

Tips for Cadet/NCO Board of the Month

The following list is accumulative tips from all the Battalion Staff as well as Chief Stanford. Take into consideration all of the following tips in order to do your best in front of the board.

1. The Board will start after school. All cadets should be in place in the JROTC department by 3:20, NO LATER. Cadets/NCO should be lined up by Headquarters, Alpha, and Bravo.
2. Make sure that you are wearing the correct uniform. If you are not in the correct uniform you are AUTOMATICALLY DISQUALIFIED. Make sure our uniform is being worn in the proper order (meaning, gig line is straight, shirt tucked in, pants not sagging, star is centered, ribbons straight, and hair properly styled. This applies to male and female cadets).
3. DO NOT try to straighten, pull, or adjust any part of your uniform while being inspected.
4. TO ENTER THE INSPECTION AREA: Wait for your name to be called, then knock on the door three times in quick succession. Then wait to be told to enter.
5. WHEN ENTERING: Open the door, walk in and do an about face and close the door. About face again and march over to where the chair is centered on the board and do the the correct facing movement to face the board then salute, and report in to the president of the board.
6. TO REPORT IN: Say, Sir/Ma'am Cadet (insert your name and rank) reporting into the president of the board.
7. Make sure that you address the inspector's by their rank. If you are unsure of the inspector's rank, ask before you answer any questions.
8. Make sure to speak clearly and at which you can be understood by ALL of the board members.
9. DO NOT be seated until you are told to do so by the president of the board. When you take your seat, you will sit at the position of attention. This means you will sit all the back into the chair with shoulders erect and head facing the board.
10. DO NOT nod your head, even if you are just doing it to show that you understand the question.
11. If you do not know what to say do not say "huh, Umm, umm". Just say the appropriate phrase which is, "THIS CADET DOES NOT KNOW".
12. Be sure to MAKE and KEEP eye contact with the person who is asking the questions.
13. The questions that will be ask come from the study guide, Chain of Command, the Cadet Creed, and Current Events.
14. Always be confident in answering your questions.
15. Answer all questions to your best ability. If you do not hear the question, respond by saying, "Sir/Ma'am would you repeat the question".
16. After all the questions have been asked the president of the board will say you may leave and you will get up and salute and face toward the door and exit.

17. Make sure to keep your bearing to the very last part of your inspections because we are still watching until you have made a complete exit.
18. Most of all make sure you stay relaxed.