**TX-20081 Air Force Junior Reserve Officer Training Corps** (**AFJROTC) IV**

**2024/2025 COURSE SYLLABUS**

**Course Name:** ROTC IV (Aerospace Science 400)

**Credit Hours:** 1 Physical Education Credit

**Instructor Names & Point of Contact Info:**

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**Web Site:** <http://www.tx-20081afjrotc.com/>

**Texts**:

* Leadership Education 400: *Fundamentals of Management 1st Ed.*
* AF Pamphlet 34-1203, *Drill and Ceremonies*
* Learn to Lead (L2L), *Cadet Drill Guide*
* Cadet Guide (School Year 2024/2025)

**Course Description:** AFJROTC IV is the fourth-year course for cadets. The course consists of three components: Aerospace Science (AS) (40%), Leadership Education (LE) (40%), and wellness/Physical Fitness (PT) (20%). Selected cadets will be designated as formal mentors for a freshmen class and will enroll in that time slot. Other cadets will be informal mentors and enroll in the other class time slot. This will allow them to have hands-on exposure to mentoring, coaching, guiding and leading cadets.

**AS 400 – Management of the Cadet Corp*:*** The cadets manage the entire corps during their fourth year in the Air Force Junior ROTC program. This hands-on experience affords cadets the opportunity to put theories of previous leadership courses into practice. Planning, organizing, coordinating, directing, controlling, and decision-making will be done by cadets. They will put into practice their communication, decision-making, personal-interaction, managerial, and organizational skills.

**LE 400 – Fundamentals of Management 1st Edition:** Life Skills and Career Opportunities provides an essential component of leadership education for today’s high school students. This course is designed to prepare students for life after high school in the high-tech, globally oriented, and diverse workplace of the 21st century. It’s a customized course designed for the fourth-year Junior Reserve Officer Training Corps (JROTC) cadet. Its aim is to provide cadets an introduction to basic management concepts and skills, especially as they relate to managing in a JROTC unit. Along the way cadets will learn some of the history of management studies and encounter elements of more-recent management research. Some cadets will also be assigned as an AS100 mentor.

Chapter 1 What is Management (1st Semester)

Chapter 2 Project Management (1st Semester)

Chapter 3 Planning: Laying the Foundation (1st & 2nd Semester)

Chapter 4 Decision Making: Choosing Wisely (2nd Semester)

Chapter 5 Organizing: Managing Time and Change (2nd Semester)

Chapter 6 Leading: Managing Individual and Group Behavior (2nd Semester)

Chapter 7 Understanding Work Teams (for info purposes only)

Chapter 8 Interpersonal Skills (for info purposes only)

**Uniform Days (applies to both semesters)**: Once uniforms are issued, students **WILL** wear the AFJROTC uniform weekly. The Dress Uniform (blues) will be worn on Wednesdays and Thursdays depending on that week’s AFJROTC class schedule. If earned, the Operational Camouflage Uniform (OCP) may be worn on the **second and third** uniform day of the month. The issued Physical Training Uniform (PTU) will be worn on PT days (usually Fridays). If there is a change, the SASI and/or ASI will send out a Remind message/e-mail. The Dress Uniform must be worn all day, as described in the Cadet Guide. If a cadet changes out of his/her Dress Uniform, a grade of “0” will be given. If a cadet is absent or forgets on a scheduled Dress Uniform day, the uniform will be worn on the next scheduled ROTC class day for a reduced grade.

**Drill and Ceremonies (applies to both semesters):** Military drill (marching) and ceremonies will be incorporated throughout the year and is held the same day as Uniform Day. Drill and Ceremonies is a portion of LE.

**The Wellness Program (applies to both semesters):** Wellness is an official and integral part of the Air Force Junior ROTC program. The Cadet Health and Wellness Program (CHWP) is an exercise program focused upon learning the foundations of wellness and making individual base line improvements. Regular physical activity in adolescents promotes health and fitness. Compared to those who are inactive, physically active youth have: higher levels of cardiorespiratory fitness and stronger muscles, lower body fatness, stronger bones, and reduced symptoms of anxiety and depression. The goal of the CHWP is to motivate JROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education. Cadets will also complete an Air Force Physical Fitness Assessment each semester as well as an annual Texas Fitness Gram assessment.

**Course Objectives & Goals:**

**Aerospace Science (AS)**

1. Apply theories and techniques learned in previous leadership courses. (1st & 2nd Semester)

2. Analyze how to develop leadership and management competency through participation. (1st & 2nd Semester)

3. Analyze strengthened organizational skills through active incorporation. (1st & 2nd Semester)

4. Evaluate how to develop confidence in ability by exercising decision-making skills. (1st & 2nd Semester)

5. Evaluate Air Force standards, discipline, and conduct. (1st & 2nd Semester)

**Leadership Education (LE)**

1. Analyze management and its application to JROTC. (1st Semester)

2. Analyze the elements of project management. (1st Semester)

3. Evaluate the importance of formal planning within an organization. (1st Semester & 2nd Semester)

4. Analyze decision making within an organization. (2nd Semester)

5. Evaluate time management and change management within an organization. (2nd Semester)

6. Analyze concerns managers must consider in managing individuals and groups. (2nd Semester)

**7.** Analyze the factors that make work teams productive. (for info purposes only)

8. Evaluate the interpersonal skills of delegating, negotiating, and mentoring. (for info purposes only)

**Drill and Ceremonies (Drill) (applies to both semesters)**

1. Know the importance of drill and ceremonies.

2. Know basic commands and characteristics of the command voice.

3. Apply and execute the concepts and principles of basic drill positions and movements.

4. Know when and how to salute.

5. Apply the principles and procedures of drill movements used with smaller units to the movement of a squadron.

6. Know the purpose and definition of ceremonies and parades.

**Wellness and Physical Training (PT) (applies to both semesters)**

1. Motivate AFJROTC cadets to adopt active, healthy lifestyles beyond program requirements and

into their adult lives.

2. Create an individualized training program based on national standards by age and gender.

3. Identify areas of improvements for each cadet and provide guidance for improvement.

4. Incorporate a physical training program to reach fitness goals.

**Grading Procedures:**

Semester grades will be the total of all weekly grades, projects and tests.

Normal weekly point breakout:

Aerospace Science Activities 40

Leadership Education (includes Drill) 40

Wellness/Physical Fitness 20

Average weekly points possible 100

a. Scheduled Major Exams: One General Knowledge exam per semester

b. Major Grades: Minimum three per term, split between lecture, uniform inspections and PT. Lecture and uniform inspections can be made up prior to the next weeks class.

c. Daily Grades/Assignments: Will be included as part of the weekly AS, LE and PT grade (9 minimum per term)

d. Absences: Reference the Cadet Guide and Forney ISD Student Handbook. Will be marked as Unexcused unless information is provided. If absent on graded day, grade will be marked “missing”. If absence is “excused”, grade will be marked “No Count”.

e. Grades are tracked and can be seen any time thru Skyward; grades will be updated within 3-days of going final.

**Grading Scale:**

A = 90% and above

B = 89% to 80%

C = 79% to 70%

D = 69% to 60%

F = 59% and below

**Mandatory Events:** Military Awards Ceremony (10 Apr 25). Students are required to attend to gain an understanding of formal military events. Other events as determined by instructors.

**Office Hours and Leadership Development Requirement (LDR) Times:**

• Our standard duty hours are from 0800 – 1615. We are located in rooms 410 (classroom), 453 (the Hanger) and interior offices. Enter thru the Hanger.

• TX-20081 LDR activities are conducted Monday thru Wednesday from 1645 – 1745 as required. Thursdays, Fridays, Saturdays and before school are on a case-by-case basis.

**Activity Fee:** The annual activity fee is **$85.00 and must be paid by September 15, 2024.**

**Chromebook Procedures:**

1. Chromebooks will be utilized – AFJROTC TPC will be the Learning Management Platform

2. Must be fully charged

3. When not in use, will be closed and grounded on the top of your desk to the right

**List of Supplies for Classroom use:**

1. Limited to paper and pen or pencil

2. Majority of all work will be completed utilizing Chromebooks

**Remind:** Remind is a broadcast one and two-way message via cellular phone or e-mail to both students and parents. Parents and students are encouraged to enroll in Remind.

**For AFJROTC IV Cadets (4th year cadets) and parents: please follow the directions listed below:**

