**Cadet NCO Proficiency Study Guide Aug 2019**

1. What FM covers Drill and Ceremony? FM 3-21.5
2. What is the primary purpose of drill (drill and ceremony)? The purpose of drill is to enable a commander or non-commissioned officer to move his unit from one place to another in an orderly manner; to aid in disciplinary training by instilling habits of precision and response to the leader’s orders; and to provide for the development of all soldiers in the practice of commanding troops.
3. What are the 4 rest positions that can be given at the halt? Parade rest, Stand at ease, At ease, and Rest (**attention is not a rest positions**)
4. What is the primary value of ceremonies? To render honors, preserve tradition, and to stimulate Esprit de Corps
5. What is a rank? A line, which is only one element in depth
6. What foot is your leading foot in marching? Your left foot
7. When marching, who is the only person in a platoon that is never out of step? The platoon sergeant/leader or person the person marching the element (this person is responsible for maintaining the prescribed direction and rate of March).
8. What is a file? A column, which has a front of only one element
9. What is a formation? The arrangement of elements of a unit in a prescribed manner
10. What command is given to reverse the direction of a march? Rear March
11. From what position are all stationary movements given? Position of attention
12. On what foot would you give the command "Mark time march"? On either foot
13. What is cover? Aligning yourself directly behind the man to your immediate front, while maintaining correct distance
14. What is the interval between the preparatory command and the command of execution? One step or one count
15. What are the two parts of most drill command? Preparatory command and Command of execution
16. What are some examples of a combined command? At ease, Fall in, and Rest
17. Define Cadence? The uniform rhythm in which a movement is executed, or the number of steps or counts per minute at which a movement is executed.
18. What is Normal Interval? The lateral space between soldiers, measured from right to left by the soldier on the right holding his left arm shoulder high, fingers and thumb extended and joined, with the tip of his middle finger touching the right shoulder of the soldier to his left.
19. When executing a Rear March, on which foot do you pivot? Both feet, turning 180 degrees to the right
20. Can a command be changed after the command of execution has been given? No the command must be executed by those in the formation to the best of their ability
21. What command is given to revoke an improper preparatory command? As you were, it must be given before the command of execution is given.
22. Explain what happens if either the platoon leader or platoon sergeant in absent? The first squad leader moves to the rear of the platoon and assumes the job of platoon sergeant. First squad assistant squad leader moves to the right and assumes the squad leaders job.
23. When in formation during a promotion ceremony, what command is given to start the promotion? Attention to Orders
24. Explain the procedures to take when breaking ranks? Assume the position of attention and take one 15 inch step backward (left foot first), halts, faces to the left or right in marching, and march to the nearest flank. Once clear of the formation double times and halts two steps from and centered on the person that called him/her.
25. Explain the difference between the command “Dismiss and “Fallout”? “Dismiss” is given at the end of the class period “Fallout” You can leave your position in formation, but must remain in the immediate area.
26. What command is given to form the squad, platoon, or company? Fall in
27. Who is responsible for the accountability of all members of your squad? Squad leader
28. Who is the primary assistant of the company commander? Company Executives Officers (XO)
29. Who is the platoon sergeant responsible for within their platoon? All enlisted cadets assigned to their platoon
30. What does it mean to be a good leader? Set good examples and take responsibility for your actions and those of your team
31. Explain the correct reporting procedure when the platoon sergeant gives the command “Report”? Squad leader turns their head and eyes toward the platoon sergeant and salute; Sir or ma’am first squad all present, Sir or ma’am” hold the salute until the platoon sergeant drops theirs

**Notes:**

1. In addition to this study sheet you also need to be knowledgeable of the basic cadet knowledge sheet. Both sheets are testable!!

2. Cadets seeking promotion to C/CPL through C/1LT will be required to march CFI (see below) with a squad (those seeking promotion to C/SSG through C/1LT will march platoon size element).

Guidon Bearer 1 Step in front & 1 Step to right and facing 1SG/CO

1 Step to the right of 1SG/Co

PSG/PL

1 arm’s length + 6 Inches

PSG 3 Steps

PL 6 Steps

XO 2 Steps

1SG/CO

3 Steps

3rd Squad

3rd Squad

2nd Squad

2nd Squad

5 Step

1st squad

1st squad

**Front of Formation**

1SG/CO

12 Steps

Note: use the above diagram to explain where leaders stand in

formation