

**ARNG-SLC - Implement an Area Strength Maintenance Plan**  
**805B-PCB9T009 / Version 2.1**  
**Effective Date Not Assigned**

**SECTION I. ADMINISTRATIVE DATA**

**All Courses  
Including This  
Lesson**

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<u>Course Number</u>	<u>Version</u>	<u>Course Title</u>
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None

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**Task(s)  
Taught(\*) or  
Supported**

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<u>Task Number</u>	<u>Task Title</u>
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Individual

805B-79T-5111 (\*)

Implement an Area Strength Maintenance Plan

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**Reinforced  
Task(s)**

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<u>Task Number</u>	<u>Task Title</u>
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None

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**Knowledge**

<u>Knowledge Id</u>	<u>Title</u>	<u>Taught</u>	<u>Required</u>
805B-K-0014	Know Microsoft Office Suite	Yes	Yes
805B-K-0016	Know Recruiting Doctrine	Yes	Yes
805B-K-0025	Know Command Guidance	Yes	Yes
805B-K-0040	Know Windows Operating Systems	Yes	Yes
805B-K-0043	Knowledge of Leader Zone	Yes	Yes
805B-K-0049	Know Retention Activity Resources	Yes	Yes
805B-K-0052	Know Reserve Component Options	Yes	Yes
805B-K-0058	Know Recruiting Operational Environment	Yes	Yes
805B-K-0059	Know the Recruiting Operating Systems	Yes	Yes
805B-K-0062	Know Army Enlistment Programs and Options	Yes	Yes
805B-K-0063	Know Troop Program Unit (TPU) Missions in a Battalion Area	Yes	Yes
805B-K-0065	Knowledge of RMZ	Yes	Yes
805B-K-0067	Know Lead Source Analysis (LSA)	Yes	Yes
805B-K-0073	Knowledge of RZ Calendar	Yes	Yes
805B-K-0082	Know ARNG Strength Maintenance Operational Memorandums (SMOMs)	Yes	Yes
805B-K-0083	Know Computer Hardware	Yes	Yes
805B-K-0099	School Zone (SZ)	Yes	Yes
805B-K-0102	Know ARNG Strength Maintenance Objectives	Yes	Yes
805B-K-0101	Know ARNG Unit SOP	Yes	Yes
805B-K-0105	Know Documentation Verification Resources	Yes	Yes
805B-K-0113	Know Training Requirements	Yes	Yes
805B-K-0114	Know Army National Guard (ARNG) Programs and Options	Yes	Yes
805B-K-0118	Know Army National Guard (ARNG) Strategic Objectives	Yes	Yes
805B-K-0121	Know Document Verification Resources	Yes	Yes
805B-K-0076	Know Your Audience	Yes	Yes
805B-K-0127	Know ARNG School Recruiting Program	Yes	Yes
805B-K-0128	Know After Action Review process	Yes	Yes
805B-K-0130	Know Demographics	Yes	Yes
805B-K-0132	Know Recruit Sustainment Program (RSP)	Yes	Yes
805B-K-0088	Know State Marketing Plan	Yes	Yes
805B-K-0092	Know Area of Operation	Yes	Yes

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<b>Skill</b>	<b><u>Skill Id</u></b>	<b><u>Title</u></b>	<b><u>Taught</u></b>	<b><u>Required</u></b>
	805B-S-0001	Operate General Office Equipment	Yes	Yes
	805B-S-0002	Use A Keyboard	Yes	Yes
	805B-S-0007	Operate A Computer	Yes	Yes
	805B-S-0008	Utilization of Resources/Training Aids	Yes	Yes
	805B-S-0017	Utilize General Office Supplies	Yes	Yes
	805B-S-0029	Evaluate a Unit Retention Environment	Yes	Yes
	805B-S-0033	Maintain Equipment and Supply Accountability	Yes	Yes
	805B-S-0047	Navigate the Top of the System (TOS)	Yes	Yes
	805B-S-0048	Analyze Retention Scorecard	Yes	Yes
	805B-S-0052	Apply leadership tactics	Yes	Yes
	805B-S-0062	Perform Analysis of Information	Yes	Yes
	805B-S-0063	Perform Goal Setting	Yes	Yes
	805B-S-0065	Perform Organizational Skills	Yes	Yes
	805B-S-0068	Navigate Director's Personnel Readiness Overview (DPRO)	Yes	Yes
	805B-S-0069	Perform Capturing Data	Yes	Yes
	805B-S-0073	Perform Problem Solving	Yes	Yes
	805B-S-0004	Navigate Computer Software	Yes	Yes
	805B-S-0035	Perform Research Skills	Yes	Yes
	805B-S-0086	Request Resources/Support	Yes	Yes

**Administrative/  
Academic  
Hours**

The administrative/academic hours required to teach this lesson are as follows:

<b><u>Academic</u></b>	<b><u>Resident Hours / Methods</u></b>		
Yes	0 hrs	15 mins	Small Group Instruction
Yes	0 hrs	5 mins	Conference/Demonstration
Yes	0 hrs	30 mins	Facilitator
<hr/>			
Total Hours:	1 hr	0 mins	

**Test Lesson  
Number**

<b><u>Hours</u></b>	<b><u>Lesson Number</u></b>
None	

**Prerequisite  
Lesson(s)**

<b><u>Lesson Number</u></b>	<b><u>Lesson Title</u></b>
None	

**Training  
Material  
Classification**

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

**Foreign  
Disclosure  
Restrictions**

FD5. This product/publication has been reviewed by the product developers in coordination with the SMTC-PEC foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

**References**

<u>Number</u>	<u>Title</u>	<u>Date</u>	<u>Additional Information</u>
NG PAM 601-1	Personnel Procurement - Army National Guard Strength Maintenance Program	04 Aug 2006	
NGR 601-1	Personnel Procurement - Army National Guard Strength Maintenance Program	28 Apr 2006	

**Student Study Assignment**

Students must retrieve the required data from DPRO and be familiar with the information in order to participate in the classroom discussion the next day.

**Instructor Requirements**

SMTC Qualified Instructor(s)

**Support Personnel Requirements**

None

**Additional Support Personnel Requirements**

<u>Name</u>	<u>Student Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
None			

**Equipment Required for Instruction**

<u>ID - Name</u>	<u>Student Ratio</u>	<u>Instructor Ratio</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
6130-01-C12-1514 - Power Supply Assembly, TYX: Battery Back Up UPS APC	1:4	1:1	No	0	No
6730-01-C07-0756 - Projector, LCD/DLP: ELP7200 Epson	0:0	1:1	No	0	No
6730-01-C13-1784 - Screen Projection, Rear/Fixed or PT: 980S Quartet	0:0	1:1	No	0	No
702101C056576 - COMPUTER, PERSONAL WORKSTATION	0:0	1:1	No	0	No
702101C161319 - COMPUTER MICRO LAP TOP PORTABLE AC	1:1	0:0	No	0	No
7025-01-559-1352 - Display Unit: Smartboard White 64	0:0	1:1	No	0	No
7520-00-138-7981 - Marker Assortment, Tube Type	1:1	5:1	No	0	Yes
7520-01-C12-6434 - Easel, portable with/without Access TY SZ AA: QRT500TE Quartet	1:5	1:1	No	0	No
7730-01-C09-7569 - Television Large Screen, with Stereo Speakers: Regza 42RV530U Toshiba	0:0	2:1	No	0	No

*(Note: Asterisk before ID indicates a TADSS.)*

**Materials Required**

*Instructor Materials:*

Instructor Disc and Student Disc and notebook or workstation.

Instructor will need to be familiar with the following areas in DPRO (in reference to assigned areas listed below):

1. SR, Prior Service/Non Prior Senior Gains
2. SR, Attrition Loss Rate
3. SR, loss by reason (FYTD Bar Chart)
4. SR, Obligor reenlistment's
5. SR, Careerist Reenlistments

*Student Materials:*

Students will need to bring the following documents from DPRO (for their assigned area):

1. SR, Prior Service/Non Prior Senior Gains
2. SR, Attrition Loss Rate
3. SR, loss by reason (FYTD Bar Chart)
4. SR, Obligor reenlistment's
5. SR, Careerist Reenlistments

**Classroom, Training Area, and Range Requirements**

<u>ID - Name</u>	<u>Quantity</u>	<u>Student Ratio</u>	<u>Setup Mins</u>	<u>Cleanup Mins</u>
17120-M-1600-40 Classroom, Multipurpose, 1600 Square Feet, 40 Students		1:16	10	10

**Ammunition Requirements**

<u>DODIC - Name</u>	<u>Exp</u>	<u>Student Ratio</u>	<u>Instruct Ratio</u>	<u>Spt Qty</u>
None				

**Instructional Guidance**

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

Instructor must be very familiar with the DPRO, and how to navigate from tab to tab.

**Proponent Lesson  
Plan Approvals**

Name

Rank

Position

Date

None

NO DATA

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## SECTION II. INTRODUCTION

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Method of Instruction: Conference/Demonstration  
Instr Type(I:S Ratio/Qty): 79T Certified Instructor (1:16/0)  
Time of Instruction: 5 mins  
Instructional Strategy: Small Group Instruction

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### Motivator

*Leadership* is the process of influencing people by providing purpose, direction, and motivation to accomplish the mission and improve the organization. A leader cannot provide clear purpose or accurate direction to his subordinates without knowing the bigger picture of what his superiors expect from his team. In recruiting, we call this the Strength Maintenance Plan. Today we are going to discuss implementing the Area Strength Maintenance Plan.

### Show VU:1 Implement an Area Strength Maintenance Plan

### Show VU: 2 TLO

### 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:	Implement an Area Strength Maintenance Plan
Conditions:	In a classroom environment with access to DPRO.
Standards:	To receive a GO, Students must deliver an Information Brief of their Strength Maintenance Plan 80% or higher IAW the grading rubric.

### Safety Requirements

In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil consideration, (METT-TC).

### Risk Assessment Level

#### **Moderate - Power and Data Cable on the floor.**

Assessment:

Controls:

Leader Actions:

#### **Moderate - Food or drink near computer and electrical equipment.**

Assessment:

Controls:

Leader Actions:

#### **Moderate - Electrical Storm**

Assessment:

Controls:

Leader Actions:

## **Moderate - Inclement weather**

Assessment:

Controls:

Leader Actions:

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### **Environmental Considerations**

**NOTE:** Instructor should conduct a Risk Assessment to include Environmental Considerations IAW FM 3-34.5, Environmental Considerations {MCRP 4-11B}, and ensure students are briefed on hazards and control measures.

Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

### **Instructional Lead-in**

Your command has spent a lot of time and energy developing a plan for success at the state level but it is important for us as leaders of RRNCOs to know the big picture and have a plan for how to implement the area SM plan. Think of it as taking the battalion OP ORDER and breaking down the pieces for your team.

## SECTION III. PRESENTATION

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TLO - LSA 1. Learning Step / Activity TLO - LSA 1. Review changes that will affect your Strength Maintenance Plan

Method of Instruction: Facilitator

Instr Type(I:S Ratio/Qty): 79T Certified Instructor(1:16/0)

Time of Instruction: 0 hrs 10 mins

Instructional Strategy: Small Group Instruction

Media Type: Printed Reference Material

Other Media: Unassigned

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

**Instructor Note:** Students should have brought the following from DPRO:

1. SR PS/NPS Gains
2. SR Attrition Loss Rate
3. SR Loss by Reason (FYTD Bar Chart)
4. SR Obligor Reenlistments
5. SR Careerist Reenlistments
  - a. After looking at the data for your area, what observations stood out the most to you? And why?
  - b. Were there any positive or negative trends that you noticed?
  - c. How important are changes to regulations or new Strength Maintenance Operational Messages (SMOM's) when planning a strategy for your Strength Maintenance Plan?

Check on Learning: **Question:** Why should you look at positive and negative trends?

**Answer:** Will Vary

Review Summary: Summarize the learning activity.

TLO - LSA 2. Learning Step / Activity TLO - LSA 2. Set attainable goals that address SM areas for improvement or sustainment based off historical data.

Method of Instruction: Small Group Instruction

Instr Type(I:S Ratio/Qty): 79T Certified Instructor(/0)

Time of Instruction: 0 hrs 10 mins

Instructional Strategy: Small Group Instruction

Media Type: None

Other Media: Unassigned

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

- a. What would be some measurable goals that you would set when attempting to improve or sustain your current Strength Maintenance Plan?
- b. What would you change with your current plan? And why?

**Note:** Discuss ways to improve or sustain the Strength Maintenance Plan for the following areas:

1. Increase overall accessions

- (a) State Marketing Events (State Fair, NASCAR Events, FLW, etc)
- (b) Local Recruiting Events (Job Fairs, Community Events)
- (c) HS/College Recruiting Plans
- (d) Area Target Marketing Plans

2. Reduce Attrition

- (a) Unit Family Support/Family Events
- (b) Work with the Units to ensure compliance of the Strength Maintenance Program
- (c) RSP/Unit Activities
- (d) Soldier Career Planning
- (e) Positive AWOL Recovery

3. Increase Retention

- (a) Increase Unit awareness of ARNG programs
- (b) Unit Family Support/Family Events
- (c) Soldier Career Planning
- (d) Unit Training Meetings and Assemblies

Check on Learning:           None

Review Summary: Summarize the learning activity.

TLO - LSA 3. Learning Step / Activity TLO - LSA 3. Identify resources to support the goals

Method of Instruction: Facilitator

Instr Type(I:S Ratio/Qty): 79T Certified Instructor(1:16/0)

Time of Instruction: 0 hrs 10 mins

Instructional Strategy: Small Group Instruction

Media Type: None

Other Media: Unassigned

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

a. What are some resources that would assist you making your Strength Maintenance Plan successful?

**Note:** Make sure the following areas are covered (if they didn't come out during the break out):

1. Local Resources

- (a) Unit Equipment
- (b) Unit Personnel
- (c) Unit Retention Personnel
- (d) ADOS (if available)
- (e) JROTC/ROTC Programs
- (f) Family Readiness Group

2. State Resources

- (a) Marketing NCO
- (b) Education Office
- (c) Chaplain
- (d) Officer Strength Manager (OSM)
- (e) Counter Drug Support Program (if available)

3. National Resources

(a) MEPS Educational Support Specialist (ESS)

(b) NGB Mobile Event Teams

(c) NGB Marketing (Mission Zone)

b. Which of the three types of resources usually works the best for your area? Why?

Check on Learning: None

Review Summary: Summarize the learning activity.

TLO - LSA 4. Learning Step / Activity TLO - LSA 4. Execute your refined plan that supports the goals, activities and events

Method of Instruction: Small Group Instruction

Instr Type(I:S Ratio/Qty): 79T Certified Instructor(1:16/0)\*

Time of Instruction: 0 hrs 5 mins

Instructional Strategy: Small Group Instruction

Media Type: None

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. What are some specific actions that you must take to implement your Strength Maintenance plan?

**Possible Answers:** Communicate the plan to your subordinates, track the progress (spreadsheet or whatever your Leaders recommend), plan ahead (funding, resourcing)

"A good plan, violently executed now, is better than a perfect plan next week."

General George S. Patton

Check on Learning: None

Review Summary: None

TLO - LSA 5. Learning Step / Activity TLO - LSA 5. Evaluate the revised plan and make adjustments as needed to ensure it supports the State Strength Maintenance Plan.

Method of Instruction: Facilitator

Instr Type(I:S Ratio/Qty): 79T Certified Instructor(1:16/0)\*

Time of Instruction: 0 hrs 5 mins

Instructional Strategy: Small Group Instruction

Media Type: None

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. How are you going to evaluate the effectiveness of your SM plan? And how will you

make adjustments?

**Possible Answers:** Will vary

Instructor Note: Let the students know that the rubric will be discussed in the Military Briefing Lesson Plan.

Check on Learning:           None

**Show VU: 3 TLO**

Review Summary:           None

**SECTION IV. SUMMARY**

Method of Instruction:	Facilitator
Instr Type(I:S Ratio/Qty):	79T Certified Instructor (1:16/0)
Time of Instruction:	5 mins
Instructional Strategy:	Small Group Instruction

**Check on Learning**

None

**Review/ Summary**

Summarize the learning activity.

## SECTION V. STUDENT EVALUATION

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**Testing  
Requirements**

Refer student to the Individual Student Assessment Plan (ISAP).

**Feedback  
Requirements**

Answer students' questions and provide remedial training as needed.

**Appendix A - Viewgraph Masters**

**ARNG-SLC - Implement an Area Strength Maintenance Plan  
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<b>Sequence</b>	<b>Media Name</b>	<b>Media Type</b>
None		

## Appendix B - Test(s) and Test Solution(s)

**Appendix C - Practical Exercises and Solutions**

**PRACTICAL EXERCISE(S)/SOLUTION(S) FOR LESSON 805B-PCB9T009 Version 2.1**

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**Appendix D - Student Handouts**

**ARNG-SLC - Implement an Area Strength Maintenance Plan  
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<b>Sequence</b>	<b>Media Name</b>	<b>Media Type</b>
None		

Appendix E - TRAINER'S LESSON OUTLINE

ARNG-SLC - Implement an Area Strength Maintenance Plan

805B-PCB9T009 / Version 2.1

DRAFT

1. The importance of this lesson: (Why)

Implement an Area Strength Maintenance Plan

2. What we want our Soldiers to Achieve: (Outcomes/Standard)

Student must achieve an 80% or higher on a written examination.

3. Tasks to be taught

<u>Task Number</u>	<u>Task Title</u>	<u>Task Type</u>
805B-79T-5111	Implement an Area Strength Maintenance Plan	Individual TAUGHT

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Additional Non-Standard Tasks

None

4. References:

<u>Reference Number</u>	<u>Reference Title</u>	<u>Date</u>
NG PAM 601-1	Personnel Procurement - Army National Guard Strength Maintenance Program	04 Aug 2006
NGR 601-1	Personnel Procurement - Army National Guard Strength Maintenance Program	28 Apr 2006

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Additional Non-Standard References

None

5. Resources

TIME: Time of Instruction: 1 hr 0 mins

LAND: Classroom, Training Area, and Range Requirements

<u>Id</u>	<u>Name</u>
17120-M-1600-40	Classroom, Multipurpose, 1600 Square Feet, 40 Students

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AMMO: Ammunition Requirements

<u>DODIC</u>	<u>Name</u>
None	

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MISC: Materiel Items and TADSS Requirements

<u>Id</u>	<u>Name</u>
6130-01-C12-1514	Power Supply Assembly, TYX: Battery Back Up UPS APC
6730-01-C07-0756	Projector, LCD/DLP: ELP7200 Epson
6730-01-C13-1784	Screen Projection, Rear/Fixed or PT: 980S Quartet
702101C056576	COMPUTER, PERSONAL WORKSTATION
702101C161319	COMPUTER MICRO LAP TOP PORTABLE AC
7025-01-559-1352	Display Unit: Smartboard White 64
7520-00-138-7981	Marker Assortment, Tube Type
7520-01-C12-6434	Easel, portable with/without Access TY SZ AA: QRT500TE Quartet
7730-01-C09-7569	Television Large Screen, with Stereo Speakers: Regza 42RV530U Toshiba

(Note: Asterisk before ID indicates a TADSS.)

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#### **Additional Non-Standard Resources**

None

#### **6. A possible technique to achieve the outcome:**

None

#### **7. Conduct AAR with Soldier and Cadre.**

None

**NOTE:** Before presenting this lesson, Instructors must be thoroughly prepared by studying the appropriate lesson plan and identified reference material.

