COMMON TRAINING

PHASE THREE

INSTRUCTIONAL GUIDE

SECTION 4

EO C308.02 – DELIVER WORDS OF COMMAND

Total Time: 60 min

PREPARATION

PRE-LESSON INSTRUCTIONS

Resources needed for the delivery of this lesson are listed in the lesson specification located in A-CR-CCP-603/PG-001, Chapter 4. Specific uses for said resources are identified throughout the instructional guide within the TP for which they are required.

Review the lesson content and become familiar with the material prior to delivering the lesson.

Photocopy, cut out, fold and laminate the aide-mémoire cards with the words of command located at Annex B for each cadet.

PRE-LESSON ASSIGNMENT

N/A.

APPROACH

A practical activity was chosen for this lesson as it is an interactive way to allow the cadets to experience delivering words of command in a safe, controlled environment.

INTRODUCTION

REVIEW

The review associated with this lesson is from EO M308.02 (Deliver Words of Command, Section 2), to include:

QUESTIONS

Q1. Why are cautionary commands given?

Q2. What is the purpose of the executive command?

Q3. If a command is not pronounced clearly and distinctly, what affect may it have on the squad being commanded?

Q4. How does poor posture affect delivering commands?

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ANTICIPATED ANSWERS

A1. To warn the squad that a movement will be performed.

A2. To signal that the movement is to be carried out.

A3. Cadets may not understand the command and perform the wrong movement.

A4. It restricts the ability to breathe deeply, restricting the movement of the diaphragm, which will cause commands to come from the throat.

OBJECTIVES

By the end of this lesson the cadet shall have delivered words of command.

IMPORTANCE

It is important for cadets to know how to deliver words of command, as words of command that are delivered in a clear, concise manner, with confidence and determination, will affect how cadets respond to orders. Words of command are required to move a division in an organized and efficient manner.

Teaching point 1 **Demonstrate and Have the Cadets Practice Delivering Words of Command**

Time: 50 min Method: Practical Activity

ACTIVITY

OBJECTIVE

The objective of this activity is for each cadet to practice delivering words of command.

RESOURCES

Aide-mémoire cards located at Annex B.

ACTIVITY LAYOUT

N/A.

ACTIVITY INSTRUCTIONS

1. Demonstrate delivering words of command.

2. Distribute the aide-mémoire cards to each cadet.

3. Divide the cadets into groups of no more than four cadets.

4. Have each cadet, within their group, practice delivering words of command with emphasis on voice, accuracy, confidence, correct posture and breathing control. Have the cadets practice commands at the halt and on the march with the other members of the group acting as the squad. Each cadet will be allotted approximately 10 minutes in front of their group.

5. Circulate among the groups and assist the cadets as necessary, offering suggestions and advice for improvement.

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SAFETY

N/A.

CONFIRMATION OF TEACHING POINT 1

The cadets' participation in the activity will serve as the confirmation of this TP.

END OF LESSON CONFIRMATION

The cadets' participation in delivering words of command will serve as the confirmation of this lesson.

CONCLUSION

HOMEWORK/READING/PRACTICE

N/A.

METHOD OF EVALUATION

N/A.

CLOSING STATEMENT

When words of command are delivered in a clear and concise manner and with confidence and determination, it will affect how cadets respond to the order. Delivering words of command can allow a division to move as a team in an organized and efficient manner as all members learn to work together.

INSTRUCTOR NOTES/REMARKS

Cadets shall be provided the opportunity to deliver words of command and be given feedback during weekly colours and sunset parades, and ceremonial parades.

This EO will be used as additional practice time for EO M308.02 (Deliver Words of Command, Section 2).

REFERENCES

A0-002 A-PD-201-000/PT-000 Director History and Heritage 3-2. (2005). *The Canadian Forces Manual of Drill and Ceremonial*. Ottawa, ON: Department of National Defence.

C0-022 (ISBN 0-02-864207-4) Cole, K. (2002). *The Complete Idiot's Guide to Clear Communication*. Indianapolis, IN: Alpha Books.

C0-241 Optimal Breathing. (2007). *Posture and Breathing*. Retrieved February 12, 2008, from http://breathing.com/articles/posture.htm.

C0-269 AFMAN 36-2203 Department of the Air Force. (1996). *Drill and Ceremonies*. Lackland, AFB, TX: Secretary of the Air Force.

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DRILL SEQUENCE HANDOUT (PREPARING A SQUAD FOR PARADE)

SQUAD IN LINE

When a squad is formed in line, the team leader, assuming the role of the ADPO, shall be positioned three paces in front and centred on the squad.

STEPS TO PREPARING A SQUAD FOR PARADE

The steps to preparing a squad for parade include:

1. The squad shall form up in three ranks at the edge of the parade square and stand at ease.

2. The team leader shall carry on with forming up a squad as detailed below.

Item	Command	Given By	Execution	Observation
a.		Team Leader	The Team Leader shall march to a position three paces in front of, and facing, the position the marker is to occupy.	The squad is formed up just off the parade square, standing easy. The right hand cadet of the front rank is the designated “Marker”.
b.	MARKER	Team Leader	The Marker shall come to attention, answer by rank, observe the standard pause, march in a direct line to, and halt three paces in front of and facing, the Team Leader. The Marker shall remain at attention.	The platoon shall come to the position of stand at ease. The Team Leader, after placing the Marker, shall turn right and march to a position three paces in front of and centre facing where the squad shall fall in.
c.	Squad FALL —IN	Team Leader	The squad shall come to attention, observe the standard pause and march onto the parade ground. It shall halt on the left of and covering off the marker and remain at attention.	A direct route shall be taken by the squad.

3. The team leader shall carry on with calling the roll as detailed below.

Item	Command	Given By	Execution	Observation
a.	ANSWER TO YOUR NAME, STAND AT— EASE	Team Leader	Each squad member shall come to attention as their name is called, answer accordingly and stand at ease.	The team leader shall read each name from a roll and mark the attendance for each cadet.

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4. The team leader shall carry on with sizing in a single rank and reforming threes (twos) as detailed below.

Item	Command	Given By	Execution	Observation
a.	TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN A SINGLE RANK—SIZE	Team Leader	The squad shall turn right, observe the standard pause, then arrange themselves according to height, with tallest on the right and shortest on the left in one single rank, shoulder to shoulder dressing and covering off front to rear.	The team leader shall ensure the cadets are arranged as ordered before proceeding.
b.	SQUAD—NUMBER	Team Leader	The squad shall call out their number in sequence from the right.	The team leader shall ensure that no numbers are missed.
c.	ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK—MARCH	Team Leader	The squad shall act as ordered.	
d.	NUMBER ONE STAND FAST, ODD NUMBERS RIGHT, EVEN NUMBERS LEFT—TURN	Team Leader	The squad shall act as ordered.	
e.	REFORM THREES (TWOS), QUICK—MARCH	Team Leader	The squad reform ranks with Number 1 as the marker and remainder filling in the next open position.	When each person arrives in their new position, they shall halt, at arm's-length interval, observe the standard pause, turn left and remain at attention.

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5. The team leader shall carry on with dressing a squad as detailed below.

Item	Command	Given By	Execution	Observation
a.	RIGHT—DRESS	Team Leader	The squad shall act as ordered.	
b.	EYES—FRONT	Team Leader	The squad shall act as ordered.	Squad members shall snap the head and eyes to the front, cut the right arm behind the cadet on the right and return to the position of attention.

6. The team leader shall carry on with inspecting a squad as detailed below.

Item	Command	Given By	Execution	Observation
a.	OPEN ORDER—MARCH	Team Leader	The squad shall act as ordered.	
b.	RIGHT—DRESS	Team Leader	The squad shall act as ordered.	
c.	EYES—FRONT	Team Leader	The squad shall act as ordered.	
d.		Team Leader	The team leader will inspect the front and rear of each cadet, starting at the right marker and proceeding around each rank in turn. The inspection of a cadet shall start at the head and work down to the feet.	The purpose of an inspection is to ensure a standard of personal hygiene and grooming, and that each cadet is properly dressed, with all clothing, badges, etc, are worn correctly, clean, and in good repair.
e.	CLOSE ORDER—MARCH	Team Leader	The squad shall act as ordered.	
f.	RIGHT—DRESS	Team Leader	The squad shall act as ordered.	
g.	EYES—FRONT	Team Leader	The squad shall act as ordered.	
h.	STAND AT—EASE	Team Leader	The squad shall act as ordered.	

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7. As the platoon commander approaches, the team leader shall carry on with handing over a squad as detailed below.

Item	Command	Given By	Execution	Observation
a.	ATTEN—TION	Team Leader	The squad shall act as ordered.	The team leader calls the squad to attention as the DPO approaches.
b.		Team Leader		The DPO halts two paces in front of the team leader, who reports the squads strength and condition.
c.		Team Leader		Upon being ordered to fall in, the team leader turns right, by a series of wheels proceeds around the right flank and takes their position behind the squad.
d.		DPO		The DPO marches forward two paces to take up their position.

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AIDE-MÉMOIRE CARD

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PREPARING A SQUAD FOR PARADE

FALLING IN:

- MARKER.
- SQUAD FALL—IN.

CALLING THE ROLL:

- ANSWER TO YOUR NAME, STAND AT—EASE.

SIZING IN A SINGLE RANK:

- TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN A SINGLE RANK—SIZE.
- SQUAD—NUMBER.
- ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK—MARCH.
- NUMBER ONE STAND FAST, ODD NUMBERS RIGHT, EVEN NUMBERS LEFT—TURN.
- REFORM THREES (TWOS), QUICK—MARCH.

DRESSING:

- RIGHT—DRESS.
- EYES—FRONT.

PRE-INSPECTING:

- OPEN ORDER—MARCH.
- RIGHT—DRESS.
- EYES—FRONT.

POST-INSPECTING:

- CLOSE ORDER—MARCH.
- RIGHT—DRESS.
- EYES—FRONT.
- STAND AT—EASE.

HANDING OVER:

- ATTEN—TION.

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PREPARING A SQUAD FOR PARADE

FALLING IN:

- MARKER.
- SQUAD FALL—IN.

CALLING THE ROLL:

- ANSWER TO YOUR NAME, STAND AT—EASE.

SIZING IN A SINGLE RANK:

- TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN A SINGLE RANK—SIZE.
- SQUAD—NUMBER.
- ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK—MARCH.
- NUMBER ONE STAND FAST, ODD NUMBERS RIGHT, EVEN NUMBERS LEFT—TURN.
- REFORM THREES (TWOS), QUICK—MARCH.

DRESSING:

- RIGHT—DRESS.
- EYES—FRONT.

PRE-INSPECTING:

- OPEN ORDER—MARCH.
- RIGHT—DRESS.
- EYES—FRONT.

POST-INSPECTING:

- CLOSE ORDER—MARCH.
- RIGHT—DRESS.
- EYES—FRONT.
- STAND AT—EASE.

HANDING OVER:

- ATTEN—TION.

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