



AEROGRAPHER'S MATE



RATING ROADMAP

October 2011

CAREER ROADMAP

Airman Recruit to Master Chief Roadmaps

The educational roadmap below will assist Sailors in the Aerographer's Mate (AG) community through the process of pursuing professional development and advanced education using various military and civilian resources e.g. PQS program; SMART Transcript; NKO (E-Learning); Navy College; etc. Successful leadership is the key to military readiness and will always require a high degree of technical skill, professional knowledge, and intellectual development.

What is a Career Roadmap for Aerographer's Mate?

Aerographer's Mate roadmaps are just what the name implies - a roadmap through the Enlisted Learning and Development Continuum from Airman Recruit through Master Chief. The principal focus is to standardize a program Navywide by featuring the existing skills of Aerographer's Mates necessary to be successful in the Navy. The ultimate goal of a roadmap is to produce a functional and competent AG.

What is the Enlisted Learning and Development Continuum?

Enlisted Learning and Development Continuum is the formal title given to the curriculum and process building on the foundation of Sailorization beginning in our Delayed Entry Program through Recruit Training Command and throughout your entire career. The continuum combines skill training, professional education, well-rounded assignments, and voluntary education. As you progress through your career, early-on skill training diminishes while professional military education gradually increases. Experience is the ever-present constant determining the rate at which a Sailor trades skill training for professional development.

Do Sailors have to follow the Roadmap?

Yes. The Aerographer's Mate roadmap includes the four areas encompassed by the Continuum in Professional Military Education to include; Navy Professional Military Education, Joint Professional Education, Leadership and Advanced Education.

Some training and education is mandatory (Recruit Training, Aerographer's Mate "A" and "C" Schools located at Keesler AFB in Biloxi, MS and NKO (E-Learning, etc...)). Some may be directed by your chain of command (Microsoft Excel and PowerPoint courses), and the remainder is voluntary (NKO, E-Learning, college courses, etc.). Sailors are advised to seek out mentors, including your Command Master Chief, Senior Enlisted Advisor, Leading Chief Petty Officer, Leading Petty Officer and Command Career Counselor, and to make use of your Base Navy College or Education Office vast resources. All are uniquely qualified to help you along the way.



United States Navy Ethos

We are the United States Navy, our Nation's sea power – ready guardians of peace, victorious in war.

We are professional Sailors and Civilians – a diverse and agile force exemplifying the highest standards of service to our Nation, at home and abroad, at sea and ashore.

Integrity is the foundation of our conduct; respect for others is fundamental to our character; decisive leadership is crucial to our success.

We are a team, disciplined and well-prepared, committed to mission accomplishment. We do not waver in our dedication and accountability to our Shipmates and families.

We are patriots, forged by the Navy's core values of Honor, Courage and Commitment. In times of war and peace, our actions reflect our proud heritage and tradition.

We defend our Nation and prevail in the face of adversity with strength, determination, and dignity.

We are the United States Navy.



The Sailor's Creed

I am a United States Sailor.

I will support and defend the Constitution of the United States of America and I will obey the orders of those appointed over me.

I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.

I proudly serve my country's Navy combat team with Honor, Courage and Commitment.

I am committed to excellence and the fair treatment of all.



**AEROGRAPHER'S MATE SECOND CLASS
(Journeyman)**

NAME _____

SKILL TRAINING

(schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Aerographer's Mate class A1 School	CNATTU, Keesler AFB Biloxi, MS	C-420-2010	94 Calendar days	

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Aerographer's Mate class C1 School,	CNATTU, Keesler AFB Biloxi, MS	C-420-2011	215 Calendar days	
Intermediate OA Team Trainer	PDDs	C-5B-0023	4 days	
Advanced OA Team Trainer	PDDs	C-5B-0025	4 days	
Forecasting for the Mediterranean	PDD	S-5B-0003	2 days	
Amphibious Warfare Indoctrination	EWTG	K-2G-0037	5 days	
NITES Basic User	PDDs	C-5B-0016	2 days	
AN/SMQ-11 Basic User	PDDs	C-5B-0018	2 days	
Basic Remote Sensing	PDDs	C-5B-0024	2 days	
Site Waiver Interim Forecast Training	PDDs	METOC 045-838-509-003	10 weeks	
AREPS Primer	PDDs	S-5B-0012	2 days	
TAWS Primer	PDDs	S-5B-0001	2 days	
TOR	PDDs	C-5B-0012	5 days	
METOC Support for SAR	PDDs	C-5B-0015	1 day	
METOC Support for Air Defense/Surface & Information Warfare	PDDs	C-5B-0013	5 days	
METOC Support for Strike Warfare	PDDs	C-5B-0014	3 days	
METOC Support for CBRNE	PDDs	C-5B-0020	2 days	
METOC Support for Mine Warfare	PDDs	C-5B-0022	1 day	
METOC Support for Amphibious Warfare	PDDs	C-5B-0017	2 days	
Non-Acoustic ASW	PDDs	S-5B-0002	1 day	
ASW Oceanography Team Trainer	PDDs	S-5B-0011	3 days	
MENTOR Management	NKO		Self-paced	

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Aerographer's Mate class C1 School, NEC 7412	CNATTU, Keesler AFB Biloxi, MS	C-420-2011	215 Calendar days	
Journeyman Instructor Training (JIT) NEC 9502	Pensacola, FL	A-012-0077	2 weeks	

JOB DESCRIPTION

Meteorological Oceanographic Technicians measure or acquire the elements of the physical environment (Land/Sea/Air/Space) that affect platforms, sensors, and weapon systems performance. Observe, collect, record and conduct limited analysis of data. Determine step-by-step procedures and explain fundamental principles and relationships of meteorology and oceanography (METOC) and their impact on naval forces. Operate instruments and computers monitoring air pressure, temperature, humidity, wind speed and direction, sky condition, sea surface temperature and sea waves. Distribute this data internally and externally to aircraft, ships, and shore activities via communication devices/web-centric architecture. Interpret Numerical Prediction Models and operate classified/unclassified METOC software and systems.

Meteorological Forecasters

Meteorological Forecasters analyze elements of the atmospheric environment and land/sea interface to forecast on Synoptic, Meso, and Micro scales and produce forecasts and warnings in support of naval operations and missions. Predict and assess the elements of the physical environment (Land/Sea/Air/Space) that affect both friendly and enemy platforms, sensors and weapon system performance, safety of flight and navigation, and naval/joint operations and missions. Characterize the operating environment and recommend courses of action to enhance the war fighters' ability to exploit the physical environment for successful mission accomplishment. Create climatological studies supporting naval warfare planning. Demonstrate expertise in Strike Warfare (STW), Expeditionary Warfare (EXW), and Geospatial Information Systems (GIS), datum issues, and Tactical Decision Aids (TDA) (atmospheric/electro-optic/electromagnetic). Synthesize a vast array of meteorological data including Numerical Prediction Models and TDAs. Distribute data internally and externally to aircraft, ships, and shore activities via communication devices/web-centric architecture.

Oceanographic Forecasters

Oceanographic Forecasters analyze elements of the oceanographic environment and land/sea interface to forecast on Synoptic, Meso, and Micro scales and produce oceanographic forecasts in support of naval operations and missions. Predict and assess the elements of the littoral regions, ocean and ocean floor environment that affect both friendly and enemy platforms, sensors, and weapon system performance, and naval/joint operations and missions. Characterize the operating environment and recommend courses of action to enhance the war fighters' ability to exploit the ocean environment for successful mission accomplishment. Create oceanographic climatological studies supporting naval warfare planning. Demonstrate expertise in Naval Special Warfare (NSW), Mine Warfare (MIW) and countermeasures, Surface Warfare (SUW), Undersea Warfare (USW), Geospatial Information Systems (GIS), Tactical Decision Aids (TDA) (physical properties/acoustic/electro-optic/electromagnetic), datum issues, and littoral environments. Synthesize a vast array of oceanographic data including Numerical Prediction Models and Tactical Decision Aids. Distribute data internally and externally to aircraft, ships, and shore activities via communication devices/web-centric architecture.

RECOMMENDED BILLET ASSIGNMENTS

As a Meteorological / Oceanographic Technician, billet assignments range across both sea and shore type duty. Sea duty you can expect to serve within one of the Strike Group Oceanography Teams, Mobile Environmental Teams and serve onboard Aircraft Carriers (CVN), Amphibious Assault Ships (LHD/LHA) or other fleet assets in conjunction with assignments to Expeditionary Warfare, Undersea Warfare, Mine Warfare and Fleet Survey Teams. Shore duty assignments will encompass serving at a Regional Forecasting Center or supporting detachments, Training command, Fleet Numerical Meteorology and Oceanography Center, and the Naval Meteorology and Oceanography Professional Development Center.

As a Meteorological / Oceanographic Forecaster, billet assignments range across both sea and shore type duty. Sea duty you can expect to serve within one of the Strike Group Oceanography Teams, Mobile Environmental Teams and serve onboard Aircraft Carriers (CVN), Amphibious Assault Ships (LHD/LHA) or other fleet assets in conjunction with assignments to Expeditionary Warfare, Undersea Warfare, Mine Warfare and Fleet Survey Teams. Shore duty assignments will encompass serving at a Training Command, Regional Forecasting Center or supporting detachments, Fleet Numerical Meteorology and Oceanography Center, and the Naval Meteorology and Oceanography Professional Development Center.

Other Opportunities:

Joint Assignments

GWOT Support Assignments

Recruiter

Instructor

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: ____/____
PAYGRADE E5 (3 Years time in service required to be eligible for advancement to E-6)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level _____ Date Last updated: _____ Command INDOC complete _____

CAREER DEVELOPMENT BOARDS: Use with OPNAVINST 1040.11(series) & Career Counselor Handbook
Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 month progress check (Date Conducted): _____ 12 Months _____ 24 Months _____

36 Months _____ 48 Months _____ 60 Months _____ Special Program/Member Request _____

PNA 3 times (Date Conducted): _____ Standard Score 40 or less/failed (Date Conducted): _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab

Bibliography for Advancement _____ Correspondence Courses _____ Catalog of Courses _____

Enlisted Advancement Exam Strategy Guide _____ Profile Sheets _____ Exam Discrepancy List _____

Commissioning Programs Applications (Conducted): _____ (prior to submission, command endorsement)

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Seaman to Admiral 21 (STA-21) _____ Medical Enlisted Commissioning Program (MECP) _____

Naval Academy _____ Naval Academy Preparatory School (NAPS) _____ Officer Candidate School _____

Physical Fitness Test Failure (Conducted): _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____ Approve/Disapprove

PTS 15 months prior to EAOS (Conducted): _____ PTS 6 months if not approved (Conducted) _____

Rating Conversion _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Transfer _____ Early Separation: _____ Career Status Bonus/Retirement Options: _____

Career Management Calendar: <https://wwwa.nko.navy.mil/portal/careermanagement/home/careermanagementcalendar>

RECORD REVIEW CHECK LIST

Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This is a great opportunity to meet with your Mentor, Leading Petty Officer or Leading Chief Petty Officer to understand the importance of keeping your record up-to-date. Check the following three major sections to verify your Official Record:

a) **BUPERS Online** BUPERS Online (<https://www.bol.navy.mil>) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your;

1) **Official Military Personnel File (OMPF):** All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.

2) **If Deployed:** Click on “**Request Record on CD**” to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.

3) Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on <https://www.bol.navy.mil> click on “ODC, OSR, PSR, ESR” link

b) **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (<https://nsips.nmci.navy.mil>) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.

c) **Electronic Training Jacket (ETJ)** Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not click on "Data Problems" on bottom of each page which will guide you on how to make corrections or updates.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications Watch Standing Qualifications	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Ship Board Fire Fighting		
Aviation Fire Fighting		
General Damage Control		
Advanced Damage Control		
3M 301		
3M 302		
3M 303		
3M 304		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Junior Officer of the Deck (JOOD)		
Personal Qualifications Standard		

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Aviation Warfare Specialist		
Surface Warfare Specialist		
Information Dominance Warfare Specialist		

Rate Specific/Department Qualifications (Add)	Report Date	Completion Date (If qualification is not required place N/A in this Block)

CERTIFICATIONS

The following civilian occupations are similar to the Aerographers Mate Rating. For more information about these occupations, visit NAVY COOL at <https://www.cool.navy.mil>.

Occupation
Atmospheric and Space Scientists
Atmospheric, Earth, Marine, and Space Sciences Teachers, Postsecondary
Electrical and Electronic Engineering Technicians
Electronics Engineering Technicians
Environmental Science and Protection Technicians, Including Health
Geological Sample Test Technicians
Geoscientists, Except Hydrologists and Geographers
Hydrologists
Inspectors, Testers, Sorters, Samplers, and Weighers
Natural Sciences Managers

Navy COOL: The following certifications are applicable to the AG rating. These certifications may require additional education, training or experience.

Target paygrade	Certifying Agency Web Site	Certification Title	Years Experience Required	Comp. date
E1 - E3	American Meteorological Society	Certified Broadcast Meteorologist (CBM)	0	
E1 - E3	Electronics Technicians Association, International (ETA-I)	Certified Service Manager (CSM)	0	
E3 - E5	American Board for Certification in Homeland Security (ABCBS)	Certified in Disaster Preparedness (CDP-I)	1 - 5	
E3 - E4	Federal Aviation Administration (FAA)	Aircraft Dispatcher	2	
E4	National Board for Professional Teaching Standards	Early Adolescence Through Young Adulthood/Career and Technical Education	3	
E4	American Society for Photogrammetry and Remote Sensing	Certified Remote Sensing Technologist	3	
E4	Institute of Certified Professional Managers (ICPM)	Certified Manager (CM)	4	
E5	American Meteorological Society	Certified Consulting Meteorologist (CCM)	5	

Visit Navy COOL <https://www.cool.navy.mil> for additional Credentials that you may qualify to earn; however funding may be limited to your GI bill or DANTES.

USMAP (UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM):

	Comp. date
Meteorologist (Professional & Kindred)	
Weather Observer	
Weather Observer (Professional & Kindred)	

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Perform to Serve (PTS) Approval Message: _____

Selective Conversion and Reenlistment (SCORE): _____ Reserve Selective Conversion and Reenlistment (RESCORE): _____

Selective Training and Reenlistment (STAR): _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

School as a Reenlistment Incentive: _____ Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

PERFORM-TO-SERVE (PTS) FLEET RIDE:

The Command Career Counselor is your local advocate to assist you with the Perform to Serve (PTS) application process.

- All E3-E6 Sailors with less than 14 years of service must submit a PTS application , regardless of reenlistment intentions.
- Applications must be submitted no later than 12 months prior to expiration of active obligated service (EAOS) or projected rotation date (PRD) if obligated service is required, whichever occurs first.
- Sailors may submit PTS applications up to 12 months prior to EAOS/PRD. (under special circumstances)
- Applications for selected reserve (SELRES) quotas may be submitted between 12 months and 3 months prior to EAOS
- Monthly reenlistment quotas are limited and must be reserved for our best and brightest Sailors who desire to Stay Navy. Sailors must choose one of the following based on their desires an qualifications:
 - Reenlist-in-Rate,
 - Reenlist-in-Rate or Convert to another rating
 - Convert to another rating (only)
 - SELRES option
- Upon completion of the monthly process, PTS results will be available to command users via PTS Monthly report section of the PTS/Fleet RIDE program.
- Additional guidance can be found in MILPERSMAN 1440-060 and NAVADMIN 352/10, see your Career Counselor

TRANSFER:

<u>15 Months</u>	<u>12 Months</u>	<u>9 Months</u>	<u>6 Months</u>	<u>Orders Received</u>
PTS _____	PTS _____	PTS _____	Accept Orders _____	Screening _____
Exception Family Member _____	EFM _____	CMS/ID _____	Reverse Sponsor _____	Obligate _____
CMS/ID _____	CMS/ID _____	SRB _____	Relocation (FFSC) _____	Bonus _____
Continuous Overseas Tours (COT) _____			Medical/Dental _____	
Overseas Tour Extension Incentive Program (OTEIP) _____			SRB _____	

For additional assistance in transfer and relocation, go to: <http://www.npc.navy.mil/CareerInfo/PerformtoServe>

SEPARATING/RETIRE

<u>18 -12 months</u>	<u>6 months</u>	<u>90 days</u>	<u>30 days</u>
Attend TAP/RTAP _____	MED/DEN _____	Copy of Records _____	Copy of Records _____
Complete DD2648PSD _____	Relocation _____	Official Record CD _____	PSD _____
Transition Planning _____	Relocation Services (FFSC) _____	Arrange Ceremony _____	MED/DEN _____
	Reserve Affiliation _____	Request Leave / PTDY _____	
	VA/DVA _____		

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor’s general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC!!!))

Education Plan Completed (Navy College Office/VEC _____) Current Education Level _____

Degree Goal _____

Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits _____

SOCNAV Agreement _____ SMART Transcripts _____ HS Transcripts _____ College Transcripts _____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into SMART, Send official transcripts to:
 Center for Personal and Professional Development
 Attn: Virtual Education Center
 1905 Regulus Avenue, Ste. 234
 Virginia Beach VA 23461-2009
 Phone: 1-877-838-1659
 Comm: 757-492-4684
 FAX: 757-492-5095
 DSN: 492-4684
 Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

Academic skills _____ NCPACE _____ CLEP _____ DSST _____ TA _____ MGIB _____ Post 9/11 GIB _____

E5 REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Required General Military Training (GMT)	Command Delivered			
Driving for Life	NKO	CPD-DFL-01 / US	5 Hours	
DON/DOD Information Assurance Training	NKO	DOD-IAA-V5.0 / DOD	1 Hour	
Trafficking in Persons Basic Awareness Training	NKO	jkddc-tip-1 US / US DON	4 Hours	
ATFP Level I Awareness for Service Members (CONUS)	NKO	CANSF-ATFP-CONUS-1.0 / DON	1 Hour	
ATFP Level I Awareness Training for Overseas Service Member (OCONUS)	NKO	CANSF-ATFP-OCONUS-1	1 Hour	
Petty Officer First Class Selectee Leadership Course-Phase One	Command Delivered	CPPD-LEAD09-003	3 x 4 Hour Modules	
Petty Officer First Class Selectee Leadership Course-Phase Two	Command Delivered	CPPD-LEAD09-003	5 x 2 Hour Modules	
Leadership Core Continuum (LCC)	Command Delivered		20 Hours	
ADAMS for Supervisors	Various Locations	S-501-0120	8 Hours	

E5 REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Atmospheric Refraction	NKO	METOC 50-1T-0202	Self – paced	
Basic Surface Chart Analysis	NKO	METOC 50-1T-0301	Self – paced	
Tropical Streamline Analysis	NKO	METOC 50-1T-9607	Self – paced	
Acoustics and Sound Ray Theory	NKO	METOC 62T-0602	Self – paced	
Aerographer’s Mate Second Class Vol I	CNET	NAVEDTRA 10370	Self – paced	
Aerographer’s Mate Second Class Vol II	CNET	NAVEDTRA 10371	Self – paced	
Naval Meteorology and Oceanography Command Training and Certification Program	Command	NAVMETOC COMINS T 1500.2	Self – paced	
United States Navy Meteorological and Oceanographic Support System Manual	Command	NAVMETOC COMINS T 3140.1	Self – paced	
Procedures Governing Flight Weather Briefings and Preparing DD Form 175-1 and Navy Flight Forecast Folder	Command	NAVMETOC COMINS T 3140.14	Self – paced	
Atmospheric Turbulence and Icing Criteria	Command	NAVMETOC COMINS T 3140.4	Self – paced	
Surface METAR Observations user’s Manual	Command	NAVMETOC COMINS T 3141.2	Self – paced	
Aerodrome Forecast (TAF) Code	Command	NAVMETOC COMINS T 3143.1	Self – paced	
United States Navy Manual for Ship’s Surface Weather Observations	Command	NAVMETOC COMINS T 3144.1	Self – paced	
Fleet Numerical Meteorology and Oceanography Center Optimum Path Aircraft Routing System (OPARS) User Manual	Command	OPARS-UM-3.003	Self – paced	
NATOPS General Flight and Operating Instructions	Command	OPNAVINST 3710.7	Self – paced	
Fleet Oceanographic and Acoustic Reference Manual	Command / NMOPDC	RP-33	Self – paced	

E5 RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Basic Enlisted Professional Military Education (IEPME)	NKO	Military DON/ PME	20 Hours Total	
Block 1 Basic EPME - Introduction	NKO	EPME-BASIC-B1		
Block 2 Basic EPME - Navy History and Heritage	NKO	EPME-BASIC-B2		
Block 3 Basic EPME - The Navy Professional	NKO	EPME-BASIC-B3		
Block 4 Basic EPME - Organization and Guidance	NKO	EPME-BASIC-B4		
Block 5 Basic EPME - Planning	NKO	EPME-BASIC-B5		
Block 6 Basic EPME - Regional Expertise and Cultural Awareness	NKO	EPME-BASIC-B6		
Block 7 Basic EPME - Technology for the Warfighter	NKO	EPME-BASIC-B7		
Block 8 Basic EPME - Conclusion	NKO	EPME-BASIC-B8		
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-2.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
ORM All Navy Fundamentals	NKO	CPD-GMT07-011	1 hour	
College/Certification Testing Programs Reviews	NKO			

Culture	NKO or College Course	Foreign Language and Culture	45 hrs	
Communication	College Course		45 hrs	
Eng 101	College Course		45 hrs	
Eng Reading	College Course		45 hrs	
Eng Writing	College Course		45 hrs	
Geography	College Course		45 hrs	
History	College Course		45 hrs	
Humanities	College Course		45 hrs	
Language and Literature Study Guides	College Course		45 hrs	
Math	College Course		45 hrs	
Physical Sciences	College Course		45 hrs	
Social Sciences	College Course		45 hrs	
Speech	College Course		45 hrs	
Lean Six Sigma White Belt Course	NKO	NETC-LSSWB-1.0	3 hours	

Courses With Recommended Reserve Points:

Click this link for an Excel file of all Navy E-Learning courses offering “RECOMMENDED” reserve points. **NOTE:** Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNRF N7. **Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNRF N7.**
https://file-lms-cont01.nko.navy.mil/training/Courses_With_Recommended_Reserve_Points.xls

RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRF-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRF-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRF-MS101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRF-NPSAP-2 /DoN 0	23 hours	

RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Shear and Convective Storms	NKO	NMOPDC-SACS-1.0	Self – paced	
Using Hodographs	NKO	NMOPDC-UH-1.0	Self – paced	
Anticipating Hazardous Weather and Community Risk	NKO	METOC 045-807-106-070	Self – paced	
Mesoscale Aspects of Winter Weather Forecasting Topics	NKO	METOC 045-841-106-075	Self – paced	
Topics in Lake Effect Snow Forecasting	NKO	METOC 045-841-106-063	Self – paced	
Topics in Polar Low Forecasting	NKO	METOC 045-841-106-064	Self – paced	
Intelligent Use of Model-Derived Products	NKO	METOC 045-833-106-042	Self – paced	

Characteristics of Operational NWP Models	NKO	METOC 045-813-107-081	Self – paced	
Ten Common NWP Misconceptions	NKO	METOC 045-792-106-016	Self – paced	
Cold Air Damming	NKO	CNET 12013	Self – paced	
Hurricane Strike	MetEd / COMET	METOC 045-842-106-071	Self – paced	
Topics in Precipitation Type Forecasting	MetEd / COMET	METOC 045-813-106-079	Self – paced	
Ensemble Forecasting Explained	MetEd / COMET	METOC 045-841-106-030	Self – paced	
Shallow Water Waves	MetEd / COMET	METOC 045-792-106-002	Self – paced	
Forecast Process	NKO	METOC 045-833-107-082	Self – paced	
Model Fundamentals	NKO	METOC 045-833048	Self – paced	
Jet Streak Circulations	NKO	METOC 045-838-106-107	Self – paced	
Forecasting Aviation Icing Type and Severity	NKO	METOC 045-816-106-003	Self – paced	
Basic Terminal Forecast Strategies	MetEd / COMET	METOC 045-841-106-023	Self – paced	
Topics in Tropical Meteorology	MetEd / COMET	Comet Module	Self – paced	
Fog and Stratus Forecast Approaches	MetEd / COMET	METOC 045-841-106-033	Self – paced	
Local Influences on Fog and Low Stratus	NKO	METOC 045-833-106-046	Self – paced	
Squall Lines and Bow Echoes	NKO	METOC 045-833-106-047	Self – paced	
How Models Produce Precipitation and Clouds	NKO	METOC 045-838-106-036	Self – paced	
Polar Satellite Products for the Operational Forecaster (POES) Module I	NKO	METOC 045-833-106-050	Self – paced	
Forecasting Dust Storms	NKO	NMOPDC-FDS-1.0	Self – paced	
Influence of Model Physics on NWP	NKO	METOC 045-833-106-041	Self – paced	
Impact of Model Structure and Dynamics	NKO	METOC 045-833-106-040	Self – paced	
Assessing Climatology in Fog/Stratus Forecasting	NKO	METOC 045-841-106-022	Self – paced	
Freezing and Melting: Precipitation Type and Numerical Weather Prediction	MetEd / COMET	METOC 045-833-106-031	Self – paced	
Rip Currents Forecasting	NKO	METOC 045-792-106-008	Self – paced	
Non-Acoustic METOC	NKO	NMAWC BAQ 050	Self – paced	
Introduction to Ocean Models	NKO	METOC 045-871-107-078	Self – paced	
Gap Winds	MetEd / COMET	CNET 12022	Self – paced	
Principles of Convection III: Shear and Convective Storms	MetEd / COMET	S-5b-0003	Self – paced	

NAVY PROFESSIONAL READING PROGRAM:

The purpose of the Navy Reading Program is to facilitate the professional and personal development of all sailors, seaman to admiral, active and reserve. Simply reading for pleasure is certainly encouraged, but the NPRP will facilitate reading material that may help develop skills and abilities that can be helpful in both your professional and personal lives.

<http://www.navyreading.navy.mil/>

LEADING PETTY OFFICERS COLLECTION

Title	Completed
American Government, by Robert A. Heineman, Steven A. Peterson, and Thomas H. Rasmussen	
Billy Budd and Other Stories, by Herman Melville	
The Caine Mutiny, by Herman Wouk	
The Crisis of Islam: Holy War and Unholy Terror, by Bernard Lewis	
The Last Stand of the Tin Can Sailors: The Extraordinary World War II Story of the U.S. Navy's Finest Hour, by James D. Hornfischer	
Not a Good Day to Die: The Untold Story of Operation Anaconda, by Sean Naylor	
Shackleton's Way: Leadership Lessons From the Great Antarctic Explorer, by Margot Morrell and Stephanie Capparell	
The Sheriff: America's Defense of the New World Order, by Colin S. Gray	
The Tipping Point: How Little Things Can Make a Big Difference, by Malcolm Gladwell	
To the Shores of Tripoli: The Birth of the U.S. Navy and Marines, by A.B.C. Whipple	
Victory at Yorktown: The Campaign That Won the American Revolution, by Richard M. Ketchum	
D-Day, June 6, 1944 The Climactic Battle of World War II, by Stephen E. Ambrose	
The Elephant and the Dragon, by Robyn Meredith	

RECOMMENDED COMMUNITY READING

Title	Completed
The Perfect Storm: A True Story of Men Against the Sea by Sebastian Junger	
The Rime of the Ancient Mariner (Forgotten Books) by Samuel Taylor Coleridge	
Halsey's Typhoon: The True Story of a Fighting Admiral, an Epic Storm, and an Untold Rescue by Bob Drury and Tom Clavin	
Isaac's Storm: A Man, a Time, and the Deadliest Hurricane in History by Erik Larson	
So Terrible a Storm: A Tale of Fury on Lake Superior by Curt Brown	
Hurricane Watch: Forecasting the Deadliest Storms on Earth by Jack Williams and Bob Sheets	
Extreme Weather: Understanding the Science of Hurricanes, Tornadoes, Floods, Heat Waves, Snow Storms, Global Warming and Other Atmospheric Disturbances ~ H. Michael Mogil	

REFERENCES

Navy Enlisted Learning and Development Programs:

- Learning and Development Roadmap for Enlisted Sailors, OPNAVINST 1500.77(series)
- Navy Retention and Career Development Program, OPNAVINST 1040.11(series)
- Career Counselor Handbook, NAVPERS 15878
- Command Sponsor and Indoctrination Program OPNAVINST 1740.3(series) (Sponsor assigned within 10 days of orders received / Indoctrination completed as soon as possible and practicable but NLT 90 days)
- Command Sponsorship of Dependents at Overseas Duty MILPERSMAN 1300-150 to 1300-210
- Guaranteed Assignment Retention Detailing Program GUARD 2000, MILPERSMAN 1306-1002/1004
- Navy Enlisted Warfare Qualification Program OPNAVINST 1414.9 (series)
- Master Training Specialists (MTS) NETCINST 1500.2(series)
- Command Master Chief Program OPNAVINST 1306.2 (series)

Reenlistments and Extensions:

- Agreement of Enlisted Naval Reservist, Inductees and Fleet Reservists to remain on Active Duty MILPERSMAN 1160-060
- Career Reenlistment Objectives (use latest CREO NAVADMIN)
- Extension of Enlistment MILPERSMAN 1160-040
- Overseas Tour Extension Incentives Program (OTEIP) MILPERSMAN 1306-300
- Consecutive Overseas Tours (COT) Leave Travel Entitlement Policy MILPERSMAN 1050-410
- Perform to Serve (PTS) MILPERSMAN 1440-060
- Reenlistment Ceremony MILPERSMAN 1160-020
- Reenlistment Leave MILPERSMAN 1050-040
- Required Counseling upon Enlistment and Reenlistment MILPERSMAN 1160-031
- Selective Conversion and Reenlistment (SCORE) Program MILPERSMAN 1160-090
- Selective Reenlistment Bonus (Use Latest SRB NAVADMIN)
- Selective Training and Reenlistment (STAR) Program MILPERSMAN 1160-100
- School as a Reenlistment Incentive MILPERSMAN 1306-1006

Fleet Reserve and Retirements:

- Casualties and Survivor Benefits (SBP) MILPERSMAN 1770 to 1770-250
- Disability Retirement MILPERSMAN 1850-020 to 1850-040
- Fleet Reserve and Retirement MILPERSMAN 1800-010 to 1800-070
- Household Goods and Personal Property (PCS and Retirees) MILPERSMAN 4050-010 to 020
- Permissive Temporary Duty (PTDY) MILPERSMAN 1320-220
- Transition Assistance Management Program OPNAVINST 1900.2(series) (Initiate a DD-2648-1 NLT 90 Days Prior to Separation and attend workshop 12 months prior to separation/Fleet Reserve/Retirement date)

Enlisted Administrative Separations:

- Alcohol Rehabilitation Failure MILPERSMAN 1910-152
- Drug Abuse MILPERSMAN 1910-146
- Early release to further education MILPERSMAN 1910-108
- Enlisted Administrative Separation Policy MILPERSMAN 1910-010 to 1910-812
- Fraudulent Enlistment MILPERSMAN 1910-134
- High Year Tenure (HYT) AC MILPERSMAN 1160-120 / RC 1160-130
- Misconduct (various reasons) MILPERSMAN 1910-138/140/142
- Parenthood and Pregnancy SECNAVINST 1000.10(series) & MILPERSMAN 1910-124
- Personality Disorder MILPERSMAN 1910-122
- Physical Fitness Assessment Failure MILPERSMAN 1910-170
- Serious Offense MILPERSMAN 1910-142
- Unsatisfactory Performance MILPERSMAN 1910-156

Advancement & Service Schools:

- Advancement BUPERSINST 1430.16(series)
- Accelerated Advancement MILPERSMAN 1430-010
- Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series)
- Service Schools 1306-600/602/604/608
- Class "A" School & Rating Entry Requirements MILPERSMAN 1306-618
- Retesting with the Armed Forces Classification Test version of the Armed Services Vocational Aptitude Battery (ASVAB) MILPERSMAN 1236-010
- Professional Apprenticeship Tracks Program (PACT) NAVADMIN 318/07

Education:

- Joint Chiefs Professional Military Education (PME) Manual 1805.01
- Navy Voluntary Education Program (Navy Campus) OPNAVINST 1560.9(series)
- Tuition Assistance Management Controls NAVADMIN 161/07 / NETC LTR Execution Guidelines 1560 Ser N00178, Aug 07
- Navy Credentialing Program OPNAVINST 1540.56
- Uniformed Services Military Apprenticeship Programs OPNAVINST 1560.10(series)

Other Quick References:

- Change in Rank, Rate or Rating MILPERSMAN 1440-010 to 1440-050
- Department of the Navy Correspondence Manual (SECNAV M-5216.5 (Series)
- Drug and Alcohol Prevention Control Program OPNAVINST 5350.4(series)
- Exchange of Duty (SWAPS) MILPERSMAN 1306-700
- First Term Personnel Assignment Policy MILPERSMAN 1306-126
- Individual Augmentation (IA) Policy and Procedures OPNAVINST 1001.21(series)
- Military Couple and Single Parent Assignment Policy MILPERSMAN 1300-1000
- Military Pay MILPERSMAN 7220-010 to 7220-390
- Naval Performance Evaluation System BUPERSINST 1610.10 (Series)
- Overseas tour Extensions MILPERSMAN 1300-310
- Physical Readiness Program OPNAVINST 6110.1(series) / MILPERSMAN 6100-6199
- Reassignment for Humanitarian reasons (HUMS) MILPERSMAN 1300-500
- Standard Policy and Procedures for the Active Duty for Special Work (ADSW) & 1 year Recall Program OPNAVINST 1001.20(series)
- Operational Risk Management OPNAVINST 3500.39C