

ACTIVITY 2.31

CUSTOMS & COURTESIES LAB

This activity is a hands-on lab where cadets demonstrate how to stand at attention, salute, report to an officer, and exchange salutes and greetings with an officer. It follows up an introductory lecture to military customs and courtesies.

Suggested Instructors

One cadet officer or NCO should serve as the lead instructor

A number of cadet NCOs should serve as coaches, providing individualized attention

Duration

30 min

Objective

1. Demonstrate how to stand at the position of attention
2. Demonstrate how to render a proper salute
2. Demonstrate how to report to an officer while indoors
3. Demonstrate how to exchange salutes and greetings with an officer outdoors

Demonstration – Performance Method

Instructors use the demonstration – performance method described below to teach cadets how to render military customs and courtesies.

1. State the movement or courtesy to be observed and explain its purpose.
2. Perfectly demonstrate how the movement or courtesy is observed at a normal cadence, twice.
3. Break the movement or courtesy into segments. Show the starting position and the finishing position and identify any special rules or standards. Slowly demonstrate the movement or courtesy one step at a time. Allow cadets to ask questions.
4. Have cadets try executing the movement or rendering the courtesy on their own. Watch them closely and give them feedback. Ensure everyone understands how to perform the movement or render the courtesy properly.

LESSON OUTLINE

Follow the demonstration – performance method outlined above for the following movements:

1. Position of Attention

Task Steps:

Bring heels together

Keep legs straight

Body is erect with hips level

Arms hang straight down

Place thumbs along seams of trousers or sides of skirt

Hands are cupped

Head is erect and held straight and to the front

Weight of body rests equally on the heels and balls of both feet

No talking; maintain a military bearing

Have the cadets maintain the position of attention for 3 or 4 minutes to ensure they have learned the position.

2. The Salute

When teaching the salute, use the command, "Present, ARMS" and "Order, ARMS." Have cadets perform this maneuver 4 or 5 times, or until confident they know how to salute properly.

Task Steps:

"Present, ARMS"

Raise right hand smartly while extending and joining the fingers

Keep the palm flat and facing the body

Straight line between fingertips and elbow

Tilt palm slightly toward the face

Hold upper arm horizontal, slightly forward of the body, and parallel to the ground

Tip of middle finger touches the right front corner of the headdress or outside corner of eyebrow

Remainder of body remains at attention

"Order, ARMS"

Bring the arm smoothly and smartly downward, retracing the path used to raise it

Cup the hand as it passes the waist

Return to the position of attention

3. Reporting to an Officer Indoors

If possible, station a number of "officers" throughout the area. Have the cadets report to each in sequence, in the style of an assembly line. Each "officer" should coach the cadets reporting to them. Halt the exercise when cadets have reported 4 or 5 times, or when confident they can render the courtesy properly.

Task Steps:

Knock twice

March directly toward officer and halt 2 paces from him or her

Salute

Report: "(Sir or Ma'am), Cadet Curry reporting as ordered,"

Wait for officer to return salute, then order arms

Remain at attention until told otherwise

Conduct business

Upon being dismissed, come to attention and take 1 step backward

Salute and wait for the officer to return the salute before ordering arms

Perform an about face and exit

4. Passing an Officer Outdoors

As with reporting to an officer indoors, put the cadets through an assembly line, when they are ready to demonstrate how to exchange salutes with an officer outdoors.

Task Steps:

Begin the salute a fair distance from the officer, allowing him or her time to return it

Turn head and eyes toward the officer

Render a greeting such as, "Good day, sir."

Order arms after the officer returns the salute

Keep walking throughout the process