THE INFORMATION IN EDUCATION AND TRAINING MODULES BY LEVELS

MAY HAVE CHANGES AND UPDATES

CHECK WITH YOUR EDUCATION AND TRAINING OFFICER

THIS DOCUMENT IS CURRENT AS OF 11/30/20

*SUBJECT TO CHANGE

LEVEL IV and Group Commander Course

Equivalency	Suggested Order	15/25 Moderated	Level IV	Group Commander Course (Electives) *see note down below about these modules
PME 4-5	1	quiz	Choosing the Right People for The Right Job	
CCRSC, NLOC, IGC, PME 5	2	quiz	Conflict Management	
CCRSC, PME 3-5	3	quiz	The Core Values in Action	
PME 5	4	quiz/discussion/assignment	Developing Personal Leadership Philosophy	The Role and Responsibilities of the Group Commander
PME 3-5	5	quiz	Diversity and Equal Justice	
PME 4-5	6	quiz/discussion/assignment	Maintaining High Performing Teams	Engaging and Working with the Cadet Advisory Council
PME 4-5	7	quiz/discussion/assignment	Management Principles	
PME 5	8	quiz/discussion/assignment	Mentoring Skills and Program Development	
PME 5	9	quiz/discussion/assignment	Shaping Cultures of Trust and Innovation	
	10	quiz/discussion/assignment	Using New Media to Communicate	
CCRSC	11	quiz	Valuing Volunteers	eServices for Group Commanders
	12	quiz/discussion/assignment	Boards and Board Leadership	
	13	quiz	The Civil Air Patrol and United States Air Force Relationship	
NSOC	14	discussion/assignment	The Civil Air Patrol Safety Program for Group or Wing Level Leader	
	15	quiz	Governance and Corporate Process Structure	
	16	quiz/discussion	Operations at Group and Wing Levels	
	17	quiz/discussion/assignment	Planning and Leading A Major Activity	
PME 3-5	18	quiz/discussion/assignment	Prioritization and Time Management	
	19	discussion/assignment	Recruiting and Retention	
PME 5	20	quiz/discussion/assignment	Staff Processes	Group Staffing
	21	quiz	NHQ Operations and Staffing	The Role of the Group
PME 4-5	22	quiz	Emotional Intelligence	
PME 3-5	23	quiz	Critical Thinking	
	24	quiz/discussion/assignment	Effective Communication with External Partners	
	25	quiz/discussion/assignment	Leadership Challenges Today	Membership Issues

Equivalency Modules are based on the Tier level a former military member has been granted, and or CAP colleges
Fifteen moderated modules that can only be taken in online cohort or face-to-face "onsite". They are identified with having "discussion or assignment". All other modules listed as "quiz" are automated meaning they are available in AXIS for members to take any time.

*****Special Note**
Students are encouraged to complete the command electives with the level. This helps with building the bench for leadership as well as cohort management. The lessons also fit together with the content. It was written to go together. In some cases, it will be less work if completed simultaneously.
Students are automatically enrolled for the command electives

Wavied	Suggested Order	5/6 Moderated	Group Commander Course (Electives)
	4a	quiz/discussion/assignment	The Role and Responsibilities of the Group Commander
	6a	quiz/assignment	Engaging and Working with the Cadet Advisory Council
	11a	quiz	eServices for Group Commanders
PME 5	20a	discussion/assignment	Group Staffing
	21a	discussion/assignment	The Role of the Group
NLOC, CCRSC, IGC	25a	discussion/assignment	Membership Issues

Five moderated modules that can only be taken in online cohort or face-to-face "onsite". They are identified with having "discussion or assignment". One module listed as "quiz" is automated meaning it is available in AXIS for members to take any time.