sheet. Visually go down each line to identify unmarked answer spaces. This identifies the number wrong. Convert that number wrong into a percentile score and record it on the students answer sheet.

3) All exam failures must be checked independently by a second person. The accuracy of the count can be checked by totaling the number of wrong answers and right answers. The total should equal the highest possible score for the test.

4) Once all tests are graded, the TCOs will provide the instructor with the test review sheets.

b. **Test Item Analysis.**

1) TAs will conduct a test item analysis after each exam.

2) At the beginning of the exam, the TA issues each student a sheet of paper numbered to correspond with the questions.

3) Have the students write their names and student numbers on the sheet of paper.

4) Tell the students that the sheet of paper is for a test review, that it is not an answer sheet.

5) Once the students complete the exam, the students will turn in the test booklet and the test answer sheet to the TA.

6) After the TA grades the examination, the TA may begin the Test Review. Conduct the test review by using one test booklet of each exam version issued.

7) After completing the test review, go over each missed question only and discuss the correct answers with the students.

8) At the conclusion of the test review, the TA will collect all test review sheets and turn them into the TCO for destruction.

c. **Test Review.**

1) After all students pass the exam, to include the retest, the TA will conduct a test review. A test review is a learning activity that occurs after the grading of the exams. A test review will be conducted on all tests.

2) No class will be allowed to advance to the next block of instruction before conducting a test review.

3) The TA will coordinate with the TCOs for the issue of the test review. The test review will not be out for more than one (1) hour of scheduled training time.

4) Before beginning the review, students will remove all note taking material and electronic media from their use.

5) Provide the student with the test review sheet for the exam. The TA will only review missed questions for each version of the exam.

Check on Learning:
Determine if the students have learned the material presented by soliciting student questions and explanations. Ask the students questions and correct misunderstandings.

Review Summary:
Conduct a Review/Summary of the information presented in the Learning Step.

SECTION IV. SUMMARY

Method of Instruction:	Reflective Discussion
Mode of Delivery:	Resident Instruction
Instr Type(I:S Ratio):	Military - ICH (1:30)
Time of Instruction:	5 mins

Check on Learning

Determine if the students have learned the material presented by soliciting student questions and explanations. Ask the students questions and correct misunderstandings.

Review/ Summary

This concludes the examination. Are there any questions?

INSTRUCTOR NOTE: Ensure all test materials are gathered from the students. Secure all test materials until they can be secured in the Test Control Room.

SECTION V. STUDENT EVALUATION

**Testing
Requirements**

This lesson is a three hour examination on lessons 92Y10D01 and 92Y10D02. Students must achieve 80% or higher to pass.

**Feedback
Requirements**

NOTE: Feedback is essential to improving training, always encourage students to provide comments and ensure to complete the Module AAR.

There will be a Test Reveiw and Critique at the end of the examination.

Small Arms Examination (Lessons 92Y10D01 and 92Y10D02)
101-92Y10D03 / Version 06.0 ©

Sequence	Media Name	Media Type
None		

Appendix B - Assessment Statement and Assessment Plan

Assessment Statement: None.

Assessment Plan: None.

PRACTICAL EXERCISE(S)/SOLUTION(S) FOR LESSON 101-92Y10D03 Version 06.0 ©

Appendix D - Student Handouts

Small Arms Examination (Lessons 92Y10D01 and 92Y10D02)
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Sequence	Media Name	Media Type
None		