

UMA-CW  
2019-2020  
Promotion Study Guide



**MARAUDERS**

# PROMOTION STANDARDS

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# PROMOTION STANDARDS

## Private (PVT) Promotion Test Study Guide

1. What does JROTC stand for?
  - a. Junior Reserve Officer Training Corps
2. What is a mission?
  - a. A job given to a person or group to accomplish
3. What is a cadet?
  - a. A high school or college student enrolled in JROTC
4. What is the mission of JROTC?
  - a. To motivate young people to become better citizens
5. What does it mean to motivate?
  - a. Provide a purpose or need which causes a person to want to do something
6. When did JROTC begin?
  - a. JROTC began in 1916
7. Desired goals from leadership education and training.
  - a. Graduate from High School
  - b. Be good citizens by knowing and exercising the rights, responsibilities, privileges, and freedoms of good citizenship
  - c. Gain leadership potential and the ability to live and work cooperatively with others; demonstrate leadership in situations involving conflict resolutions.
  - d. Achieve positive self-esteem and winning behavioral concepts in a culturally diverse society.
  - e. Learn the ability to think logically and to communicate effectively, with emphasis on effective oral communications.
  - f. Learn the importance of diet and of physical fitness in maintaining good health and appearance.
  - g. Gain an understanding of the history, purpose, and structure of Army JROTC.
  - h. Acquire proficiency in basic military skills (such as drill and ceremonies, first aid, and map reading) that are necessary for working effectively as a member of a team.
  - i. Learn the importance of citizenship through American history as it relates to America's culture and future from the Revolutionary period to the present.
  - j. Learn about the dangers of substance abuse and the importance of mental management, including goal setting and positive self-talk.

# PROMOTION STANDARDS

8. What is a battalion
  - a. Military unit made up of two or more companies or batteries and a headquarters that is normally commanded by a Lieutenant Colonel. A battalion has a staff and is administratively self sufficient.
9. What is a Subordinate
  - a. A person lower in rank or grade
10. What does NCO stand for?
  - a. Noncommissioned Officer
11. What is the lowest rank of an enlisted cadet?
  - a. Cadet
12. What is the highest rank of an enlisted cadet?
  - a. Cadet Command Sergeant Major
13. What is a company
  - a. A subdivision of military battalion normally commanded of a captain, made up of at least two platoons.
14. What is the lowest rank of an officer cadet?
  - a. Cadet Second Lieutenant
15. What is the highest rank of an officer cadet?
  - a. Cadet Colonel
16. What rank is represented by one chevron?
  - a. Cadet Private
17. What rank is represented by one chevron and one rocker?
  - a. Cadet Private First Class
18. What rank is represented by 2 chevrons?
  - a. Cadet Corporal
19. What rank is represented by 3 chevrons?
  - a. Cadet Sergeant
20. What rank is represented by 3 chevrons and 1 rocker?
  - a. Cadet Staff Sergeant

# PROMOTION STANDARDS

21. What rank is represented by three chevrons and two rockers?
  - a. Cadet Sergeant First Class
22. What rank is represented by three chevrons and three rockers?
  - a. Cadet Master Sergeant
23. What rank is represented by three chevrons, three rockers and a diamond?
  - a. Cadet First Sergeant
24. What rank is represented by 3 chevrons, 3 rockers, and a star?
  - a. Cadet Sergeant Major
25. What rank is represented by three chevrons, three rockers and a star with wreathes?
  - a. Cadet Command Sergeant Major
26. What rank is represented by 1 disc?
  - a. Cadet Second Lieutenant
27. What rank is represented by 2 discs?
  - a. Cadet First Lieutenant
28. What rank is represented by 3 discs?
  - a. Cadet Captain
29. What rank is represented by 1 diamond?
  - a. Cadet Major
30. What rank is represented by 2 diamonds?
  - a. Cadet Lieutenant Colonel
31. What rank is represented by three diamonds?
  - a. Cadet Colonel
32. What is the normal rank of the Battalion Commander?
  - a. Cadet Lieutenant Colonel
33. What is the normal rank of company commanders?
  - a. Cadet Captains
34. What is the normal rank of platoon sergeants?
  - a. Cadet Sergeant First Class

# PROMOTION STANDARDS

## Private First Class (PFC) Promotion Test Study Guide

Everything in the PVT Promotion Test plus the following:

1. What does the acronym SAI stand for?
  - a. Senior Army Instructor
2. What does the acronym AI stand for?
  - a. Army Instructor
3. When marching, what is the normal length of a step?
  - a. 30 inches
4. If you are missing a piece of your uniform, which staff member would you see?
  - a. Supply Sergeant and/or the S-4
5. What does the gold star represent?
  - a. Honor Unit with Distinction
6. What are the types of uniforms issued in JROTC?
  - a. Class A, Class B, ASU, ACU
7. When do you salute a senior officer?
  - a. When you see a senior officer outside, and are within 6 paces of each other.
8. How is the United States flag raised to half-staff?
  - a. It is raised to the peak then lowered to half-staff
9. Where is the United States flag posted when next to another flag?
  - a. The United States flag is posted to the right, in front of, or higher than other flags
10. When is the United States flag flown at half-staff?
  - a. When directed by the President of the United States
11. Why is the United States flag posted to the right or in front of other flags?
  - a. It is the side of honor
12. Who wrote the national anthem?
  - a. Francis Scott Key
13. When was the national anthem written?
  - a. During the battle of Fort McHenry in the War of 1812

# PROMOTION STANDARDS

14. What is the name of the national anthem of the United States?
  - a. The Star Spangled Banner
  
15. When did Utah become a state?
  - a. Utah became a state on January 4, 1896
  
16. What is the Utah state flower?
  - a. Sego Lily
  
17. What is the Utah state bird?
  - a. The California Sea Gull
  
18. What is the Utah state nickname?
  - a. The Beehive State
  
19. What do the colors of the United States flag represent?
  - a. Red- Hardiness, Valor
  - b. White –Hope, innocence, Purity
  - c. Blue- color of reference of God, Justice, Perseverance, Vigilance
  
20. What is the gig line?
  - a. An imaginary line that traces down the shirt opening, in line with the buckle and the trouser fly
  
21. Who is the Commander-in-Chief?
  - a. The President of the United States
  
22. What is the Capital of Utah?
  - a. Salt Lake City
  
23. How many stars show on a properly folded U.S. Flag?
  - a. Four
  
24. When can an all-weather U.S. Flag be displayed?
  - a. At all times when properly lit at night
  
25. What are the duties of the Command Sergeant Major?
  - a. Provides advice to the Battalion Commander regarding enlisted issues
  
26. What does the acronym M.A.T stand for?
  - a. Muzzle, Action, Trigger

# PROMOTION STANDARDS

27. When the command “Forward March” is given, which foot moves first?
  - a. Left foot
28. What is the preparatory command?
  - a. The preparatory command states the movement to be carried out and mentally prepares the cadet for its execution
29. What is the command of execution?
  - a. The command of execution tells when the movement is to be carried out
30. Are the medals and ribbons of the same award allowed to be worn at the same time?
  - a. No, only the ribbon or the medal are allowed to be worn at a time
31. What are the seven Army Values?
  - a. Loyalty
  - b. Duty
  - c. Respect
  - d. Selfless service
  - e. Honor
  - f. Integrity
  - g. Personal courage
32. What is loyalty?
  - a. To bear true faith and allegiance
33. What is duty?
  - a. To fulfill your obligations
34. What is respect?
  - a. To treat people how they should be treated
35. What is selfless service?
  - a. To look out for the welfare of others before your own
36. What is honor?
  - a. To live up to all values
37. What is integrity?
  - a. To do what is right, legally and morally
38. What is personal courage?
  - a. To face fear, danger, or adversity

# PROMOTION STANDARDS

39. How many platoons are normally found in one company?  
a. 3
40. How many companies are normally found in a battalion?  
a. 5
41. How many squads are normally in a platoon?  
a. 4
42. Why is there a Beehive in the Utah state flag?  
a. To indicate industry
43. What is the Utah State Firearm?  
a. The Browning 1911
44. What is the Utah State fish?  
a. Bonneville Cutthroat

# PROMOTION STANDARDS

## NCO Promotion Test Study Guide for CPL, SGT, SSG, SFC, MSG, and SGM

Everything in the PVT and PFC Promotion Test plus the following:

1. What is an insignia?
  - a. An emblem badge or other distinguishing marks of office, honor, or position.
2. What is the Class A uniform?
  - a. A service uniform that consist of an army green coat, trousers or slacks, a short or long sleeve shirt a black four-in-hand tie or neck tabs.
3. What is a formal inspection
  - a. An official examination of JROTC units that takes place on a prescribed schedule.
4. What is the Class B uniform
  - a. A service uniform same as the class A uniform expect the coat is not worn.
5. What are shoulder marks?
  - a. A pair of broad pieces of stiffened cloth worn on the shoulders of the class A or B uniform to display the grade of the cadet.
6. How do you wear the name plate (for boys)?
  - a. Centered on the right pocket between the top pocket seam and the top of the pocket button hole.
7. How do you wear the honor unit insignia (for boys)?
  - a. Center the honor unit star one-quarter of an inch above the top seam of the right pocket.
8. Ribbons are to be worn on which side of the uniform (for boys)?
  - a. Ribbons are to be worn centered one-eighth of an inch above the left pocket seam.
9. In what order are the ribbons placed on the uniform?
  - a. Ribbons are placed in precedence from top to bottom, left to right.
10. How is the unit crest worn on the uniform?
  - a. The unit crest can be worn however the unit decides to wear it; the 8<sup>th</sup> battalion wears the unit crest one-fourth of an inch above the honor unit insignia.

# PROMOTION STANDARDS

11. Which types of hangers should you use to hang a coat?
  - a. A hanger that is wide enough to keep the shoulders of the coat in shape, preferably not a wire hanger.
12. What is the best way to prevent wrinkling of the uniform shirt?
  - a. By keeping it on a hanger
13. How should you care for the uniform shoes?
  - a. Clean and shine the shoes regularly with water and a soft cloth.
14. How should you clean the coat, slacks or trousers of the uniform?
  - a. Dry clean only
15. How must male cadet's hair be when in uniform?
  - a. Hair neatly trimmed with sideburns no lower than the bottom of the ear opening.
16. How must female cadet's hair be when in uniform?
  - a. Hair must be styled so that it does not fall below the bottom of the collar of the uniform and the cap can be worn easily.
17. Must cadets maintain good personal appearance?
  - a. Yes, cadets should maintain a decent appearance in and out of uniform. By cleaning their teeth, hair, and maintaining decent care of your clothes.
18. What can a sloppy or poor salute mean?
  - a. Possible disrespect for a person who deserves the honor.
19. What is leadership?
  - a. The ability to influence and guide others as to accomplish a mission
20. Define conflict resolution
  - a. Solutions utilized by society to settle disputes in a cohesive manner
21. Define culturally diverse
  - a. The presence of multiple and different cultural groups within an organization
22. What is span of control
  - a. Number of subordinates a leader can effectively control
23. What are the ABCs of First Aid?
  - a. A- check Airway, B-Breathing, C-check Circulation

# PROMOTION STANDARDS

24. What are the 3 types of bleeding?
  - a. Arterial, Venous, Capillary
25. What does the acronym RICE stand for?
  - a. R- Rest, I- Ice, C- Compression, E- Elevation
26. What are the three types of heat injuries?
  - a. Heat cramps, heat exhaustion, heat stroke
27. What are the first ten Amendments to the U.S. Constitution called?
  - a. The Bill of Rights
45. What are the S-1's duties?
  - a. Performing administrative duties
46. What are the S-3's duties?
  - a. Assists the battalion commander in the preparation, conduct, and the supervision of all training activities
47. What are the S-4's duties?
  - a. Responsible for maintenance, security, record keeping, issues and turn in of all U.S. Government Property
48. What are the S-5's duties?
  - a. In charge of public affairs and unit history

# PROMOTION STANDARDS

## Officer Promotion Test Study Guide for 2LT, 1LT, CPT, MAJ and LTC

Everything in the PVT, PFC, and NCO Promotion Test plus the following:

1. What are the parts of a Mission Statement?
  - a. Who, What, Where, When, Why
  
2. What are the five paragraphs of an Operation Order?
  - a. Situation
  - b. Mission
  - c. Execution
  - d. Service Support
  - e. Command and Signal
  
3. What are the sub-paragraphs of the Situation?
  - a. General Situation
  - b. Enemy Forces
  - c. Friendly Forces
  - d. Attachments/Detachments
  - e. Weather and Terrain
  
4. What are the sub-paragraphs of the Execution?
  - a. Concept of the Operation
  - b. Tasks to Subordinate Units
  - c. Coordination Instructions
  - d. Timelines
  
5. What is the correct procedure to report to an instructor's office?
  - a. Assume position of attention, knock 3 times, sound off with your name and rank, request permission to enter and state the reason why, enter when permission is granted, and report to instructor and salute.

# PROMOTION STANDARDS

6. What are the eleven principles of leadership?
  - a. Know yourself and seek self-improvement
  - b. Be technically proficient
  - c. Seek and take responsibilities for your actions
  - d. Make sound and timely decisions
  - e. Set the example
  - f. Know your personnel and look out for their welfare
  - g. Keep your followers informed
  - h. Develop a sense of responsibility in your followers
  - i. Ensure each task is understood, supervised, and accomplished
  - j. Build a team
  - k. Employ your team in accordance with its capabilities
  
7. What does it mean to Know Yourself and Seek Self Improvement?
  - a. Develop a plan to keep your strengths and improve on your weaknesses.
  
8. What does it mean to Be Technically Proficient?
  - a. Being able to accomplish tasks or jobs as a well-trained team
  
9. What does it mean to Seek Responsibility and Take Responsibility for Your Actions?
  - a. Take the initiative to accomplish your mission
  
10. What does it mean to Make Sound and Timely Decisions?
  - a. Leaders must be able to react promptly to any situation
  
11. What does it mean to Set the Example?
  - a. You are the role model and must set high but attainable standards
  
12. What does it mean to Know Your Personnel and Look Out for Their Well Being?
  - a. Understanding the individual. Their values, morals, and attitudes.
  
13. What does it mean to keep your followers informed?
  - a. Explain reasons behind decisions to maintain a higher level of understanding
  
14. What does it mean to develop a sense of responsibility in your followers?
  - a. To give a sense of pride and responsibility when they successfully accomplish a new task given
  
15. What does it mean to ensure each task is understood, supervised, and accomplished?
  - a. Team members must know the standard and how to accomplish it. Supervising ensures that the team knows the leader cares about the mission.

# PROMOTION STANDARDS

16. What does it mean to Build a Team?
  - a. Develop a team spirit that motivates team members to work with confidence and competence.
  
17. What does it mean to Employ Your Team In Accordance With Its Capabilities?
  - a. Use sound judgment when employing the team. Failure is not an option. By employing the team properly, we insure mission accomplishment.
  
18. Be prepared to answer any questions involving current events or recent material covered during class.

# PROMOTION STANDARDS

## **Cadet Private E-1:**

Automatic upon entering the JROTC Program, No Rank Is issued.

## **Cadet Private E-2:**

Must have been a C/PVT1 in good standing for 30 days

Good attitude, military bearing, and performance.

Must be able to recite the Cadet Creed from memory with no errors.

## **Cadet Private First Class E-3:**

Must have been a C/PVT2 in good standing for 30 days

Identify all JROTC officer and enlisted ranks.

Good attitude, military bearing, and performance

Must be able to march a squad

## **Cadet Corporal E-4:**

Must have 60 Day Time-In-Grade (TIG) as PFC E-3

Perform Drill and Ceremony stationary movements in a squad (certified by Co. Cdr. during class).

Know the Formal Chain of Command (BC. and higher).

Know the mission of JROTC

## **Cadet Sergeant E-5:**

Must have 90 Days TIG as CPL E-4.

March a squad as the squad leader (Certified by the Co. Cdr. during class).

Must perform an extended rectangular formation according to checklist

Maintain a 2.0 GPA

# PROMOTION STANDARDS

## **Cadet Staff Sergeant E-6: (SECOND YEAR)**

Must have 90 Days TIG as SGT E-5.

Must know the Army Values and the definition of each value

March a Platoon as PLT SGT (Certified by PLT LDR/CO Chain of Command)

Must know the duties and names/ranks of the Battalion Staff (BC, XO, CSM,)

Maintain a 2.2 GPA

## **Cadet Sergeant First Class E-7:**

Must have 90 Days TIG as SSG E-6.

Must know the definition of Leadership

Must know the symbolism of the Unit Patch

Conduct an in-ranks inspection as PLT SGT (Certified by PLT LDR/CO Chain of Command)

Maintain a 2.5 GPA

## **Cadet Master Sergeant E-8: (THIRD YEAR)**

Must have 90 Days TIG as SFC E-7.

Prepare and Form a Company for Inspection (Certified by the Co. Cdr. during class).

Must know the Battalion History.

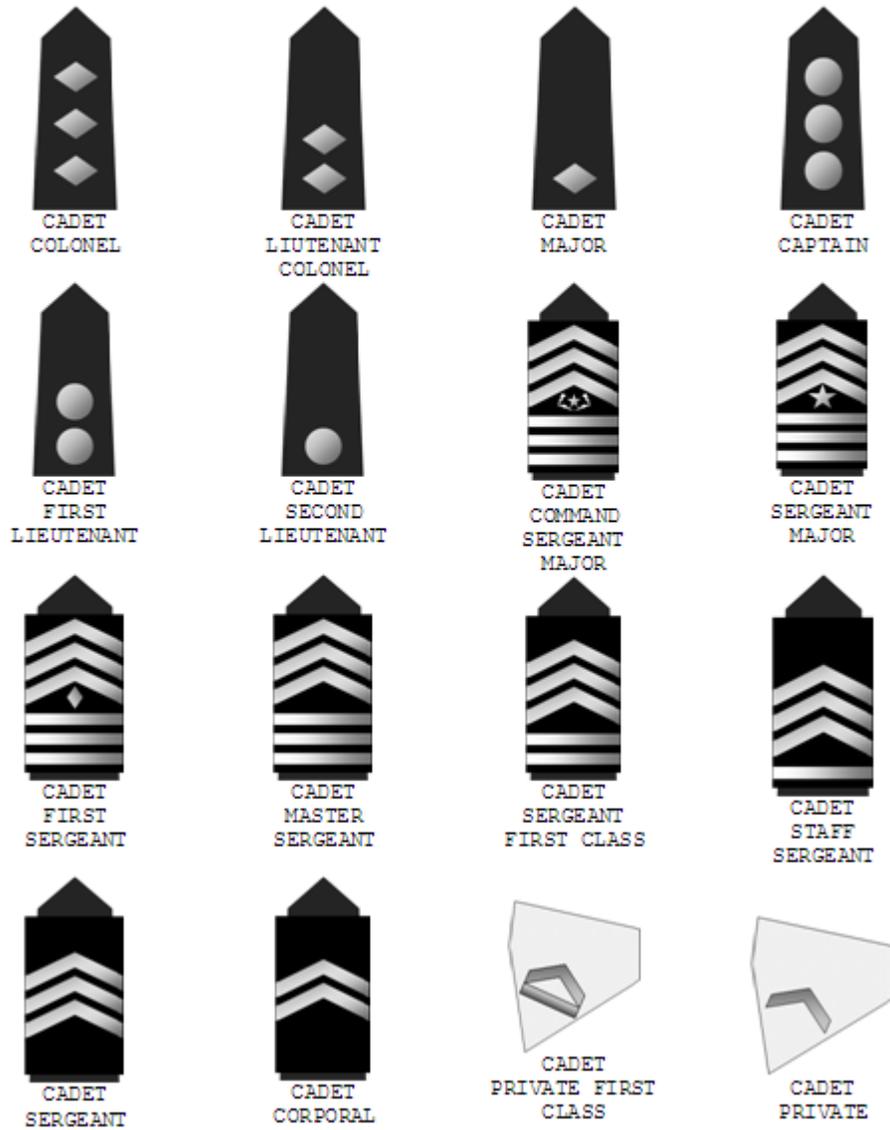
Must have Recommendation for Promotion by PLT LDR, CO CDR, SAI

Maintain a 3.0 GPA

**NOTE: ALL NCO RANKS MUST TAKE A WRITTEN EXAM AND SCORE 80%**

# PROMOTION STANDARDS

## OFFICER AND ENLISTED RANK INSIGNIA



### Mission of JROTC-

To motivate young people to be better citizens.

# PROMOTION STANDARDS

## **Cadet Creed**

I am an Army Junior ROTC cadet. I will always conduct myself to bring credit to my family, country, school, and the corps of cadets. I am loyal and patriotic. I am the future of the United States of America. I do not lie, cheat or steal. I will always be held accountable for my actions and deeds. I will always practice good citizenship and patriotism. I will work hard to improve my mind and strengthen my body. I will seek the mantle of leadership and stand prepared to uphold the Constitution and the American way of life.

May God grant me the strength to always live by this creed.

## **Army Values**

L- Loyalty

D- Duty

R- Respect

S- Selfless Service

H- Honor

I- Integrity

P- Personal Courage

## **Definition of Leadership:**

The ability to influence others to accomplish a mission in the manner desired by providing purpose, direction, and motivation.

# PROMOTION STANDARDS

## Squad Drill- Cadet Certification

NAME:

CO:

DATE:

ALL OF THE FOLLOWING COMMANDS  
MUST BE CALLED IN ORDER AND  
MUST BE EXECUTED PROPERLY TO  
PASS. DO NOT CHECK OFF  
COMMANDS THAT HAVE NOT BEEN  
CALLED OR EXECUTED PROPERLY.

- FALL IN
- PRESENT ARMS
- ORDER ARMS
- DRESS RIGHT DRESS
- READY FRONT
- RIGHT FACE
- COVER
- RECOVER
- LEFT FACE
- RIGHT FACE
- ABOUT FACE
- LEFT STEP MARCH
- LEFT STEP MARCH

PASS/FAIL

EVALUATOR NAME:

EVALUATOR SIGNATURE:

- SQUAD HALT
- RIGHT STEP MARCH
- SQUAD HALT
- ABOUT FACE
- FORWARD MARCH
- COLUMN LEFT MARCH
- COLUMN RIGHT MARCH
- RIGHT FLANK MARCH
- LEFT FLANK MARCH
- REAR MARCH
- REAR MARCH
- CHANGE STEP MARCH
- SQUAD HALT
- FALL OUT