

Basic Guidebook
To obtain the rank of LCpl

Performance Objective 1: Close Order Drill Authorized Evaluators Initials Date

E.O. 10 Executing Column Movements.

- a. While in formation (Squad or Team on-line) and given the proper command, did the Young Marine properly execute Column Right and Column Half Right?
- b. While in formation (Squad or Team on-line) and given the proper command, did the Young Marine properly execute Column Left and Column Half Left?
- c. While in formation (Squad or Team on-line) and given the proper command, did the Young Marine properly execute Column Right and Column Left from the Halt?
- d. When asked to orally describe the Base Element without the help of any aids, did the Young Marine properly describe the Base Element? The base element is the squad that is closest to the turn. If you are turning to the left, the first squad would be the "base element". The pivot Young Marine for the movement is the first Young Marine in the base squad, excluding the platoon commander or the guide. Each person that follows the pivot Young Marine will pivot, or execute their turn in the same spot as the pivot Young Marine.

Performance Objective 2: Essential Subjects Authorized Evaluators Initials Date

E.O. 3 Recite the Young Marine Obligation and Creed.

- b. Can properly recite the Young Marine Creed.

Young Marine Creed

- 1) Obey my parents and all others in charge of me whether young or old.
 - 2) Keep myself neat at all times without other people telling me to.
 - 3) Keep myself clean in mind by attending the church of my faith.
 - 4) Keep my mind alert to learn in school, at home or at play.
 - 5) Remember having self-discipline will enable me to control by body and mind in case of an emergency.
- c. Can give examples of each of the 5 statements of the Creed.

E.O. 5 Observe Military Customs and Courtesies.

- a. Knows how to address senior Young Marines, Unit Commanders, and other adult staff.

SENIOR YM

- 1) Approach the senior Young Marine.
- 2) Address the more senior Young Marine by rank or rank and last name then state your business.
- 3) When the conversation is ended, Say thank you and return to your business.

UNIT COMMANDER, AND OTHER ADULT STAFF

- 1) Approach the adult.
- 2) If a recruit, stand at attention.
- 3) Address the adult by their appropriate title
Mr./Mrs./Miss/Ms./Dr./Officer/Detective/Instructor, etc. and their last name, or "sir"/"ma'am" if they do not know their title. If the adult is on active duty or in the reserves or retired from the armed forces and their military rank is known, all Young Marines will address them by rank and last name. If the adult is a Military Officer either active, retired, or reserve, the Basic Young Marine will render a salute and an appropriate greeting. (Good morning Sir, etc.)
- 4) If a Young Marine recruit, State your rank and last name and request permission to speak. Example—Young Marine Recruit Smith request permission to speak. (Do not say anymore until the adult asks you to speak.) If a Young Marine, address the adult by their appropriate title and state your business.
- 5) The Young Marine Recruit will remain at attention during the conversation. (Unless given the command "At Ease.")
- 6) When the conversation is ended, the Young Marine Recruit will return to the position of attention, if placed earlier "At Ease" by the adult.

- 7) The Young Marine Recruit will say an appropriate parting remark, such as "Thank you/Good Morning/Afternoon/Evening, Sir/Ma'am." If a military officer, as stated above, render a salute and appropriate parting remark.
 - 8) The Young Marine Recruit will take one step back and do an about face and continue to move away from the adult. A Young Marine will move off and carry on with their business.
- a. Knows the procedure for entering and exiting a Young Marine office. Before entering an office the Young Marine Recruit will knock loudly three times and stand at attention in the doorway. When ordered to enter, the Young Marine will:
 - 1) Enter the office and take the most direct route to adult present
 - 2) Center on the adult present. Remain in the position of Attention and report by saying, "Young Marine Recruit Smith, reporting as ordered, sir or ma'am.
 - 3) Do not leave the office, until given the command "Dismissed."
 - 4) When given the command "Dismissed," respond to the adult by saying "aye, aye, sir/ma'am."
 - 5) Take one step back and do an about face and take the most direct route out the office.
 - c. Knows how to render honors to the National Standard in and out of uniform. Young Marines in and out of uniform will always come to their feet and stand at attention for the United States Flag and/or the National Anthem.
 - 1) National Colors (Flag). Young Marine will come to Attention when the Flag approaches within six (6) paces of them.
 - a) In Uniform. If outdoors, The Young Marine will stand at Attention and render the proper hand salute until the Flag is six paces past the Young Marine. If indoors, the Young Marine, if uncovered, will stand at Attention until the Flag pass six paces beyond. If covered, by direction, the Young Marine will salute.
 - b) Out of Uniform. The Young Marine will stand at Attention until the Flag is six paces past the Young Marine. The Young Marine will place the right hand over their heart. If the Young Marine is wearing a cap, the Young Marine will remove the cap from their head with their right hand and place the cap over their heart.
- a) Knows how to render honors to the National Anthem in and out of uniform.
 - 2) Playing of the National Anthem.
 - a) In Uniform. If outdoors, The Young Marine will stand at Attention, face the Flag, and render the proper hand salute until the music stops. If indoors, the Young Marine will stand at Attention until the music stops. If there is no flag, the Young Marine will face the music at attention and remain that way until the music stops.
 - b) Out of Uniform. The Young Marine will stand at Attention and face the Flag until the music stops. The Young Marine may place the right hand over their heart. If the Young Marine is wearing a cap, the Young Marine will remove the cap from their head with their right hand and place the cap over their heart. If there is no flag, the Young Marine will face the music at attention and remain that way until the music stops.

E.O. 6 Respond to questioning on Young Marine History.

- a) Knows the 3 Young Marines core values.
 1. Discipline,
 2. Leadership and
 3. Teamwork.
- b) Can give an example of each of the core values

DISCIPLINE

 - 1) Follow all rules and regulations set forth in the Young Marines Guidebooks and Manuals.
 - 2) Follow the rules of the home and of their parents, completing chores, obeying curfews, and assisting in the home when needed.
 - 3) Follow all laws of our government and have respect for our leaders, police and those in charge of us.

LEADERSHIP

 - 1) Aspire to positively influence the fellow Young Marines all the time.

- 2) Accomplish their mission by completing all tasks assigned by their leaders and those in charge of them from their parents, teachers, coaches and Young Marine adult leaders.

TEAMWORK

- 1) Always work together to accomplish the mission..
- 2) Keep their team motivated at all times even when the mission or task is not a popular one.
- 3) Not grab all the glory for a team effort, but spread it amongst all team members.

E.O. 7 Identify the Personal, Achievement, Service and Qualification Awards.

- a. Can explain what a personal award is. **Personal Awards** are awarded to Young marines who distinguish themselves with exceptional achievement, service, and/or personal courage.
- b. Can explain what an achievement award is. **Achievement Awards** are awarded to Young Marines or Young Marine Units that distinguish themselves with outstanding achievement.
- c. Can explain what a service award is. **Service Awards** are awarded to Young Marines or Young Marine Units that distinguish themselves with outstanding service.
- d. Can explain what a qualification award is. **Qualification Awards** are awarded to Young Marines who meet the qualification requirements for the award.
- e. Can explain how to earn the Drug Demand Reduction Ribbon Award. Complete a minimum of 3 hours of drug demand reduction training each quarter of the year.
- f. Can explain how to earn the Academic Achievement Ribbon Award. By obtaining a cumulative 3.0 GPA or higher at the end of the school calendar year.

Performance Objective 3: Qualified Field Skills

E.O. 3 Apply principles of outdoor tools safety.

- a. Can discuss the various outdoor tools and describe how to care for each. Store tools in a secure place, never leave them lying around or touching the ground;

E.O. 4 Assemble a survival kit.

- a. Can list the bare minimum that can be carried in a field survival kit. If you can carry only the bare minimum, carry matches, a signaling device (whistle), protection for your body from the elements (garbage bags), a container to heat water, quick energy food and adhesive bandages.

E.O. 5 Stove and lantern safety.

- a. Describe the safety procedures for a stove.
 - a. Fill, light, and use the stove outside of tents, buildings and confined shelters;
 - b. Ensure no pots or objects are placed on the stove when filling or lighting;
 - c. Never open a pressurized fuel tank when the stove is lit;
 - d. Only fill or pack up a stove that is cool to your touch;
 - e. Always fill the fuel tank in a different place than where you plan to use the stove – stay downhill and downwind from other sources of fire;
 - f. Set the stove on a stable, level and clean surface when you use and fill it; and,
 - g. Always fill using a funnel.
- b. Describe the safety procedures for a lantern.
 - a. Fill, light and use the lantern outside of tents, buildings and confined shelters;
 - b. Only fill or pack up a lantern that is cool to your touch;
 - c. Always fill the lantern in a different place than where you plan to use it – stay downhill and downwind from other sources of fire;
 - d. Set the lantern on a stable, level and clean surface when you use and fill it;
 - e. Always fill using a funnel; and,
 - f. Ensure that the heat shield is in place.
- c. Knows when the only time to open a fuel container on a stove or lantern is. When they are off.

E.O. 6 Discuss the Principles of Outdoor Cooking with Water Procured in the Field.

- a. Knows two ways to collect safe drinking water. collect rainwater or clean water from a spring or a fast moving stream.

- b. Knows how to prepare water found in the field for drinking. **bring water to a rolling boil, then cool, before drinking**
- c. Knows the safest and simplest way to cook fresh food in the field. **Boiling is one of the simplest and surest ways of cooking fresh food.**

E.O. 7 Construct a shelter.

- a. Can name three things to do or not do when selecting a wilderness shelter site.
 - 1) **Avoid overhanging tree branches and other overhead hazards;**
 - 2) **Avoid open hilltop—you'll be exposed to wind and lightning;**
 - 3) **Orient the opening of your shelter away from the wind;**
 - 4) **Avoid depressions where water might pool after rainfall;**
 - 5) **Ensure your shelter area is at least 100ft from your cooking area (bears and other animals will be attracted to food smells); and,**
 - 6) **Never site your shelter on a road or path.**
- b. Knows how far away from open water ones shelter should be. **Ensure you are at least 100ft from open water**
- c. Knows how far away from a trail ones shelter site should be. **at least 30ft from a trail, path or road**

E.O. 12 Light a fire.

- a. Knows what safety equipment to have on hand before starting a fire. **shovel, rake, pail with sand or water, or a fire extinguisher**
- b. Knows the three components required to start a fire. **fuel, oxygen, and heat**
- c. Knows the four basic categories of fuel for a campfire. **Tinder, Kindling, Softwood fuels, Hardwood fuels**
- d. Knows what kindling is. **thin wood smaller in diameter than your finger**

Performance Objective 4: Map and Compass

E.O. 3 Orient a map without use of a compass.

Must be able to do these. Look online for tutorials. Check

- a. When given a map of the area they are in, they can correctly orient themselves without the use of a **unit website** compass.
- b. When given a set course, can accurately determine their pace count.
- c. Knows what a "catching feature" on a map is.

E.O. 4 Locate a Specific Point on a Map Using a Four and Six Figure Grid Reference and a Protractor.

- a. Using a four figure grid coordinate, locate a specific grid square on a map.
- b. Using a six figure grid coordinate, locate a specific item on a map.
- c. Properly use a protractor to pin point a location on a map.

Performance Objective 5: Drug Resistance

E.O. 1 Identify alcohol, tobacco, marijuana, cocaine, inhalants, hallucinogens, and methamphetamine.

- a. Young Marine must attend and receive a certificate of attendance/ completion for all required quarterly Drug Resistance classes as specified by Chapter 11, paragraph 2 of the Registered Adult Manual. **(This is checked with the Adjutant when you are ready for promotion or once every 3 months.)**
- b. Submit to the unit commander a report about the dangers of drugs and the effects they have on the human body. **(Be sure to use your own words in the report and list your source(s) of information.)**

Performance Objective 6: Public Speaking

E.O. 1 List the Basic Elements of Speech Preparation

- a. Did the Young Marine list the eight basic elements of speech preparation?

1. Select and limit subject, 2.determine the purpose, 3. Analyze the audience, 4. Gather data & know your info., 5. Outline

E.O. 2 Talk for Three Minutes on a Topic of the Young Marines Choice

- a. Did the Young Marine select and limit the subject of the speech?
- b. Did the Young Marine determine the purpose of the speech?
- c. Did the Young Marine analyze the audience and occasion?
- d. Did the Young Marine gather together enough data/information?
- e. Did the Young Marine outline the material?

the material, 6. Organize an introduction, body and conclusion, 7. plan visual aids, 8. Practice and rehearse

- f. Did the Young Marine develop an introduction, body and conclusion?
- g. Did the Young Marine plan visual aids?
- h. Did the Young Marine show evidence of having rehearsed the speech?
- i. Did the audience enjoy the speech?

Performance Objective 7: Leadership

E.O. 3 Carry out the duties of a Young Marine Flag Bearer. Ask to practice with the color guard to learn these.

- a. Did the Young Marine know where the National Colors belong in a color guard?
- b. Did the Young Marine not dip the National Colors while performing "Eyes, Right" or rendering appropriate honors?
- c. Did the Young Marine carry the flag they were given in a professional and dignified manner?

Performance Objective 8: Citizenship

E.O. 5 Perform 50 Hours of Community Service.

- a. Did the Young Marine perform 50 hours of Community Service as described in the Young Marines Awards Manual? **Verify with adjutant** Some community service is done through the unit (including parades and cemetery events. May have to do some outside of the unit to get 50 hours in a 365-day period. Community

Performance Objective 9: Physical Fitness, Health and First Aid

E.O. 4 Pass the Young Marine Physical Fitness Test.

- a. Did the Young Marine pass the PFT? **Verify with adjutant** church (but not teaching religion or preaching) or a school or other nonprofit group. Use the
- b. Does the Young Marines PFT score continue to improve? **Verify with adjutant** group's form or ours to document.

E.O. 5 Apply Basic First Aid Techniques.

- f. Did the Young Marine earn the Basic First Aid Ribbon Award as prescribed in the Young Marines Award Manual? **Verify with adjutant**

Additional Requirements:

Earn the Community Service Ribbon 50 hours in the last 12 months. **Verify with adjutant**

Pass the National Basic Exam **Verify with adjutant**

Ask the Adjutant at least a week ahead of time to take the exam so the Adjutant can print out an exam and have it ready for you. Recommendation: Use the National Young Marine site to take practice exams to help you get ready.

(Not sure how to access your Young Marine account to view the practice exams?

Go to members.youngmarines.com and log in using your first and last name.

Your password is the final four digits of your social security number.

Let the Adjutant know if you have trouble logging in.)