

CADET SELF-ASSESSMENT REPORT (Cadet Cmd Reg 145-3)				REQUIREMENTS CONTROL SYMBOL	
				ATCC-122	
CADET Miles, Michael	UNIT UTPA	DUTY POSITION SL	DATE (S) 14JAN04-21JAN04	Card __1__ of __1__	
SUMMARY OF PERFORMANCE (Describe the Situation, assigned Task, the Action taken, and the Results). Use Continuation Card if necessary					
<p>S – Assigned (CO,XO,1SG,PL,PSG,SL) in charge of ___-cadet (CO,PLT,SQD) from (date/time group) to (date/time group) for (type of training).</p> <p>T – Conduct Troop Leading Procedures (TLP's). (Receive Mission, WARNO, OPORD)</p> <p>A – One week prior to serving in leadership position, got together with company leadership and issued a WARNO to my element, giving them any and all information available at that time, to include my PT plan.</p> <p>A – Received the mission, took copious notes, asked pertinent questions.</p> <p>A – Immediately following the OPORD, issued WARNO, and the time & place of my OPORD.</p> <p>A – Issued a complete 5 paragraph OPORD utilizing the risk management process in a clear and concise voice, ensuring the plan for training was clearly understood by conducting a thorough back brief.</p> <p>A – Assigned primary and assistant instructors for lab ensuring that they knew the task they were teaching and had all materials and supplies ready, by prior coordinating with my chain of command.</p> <p>R – Element was thoroughly briefed and prepared for training prior to execution.</p> <p>T – Conduct Physical Training (PT) Monday, Wednesday, and Friday morning.</p> <p>A – Prepared a PT plan for my element or discussed plan with higher not later than one week prior to execution.</p> <p>A – Ensured all my personnel knew proper uniform and formation times and locations, ensuring 100% attendance & accountability for the week.</p> <p>A – Ensured that my element reached muscle failure in push-ups and sit-ups and had a minimum of 20 minutes of cardio respiratory workout.</p> <p>R – Element was 100% present, highly trained & motivated</p> <p>T – Conduct Leadership Lab, After Actions Review (AAR), and Change of Command.</p> <p>A – Ensured my element was trained to the highest standard by rehearsing classes with instructors paying close attention to accuracy of material.</p> <p>A – Enthusiastically offered excellent feedback during company AAR in order to improve my element's standards & capabilities.</p> <p>A – Formally conducted change of command ensuring positive future performance by giving detailed continuity information to my successor.</p> <p>A – Correctly and neatly completed Cadet Self-Assessment Report and turned in to my evaluator on time</p> <p>R – Element was 100% present, highly trained & motivated.</p>					
CDT CMD FORM 156-2-R Jul 02					

Completed Sample Self-Assessment Report

My Strongest Dimensions: (list 1, 2 or 3)

*Planning
Motivating
Building*

Dimensions I Need to Improve: (list 1, 2 or 3)

Technical Skills (in leading drill)

Complete self-assessment to this point and turn it in prior to counseling

CADET SUMMARY OF COUNSELING

My Strong Dimensions (As Noted by Evaluator):

Planning, Motivating, and Building

Dimensions to Improve (As Noted by Evaluator):

Technical Skills, Decision Making,

Actions I Plan to Take:

Practice leading drill such as at PT or future labs; improve timing of giving commands.

Make a choice more quickly in an uncertain situation; make the most of it.

Sustain physical and emotional attributes; work on mental attributes; show the “will and judgment to deal with it” when something goes wrong; try to think more quickly “on my feet.”

Cadet's Signature

Michael H. Miles

21 Jan 04