

DATA ITEM DESCRIPTION

Title: STUDENT GUIDE

Number: DI-MISC-81456A

Approved Date: 20070927

AMSC Number: F9008

Limitation: N/A

DTIC Applicable: No

GIDEP Applicable: No

Office of Primary Responsibility: 11

Applicable Forms: N/A

Use/Relationship: The Student Guide is a detailed written guide that provides the background, scheduling, and study materials to be used by the student. It is used to orient the student to the training system and to aid the student in the acquisition of skills and knowledge required in a course of instruction.

- a. This DID is applicable to all contracts requiring the development of courseware. It is related to DI-MISC-81457, Lesson Strategy Report and DI-MISC-81458, Instructor Planning Document.
- b. This DID contains the format, content, and intended use information for the data deliverable resulting from the work task described in the contract.
- c. DI-MISC-81456A supersedes DI-MISC-81456.

Requirements:

1. Reference Documents. The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices and revisions, shall be as specified in the contract.
2. Format. The student guide shall be contractor format.
3. Content. The student guide shall include the following sections:
 - 3.1. Assignment sheet. The assignment sheet shall identify the required reading material and pose questions on the assignments for each individual topic. Assignment sheets shall consist of:
 - 3.1.1. Title and identification number.
 - 3.1.2. List of learning objectives.
 - 3.1.3. List of study assignment(s).

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3.1.4. Study questions written on the same skill level as the related learning objective

3.2. Problem sheet. The problem sheet shall provide the student with practical problems requiring analysis and decision-making similar to those problems which may occur in the operational environment. Problem sheets shall consist of:

3.2.1. Title and identification number.

3.2.2. Introduction consisting of narrative statements concerning the purpose and intent of the information sheet.

3.2.3. List of all reference documentation required to perform the task or function.

3.2.4. Problem statements with all the data necessary to solve the problem(s).

3.3. Outline sheet. The outline sheet shall provide the student with an outline of the topic's major teaching points. Outline sheets shall allow students to follow the progress of a topic, to take notes as desired, and to retain topic information for future reference. Outline sheets shall consist of:

3.3.1. Title and identification number.

3.3.2. An introduction explaining the purpose and intent of the information sheet.

3.3.3. An outline of the topic content.

3.4. Student orientation. This section shall orient the student to all aspects of the training system (i.e., syllabus, command organization, base and surrounding area data) and shall consist of the following information:

3.4.1. Overview of the purpose of the course.

3.4.2. Description of the organization (personnel, policies, roles, and relationships)

3.4.3. Training program components (instructional features, syllabus sequence, media formats, security and safety features).

3.4.4. Description of the training system operation, scheduling, student roles and responsibilities, student learning center operation procedures.

3.4.5. Instructor roles in the learning center (evaluation test procedures, student remediation process, recording of test scores, checkout procedures).

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- 3.4.6. Operation equipment procedures (audiovisual and training aids).
 - 3.4.7. Printed material.
 - 3.4.8. Training equipment exercises.
 - 3.4.9. Record keeping (student and instructor responsibilities).
 - 3.4.10. Quality control (student role and questionnaires).
4. End of DI-MISC-81456A.