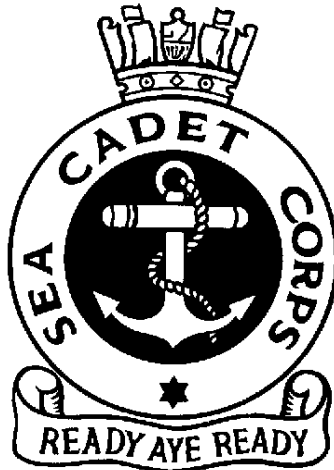


The Sea Cadet Corps



ORDINARY CADET WORK BOOK

This work book contains all that you should know at the end of your Part 1 Ordinary Cadet Training. You will be assessed on your knowledge of these subjects. You should make sure that you have completed the book before requesting advancement.

Inside the back cover of this book is a page to record points for specialisations, boatwork and proficiencies. You have to gain fifteen points before advancing to Able Cadet.

Do not forget to carry forward any points you may have gained in your previous Work Book. Use a different coloured pen so you can readily see your progress.

NAME:

DIVISION:

UNIT:

DATE RATED OC:

ADVANCE TO AC ON:

SHORT TITLE – OCWB
FOURTH EDITION
APRIL 2000

NOTES

AC1 ORDINARY CADET ADVANCEMENT

1. List the five areas of the Part One Syllabus for Able Cadet that you will be assessed in:

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2. List the Part Two subjects that you would like to do in order to be advanced to Able Cadet. Next to each subject indicate whether the subject is available in the unit or on a course. If it is only available on a course find out what dates are available:

SUBJECT	TAUGHT AT	DATES	POINTS

AC2 COURSES AVAILBALE TO ORDINARY CADETS

1. List the National and Area courses that Ordinary Cadets can attend:

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2. What is the minimum age for cadets attending an offshore course?

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3. What is the cost of a week’s course in TS Royalist?













£

3. How can you obtain sponsorship to help with this cost?

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AC3 EQUIVALENT RANKS IN THE ROYAL MARINES, ARMY AND ROYAL AIR FORCE

1. Write down the equivalent Army and RAF ranks and draw the epaulettes:

	Royal Navy	Royal Marines	Army	Royal Air Force
Admiral of the Fleet				
Admiral				
Vice Admiral				
Rear Admiral				
Commodore				
Captain				
Commander				
Lieutenant Commander				
Lieutenant				
Sub Lieutenant				
Midshipman				

ORDINARY CADET TO ABLE CADET WORK BOOK

2. Write down the equivalent Royal Marines, Army and RAF other ranks and draw the badges of rank:

	Royal Navy	Royal Marines	Army	Royal Air Force
Warrant Officer				
Chief Petty Officer				
Petty Officer				
Leading Rate				
Able Rate	No badge			
Ordinary Rate	No badge			

AC 4 SEA SERVICES AND SEA CAREERS

1. Briefly describe the roles of the following sea services and the typical qualifications for entry into them:

Royal Navy:

Merchant Navy:

Royal Fleet Auxiliary:

HM Coastguard:

HM Customs and Excise:

AC5 BRANCHES AND SPECIALISATIONS IN RN & RM

1. For each of the services/branches below add a short description of what they do:

Warfare:

--

Marine Engineering:

--

Weapons & Electrical Engineering:

--

Supply & Secretariat:

--

Physical Training:

--

Regulating:

--

Fleet Air Arm:

--

Submarine Service:

--

Medical:

--

Royal Fleet Auxiliary Service:

--

Royal Marines:

--

AC6 SQUAD DRILL

1. You should be able to carry out all the drill movements carried out during New Entry and Cadet Training.

2. You must now learn these movements:

Changing step on the march and at the double

Changing direction at the halt and on the march

Forming Squad at the halt and on the march

Slow march

Changing time (slow to quick and quick to slow)

Movement in column of route

Eyes left, right and centre

HAS UNDERTAKEN SQUAD DRILL TRAINING TO A REQUIRED STANDARD

SIGNED	NAME	RANK/RATE	DATE
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AC7 RIFLE DRILL

1. You should be able to carry out all the movements carried out during Cadet training.

2. You must now learn these movements:

Short Trail

Grounding and taking up arms

Fixing and unfixing bayonets

HAS UNDERTAKEN RIFLE DRILL TRAINING TO A REQUIRED STANDARD

SIGNED	NAME	RANK/RATE	DATE
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HAS PARADED AS A MEMBER OF THE UNIT GUARD

SIGNED	NAME	RANK/RATE	DATE
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AC8 HANDLING OF SMALL ARMS AND WEAPONS

1. When picking up a weapon:

Always:

Never:

2. When carrying a weapon:

Always:

Never:

3. Describe how to carry a bayonet, knife or sword safely:

AC9 VISITORS TO THE UNIT

1. Explain the procedure for:

Unofficial and casual visitors:

Meeting an unexpected visitor:

Courtesy-opening car doors, informing Unit Officers and the comfort of visitors:

Receiving Official visitors:

Visitors Book:

AC10 DUTIES OF THE QUARTERMASTER & THE BOATSWAIN'S MATE

1. Explain the need for:

Appearance:

Unit routine:

Lookout for visitors:

Deck Log:

Emergencies:

Security:

AC11 TIME, WATCHES AND BELLS

Ships always use the 24 hour clock to avoid confusion about times.

1. What are these in the naval 24 clock times?

Half past six in the morning	Half past three in the afternoon	Midnight:
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The day on board ships is divided up into watches of four hours each.

2. One watch is further divided into two parts called the :

3. The reason for this is:

4. These watches got their name because:

5. The names of the watches are:

0000 – 0400	
0400 – 0800	
0800 – 1200	
1200 – 1600	
1600 – 1800	
1800 – 2000	
2000 – 2400	

6. Why are bells struck to tell the times onboard ship?

7. How often are they struck?

8. How many bells are struck at the end of a watch?

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9. How many bells are struck at midnight on December 31?

--

10. Who strikes these bells?

--

11. What time is it if you hear 3 bells in:

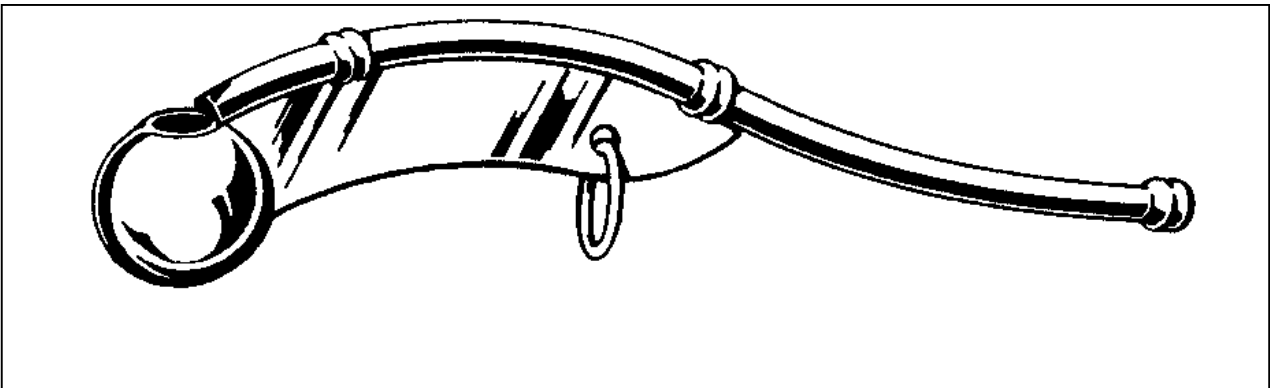
The morning watch	The last dog watch	The first watch
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12. What is the time (in bells and watches):

0230	1800	2230
------	------	------

AC12 PIPING

1. Label this picture of a Bosun's (Boatswain's) Call:



CADET CAN PLAY: HIGH AND LOW NOTES

SIGNED	NAME	RANK/RATE	DATE
---------------	-------------	------------------	-------------

CADET CAN PLAY: STILL AND CARRY ON

SIGNED	NAME	RANK/RATE	DATE
---------------	-------------	------------------	-------------

CADET CAN PLAY: GENERAL CALL AND PIPE THE SIDE

SIGNED	NAME	RANK/RATE	DATE
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AC13 CARE AND SECURITY OF UNIT OWNED AND MOD(N) LOANED STORES

1. Which stores in the unit are MoD(N) owned?

2. Who is responsible for them?

3. How often are they mustered?

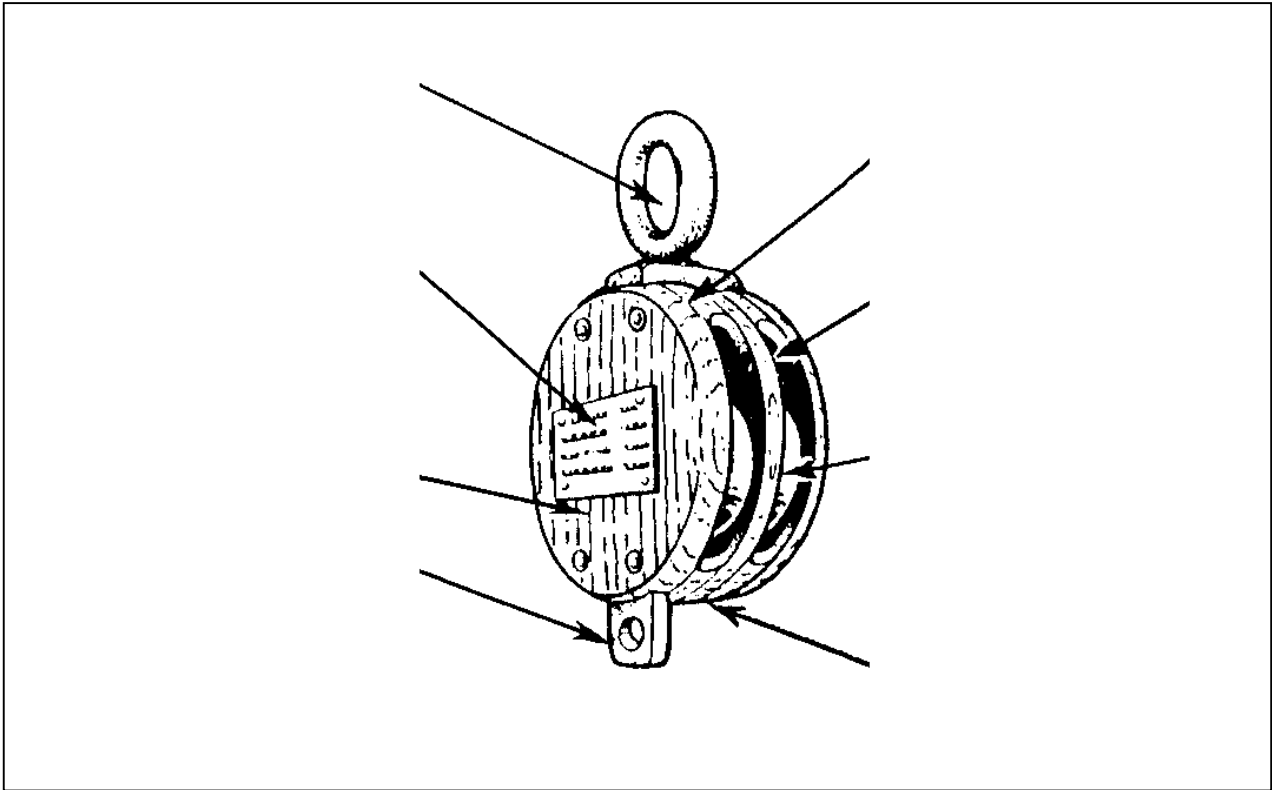
4. Which stores are owned by the unit? Find out how much some of them cost:

5. Who raises the money to pay for these stores:

AC14 GENERAL ROPEWORK AND RIGGING

You must be able to tie all the bends and hitches that you have been taught.

1. Label this diagram of a block:



2. What is a snatch block and why is it useful?

--

3. When must it NEVER be used?

--

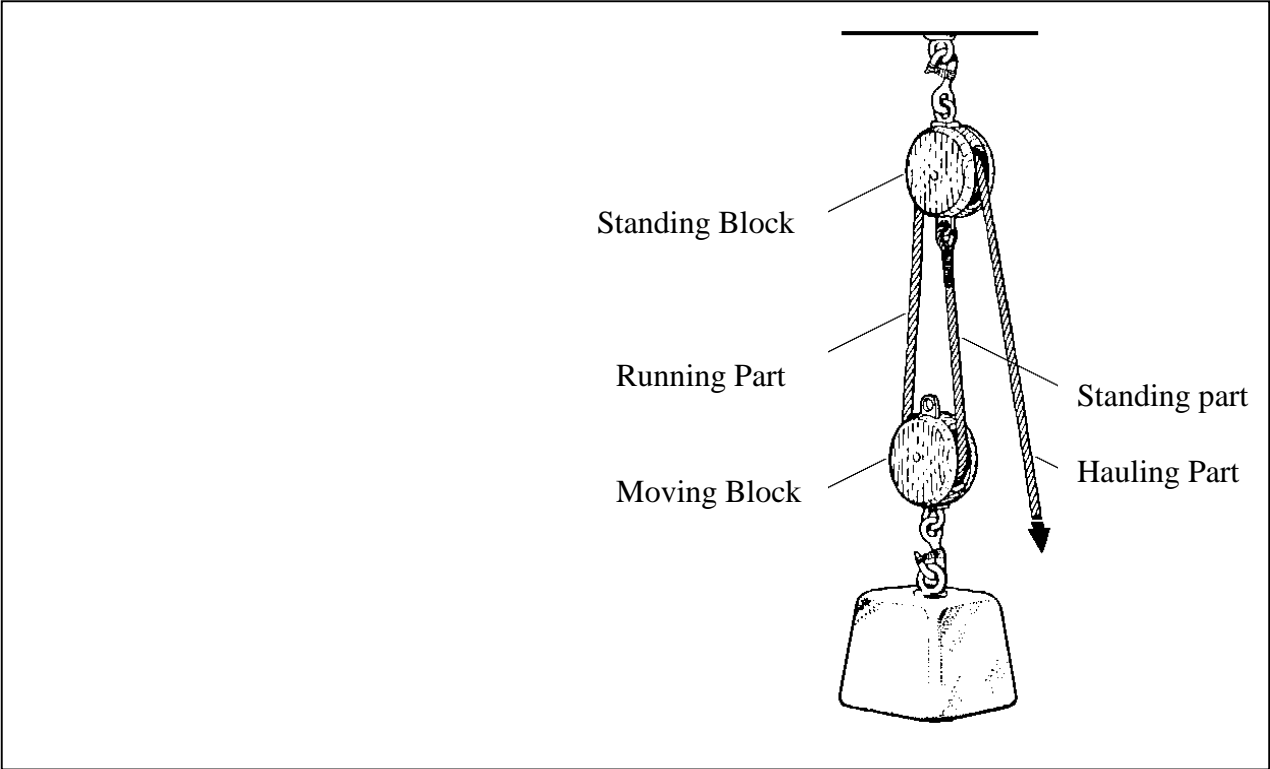
4. What is a clump block?

--

5. Name three materials that blocks can be made from:

1	2	3

6. What is a tackle?



7. Draw diagrams of these tackles:

SINGLE WHIP	DOUBLE WHIP	LUFF

AC15 (Spare)

AC16 FIRE PREVENTION

Unit Fire Drill

1. Revise the Unit Fire Drill. In particular revise fire muster points, escape route from the unit, action by the duty watch.

Unit Services

2. Revise the locations of the mains controls for:

Electricity

--

Gas

--

Water

--

REMEMBER: No cadet is to touch any of these controls unless instructed to do so.

Effects Of Heat And Smoke

3. Describe the effects of heat and smoke on the human body:

Heat:

--

Smoke:

--

4. How can heat and smoke best be avoided when escaping from a fire?

--

Fire Extinguishers

1. Complete the following table:

TYPE OF EXTINGUISHER	COLOUR	APPLICATION

2. What are the causes of the fire?

3. How can fires be prevented?

AC17 DUKE OF EDINBURGH AWARD SCHEME

1. Explain in detail the Duke of Edinburgh Award and how Sea Cadets training can qualify for activities in the D of E Scheme:

AWARD	BRONZE	SILVER	GOLD
Minimum start age			
Maximum finish age			
Service			
Skills			
Expedition			
Physical			

2. To obtain a Gold Award you must also:

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