

LEARN TO LEAD

PRACTICAL TESTS

DRILL & CEREMONIES



CAPP 60-34
September 2024



LEARN TO LEAD DRILL & CEREMONIES PRACTICAL TESTS

SEPTEMBER 2024

WHY CADETS DRILL. Why has drill and ceremonies been a vital part of cadet life since 1942? Drill is more than an orderly way of moving a group of people from point A to point B, although it is that. CAP cadets learn drill for the same reasons that soldiers, sailors, airmen, guardians, and marines do. Drill is a time-tested laboratory for developing leadership skills.

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SUMMARY OF CHANGES. This publication replaces CAPP 60-34, *Learn to Lead Drill & Ceremonies Practical Tests*, November 2019. Drill tests have been edited for clarity. The Wright Brothers Award Comprehensive Exam Part 2: Drill & Ceremonies Performance Test has been added. Achievements 7 and 8 have been adjusted to test squadron drill.

TESTING OFFICER'S INSTRUCTIONS

For each of Achievements 1-8 and the Wright Brothers Award, each cadet must successfully complete a practical test of their proficiency in drill and ceremonies, as described in this test booklet.

Test Security. There is no need for this test pamphlet to be secured. These are performance tests and the subject matter is known to the cadets, and they have full access to the test booklet in advance of testing.

Reference. The reference material for the Drill & Ceremonies tests is CAPP 60-33, *Civil Air Patrol Drill and Ceremonies*. This pamphlet provides specific guidance for the Civil Air Patrol regarding the execution and standards of drill and ceremonial procedures, ensuring alignment with the protocols established by the Air Force in Department of the Air Force Pamphlet , DAFPAM 34-1203, *Drill and Ceremonies*.

Scoring Philosophy. Each drill maneuver usually involves several task steps. For example, the command, "Column Right, MARCH" involves ten or more task steps. To make it easy for testing officers to evaluate the cadets' performance on the drill field, this test booklet identifies two or three standards for each drill maneuver. Cadets who meet those standards earn credit for that drill maneuver. In other words, testing officers evaluate cadets only on the standards listed, even though those standards cannot possibly encompass every facet of a drill maneuver.

Scoring Terms. For the purposes of this test, "satisfactory" and "unsatisfactory" performance is defined as:

SATISFACTORY: Performance meets the basic requirements for participating unaided in cadet drill and ceremonies. Most of the task steps that comprise the drill maneuver are carried out in an effective and proficient manner. The cadet meets all of the acceptable standards for the maneuver, as shown on the scorecard. Minor deficiencies exist, but they would not preclude the cadet from successfully participating on the drill field with other proficient cadets.

UNSATISFACTORY: Performance does not meet the basic requirements. The cadet requires coaching in order to perform many of the maneuver's task steps in an effective and proficient manner. The cadet does not meet the maneuver's acceptable standards, as listed on the scorecard. Significant deficiencies exist that would preclude the cadet from successfully participating on the drill field with other proficient cadets.

Scorecards. Testing officers may want to print or make photocopies of the drill scorecards found in this booklet. Evaluate the commands as they are performed, marking an "X" in the "S" column if it was performed satisfactorily, or the "U" column if it was performed unsatisfactorily. Test 7 uses a special scorecard that is included in this booklet but is unlike those used for tests 1-6 and 8.

Passing Score. The number of evaluation items varies from test to test. The test scorecards specify how many items the cadets must successfully complete to pass that test. Generally, passing scores are roughly 75%. Testing officers must input the raw score into the Cadet Promotions module of eServices manually.

Expert Help. Testing officers may use drill and ceremonies “experts” to help administer the test, call commands, etc. Cadet “experts” should be higher ranking than the cadet being tested. However, it is the senior member testing officer who scores the test – the cadet “experts” are merely helpers. Supplemental drill sequences for the helpers (and for the cadet being tested in Achievements 4, 5, and 8) are included as Attachment 1.

Elements. Elements consist of at least 3 cadets. For training purposes in Tests 2, 3, 4, & 5, if you don’t have enough cadets to make proper elements, you may use elements of 2 cadets each. However, a ‘flight’ of 4 cadets in 2 elements can be confusing to command, so it is recommended that elements consist of at least 3 cadets, if possible.

Wright Brothers Drill Test. The Drill and Ceremonies Performance Test portion of the Wright Brothers milestone exam is included in this pamphlet. It contains Part 2 (questions 31-50) of the Wright Brothers Exam. It is administered by the Testing Officer after a cadet has passed Part 1: Comprehensive Leadership Test of the Wright Brothers Exam.

ACHIEVEMENT 1 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Basic Drill as an Element Member

Conditions: Form at least 3 cadets as a single element. Test no more than 2 cadets at a time per testing officer. Tested cadets should not be on the flanks of the element.

Passing Score: 73%. Must perform at least 11 out of 15 commands satisfactorily

#	Command	Acceptable Standards	SATISFACTORY	UNSATISFACTORY
1.	FALL IN	1. Automatically executes Dress Right, DRESS. 2. Adjusts position to achieve proper dress. 3. Automatically executes Ready, FRONT. 4. Stands at position of attention.		
2.	Parade, REST	1. Moves left foot such that heels are about 12-inches apart. 2. Extends arms behind body & places right hand in palm of the left hand. 3. Keeps head and eyes straight ahead; is immobile and silent.		
--	Flight, ATTENTION	<i>Used to return to position of attention; not graded</i>	na	na
3.	Present, ARMS	1. Smartly raises right hand directly to head or headdress. 2. Right hand is flat, with fingers fully extended, canted slightly down.		
4.	Order, ARMS	1. Smoothly and smartly retraces path of arm. 2. Ends at the position of attention.		
5.	About, FACE	1. Pivots 180-degrees clockwise on the ball of the right foot and heel of the left foot. 2. Maintains upper body in position of attention.		
--	About, FACE	<i>Used to return to line formation; not graded, or use as second chance to perform #5 correctly</i>	na	na
6.	Dress Right, DRESS	1. Raises and extends left arm laterally from the shoulder with snap so arm is parallel with the ground, palm down, hand flat. 2. At the same time as left arm is raised, tested cadet turns head 45-degrees to the right. 3. Establishes exact shoulder-to-fingertip contact with the individual to the immediate right.		

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			SATISFACTORY	UNSATISFACTORY
7.	Ready, FRONT	1. Arms are lowered with snap to their sides and hand is cupped when their arm is at approximately waist level. 2. As the arm is lowered, returns head to the front with snap.		
8.	Right, FACE	1. Pivots 90-degrees to the right on the ball of the left foot and the heel of the right foot. 2. Maintains upper body in position of attention.		
9.	COVER	Adjusts by taking small choppy steps if needed to establish cover and distance.		
--	Left, FACE	<i>Used to return to line formation; not graded, or use as second chance to perform the simple facing of #8 correctly</i>	na	na
10.	AT EASE	1. Relaxes in standing position. 2. Keeps right foot in place. 3. Silent.		
11.	Flight, ATTENTION	1. Assumes <i>Parade Rest</i> on preparatory command. 2. Remains immobile and silent, hands cupped.		
12.	Hand, SALUTE	Count One 1. Arm raised smartly. 2. Fingers, palm, and forearm form straight line. 3. Upper arm parallel to ground. 4. Tip of middle finger touches the front right corner of headdress (If no headdress, outside corner of eyebrow or front right edge of glasses). 5. Rest of body remains at attention. Count Two 1. Arm comes smoothly and smartly down. 2. Retrace path used to raise the arm. 3. Hand is cupped as it passes the waist. 4. End with entire body at attention.		
13.	Eyes, RIGHT	Turns their head and eyes smartly 45 degrees to the right.		
14.	Ready, FRONT	On FRONT, heads and eyes are turned smartly to the front.		
15.	FALL OUT	Simply breaks ranks but remains in vicinity.		
TOTALS				

Must score at least 11 "Satisfactory" ratings to pass.

ACHIEVEMENT 2 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Basic Drill as a Flight Member

Conditions: Form at least 6 cadets into a flight of 2 elements

Passing Score: 73%. Must perform at least 11 out of 15 commands satisfactorily

			SATISFACTORY	UNSATISFACTORY
#	Command(s)	Acceptable Standards		
--	FALL IN	<i>Not graded.</i>	na	na
--	Right, FACE	<i>Not graded; used to put cadets into column formation.</i>	na	na
1.	Forward, MARCH	1. Steps off on left foot. 2. Does not anticipate the command of execution.		
2.	Double Time, MARCH	Takes one more step in quick time and then steps off in double time.		
3.	Quick Time, MARCH	1. Cadet advances two more steps in double time. 2. Resumes quick time. 3. Lowers the arms to the sides and resumes armswing.		
4.	Flight, HALT	1. After the command HALT, takes one more 24-inch step. 2. Trailing foot is brought smartly alongside front foot. 3. Heels finish together, on line, with cadet at attention.		
--	Left, FACE	<i>Not graded; used to put cadets into line formation.</i>	na	na
5.	Open Ranks, MARCH	1. Marches forward the correct number of steps for the element. (1 st =3, 2 nd =2) 2. Automatically executes dress right dress once halted.		
6.	Ready, FRONT	1. Lowers arm with snap but without slapping leg. 2. Turns head to front with snap.		
7.	Close Ranks, MARCH	1 st Element stands fast. 2 nd Element takes 1 step forward.		
8.	Right Step, MARCH	1. The leg is kept straight, but not stiff. 2. The right foot moves 12 inches to the right. 3. The left foot (without scraping the ground) is brought smartly to a position alongside the right foot in the position of attention.		

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		SATISFACTORY	UNSATISFACTORY
9.	Flight, HALT	On the command HALT, one more step is taken and the trailing foot is placed smartly alongside the halted foot at the position of attention.	
--	Right, FACE	<i>Not graded; used to put cadets into column formation</i>	na na
10.	Forward, MARCH	1. Steps off on left foot 2. Does not anticipate the command of execution.	
11.	Right Flank, MARCH	3. In marching, turns 90-degrees to the right. 4. Maintains proper dress, cover, interval, and distance. 3. Maintains posture as if at attention; suspends armswing during pivot.	
12.	Left Flank, MARCH	1. In marching, turns 90-degrees to the left 2. Maintains proper dress, cover, interval, and distance 3. Maintains posture as if at attention; suspends armswing during pivot.	
13.	Count Cadence, COUNT	1. Gives the count sharply and clearly without shouting, and separate each number distinctly. 2. Counts ONE-TWO-THREE-FOUR-ONE-TWO-THREE-FOUR	
14.	To the Rear, MARCH	1. Takes a half step, pivots, another half step, then steps off with a 24-inch step. 2. Maintains posture as if at attention; suspends armswing during pivot.	
15.	Flight, HALT	1. After the command HALT, takes one more 24-inch step. 2. Trailing foot is brought smartly alongside front foot. 3. Heels finish together, on line, with cadet at Attention.	
--	FALL OUT	<i>Not graded.</i>	na na
		TOTALS	

Must score at least 11 "Satisfactory" ratings to pass.

ACHIEVEMENT 3 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Advanced Drill as a Flight Member

Conditions: Form at least 6 cadets into a flight of 2 elements. Graded cadet will be 1st element leader.

Passing Score: 75%. Must perform at least 9 out of 12 commands satisfactorily

			SATISFACTORY	UNSATISFACTORY
#	Command(s)	Acceptable Standards		
1.	At Close Interval, FALL IN	1. Automatically executes At Close Interval Dress Right, DRESS 2. Automatically executes Ready, FRONT. 3. Stands at the position of attention.		
2.	At Close Interval, Dress Right, DRESS & Ready, FRONT	1. On DRESS, the left hand placed so the heel of the hand rests on the left hip, fingertips point toward the ground, and the elbow in line with the body. Adjusts as necessary. 2. On FRONT, return to the position of attention.		
--	FALL OUT	<i>Not graded.</i>	na	na
--	FALL IN	<i>Not graded; cadets in line formation at normal interval.</i>	na	na
--	Right, FACE	<i>Not graded; used to put cadets in column formation.</i>	na	na
3.	Close MARCH (while halted)	The second element stands fast, the first element takes two 12-inch steps to the right		
4.	Extend, MARCH (while halted)	The second element stands fast, the first element takes two 12-inch steps to the left.		
5.	Column of Files from the Right, Column Right, MARCH	1. On the preparatory command the element leaders turn their heads 45 degrees to the right. The 2 nd element leader commands, Column Right, and the 1 st element leader commands STAND FAST. 2. On the command MARCH, the 2nd element leader executes a face in marching to the right, then continues marching in the new direction. 3. The remaining individuals in the 2 nd element march forward on the command of execution, pivot in approximately the same location as their element leader, and maintain a 40-inch distance. 4. When the last cadet of the 2 nd element passes, the 1 st element leader commands Column Right, MARCH on the right foot, at which time all cadets perform the movement in the same manner as the base element.		

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			SATISFACTORY	UNSATISFACTORY
--	Flight, HALT	<i>Not graded.</i>	na	na
--	FALL OUT & FALL IN	<i>Not graded; used to take the cadets out of a single file formation and return them to line formation.</i>	na	na
--	Right, FACE	<i>Not graded; places the cadets in column formation.</i>	na	na
6.	Forward, MARCH	1. Steps off on left foot. 2. Does not anticipate the command of execution.		
7.	Close, MARCH & Forward, MARCH (while marching)	1. The 2 nd element takes up the half step following the command of execution. 2. The 1 st element obtains close interval by pivoting 45 degrees to the right on the ball of the left foot, taking one 24-inch step (with coordinated armswing) toward the 2 nd element, and then pivoting 45 degrees back to the left on the ball of the right foot. 1 st element takes up the half step. 3. On the command Forward, MARCH, both elements resume a 24-inch step.		
8.	Extend, MARCH & Forward, MARCH (while marching)	1. The same procedures and steps used to obtain close interval are used except the command is given on the left foot and the pivots are made on the right foot.		
9.	Change Step, MARCH	1. On MARCH, cadets take one 24-inch step with left foot. 2. In one count, cadets place ball of right foot alongside the heel of the left foot, pin their arms, and shift the weight of the body to the right foot. 3. Cadets then step off with the left foot in a full, 24-inch step, resuming coordinated armswing.		
10.	Column Left, MARCH & Forward MARCH	1. In marching, turns 90-degrees to the left. 2. Takes up half step 3. Resumes full 24-inch steps after Forward, MARCH.		
11.	Eyes, RIGHT & Ready, FRONT (while marching)	1. On RIGHT, all cadets except those on right flank smartly turn heads 45-degrees right. 2. On FRONT, heads are turned smartly back to front.		
12.	Flight, HALT	1. After the command HALT, takes one more 24-inch step. 2. Trailing foot is brought smartly alongside front foot. 3. Heels finish together, on line, with cadet at attention.		
--	FALL OUT	<i>Not graded.</i>	na	na
TOTALS				

Must score at least 9 "Satisfactory" ratings to pass

WRIGHT BROTHERS AWARD

PART 2: DRILL & CEREMONIES PERFORMANCE TEST

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Advanced Drill as an Element Leader. This is the second part of the Wright Brothers Exam.

Conditions: Form at least 6 cadets into a flight of 2 elements. Graded cadet will be 1st element leader.

Passing Score: 80%. Must perform at least 16 out of 20 commands satisfactorily

			SATISFACTORY	UNSATISFACTORY
#	Command	Acceptable Standards		
31.	FALL IN	1. Assumes the position of Attention. 2. Raises left arm to establish interval for the flight.		
32.	Present, ARMS & Order, ARMS	1. Smartly raises right hand to right eyebrow, glasses, or bill of cap. Holds salute, slightly canted down. 2. Smoothly and smartly retraces path of arm down to position of Attention.		
33.	Parade, REST	1. Moves left foot such that heels are about 12-inches apart. 2. Extends arms behind body and places right hand in palm of left hand 3. Keeps head and eyes straight ahead; is immobile and silent.		
34.	Flight, ATTENTION	1. Stands and shows good posture; hands cupped on pant/skirt seam 2. Remains immobile and silent		
35.	Left Step, MARCH & Flight, HALT	1. Steps sideways to left via a series of 12-inch steps without dragging right foot 2. After being commanded to halt, takes another step to the left and brings feet together		
36.	Left, FACE	1. Pivots 90-degrees to the left on ball and heel 2. Maintains upper body in position of Attention		
37.	About, FACE	1. Pivots 180-degrees to the right on ball and heel in 2 counts 2. Maintains upper body in position of Attention		
38.	Forward, MARCH	1. Steps off with left foot 2. Does not anticipate the command of execution		
39.	Right Flank, MARCH	1. While marching, turns 90-degrees to the right 2. Maintains proper dress, cover, interval, and distance 3. Suspends armswing during pivot		
40.	Left Flank, MARCH	1. While marching, turns 90-degrees to the left 2. Maintains proper dress, cover, interval, and distance 3. Suspends armswing during pivot		

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			SATISFACTORY	UNSATISFACTORY
41.	Column Right, MARCH & Forward, MARCH	1. While marching, turns 90-degrees to the right via two 45-degree pivots 2. Takes up half-step at correct time and maintains until Forward March is called 3. Maintains proper dress and interval		
42.	To the Rear, MARCH	1. While marching, reverses direction smartly by pivoting 180-degrees to the right 2. Takes half step, pivot, half step, full step; suspends armswing during pivot 3. Maintains proper dress, cover, interval, and distance		
--	To the Rear, MARCH	<i>Not graded; places the cadets in column formation.</i>	na	na
43.	Column Left, MARCH & Forward, MARCH	1. In marching, turns 90-degrees to the left via one 90-degree pivot 2. Takes up half-step at correct time and maintains until Forward March is called 3. Maintains proper dress and interval		
44.	Change Step, MARCH	1. In one count, places the ball of the right foot alongside the heel of the left foot, then steps off with the left foot 2. Maintains posture as if at Attention; suspends armswing during maneuver		
45.	Count Cadence, COUNT	1. Counts cadence for eight steps 2. Does not shout; makes counts sharp and clear as heel strikes the ground		
46.	Flight, HALT	1. Comes to a full stop in two counts 2. Maintains position of Attention		
47.	Right, FACE	1. Pivots 90-degrees to the left on ball and heel 2. Maintains upper body in position of Attention		
48.	Open Ranks, MARCH	1. 1st Element takes 3 steps forward 2. Automatically executes dress right dress once halted		
49.	Ready, FRONT	1. Lowers arm with snap but without slapping the leg 2. Turns head to front with snap		
50.	Close Ranks, MARCH & FALL OUT	1. 1st Element stands fast at Attention 2. Breaks ranks to fall out; no specific method of dispersal is required		
TOTALS				

Must score at least 16 "Satisfactory" ratings to pass.

ACHIEVEMENT 4 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Drill of the Element as an Element Leader (not in ranks)

Conditions: Provide the cadet with a list of the commands shown below (See Attachment 1) and allow the cadet to refer to them during the course of the test. Instruct the cadet to lead the element in drill, completing all commands in sequence. The element should consist of at least 3 cadets. Assign to the element cadets who are proficient in basic drill.

Passing Score: 80%. Must fulfill at least 4 out of the 5 acceptable standards satisfactorily

Note: The element's ability to perform the commands is NOT relevant to this test, only the cadet's ability to call commands properly is being evaluated.

			SATISFACTORY	UNSATISFACTORY
#	Command	Acceptable Standards		
1.	Knowledge	Calls commands on the correct foot (when the foot corresponding to the direction of movement strikes the ground)		
2.	Timing	Calls commands of execution two steps after calling the preparatory commands		
3.	Voice	1. Calls commands loud enough for the element to hear them 2. Calls commands clear enough for the element to understand them 3. Proper inflection (raising) used.		
4.	Bearing	1. Calls commands decisively, with snap and a sense of "Go!" 2. Maintains good military bearing		
5.	Overall Leadership	1. Calls cadence or halts and restarts the element, if the cadets fall out of step or lose alignment 2. Completes all assigned commands		
TOTALS				

Must score at least 4 "Satisfactory" ratings to pass.

Command Sequence

- | | |
|---|------------------------|
| 1. FALL IN | 8. Forward, MARCH |
| 2. Dress Right, DRESS (check alignment) | 9. Left Flank, MARCH |
| 3. Ready, FRONT | 10. Right Flank, MARCH |
| 4. Right, FACE | 11. To the Rear, MARCH |
| 5. Left, FACE | 12. Element, HALT |
| 6. About, FACE | 13. FALL OUT |
| 7. Left, FACE | |

ACHIEVEMENT 5 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Drill of the Flight as a Flight Sergeant

Conditions: Form at least 6 cadets into a flight of 2 elements. Assign to the flight cadets who are proficient in basic drill. Provide the cadet with a list of the commands shown below without the standards (see Attachment 1) and allow the cadet to refer to them during the test. Instruct the cadet to lead the flight in drill, completing all commands in sequence.

Passing Score: 76%. Must perform at least 16 out of the 21 commands satisfactorily

Note: The cadet may add commands as necessary to navigate around obstacles or keep flight in drill area. Do not grade any additional commands. The flight's ability to perform the commands is NOT relevant to this test – only the cadet's ability to call commands properly is being evaluated.

			SATISFACTORY	UNSATISFACTORY
#	Command	Acceptable Standards		
1.	FALL IN	1. Gives command from the position of attention. 2. Combined command given with steady inflection without a pause between words.		
2.	Dress Right, DRESS (check alignment)	1. Proceeds to the right flank and directs individual cadets to move as needed. 2. Proceeds from element to element by facing in marching. 3. After checking 2nd element, faces in marching to the right, moves 3 paces forward of the front rank, halts, faces left.		
3.	Ready, FRONT	1. After giving command, resumes position 3 paces from and centered on the flight. 2. Command is clear and snaps.		
4.	Right, FACE	Command is clear and snaps.		
5.	Forward, MARCH	Command is clear and snaps.		
6.	Column Right, MARCH	Preparatory: right foot Execution: right foot		
7.	Forward, MARCH	Command is clear and snaps. Given on left foot		
8.	Close, MARCH & Forward, MARCH	1. Preparatory: right foot Execution: right foot 2. Preparatory: left foot Execution: left foot		
9.	Extend, MARCH & Forward, MARCH	1. Preparatory: left foot Execution: left foot 2. Preparatory: left foot Execution: left foot		

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			SATISFACTORY	UNSATISFACTORY
10.	Change Step, MARCH	Preparatory: right foot Execution: right foot		
11.	Count Cadence, COUNT	1. Preparatory: left foot Execution: left foot. 2. Preparatory command is given in one count, not spread out or sung		
12.	Flight, HALT	Command is clear and snaps.		
13.	Left Step, MARCH	Command is clear and snaps.		
14.	Flight, HALT	Preparatory: when heels are together Execution: when heels are together		
15.	Left, FACE	Command is clear and snaps.		
16.	Open Ranks, MARCH (check alignment)	1. At command of execution, take six steps backward and halt. Execute a face in marching 45 degrees to the left, halts next to 1st element leader facing the rear of the flight, and faces right. 2. Takes short side steps to check alignment without bending body. 3. Directs individual cadets to move as needed. 4. After checking 2nd element, faces in marching to the right, moves 3 paces forward of the front rank, halts, faces left.		
17.	Ready, FRONT	1. After giving command, resumes position 3 paces from and centered on the flight. 2. Command is clear and snaps.		
18.	Close Ranks, MARCH	Command is clear and snaps.		
--	Right, FACE	Not graded; used to position flight in column	na	na
19.	Column of Files from the Right, Forward, MARCH	1. Preparatory command is given without "singing", in one count. 2. Pauses between the preparatory command and command of execution to allow element leaders to give supplementary commands. 3. Command of execution is clear and snaps.		
20.	Flight, HALT	Command is clear and snaps.		
21.	FALL OUT	Combined command given in steady inflection without a pause between words.		
TOTALS				

Must score at least 16 "Satisfactory" ratings to pass.

ACHIEVEMENT 6 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Squadron Formations

Conditions: At least 3 additional cadets are needed to role play for this formation. Graded cadet will be the Squadron First Sergeant (Sq/CCF).

- Alpha Flight Sergeant (plus additional cadets to constitute the flight, if available)
- Bravo Flight Sergeant (plus additional cadets to constitute the flight, if available)
- Squadron Commander (Sq/CC)

Instruct the cadet to assume the role of first sergeant and assemble the "squadron."

Passing Score: 80%. Must perform at least 4 out of the 5 commands/maneuvers satisfactorily

Note: The "squadron's" ability to perform the commands is NOT relevant to this test – only the cadet's ability to assemble the squadron is being evaluated. For flight reports, all cadets are present.

			SATISFACTORY	UNSATISFACTORY
#	Command	Acceptable Standards		
1.	Sq/CCF: FALL IN	Positions self 9 paces away and centered from where flights are to be formed		
2.	Sq/CCF: REPORT* <i>For the purpose of this test, there's no need for the elements to report; the test evaluates the First Sergeant only</i>	1. After the flights are assembled, commands REPORT 2. Receives report from Alpha's flight sergeant 3. Turns head toward A Flight and returns salute 4. Receives report from Bravo's flight sergeant 5. Turns head toward B Flight and returns salute		
3.	Sq/CCF: POST	1. Commands flight sergeants to post 2. Faces about in anticipation of Sq/CC's arrival		
4.	Sq/CC takes position	1. Salutes 2. Immediately reports attendance to Sq/CC: "Sir/Ma'am, All Present or Accounted For"		
5.	Sq/CC returns salute	1. Drops salute 2. Faces about 3. Marches without pivots to a position behind the last cadet (not flight sergeant) in Bravo Flight's last element (simulate if necessary & verbally quiz on exact position)		
TOTALS				

Must score at least 4 "Satisfactory" ratings to pass.

Abbreviations: Sq/CCF is Squadron First Sergeant. Sq/CC is Squadron Commander

ACHIEVEMENT 7 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Squadron Formations

Conditions: Problem #1 is completed on paper. No reference materials are permitted. 3 cadets in addition to the cadet being tested are needed to role play for Problem #2

Passing Score: 80%. Must perform at 16 out of 20 possible points.

Problem #1

Diagram the Squadron in Line

1. Diagram how the Squadron should be formed in Line with three Flights in Line (5 points).
 - a. Your flights each have three elements with a total of 16 cadets plus Flight Commanders and Flight Sergeants.
 - b. Include Guides and a Guidon Bearer.
 - c. Officers are part of your formation.
2. Label the number of paces between each unit and their leaders. (3 points)
3. Use proper drill symbols in your diagram. (2 points)

Problem #2

Change of Command Ceremony

Your Squadron Commander, Capt Curry, is relinquishing command to Capt Arnold. The Wing Commander, Col Mitchell, will preside over a formal Change of Command Ceremony. As the squadron's Cadet First Sergeant, they've asked you to instruct them on how the ceremony should proceed. For the purposes of this test, you'll need your unit flag (or some kind of prop you can pretend is a flag), plus three people to assist you by playing the following roles:

- Capt Curry - Outgoing Commander
- Capt Arnold - Incoming Commander
- Col Mitchell - Wing Commander
- Yourself - Flag Bearer

For this exercise, your tasks are as follows:

1. Position the four participants listed above for the start of the Change of Command Ceremony. (2 points)
2. Instruct the participants what maneuvers they'll execute. What does each say and when? How does the unit's flag come into play? When are salutes rendered and what drill movements are required? (8 points)

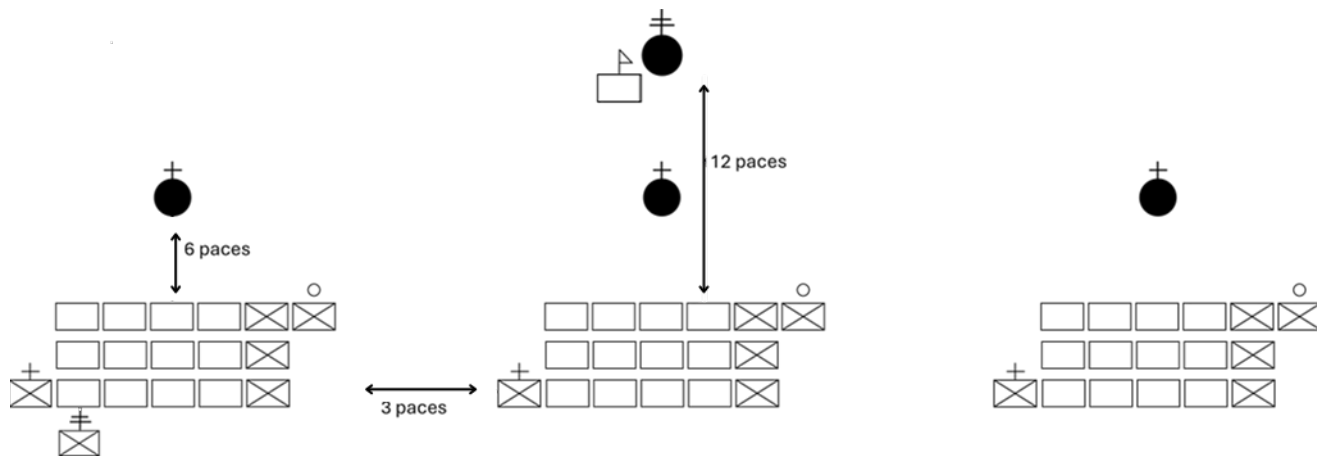
ACHIEVEMENT 7 SCORECARD

NAME: _____ DATE: _____ TESTED BY: _____

Problem #1

Diagram the Squadron in Line

The "perfect" solution looks like this:



TESTING OFFICER: Mark an "X" to the left of each item below that the cadet completes properly. Then, total the number of "X's" to score this problem.

1. Diagram how the Squadron should be formed in Line with Flights in Line (5 points)

- ___ correct locations for unit commanders
- ___ correct locations for flight sergeants
- ___ correct locations for flight guides
- ___ correct location for squadron guidon bearer
- ___ units arrayed in Line (next to one another, not behind one another as in Column)

2. Label the number of paces between each unit and their leaders. (3 points)

- ___ three paces between flights
- ___ flight commanders 6 paces in front of their flights
- ___ squadron commander 12 paces in front of the squadron

3. Use proper drill symbols in your diagram. (2 points)

- ___ at least half of the symbols are correct
- ___ at least 80% of the symbols are correct

___ **Squadron Formation Subtotal Points**

Group Commander	Adjutant/XO	Colors
Squadron Commander	Staff Officer/ Deputy Gp Cdr	Flight Commander
First Sergeant	Guidon Bearer	Element Leader
Flight Sergeant	Guide	Airman

ACHIEVEMENT 7 SCORECARD

Problem #2

Change of Command Ceremony

TESTING OFFICER: Grade each step and put the number of points where indicated. Then, total the number of points to score this problem.

The "perfect" solution looks like this:

<div style="border: 1px solid black; padding: 5px; text-align: center;">AUDIENCE</div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">ARNOLD Incoming CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">CURRY Outgoing CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">MITCHELL Wing CC</div> </div> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">YOU Flag Bearer</div> </div> <ul style="list-style-type: none"> Participants form as shown facing audience <p>_____ 2 Points</p> <ul style="list-style-type: none"> Flag Bearer commands "Officers, CENTER" Arnold & Curry face right Mitchell faces left <p>_____ 2 Points</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;">AUDIENCE</div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">ARNOLD Incoming CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">CURRY Outgoing CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">MITCHELL Wing CC</div> </div> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">YOU Flag Bearer</div> </div> <ul style="list-style-type: none"> Curry salutes Mitchell Curry states "Sir/Ma'am, I relinquish command" Mitchell returns salute <p>_____ 1 Point</p> <ul style="list-style-type: none"> Curry takes flag from Flag Bearer and presents it to Mitchell <p>_____ 1 Point</p> <ul style="list-style-type: none"> Curry takes 1 step to right, 2 steps back, and 1 step to left Simultaneously, Arnold takes 2 steps forward <p>_____ 1 Point</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;">AUDIENCE</div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">CURRY Outgoing CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">ARNOLD Incoming CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">MITCHELL Wing CC</div> </div> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">YOU Flag Bearer</div> </div> <ul style="list-style-type: none"> Mitchell presents flag to Arnold, who passes it to Flag Bearer <p>_____ 1 Point</p> <ul style="list-style-type: none"> Arnold salutes Mitchell Arnold states "Sir/Ma'am, I assume command" Mitchell returns salute <p>_____ 1 Point</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;">AUDIENCE</div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">CURRY Outgoing CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">ARNOLD Incoming CC</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">MITCHELL Wing CC</div> </div> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">YOU Flag Bearer</div> </div> <ul style="list-style-type: none"> Flag Bearer commands "Officers, POST" All 3 officers face forward <p>_____ 1 Point</p>
---	---	---	--

Note: If Arnold, Curry or Mitchell do a step incorrectly but you immediately correct them, you receive the point for the step.

_____ **Change of Command Subtotal**

_____ **Squadron Formation Subtotal** (previous page)

_____ **Grand Total Points** (16 or more needed to pass)

ACHIEVEMENT 8 Drill & Ceremonies Practical Test

NAME: _____ DATE: _____ TESTED BY: _____

Topic: Squadron Drill

Conditions: At least two cadets who can competently command a flight in a squadron formation are needed to role play this scenario. A better option is to also include at least two element leaders plus the flight sergeant for each flight. Provide the cadet with a list of the commands shown below without the standards, (see Attachment 1) and allow the cadet to refer to them during the course of the test. Instruct the cadet to form the squadron in line and lead the squadron in drill, completing all commands in sequence. The squadron should consist of 2 flights. If possible, assign to the flight cadets who are proficient in basic drill who can serve as element leaders, or even use two full flights. First sergeant and flight sergeants may drill their units from the side (not a simulated Pass in Review).

Passing Score: 76%. Must perform at least 13 out of the 17 commands satisfactorily

Note: The flights' ability to perform the commands is NOT relevant to this test, but the first sergeant cannot successfully march the squadron if the flight sergeants don't know how to give supplementary commands. You may have to teach or review basic squadron drill with them prior to conducting this test. If the cadet being tested gives the command correctly, mark them satisfactory even if the flight sergeants don't correctly give supplementary commands; or stop, review, and try again..

			SATISFACTORY	UNSATISFACTORY
#	Command	Acceptable Standards		
--	FALL IN	<i>Not graded; used to form the squadron. Reporting is not necessary.</i>	na	na
1.	AT EASE	Gives combined command properly (no pause, no supplementary command)		
2.	Squadron, ATTENTION	1. Command is clear and snaps. 2. Pauses after preparatory command for flight sergeants to give supplementary command		
3.	Right, FACE	1. Command is clear and snaps. 2. Pauses after preparatory command for flight sergeants to give supplementary command		
4.	Forward, MARCH	1. Command is clear and snaps. 2. Pauses after preparatory command for flight sergeants to give supplementary command		

CONTINUED ON NEXT PAGE

			SATISFACTORY	UNSATISFACTORY
5.	Column Left, MARCH	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary commands 3. Preparatory: left foot Execution: left foot 4. <i>Not graded: 2nd Flight Sergeant gives subsequent command of Column Left, MARCH</i>		
6.	Forward, MARCH	1. Waits for 2 nd flight to complete column movement 2. Given on left foot 3. Pauses after preparatory command for flight sergeants to give supplementary command		
7.	Column Right, MARCH	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary commands 3. Preparatory: right foot Execution: right foot 4. <i>Not graded: 2nd Flight Sergeant gives subsequent command of Column Right, MARCH</i>		
8.	Forward, MARCH	1. Waits for 2 nd flight to complete column movement 2. Given on left foot 3. Pauses after preparatory command for flight sergeants to give supplementary command		
9.	Right Flank, MARCH	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command 3. Preparatory: right foot Execution: right foot		
10.	Left Flank, MARCH	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command 3. Preparatory: left foot Execution: left foot		
11.	To the Rear, MARCH	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command 3. Preparatory: right foot Execution: right foot		
12.	To the Rear, MARCH	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command 3. Preparatory: right foot Execution: right foot		

CONTINUED ON NEXT PAGE

		SATISFACTORY	UNSATISFACTORY
13. Eyes, RIGHT	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command 1. Preparatory: right foot Execution: right foot		
14. Ready, FRONT	2. Command is clear and snaps 3. Pauses after preparatory command for flight sergeants to give supplementary command 4. Preparatory: left foot Execution: left foot		
15. Squadron, HALT	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command		
16. Left, FACE	1. Command is clear and snaps 2. Pauses after preparatory command for flight sergeants to give supplementary command		
17. DISMISSED	Gives combined command properly (no pause, no supplementary command)		
TOTALS			

Must score at least 13 "Satisfactory" ratings to pass.

Attachment 1 Supplemental Drill Sequences

These drill sequences may be printed to assist in test administration. For achievements 1-3 the cadet taking the test is a member of the flight and the sequence is given to the cadet expert. For achievements 4- 5 and 8 the sequence is given to the cadet taking the test.

Achievement 1 Drill Sequence

- | | |
|-----------------------|-----------------------|
| 1. FALL IN | 9. Right, FACE |
| 2. Parade, REST | -- Left, FACE |
| 3. Flight, ATTENTION | 10. AT EASE |
| 4. Present, ARMS | 11. Flight, ATTENTION |
| 5. Order, ARMS | 12. Hand, SALUTE |
| 6. About, FACE | 13. Eyes, RIGHT |
| -- About, FACE | 14. Ready, FRONT |
| 7. Dress Right, DRESS | 15. FALL OUT |
| 8. Ready, FRONT | |

Achievement 2 Drill Sequence

- | | |
|-----------------------|--------------------------|
| -- FALL IN | 8. Right Step, MARCH |
| -- Right, FACE | 9. Flight, HALT |
| 1. Forward, MARCH | -- Right, FACE |
| 2. Double Time, MARCH | 10. Forward, MARCH |
| 3. Quick Time, MARCH | 11. Right Flank, MARCH |
| 4. Flight, HALT | 12. Left Flank, MARCH |
| -- Left, FACE | 13. Count Cadence, COUNT |
| 5. Open Ranks, MARCH | 14. To the Rear, MARCH |
| 6. Ready, FRONT | 15. Flight, HALT |
| 7. Close Ranks, MARCH | -- FALL OUT |

Achievement 3 Drill Sequence

- | | |
|--|------------------------|
| 1. At Close Interval, FALL IN | -- Right, FACE |
| 2. At Close Interval, Dress Right, DRESS | 6. Forward, MARCH |
| -- Ready, FRONT | 7. Close, MARCH |
| -- FALL OUT | Forward, MARCH |
| -- FALL IN | 8. Extend, MARCH |
| -- Right, FACE | -- Forward, MARCH |
| 3. Close MARCH | 9. Change Step, MARCH |
| 4. Extend, MARCH | 10. Column Left, MARCH |
| 5. Column of Files from the Right, | -- Forward MARCH |
| Column Right, MARCH | 11. Eyes, RIGHT |
| -- Flight, HALT | Ready, FRONT |
| -- FALL OUT | 12. Flight, HALT |
| -- FALL IN | -- FALL OUT |

Wright Brothers Drill Sequence

- | | |
|-------------------------|--------------------------|
| 31. FALL IN | Forward, MARCH |
| 32. Present, ARMS | 42. To the Rear, MARCH |
| Order, ARMS | -- To the Rear, MARCH |
| 33. Parade, REST | 43. Column Left, MARCH |
| 34. Flight, ATTENTION | Forward, MARCH |
| 35. Left Step, MARCH | 44. Change Step, MARCH |
| Flight, HALT | 45. Count Cadence, COUNT |
| 36. Left, FACE | 46. Flight, HALT |
| 37. About, FACE | 47. Right, FACE |
| 38. Forward, MARCH | 48. Open Ranks, MARCH |
| 39. Right Flank, MARCH | 49. Ready, FRONT |
| 40. Left Flank, MARCH | 50. Close Ranks, MARCH |
| 41. Column Right, MARCH | FALL OUT |

Achievement 4 Drill Sequence

- | | |
|---|------------------------|
| 1. FALL IN | 7. Left, FACE |
| 2. Dress Right, DRESS (check alignment) | 8. Forward, MARCH |
| 3. Ready, FRONT | 9. Left Flank, MARCH |
| 4. Right, FACE | 10. Right Flank, MARCH |
| 5. Left, FACE | 11. To the Rear, MARCH |
| 6. About, FACE | 12. Element, HALT |
| | 13. FALL OUT |

Achievement 5 Drill Sequence

You're the flight sergeant. Form and lead the flight in drill, completing all commands in sequence. You may add commands as necessary to navigate around obstacles or keep flight in drill area. You will not be graded on any added commands.

- | | |
|---|--|
| 1. FALL IN | 13. Left Step, MARCH |
| 2. Dress Right, DRESS (check alignment) | 14. Flight, HALT |
| 3. Ready, FRONT | 15. Left, FACE |
| 4. Right, FACE | 16. Open Ranks, MARCH (check alignment) |
| 5. Forward, MARCH | 17. Ready, FRONT |
| 6. Column Right, MARCH | 18. Close Ranks, MARCH |
| 7. Forward, MARCH | -- Right, FACE |
| 8. Close, MARCH & Forward, MARCH | 19. Column of Files from the Right, Forward, MARCH |
| 9. Extend, MARCH & Forward, MARCH | 20. Flight, HALT |
| 10. Change Step, MARCH | 21. FALL OUT |
| 11. Count Cadence, COUNT | |
| 12. Flight, HALT | |

Achievement 8 Drill Sequence

You're a squadron first sergeant. Form your squadron in line with your two flight sergeants and perform the drill commands listed. You may add commands as necessary to navigate around obstacles or keep the squadron in the drill area. You will not be graded on the flight sergeants' supplementary commands but must give your commands correctly so they can give supplementary commands.

- | | |
|------------------------|------------------------|
| -- FALL IN | 9. Right Flank, MARCH |
| 1. AT EASE | 10. Left Flank, MARCH |
| 2. Squadron, ATTENTION | 11. To the Rear, MARCH |
| 3. Right, FACE | 12. To the Rear, MARCH |
| 4. Forward, MARCH | 13. Eyes, RIGHT |
| 5. Column Left, MARCH | 14. Ready, FRONT |
| 6. Forward, MARCH | 15. Squadron, HALT |
| 7. Column Right | 16. Left, FACE |
| 8. Forward, MARCH | 17. DISMISSED |

CAPP 60-34, DRILL & CEREMONIES PRACTICAL TESTS

SEPTEMBER 2024

Supersedes: Drill & Ceremonies Practical Tests, November 2019
Previous Editions should not be used.



THE VALUE OF DRILL & CEREMONIES

On the drill field, the individual learns to participate as a member of a team and to appreciate the need for discipline. That is, to respond to authority, to follow orders promptly and precisely, and to recognize the effects of their actions on the group as a whole. Learning to follow is the beginning of leadership.