



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY MANEUVER CENTER OF EXCELLENCE
DIRECTORATE OF TRAINING & DOCTRINE
STAFF & FACULTY DEVELOPMENT BRANCH
7370 KILGORE STREET, BUILDING 228
FORT BENNING, GEORGIA 31905-5000



ATZK-TDS

19 February 2016

MEMORANDUM FOR Army Basic Instructor Course (ABIC) Students

SUBJECT: ABIC Coordinating Instructions

1. Welcome to the Army Basic Instructor Course. ABIC is a two week (80 hour) course that requires students to be completely engaged throughout this period. All students should be exempt from any duties, to include additional duties during the two weeks of attendance. There will be substantial amounts of time both inside and outside of the classroom where core curriculum mandates full attention.
2. At the completion of this course, you will demonstrate adaptability, initiative, problem solving, and critical thinking by presenting doctrinally correct lessons in innovative, engaging, and interesting ways with minimal guidance in accordance with Mission Command Philosophy (ADRP 6-0) and The Army's Learning Model for 2015 (ALM 2015, TP 525-8-2). As a lifelong learner you, will self-develop continuously perfecting on the crafts of an instructor, using the fundamentals learned throughout ABIC. Your material's delivery will maximize student engagement using a variety of instructional methodologies. You will participate in digital instructional systems to acquire comfort in the use of "anytime/anywhere" learning.
3. As a student meeting the course outcomes, you must visit and become familiar with the [Army Career Tracker Website](#), the [Army Publishing Directorate Website](#), the [Center for the Army Profession and Ethic \(CAPE\) Website](#), and the [Maneuver Self Study Program](#) prior to attending the course. These websites are essential to MCoE Instructor and Training Developer as we adopt the [Army University](#).
4. You will establish a milSuite account and participate in threaded discussions on the [MCoE Staff and Faculty milSuite](#) page. You must provide substantive responses within the threaded discussions relevant to the topics and explain your position.
5. You must bring one (1) printed or digital copy of a training support package (TSP) or lesson plan from the course where you will serve as an instructor. The TSP/lesson plan should be exported from the Training Development Capability (TDC) database. **(See your Unit senior trainer for assistance.)**

6. You will review the lesson plan and all reference material prior to Day 1 in order to prepare to present this lesson as a subject matter expert for your final graded lesson delivery during week 2 of ABIC. Daily readings, writings, and research will be assigned for home work and/or preparation for the next day of instruction. Arriving at ABIC as a subject matter expert with mastery of [current doctrinal references](#) will ensure you have adequate study time for growth and development during the educational aspect of instruction.

7. Active participation is required during class discussion and small group activities. You may be required to lead discussion on topics given as homework. During your graded test points you will be required to engage students in a non-lecture method of instructional delivery whether or not your unit currently adopts this practice. You will be assessed twice and receive a final evaluation on the Instructor-Facilitator Observation Rubric. You will provide professional feedback to your peers during after-action reviews (AARs).

8. The following administrative instructions pertain to your class (see QR code for directions):

a. Location: 7370 Kilgore St.
Building 228
Fort Benning, GA 31905



b. Date: As directed by your point of contact (POC) and/or Schools NCO.

c. Time: Roll call taken promptly at 0845 hours on first day of class. Class time thereafter 0830 – 1700 hours (local) or as directed by the ABIC instructor.

d. Uniform: Duty Uniform for Military Personnel (RA, USAR, NG) to include Air Force, Navy, and Marine personnel. Casual business attire for DA Civilians and DoD Contractors.

9. POC is the undersigned, 706-545-5022, at kevin.w.parker12.civ@mail.mil or usarmy.benning.mcoe.mbx.qao-registrar@mail.mil.

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KEVIN W. PARKER

Chief, Staff & Faculty Development Branch