



TEXAS WING

CORPORATE LEARNING COURSE
(CLC)

OPERATIONS PLAN

21-30 July 2020
via Adobe Connect

COURSE DIRECTORS:
Lt Col David Ogden, CAP
Lt Col Sherra Ogden, CAP

1. GENERAL

A. Corporate Learning Course

1. The primary purpose of this activity is to provide CLC participants information, as provided by National Headquarters, to improve members' practical and leadership abilities within CAP and understanding of how CAP's core values impact operations and to prepare them for command.
2. The specific objectives are:
 - a. CLC will provide participants with a general understanding of the relationship between the CAP squadron and the next major echelon of command – the wing.

B. Training Location

Online through Adobe Connect

C. Primary dates & times

Training will begin at 1900 CDT on Tuesday, Wednesday & Thursdays.
Activities end at or about 2130 (or when completed) nightly.

D. Alternate dates: None

E. USAF Funding: None

F. Mission Symbol: None

G. Air Force Mission Number: None

H. OES Training Number: None

I. Contact Information:

Course Directors:

Lt Col Sherra Ogden, CAP

281-642-4313

sogden@cap.gov

Lt Col David Ogden, CAP

281-642-4267

dogden@txwgcap.org

The event staff will be organized by the project officer, support staff, and CLC instructors, with additions and deletions made by these individuals as needed.

2. NOTIFICATION & APPLICATION

A. Notification

This training will be announced by e-mail and posted on the Texas Wing Calendar.

B. Application

Apply by email to Course Director Lt Col Sherra Ogden at sogden@cap.gov for the course desired ***no later than*** 10 July 2020, by submitting a signed (approved by CC) CAPF 17 (application for Senior Member Activities) **AND** register at <https://forms.gle/Xim65Pguxgya1Bq9>.

C. CLC Capacity

All CAP members that have completed Squadron Leadership School are eligible to attend this training. The maximum number of participants for each class is 40 for the CLC.

D. Course Fees

No fees will be collected for this course.

E. CLC enrollment procedures

All participants are required to submit a signed (approved by CC) CAPF 17. Apply by email to the course director ***no later than*** 10 July 2020. **AND** complete registration here <https://forms.gle/Xim65Pguxgya1Bq9>.

3. SAFETY-----IS PRIORITY ONE

Participants are advised to be alert and careful at all times.

4. UNIFORM REQUIREMENTS

Per CAPM 39-1, Appropriate CAP uniform will be worn by each student and instructor — preferred uniform is the White Aviator Shirt or Polo shirt with Gray slacks. If these uniforms are not available, appropriate civilian business attire will be acceptable.

5. ADMINISTRATION

A. Each student will download and print their student workbook from the CAP National Professional Development web page. The CLC course is the Level III Course: Management.

B. The Course description is located here

CLC: <https://www.gocivilairpatrol.com/members/cap-university/level-iii-management-3-The-Corporate-Learning-Course>

C. Sign-in

All staff and participants will log in via Adobe Connect.

6. SCHEDULE OF ACTIVITY

Corporate Learning Course Schedule is subject to change based on instructor availability. All changes will be communicated with all registered students.

Tuesday, 21 July 2020

1900 – 1930	Intro to Adobe Connect
1930 – 2000	2.1 Why CAP
2000 – 2010	Break
2010 – 2100	2.2 Core Values in Action

Wednesday, 22 July 2020

1900 – 1910	Welcome Back
1910 – 2000	2.3 Resources at Work
2000 – 2010	Break
2010 – 2055	2.4 Structure, Purpose & Procedures

Thursday, 23 July 2020

1900 – 1910	Welcome Back
1910 – 1940	2.5 The CAP USAF Relationship
1940 – 1950	Break
1950 – 2040	3.1 Broadening Horizons

Tuesday, 28 July 2020

1900 – 1910	Welcome Back
1910 – 2000	3.2 Intro to Teamwork
2000 – 2010	Break
2010 – 2100	3.4 Management Principles

Wednesday, 29 July 2020

1900 – 1910	Welcome Back
1910 – 1940	3.3 Heart of a Volunteer
1940 – 1950	Break
1950 – 2105	3.5 Planning & Decision Making

Thursday, 30 July 2020

1900 – 1910	Welcome Back
1910 – 2000	3.6 Beat Practices
2000 – 2010	Break
2010 – 2100	3.7 Mentoring
2100 – 2130	Course Critiques & Graduation