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HUMAN RESOURCES

ADVANCED ON-THE-JOB TRAINING SYSTEM:
PRIME ITEM SPECIFICATION FOR
THE MANAGEMENT SUBSYSTEM

Douglas Aircraft Company
A Division of McDonnell Douglas Corporation
2450 South Peoria
Aurora, Colorado 80014

TRAINING SYSTEMS DIVISION
Brooks Air Force Base, Texas 78235-5601

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LABORATORY

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This paper has been reviewed and is approved for publication.

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A Division of McDonnell Douglas Corporation
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Aurora, Colorado 80014

TRAINING SYSTEMS DIVISION
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Chief, Advanced On-the-job Training System Program

This publication is primarily a working paper. It is published solely to document work performed.

SUMMARY

The Advanced On-the-job Training System (AOTS) was an Air Staff directed, AFHRL developed, prototype system which designed, developed, and tested a proof-of-concept prototype AOTS within the operational environment of selected work centers at Bergstrom AFB, Texas, and Ellington ANGB, Texas, from August 1985 through 31 July 1989. The Prime Item Specification for the AOTS Management Subsystem establishes the performance, design, development, and test requirements for the AOTS Management Subsystem. It was prepared using MIL-STD-490A, Specification Practices, as a guide. The AOTS Management Subsystem provides the support necessary to identify the Air Force Specialty (AFS) training required to achieve task proficiency and manage progress of individual airmen toward duty position qualification. It also supports the management of Ancillary Training, Career Development Course (CDC) enrollments, Contingency Training, and Additional Duty Training.



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PREFACE

This paper was developed by Douglas Aircraft Company, the development contractor, under Government Contract F33615-C-84-0059. The AFHRL Work Unit number for the project is 2557-00-02. The primary office of responsibility for management of the contract is the Air Force Human Resources Laboratory, Training Systems Division, and the Air Force AOTS manager is Major Jack Blackhurst.

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Specification Number 70S647100B

Code Ident 76301

Date: 31 October 1989

1.0 SCOPE

1.1 General. This specification establishes the performance, design, development, and test requirements for the Management Subsystem prime item of the Advanced On-the-job Training System (AOTS). It has been prepared using MIL-STD-490A, Specification Practices, as a guide. The Management Subsystem of the Advanced On-the-Job Training System (AOTS) provides the support necessary to identify the Air Force Specialty (AFS) training required to achieve task proficiency and manage individual airman progress toward duty position qualification. It also supports the management of Ancillary Training, Career Development Course (CDC) enrollments, Contingency Training and Additional Duty Training.

1.2 Automated Support. The AOTS Management Computer Program Configuration Item (CPCI) Development Specification (70S647411) provides a description of automated support for the Management Subsystem. Support will be provided for identifying and managing training requirements for an Air Force Specialty (AFS) and for managing the airmen undergoing training in the AFS.

2.0 APPLICABLE DOCUMENTS

2.1 Government Documents. The following documents of the exact issue shown form a part of the specification to the extent specified herein. In the event of conflict between the documents referenced herein and the contents of this specification, the contents of this specification shall be considered a superseding requirement.

SPECIFICATIONS:

70S647000	System Specification for the Advanced On-the-job Training System
70S647200	Prime Item Development Specification for the AOTS Training Development and Delivery Subsystem
70S647300	Prime Item Development Specification for the AOTS Evaluation Subsystem
70S647400	Prime Item Development Specification for the Computer Support Subsystem for the Advanced On-the-job Training System
70S647401	Critical Item Development Specification for the Hardware Component of the Advanced On-the-job Training System

Specification Number 70S647100B
Ident 76301
Date: 31 October 1989

70S647411 AOTS Management Computer Program
Configuration Item (CPCI) Development
Specification

70S647500 Prime Item Development Specification for the
Personnel and Support Subsystem

STANDARDS

Federal

MIL-STD-470A Maintainability Program for Systems & Equipment
3 Jan 83

DOD-STD-480A Configuration Control-Engineering Changes,
12 Apr 78 Deviations and Waivers

MIL-STD-483A Configuration Management Practices for Systems,
4 Jun 85 Equipment, Munitions, and Computer Programs

MIL-STD-490A Specification Practices
4 Jun 85

MIL-STD-499A Engineering Management
1 May 74

MIL-STD-785B Reliability Program for Systems and Equipment
15 Sep 80 Development and Production

MIL-STD-847B Format Requirements for Scientific and
7 Nov 83 Technical Reports Prepared by or for the
Department of Defense

MIL-STD-882A System Safety Program for Systems and
1 Apr 74 Associated Subsystems and Equipment

MIL-STD-1472C Human Engineering Design Criteria for
1 Sep 83 Military Systems, Equipment, and Facilities

MIL-STD-1521A Technical Reviews and Audits for Systems,
21 Dec 81 Equipment, and Computer Programs

OTHER PUBLICATIONS

Manuals and Regulations

AFR 0-2 3 Apr 89	Numerical Index of Standard and Recurring Air Force Publications
AFR 0-3 1 Nov 87	Index of Security Police Educational Subject Block Indexes
AFR 0-7 1 Jan 89	Index of Air Force Personnel Tests
AFR 0-8 1 Nov 88	Numerical Index of Specialty Training Standards
AFR 0-9 1 Jan 89	Numerical Index of Departmental Forms
AFR 8-13 Aug 86	Air Force Specialty Training Standards
AFR 12-35 3 Jun 85	Air Force Privacy Act Program (PA)
AFM 30-130 Oct 86	(Volume 1) Base Level Military Personnel System
AFM 30-130 Dec 88	(Volume 2) Personnel Data System (PDS) Unit/ GSU Support
AFR 35-1 1 Apr 88	Military Personnel Classification Policy (Officers, Warrant Officers, Airmen)
AFR 35-2 23 Jul 82	Occupational Analysis
AFR 35-8 25 Apr 83	Air Force Military Personnel Testing System
AFR 35-12 26 Mar 84	Mechanized Personnel Data Documentation
AFR 35-14 1 Nov 79	USAF Training Pipeline Management Program
AFR 35-41 Nov 88	(Volume 2) Reserve Personnel Policies and Proce- dures - Reserve Training

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AFR 39-1 Feb 88	Airman Classification
AFR 39-4 30 Jan 84	Airman Retraining Program (PA)
AFR 50-1 Aug 87	Ancillary Training Program (ATP)
AFR 50-2 Jul 86	Instructional System Development
AFR 50-8 6 Aug 84	Policy and Guidance for Instructional System Development (ISD)
AFR 50-9 13 Jul 81	Special Training
AFR 50-12 Apr 86	Extension Course Program
AFR 50-23 Jun 87	On-The-Job Training (PA)
AFR 50-37 5 Dec 80	Personnel Management Training for Air Force Supervisors
AFR 50-38 Mar 86	Field Evaluation of Education and Training Programs (PA)
AFR 50-54 Dec 87	Field Training Detachment Program
AFP 50-58 15 Jul 78	(Volumes 1-6) Handbook for Designers of Instructional Systems
AFM 50-62 15 Jan 84	Principles and Techniques of Instruction
AFM 66-278 Dec 84	(Volumes 1-4) Maintenance Management Information and Control System (MMICS)
AFR 125-28 4 Mar 83	Security Police Training, Exercise, and Evaluation Program (STEEP)
AFM 171-130 Jan 87	(Volume 1) Base Level Personnel System, Computer Operations Manual

Specification Number 70S647100B
Ident 76301
Date: 31 October 1989

AFM 171-278 Maintenance Management Information and
Aug 84 Control System (MMICS) Computer Operation
Manual

2.2 Non-Government Documents. The following documents of the exact issue shown form a part of this specification to the extent specified herein. In the event of conflict between the documents referenced herein and the contents of this specification, the contents of the specification shall be considered a superseding requirement.

OTHER PUBLICATIONS:

Gane, Chris and Sarson, Trish. Structured Systems Analysis:
Tools and Techniques, October 1977

3.0 REQUIREMENTS

3.1 Prime Item Definition. This specification establishes the requirements for the performance, design, development, and test of the Management Subsystem of the Air Force's Advanced On-the-job Training System (AOTS). This specification does not include the hardware requirements of the AOTS. The prototype AOTS, designed to accommodate an annual training load of approximately 800 airmen, shall provide the mechanisms by which all aspects of On-the-Job Training (OJT) shall be managed in each of the designated workcenters from the 67th Tactical Reconnaissance Wing (67th TRW), and 924th Tactical Fighter Group (924th TFG-AFRES) at Bergstrom AFB, Texas and the 147th Fighter Interceptor Group (147th FIG-ANG) at Ellington ANGB, Texas. Designated test specialties shall include the following:

452X4D/M	Tactical Aircraft Maintenance
454X0A	Aerospace Propulsion
732X0	Personnel
811XX	Security & Law Enforcement

The Management Subsystem shall include three computer-based management methodologies: (1) A methodology for identifying (AFS) and other training required to achieve position qualification within an assigned operational duty position; (2) A methodology for managing and recording airman training progress toward task proficiency and position qualification within an operational duty position; and (3) A methodology for scheduling training.

3.1.1 Prime Item Diagrams. This section incorporates the prime item level functional schematics. It shows top-level functional flow diagrams of the configuration item and includes functional flow diagrams to the level required to identify all essential functions. Lower level diagrams giving further definition and depth to the operation of the management subsystem are presented in Section 10. Data dictionaries defining processes, data flows, and data stores are in Section 20. Figure 1 shows the relationship between the subsystem and the rest of the AOTS. Figure 2 presents the three components that make up the Management Subsystem.

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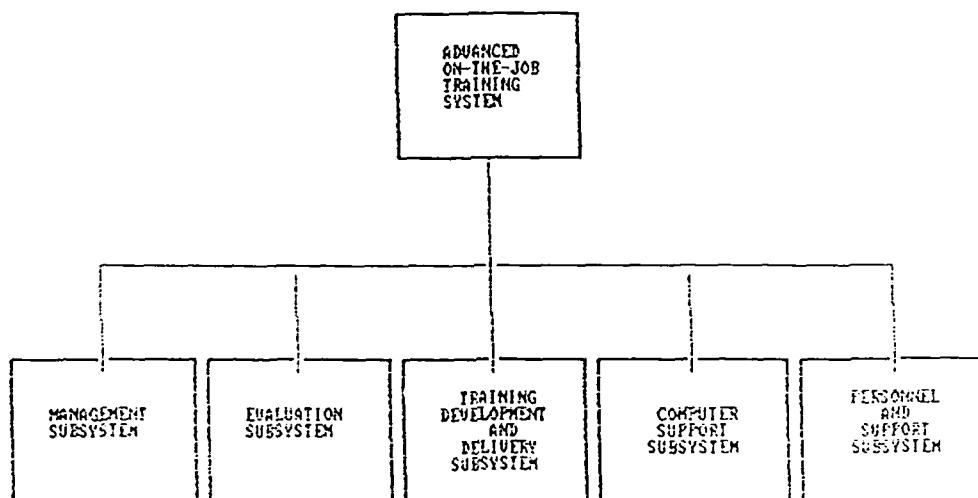


Figure 1, AOTS Visual Table of Contents

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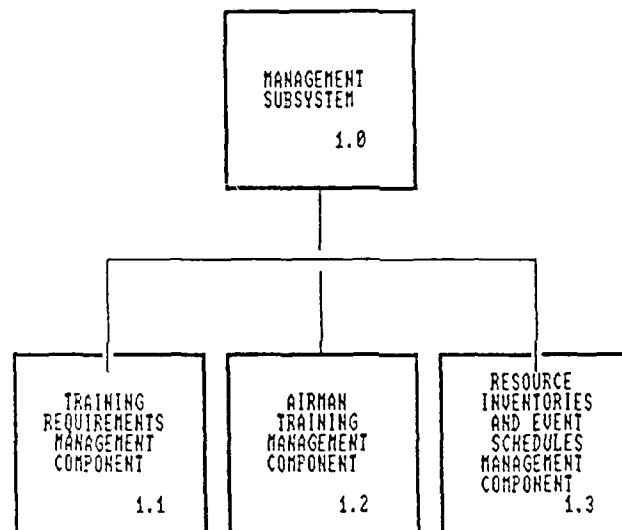


Figure 2, AOTS Management Subsystem Component Overview

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3.1.1.1 Training Requirements Management Component Overview.
The six subcomponents of the Training Requirements Management Component are depicted in Figure 3:

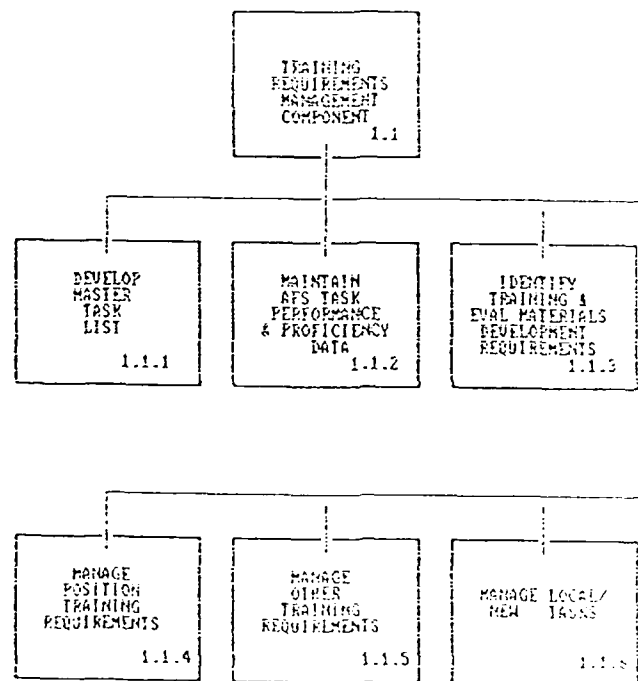


Figure 3, Training Requirements Management Component Overview

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3.1.1.2 Airman Training Management Component Overview. The Airman Training Management Component's subcomponents are depicted in Figure 4:

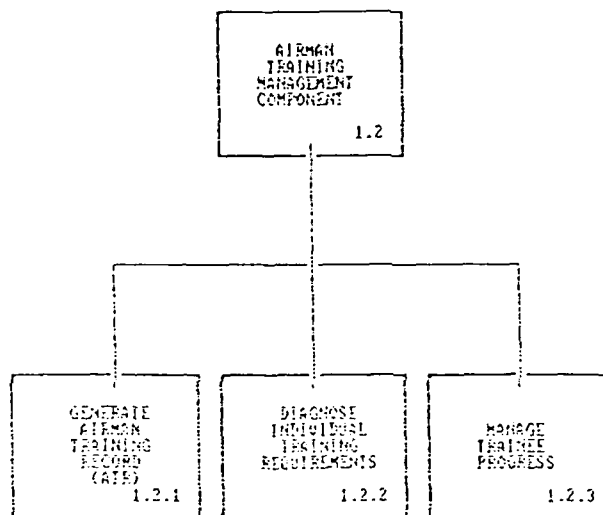


Figure 4, Airman Training Management Component Overview

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3.1.1.3 Manage Resource Inventories and Event Schedules Management Component Overview. The following Figure 5 shows the structure of this component.

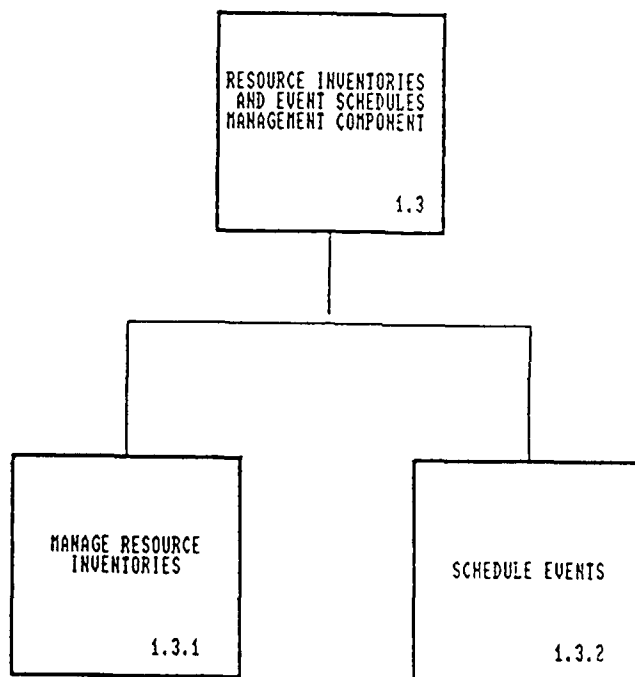


Figure 5, Manage Resource Inventories and Schedule Events Component

3.1.2 Interface Definition. The Management Subsystem establishes functional interfaces with internal components and with components of other AOTS subsystems as necessary to accomplish required training management functions. Additionally, interfaces with sources outside of the AOTS are established to collect data necessary for the AOTS to perform required management functions and to provide data needed by organizations and/or systems outside of the AOTS. For the purpose of this specification and for the sake of clarity, each perspective of the interface(s) is addressed separately.

3.1.2.1 Interfaces Within AOTS. Figure 6 highlights the interfaces of the components of the Management Subsystem with components of the other Subsystems.

3.1.2.1.1 Evaluation Subsystem Interface.

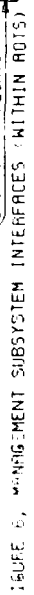
3.1.2.1.1.1 Tasks to be performed by the Management Subsystem in support of the Evaluation Subsystem shall include the following:

a. Identify performance resources required for evaluation events and schedule evaluation events.

b. Identify task knowledge and performance assessment requirements

c. Provide airmen training management program data (e.g. progress, ATR/ITR composition) needed to evaluate system effectiveness

d. Provide evaluator qualifications and candidate tasks for and identify certified personnel on candidate tasks for Training Quality Control evaluations.



3.1.2.1.1.2 Evaluation Subsystem tasks shall include the following:

- a. Identify evaluator resources required for evaluation of job-site task performance
- b. Develop behavioral objectives, test items, tests and test guides.
- c. Collect trainee task performance evaluation data
- d. Maintain the Test Item Bank
- e. Identify objectives, items, materials and training and evaluation resource requirements by task identification
- f. Randomly select appropriate tasks, certified airmen, and external evaluators for Training Quality Control evaluation events
- g. Provide Training Quality Control evaluation results

3.1.2.1.2 Computer Support Subsystem Interface. The Management Subsystem shall provide functional requirements to the Computer Support Subsystem.

3.1.2.1.2.1 The Computer Support Subsystem will provide the following in support of the Management Subsystem:

- a. Commercially available language compilers
- b. Debugging and authoring aids
- c. Ada Joint Program Office-approved Ada programming language
- d. Hardware support
- e. Software programs and editors to accomplish specified objectives

3.1.2.1.3 Personnel and Support Subsystem Interface. The Management Subsystem tasks that support the Personnel and Support Subsystem shall include the following:

- a. Specify personnel skill and training requirements
- b. Manage on-the-job training required to learn AOTS functions

3.1.2.1.3.1 The Personnel and Support Subsystem will provide the following in support of the Management Subsystem:

- a. Training required for personnel to perform the functions included within the Management Subsystem

- b. AOTS human engineering in accordance with the Human Engineering Program Plan

- c. AOTS reliability in accordance with the Reliability Program Plan

3.1.2.1.4 Training Development and Delivery Subsystem Interface. The Management Subsystem shall provide the following in support of the Training Development and Delivery Subsystem:

- a. The identification of training materials development needs

- b. The identification of individuals' training requirements

- c. The specification of resources required for training

3.1.2.1.4.1 The tasks to be performed within the Training Development and Delivery Subsystem in support of the Management Subsystem shall include the following:

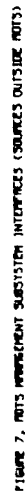
- a. Identify materials available to support AFS task training

- b. Develop materials to support training of AFS tasks

- c. Present instructional materials on-line

- d. Collect trainee performance data

3.1.2.2 Interfaces With Sources External to AOTS. Figure 7 highlights the external entities that interface with the Management Subsystem. Interfaces with the external entities are specified in the following paragraphs. Except where noted, interfacing will be accomplished manually.



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3.1.2.2.1 USAF Occupational Measurement Center (USAFOMC)
Interface. Data produced from the USAFOMC's survey process will be provided to aid in developing Master Task Lists (MTLs) for each of the AFSSs selected to participate in the development and testing of the prototype AOTS. These products will be provided in two forms. The results of automated analyses of survey data using the Air Force Human Resources Laboratory's (AFHRL's) Comprehensive Occupational Data Analysis Program (CODAP) shall be provided via magnetic tape, to be loaded directly to the AOTS selected computer. The data received from CODAP shall include task identification numbers, task statements, task factor data such as percent members performing the task, etc., and other data as applicable. Other products such as Training Extracts and Occupational Survey Reports shall be provided in hard copy. The prototype AOTS shall provide to the USAFOMC Survey Branch, data relevant to tasks which are performed by members in the applicable AFSSs but which are not included in the applicable occupational survey instruments.

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3.1.2.2.2 Publications Management System Interface. An interface will be established between the prototype AOTS and publication management activities. The interface shall ensure that references containing pertinent task data, and consequently used in the development of behavioral objectives, tests and training materials, are available and maintained on a current basis. An Air Force Customer Account Representative (CAR) will interface with the Publications Distribution Office (PDO) at Bergstrom AFB, Texas for ordering and receiving Air Force and applicable major command publications. An Air Force representative shall also interface with the Technical Order Distribution Office (TODO) at Bergstrom. It is anticipated that access to the Automated Technical Order Maintenance System (ATOMS) will be required for training developers when AOTS becomes operational in the Air Force. Accordingly, if the ATOMS is implemented at Bergstrom AFB during the development of the prototype AOTS, the establishment of an interface will be considered at that time.

3.1.2.2.3 Extension Course Institute (ECI) Interface. An interface shall be established with ECI to ensure the current and projected availability status of correspondence courses, prescribed for the training of members within the specified AFSS, is provided to and maintained within the prototype AOTS. Those trainees requiring enrollment in Career Development Courses (CDCs) will be identified to the applicable Base OJT office, which will initiate the request for the CDC through the Personnel Data System to ECI. To facilitate the matching of appropriate correspondence courses to upgrade training requirements, procedures shall be instituted whereby projected changes to correspondence course availability and effective dates of changes are provided by ECI.

3.1.2.2.4 AF Manpower and Personnel Center (AFMPC) Interface. An interface with the offices of primary and/or collateral responsibility for training and AFS classification policy located at AFMPC shall be established to ensure information relevant to training policies and approved training courses are received by the prototype AOTS managers in sufficient time for proper planning and execution. Further interface with the office dealing with future systems shall be required to assure that the AOTS developers are apprised of developments and policies within PC3.

3.1.2.2.5 Operational Unit Interface. Interfaces with operational units shall be established to provide the AOTS with required data relevant to existing training requirements, personnel qualifications and course completions, and the availability of training materials and other resources. Conversely, the AOTS shall provide to operational units data such as training

schedules, trainee progress status, and training system effectiveness reports. Included are those computer-based systems such as the Security Police Automated System (SPAS), the Core Automated Maintenance System (CAMS), the Maintenance Management Information and Control System (MMICS), the Personnel Concept III (PC3), and the Computer Assisted Training System (CATS). During the initial loading of data into the prototype AOTS, this subsystem shall collect from applicable operational units the training data currently maintained on training forms and within computer data bases for those personnel whose training shall be managed within the AOTS. Also to be collected shall be the identification of contingency tasks that are controlled by these units which shall be controlled and scheduled by the AOTS. During the operational test phase of AOTS, the identity of training and evaluation events not controlled by the system shall be sent to the Management Subsystem, which shall in turn identify those personnel requiring the specified event and record the data in-system. Schedules for events which are controlled by AOTS shall be provided to the appropriate units. Formats for data exchange between AOTS and other systems shall be established to facilitate exact interpretation and transition. Training progress status reports for individual trainees or groups of trainees shall be provided by this subsystem.

3.1.2.2.6 Personnel Data System (PDS) Interface. An interface with the PDS shall be established to provide the AOTS with personnel data required to initiate and maintain airman training records (ATRs), and to identify personnel changes that impact training. Initially for the prototype, it is anticipated that the interface will be manual. From this interface, data for portions of the airman training record (ATR) can be captured. Data needed from PDS shall include the available data elements from those listed in Appendix II, Data Store M9, Airman Training Record.

3.1.2.2.7 Off-Line Training Activities Interface. Interfaces shall be established with other activities that schedule and conduct training outside of the AOTS control. Such activities include, but are not limited to, the Field Training Detachment (FTD), CBPO-OJT, Combat Arms range, the Safety Office, the Judge Advocate office, Disaster Preparedness, the Drivers School, Supply Custodian School, etc. These interfaces are required to facilitate the identification of training and evaluation requirements to the applicable activities and for the prototype AOTS to receive training start/completion/cancellation information and results of evaluations.

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3.1.2.2.8 Training Decisions Systems Interface. This section is reserved for the interface between the Training Decisions Systems and the AOTS.

3.1.2.3 Interfaces Between Components of the Management Subsystem.

a. The Training Requirements Management Component shall furnish the Airman Training Management Component with operational position task and other training requirements as well as selection criteria and prioritization algorithms as comprehensively described in Section 20.

b. The Airman Training Management Component, as described in Section 20, identifies individual and group training and evaluation requirements and performance resource requirements to the Resource Inventories and Event Schedules Management Component.

3.1.3 Major Component List. The Management Subsystem shall consist of the following major components:

- a. Training Requirements Management
- b. Airman Training Management
- c. Resource Inventories and Event Schedules Management

3.1.4 Government Furnished Property List. Not Applicable

3.1.5 Government Loaned Property List. Not Applicable

3.2 Characteristics

3.2.1 Performance. The Management Subsystem shall provide management procedures and controls to effectively support the implementation and operation of the prototype AOTS. It shall be compatible with and supportive of the other subsystems as described in Specification documents 70S647200, 70S647300, 70S647400, and 70S647500. The subsystem shall be user-friendly and supportive of multiple ability levels. It shall comply with structures outlined in AFRs 35-1, 39-1, and 50-23, unless deviations from such regulations and manuals have been approved by the Air Force. The subsystem shall be responsive to requirements and demands imposed by the other subsystems of AOTS and shall be incrementally developed to be consistent with the phased build-up of the AOTS. That is, the subsystem shall be developed and implemented by subcomponents beginning with the development of Master Task Lists and proceeding to each of the other subcomponents until the Training Requirements Management Component is a complete entity. Each of the other components shall be developed similarly; however, some pieces of each component may be developed simultaneously if it is logical to do so. If analyses

reveal a rationale for a different sequence, prior approval is to be obtained from the AF. Design deficiencies revealed during formative evaluation shall be corrected prior to installation of the next component. Specific training to be given to system users and managers shall be determined by the Personnel and Support Subsystem.

3.2.2 Physical Characteristics. Not applicable.

3.2.3 Reliability. Reliability for the AOTS shall be as described in the Reliability Program Plan.

3.2.4 Maintainability. Maintainability of the AOTS shall be as described in the Maintainability Program Plan.

3.2.5 Environmental Conditions. Not applicable

3.2.6 Transportability. Not applicable.

3.3 Design and Construction. Not applicable.

3.3.1 Materials, Processes, and Parts. Not applicable

3.3.2 Electromagnetic Radiation. Not applicable

3.3.3 Nameplates and Product Markings. Not applicable

3.3.4 Workmanship. Not applicable

3.3.5 Interchangeability. Not applicable

3.3.6 Safety. Not applicable

3.3.7 Human Performance/Human Engineering. The provisions of MIL-STD-1472C shall be used to establish an effective Human Engineering Program. The Human Engineering Program shall be planned, integrated, and developed in conjunction with other design, development, and operational functions in a manner that permits economical achievement of Management Subsystem objectives.

3.4 Documentation. The Quality Assurance Program shall monitor the AOTS design drawings and specifications releases. They shall monitor their effectiveness in accordance with DOD-STD 480A and MIL-STD 483A. The quality assurance program shall monitor work authorizations to ensure both that they include the proper effectiveness and that configuration records reflect the outstanding and incorporated changes. Engineering changes shall be proposed

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and submitted as required. Submittals shall be subject to prior coordination with and surveillance by the Quality Assurance Program.

3.5 Logistics.

3.5.1 Maintenance. System maintenance is described and outlined in Specification document 70S647401 and the Maintenance Plan.

3.5.2 Supply. Not applicable

3.5.3 Facilities and Facility Equipment. Not applicable

3.6 Personnel and Training.

3.6.1 Personnel. The methods of determination of personnel requirements for management of the AOTS are outlined in Specification document 70S647500.

3.6.2 Training. The process of determining training requirements is outlined in Specification document 70S647500.

3.7 Major Component Characteristics. The Management Subsystem functions as the hub of the Advanced On-the-Job Training System (AOTS). The knowledge and performance requirements necessary to support accomplishment of Air Force mission responsibilities assigned to the enlisted force are determined within this subsystem. Further, it is within this subsystem that training requirements needed to qualify enlisted members in their assigned jobs are defined and managed. The AOTS Management Subsystem is comprised of three major components: (1) the Training Requirements Management Component, (2) the Airman Training Management Component and (3) Resource Inventories and Event Schedules Management Component. The following paragraphs describe the functions performed within these major components. Included in the appendices (Sections 10 and 20) are descriptions of the processes that occur within these components, the identification of entities external to the AOTS which interface with these components are established, and the types of data that flow between these AOTS components and external entities. Data flow diagrams and data dictionaries depicting the Management Subsystem are presented in Sections 10 and 20 respectively. Section 30 shows the correlational relationships between the data flow diagrams of this Specification and those in the AOTS Management Computer Configuration Item (CPCI) Development Specification (70S647411).

3.7.1 Training Requirements Management Component. The Training Requirements Management Component shall identify and maintain training requirements managed within the AOTS. Within this component shall be the capabilities to (1) develop an MTL; (2) maintain AFS performance and proficiency data; (3) Identify training/evaluation and training materials development requirements; (4) generate generic and operational position task requirements; (5) manage other training requirements; and, (6) Manage local and/or new AFS tasks.

3.7.1.1 Master Task List Subcomponent. The MTL shall be a composite listing of all tasks performed within an AFS. It shall provide users with the necessary related data and support capabilities to identify specific tasks, obtain specific task factor data, and generate task listings. Task analysis shall be done within this subcomponent. Tentative MTLs shall be derived from specially prepared CODAP data, task analyses results, and SME input. Tentative MTLs will be validated within AFHRL and the prototype workcenters. From the validated tentative MTLs, final MTLs will be developed and stored on line. At the point an MTL becomes final, a new tentative MTL shall be established on line to collect data for the next iteration.

3.7.1.2 AFS Task Performance and Proficiency Data Subcomponent. AFS performance and proficiency data shall consist of current references, i.e., publication numbers and names, that may be accessed by users through the AFS MTL and/or by publications reference. Processes shall include identification of sources of performance/proficiency data, cross-referencing sources and tasks, cataloging task performance/proficiency source ID's, identifying new AFS task requirements, storing new tasks/flagging follow-up requirements and flagging tasks/objectives/evaluation instruments/training materials ID.

3.7.1.3 Training/Evaluation/Training Materials Development Requirements. Evaluation and training requirements shall include those tasks identified for training and evaluation in prioritized sequence. To accomplish this objective, algorithms shall be developed to select and prioritize requirements.

3.7.1.4 Position Task Requirements. Position task requirements are those training requirements which are specified for workcenter positions (operational) as well as those that are representative of the workcenter position or job grouping AF-wide (generic). Generic and Operational PTRs shall be developed using applicable CODAP data analyses programs and then tailored for the specific workcenters using subject matter expert input. Identification numbers shall be assigned to GPTRs. The AF duty posi-

tion number shall be used to identify the OPTR. Additionally, the capability will exist to further identify specific duty position requirements when more than one individual is authorized/assigned against one duty position number. The supervisor shall be able to develop and tailor an airman's OPTR by copying a GPTR to serve as the baseline and then adding other training requirements to the list, deleting AFS tasks that are not required, adding tasks as a result of reviewing the MTL, and adding any new or local tasks. Once developed, tasks will be ordered in priority for training or evaluation.

3.7.1.5 Other Training Requirements. Other training requirements such as Ancillary Training, Additional Duty Training, Career Development Courses, and Contingency Training shall also be identified. After being identified, requirements will be matched to all Air Force personnel, a specific Air Force specialty, functional areas, bases, units, workcenters, positions or individuals as appropriate. Once required frequencies, points in career, etc., are identified, selection algorithms will be applied.

3.7.1.6 Local/New AFS Tasks. Local and new tasks are those tasks performed that, when compared to tasks on the MTL, do not match up. Once identified, they shall be assigned to the OPTR as well as being provided to OMC for consideration in future occupational surveys. These tasks shall be assigned AOTS task ID numbers and analyzed. Associated task related data shall be identified and cross referenced. Procedures shall be outlined to consider adding new and local tasks to an MTL when evidence is shown of wide-spread applicability in an AFS.

3.7.2 Airman Training Management Component. The Airman Training Management Component shall provide users the capabilities to (1) create automated Airman Training Records (ATRs) online for use in maintaining the history of completed training and the status of current training being administered, (2) identify training requirements for individuals through diagnoses that compare tasks and courses designated for specific organizations, duty positions, Air Force Specialties, etc., to task certifications and training completions maintained in the ATRs, and (3) manage and track training requirements through certification. Embedded training, (e.g., menu-driven capabilities and help screens), will be featured to enable novice users to effectively utilize the system functions. These menus may be bypassed by expert users.

3.7.2.1 Airman Training Record Subcomponent. The Airman Training Record (ATR) shall be a permanent training record of (1) all training received, (2) current training status, (3) position

qualification and task certification history, and (4) tasks for which airmen are qualified to serve as trainers. Within the scope of AFR 12-35, Air Force Privacy Act Program, authorized users shall be able to access individual ATRs, verify ATR data, and upon demand, display and/or produce hard copy of the data. Authorized users will be provided the capability to produce hard copies of previous versions of a task on which an individual has been certified. Hard copies will include as a minimum; AOTS Task ID, Task Statement, Weapons System, Subtask statements, Supporting Skills and Knowledge and Activities. For the prototype, AOTS applicable personnel and training data shall be, if possible, electronically transferred from the Personnel Data System (PDS) to the VAX 8650 to generate the ATRs. Capabilities shall be provided to allow the user to enter the data not transferred or tracked by PDS. Interface with other automated training and tracking systems, (e.g., the training subsystems of MMICS, SPAS, CAMS, etc.), shall also be sought. If electronic interface is not feasible, manual input of data shall be required. Specific identification of courses attended which improve trainer qualifications shall also be recorded, e.g., USAF OJT Advisory Service and instructor courses. Individual Training Requirements (ITRs) shall be generated and maintained as a part of the ATR as a result of application of routines in the Training Needs Diagnosis subcomponent. An ITR shall, so far as possible within operational constraints, be current within 24 hours of the point of inquiry.

3.7.2.2 Training Needs Diagnosis Subcomponent. The Training Needs Diagnosis subcomponent shall provide a means of diagnosing position requirements and performing qualification assessment. In the qualification assessment mode the system shall be capable of accurately comparing an airman's ATR with the OPTR for the position to which the airman is assigned or may be assigned. The qualification assessment mode shall provide the capability to, 1) compare an airman's ATR against a single OPTR; 2) compare an airman's ATR against multiple OPTR's; 3) compare a specific OPTR to a single ATR or; 4) compare a specific OPTR against multiple ATR's. When the comparison is completed the supervisor can assign the OPTR to the individual, creating the ITR. Once training requirements have been identified as ITRs, they are automatically prioritized, based on the prioritization of the OPTR. If necessary, the user can then further prioritize the ITR manually, providing a customized training plan for the individual. A capability shall be provided for the supervisor to override the prioritization scheme to account for special needs or unscheduled training and evaluation opportunities. Other training requirements shall be sequenced online. The result shall be the ability to display and/or print accurate identification of the training

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required for an airman to become position qualified in the most efficient way.

3.7.2.3 Trainee Progress Management Subcomponent. This component shall provide for management of trainee progress to include task training and evaluation related to workcenters and other training such as additional duty and Career Development Courses. Included shall be the capabilities to (1) generate assignments and consolidate training and evaluation requirements in the event that there is more than one person requiring the training or evaluation at one time; (2) coordinate training and evaluation requirements for on and off line training activities; (3) track training times; (4) track trainee progress; and, (5) generate trainee progress reports.

3.7.3 Resource Inventories and Event Schedules Management Component. This component will be designed to provide the means to identify training and evaluation resource requirements and the ability to schedule training/evaluation events. The following functions will be provided: (a) the capability to identify online those resources required for training/evaluation, and (b) the capability to schedule online, training and evaluation events that are to be completed on/offline including the identification of trainers/evaluators.

3.7.3.1 Inventory Management Subcomponent. The Inventory Management Subcomponent shall be automated, requiring manual input at the computer remote terminal of training/evaluation resource requirements. The system will automatically identify to the scheduler, supervisor, trainer, evaluator or trainee those resources that are necessary to complete the training/evaluation event.

3.7.3.2 Schedule Generation Subcomponent. The Schedule Generation Subcomponent will provide the capability to automatically accept and act upon training and evaluation scheduling requirements identified by the Airman Training Management Component and the Training Quality Control Component. Schedules and off-line training activities provided from outside the system shall be manually input to this subcomponent. Once an event has been scheduled the AOTS will automatically identify those resources required to accomplish the event.

3.8 Precedence. When the application of the requirements of the AOTS contract, the AOTS System Specification, this specification, or other applicable documents are in conflict, the following order of precedence shall apply: For the performance and design requirements of the Management Subsystem, first the Contract,

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second the AOTS System Specification, and third, this specification shall take precedence over all other program and applicable documents.

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4.0 QUALITY ASSURANCE PROVISIONS

Sections 4.1 and 4.2 identify and describe the Quality Assurance provisions applicable to the Management Subsystem of the prototype AOTS. These sections document the practices which shall be employed by the contractor to establish conformance with the specifications. Quality Assurance testing shall take place at Bergstrom AFB and Ellington ANGB Texas.

4.1 Functional Testing. Functional testing shall be conducted in accordance with test plans and detailed test evaluation procedures prepared by the contractor. Results of testing shall be provided in written test reports.

a. Inspection is defined as the examination by visual or equivalent means to determine conformity to specified requirements.

b. Analysis is defined as the determination of conformity to specified requirements by use of data gathering and interpretation.

c. Test is defined as the determination of conformity to specified requirements under controlled conditions with specified inputs and outputs.

d. Demonstration is defined as determination of conformity to specified requirements by implementation.

4.2 Quality Conformance Inspections. Verification of performance with each requirement in Section 3 shall be the responsibility of the contractor. The methods used to verify these requirements shall be as specified in Table I.

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TABLE I

QUALITY CONFORMANCE METHODS

SECTION	N/A	INSPECTION	ANALYSIS	TEST	DEMONSTRATION
3.0	X				
3.1	X				
3.1.1	X				
3.1.1.2	X				
3.1.1.3	X				
3.1.2	X				
3.1.2.1		X	X	X	X
3.1.2.1.1		X	X	X	X
3.1.2.1.1.1		X	X	X	X
3.1.2.1.1.2		X	X	X	X
3.1.2.1.2		X	X	X	X
3.1.2.1.2.1				X	X
3.1.2.1.3		X			
3.1.2.1.4		X	X	X	X
3.1.2.1.4.1		X	X	X	X
3.1.2.2		X	X	X	X
3.1.2.2.1		X		X	X
3.1.2.2.2		X		X	X
3.1.2.2.3		X		X	X
3.1.2.2.4		X		X	X
3.1.2.2.5		X	X	X	X
3.1.2.2.6		X		X	X
3.1.2.2.7		X		X	X
3.1.2.2.8	X				
3.1.2.3		X	X	X	X
3.1.3	X				
3.1.4	X				
3.1.5	X				
3.2	X				
3.2.1		X	X	X	X
3.2.2	X				
3.2.3	X				
3.2.4	X				
3.2.5	X				
3.2.6	X				
3.3	X				
3.3.1	X				
3.3.2	X				
3.3.3	X				
3.3.4	X				
3.3.5	X				
3.3.6	X				

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3.3.7		X	X	X	X
3.4		X	X		
3.5	X				
3.5.1	X				
3.5.2	X				
3.5.3	X				
3.6	X				
3.6.1	X				
3.6.2	X				
3.7		X	X	X	X
3.7.1		X	X	X	X
3.7.1.1		X	X	X	
3.7.1.2		X	X	X	
3.7.1.3		X	X	X	
3.7.1.4		X	X	X	
3.7.1.5		X	X	X	
3.7.1.6		X	X	X	
3.7.2				X	X
3.7.2.1		X	X	X	X
3.7.2.2		X	X	X	
3.7.2.3		X	X	X	
3.7.3		X	X	X	X
3.7.3.1		X	X	X	
3.7.3.2		X	X	X	
3.8	X				

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5.0 PREPARATION FOR DELIVERY

5.1 General. Not Applicable

5.2 Preservation and Packaging. Not Applicable

5.3 Packing. Not Applicable

5.4 Marking for Shipping. Not Applicable

6.0 NOTES

6.1 Special Considerations. The following subsystem capabilities have been identified by the government to be items of particular concern. Special consideration of these needs shall be given in developing the Management Subsystem:

a. Capabilities to store and display task breakdowns on-line to aid in developing master task lists, behavioral objectives, evaluation instruments and instructional materials.

b. Capabilities to manage local and new tasks identified as required in workcenters.

c. Capabilities to identify tasks to the Air Force Occupational Measurement Center that are performed by members in specified Air Force Specialties, but which are not included in Occupational Survey data.

d. Need for system override capabilities

(1) Training opportunities that are presented without being scheduled

(2) Requirements to cancel/reschedule training

(3) Desire to evaluate trainees to determine abilities, prior to training

(4) Tracking training times for off-line events

(5) Requirement to schedule more than one event at the same time

e. Need for capability to prioritize tasks on the ITR list

(1) Differences in mission requirements

(2) Differences in personnel qualifications

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6.2 Abbreviations.

AF	Air Force
AFB	Air Force Base
AFHRL	Air Force Human Resources Laboratory
AFJQS	Air Force Job Qualification Standard
AFM	Air Force Manual
AFMPC	Air Force Military Personnel Center (See MPC)
AFP	Air Force Pamphlet
AFR	Air Force Regulation
AFRAT	Air Force Reading Abilities Test
AFRES	Air Force Reserves
AFS	Air Force Specialty
AFSC	Air Force Specialty Code
ANGB	Air National Guard Base
AOTS	Advanced On-the-Job Training System
ASVAB	Armed Services Vocational Aptitude Battery
ATC	Air Training Command
ATOMS	Automated Technical Order Maintenance System
ATP	Ancillary Training Program
ATR	Airman Training Record
AUTODIN	Automatic Digital Network
CAFSC	Control Air Force Specialty Code
CAI	Computer-Assisted Instruction
CAMS	Core Automated Maintenance System

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CATS	Computer Assisted Training System
CAR	Customer Account Representative
CBPO	Consolidated Base Personnel Office
CDC	Career Development Course
CE	Course Examination
CMI	Computer-Managed Instruction
CODAP	Comprehensive Occupational Data Analysis Program
CPCI	Computer Program Configuration Item
DAFSC	Duty Air Force Specialty Code
DD	Data Dictionary
DDA	Directed Duty Assignment
DFD	Data Flow Diagram
DIERT	Date Initially Entered Retraining
DOB	Date of Birth
DOS	Date of Separation
DOD	Department of Defense
ECI	Extension Course Institute
ESBI	Educational Subject Block Indices
FAC	Functional Account Code
FTD	Field Training Detachment
GPTR	Generic Position Task Requirements
GSU	Geographically Separated Unit
HIPO	Hierarchy plus Input-Processing-Output
ISD	Instructional System Development

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ISS	Instructional Support System
IST	Instructional Systems Team
ITR	Individual Training Requirement
JQS	Job Qualification Standard
LNTL	Local/New Task List
MAJCOM	Major Command
MMICS	Maintenance Management Information and Control System
MPC	Air Force Military Personnel Center (See AFMPC)
MPT	Manpower, Personnel, and Training
MTL	Master Task List
NCO	Noncommissioned Officer
OCR	Office of Collateral Responsibility
OJT	On-the-Job Training
OMC	Occupational Measurement Center
OPR	Office of Primary Responsibility
OPTR	Operational Position Task Requirements
ORDB	Occupational Research Data Bank
OS	Occupational Survey
OSR	Occupational Survey Report
PAFSC	Primary Air Force Specialty Code
PA	Privacy Act
PAS	Personnel Accounting Symbol
PCA	Permanent Change of Assignment
PC3	Personnel Concepts III

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PCS	Permanent Change of Station
PD	Program Design
PDS	Personnel Data System
PME	Professional Military Education
PMS	Pipeline Management System
PTR	Position Task Requirements
PTT	USAF Program Technical Training
QC	Quality Control
QT	Qualification Training
R&D	Research and Development
RGL	Reading Grade Level
SME	Subject Matter Expert
SOA	Separate Operating Agency
SOW	Statement of Work
SPAS	Security Police Automated System
SPOTS	Standardized Position Oriented Training System
SSAN	Social Security Account Number
STEEP	Security Police Training, Exercise, and Evaluation Program
STS	Specialty Training Standard
TAFMSD	Total Active Federal Military Service Date
TDS	Training Decisions System
TDY	Temporary Duty
TEMDR	Training/Evaluation/Materials Development Requirements

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TIG	Time-In-Grade
TIS	Time-In-Service
TMTL	Tentative Master Task List
TO	Technical Order
TODO	Technical Order Distribution Office
TR	Technical Reference/Training Requirement/ Transaction Registers
TSC	Training Status Code
U&TW	Utilization and Training Workshop
UAR	Uniform Airman Record
UGT	Upgrade Training
UMD	Unit Manpower Document
UMPR	Unit Manpower Personnel Requirements
USAFOMC	United States Air Force Occupational Measurement Center
VRE	Volume Review Exercise

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APPENDIX I

APPENDIX I

10. DATA FLOW DIAGRAMS

10.1 Scope. This appendix establishes the design and the interface requirements for the Management Subsystem. A structured systems analysis approach has been employed using Data Flow Diagrams (DFDs) to illustrate the design. The following describes and illustrates the data flow diagram symbols used.

10.2 Data Flow Diagram Symbols.

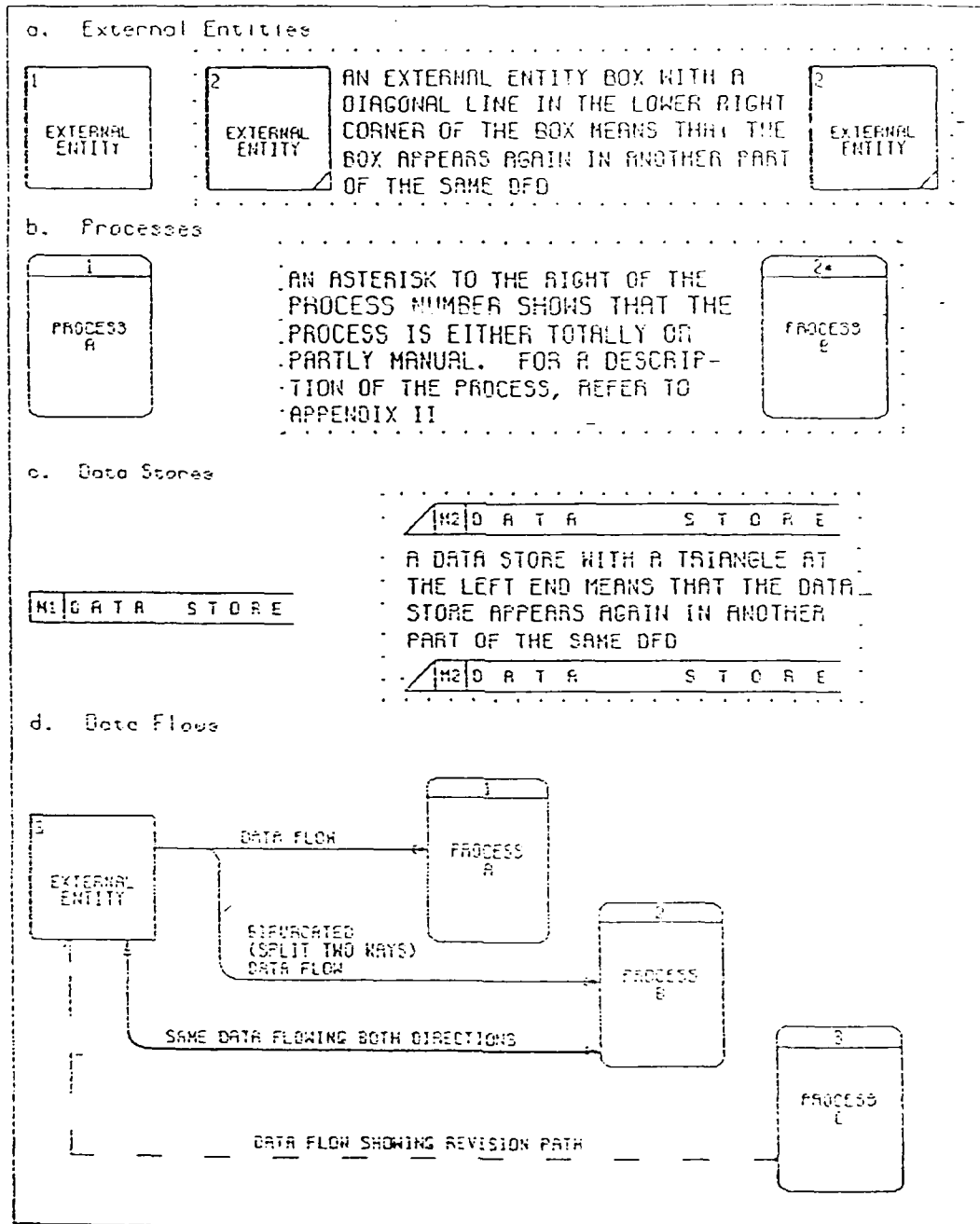
a. Square, an external entity symbol. A source and/or destination of data outside the subsystem or component being described. Numbered references of the external entity are contained in the top left corner of the square. Each defined external entity is shown in paragraph 10.3.

b. Arrow, a data flow symbol. A pathway along which data moves into, around, and out of the subsystem or component. Each data flow is labeled with the name of that data flow. Definitions for each data flow are organized alphabetically by component in Appendix II. A dashed data flow arrow indicates a potential revision path through the component being described.

c. Rounded Rectangle, a process symbol. A function of the subsystem or component which logically "transforms" data. The processes are labeled numerically beginning with "1" on each data flow diagram. The numbering system follows a logical decimal scheme to trace one process to another. For example, Process 2 (Validate Tentative MTL), of DFD 1.1.1 (Develop Master Task List) can also be referred to as Process 1.1.1.2. Definitions and descriptions of each process are organized numerically in Appendix II. An asterisk located to the right of the number (e.g., 1*) indicates that at least part of the process is manual. The data dictionary (Appendix II) entries for the processes marked with an asterisk describe the part(s) of the processes that is or are manual.

d. Open-ended rectangle, a data store symbol. A place in the subsystem or component where data is stored in some way. The numbering scheme of identifying the data stores is shown in 10.3. Definitions and contents of data stores are given in numerical order (by component) in Appendix II.

10.3 Illustrations of DFD Symbols.



10.4 Numbering system for AOTS Management Subsystem DFDs

a. Data Stores

- M1 MASTER TASK LIST
- M2 TENTATIVE MASTER TASK LIST
- M3 AFS TASK PERFORMANCE & PROFICIENCY DATA
- M4 TRAINING/EVALUATION/MATERIALS DEVELOPMENT REQUIREMENTS
- M5 GENERIC POSITION TASK REQUIREMENTS
- M6 OPERATIONAL POSITION TASK REQUIREMENTS
- M7 DUTY POSITIONS
- M8 OTHER TRAINING REQUIREMENTS
- M9 AIRMAN TRAINING RECORD
- M10 RESERVED
- M11 LOCAL/NEW AFS TASK LIST
- M12 TRAINING RESOURCE INVENTORY DATA
- M13 TRAINING/EVALUATION SCHEDULES DATA

b. External Entities

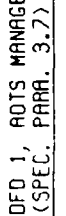
(1) Within AOTS

- 2.0 EVALUATION SUBSYSTEM
- 2.1 EVALUATION INSTRUMENTATION COMPONENT
- 2.2 PERFORMANCE EVALUATION COMPONENT
- 2.3 TRAINING QUALITY CONTROL COMPONENT
- 2.4 SYSTEM EVALUATION COMPONENT
- 3.0 COMPUTER SUPPORT SUBSYSTEM
- 4.0 PERSONNEL AND SUPPORT SUBSYSTEM
- 5.0 TRAINING DEVELOPMENT AND DELIVERY SUBSYSTEM
- 5.1 TRAINING DEVELOPMENT COMPONENT
- 5.2 TRAINING DELIVERY COMPONENT

(2) Sources Outside AOTS

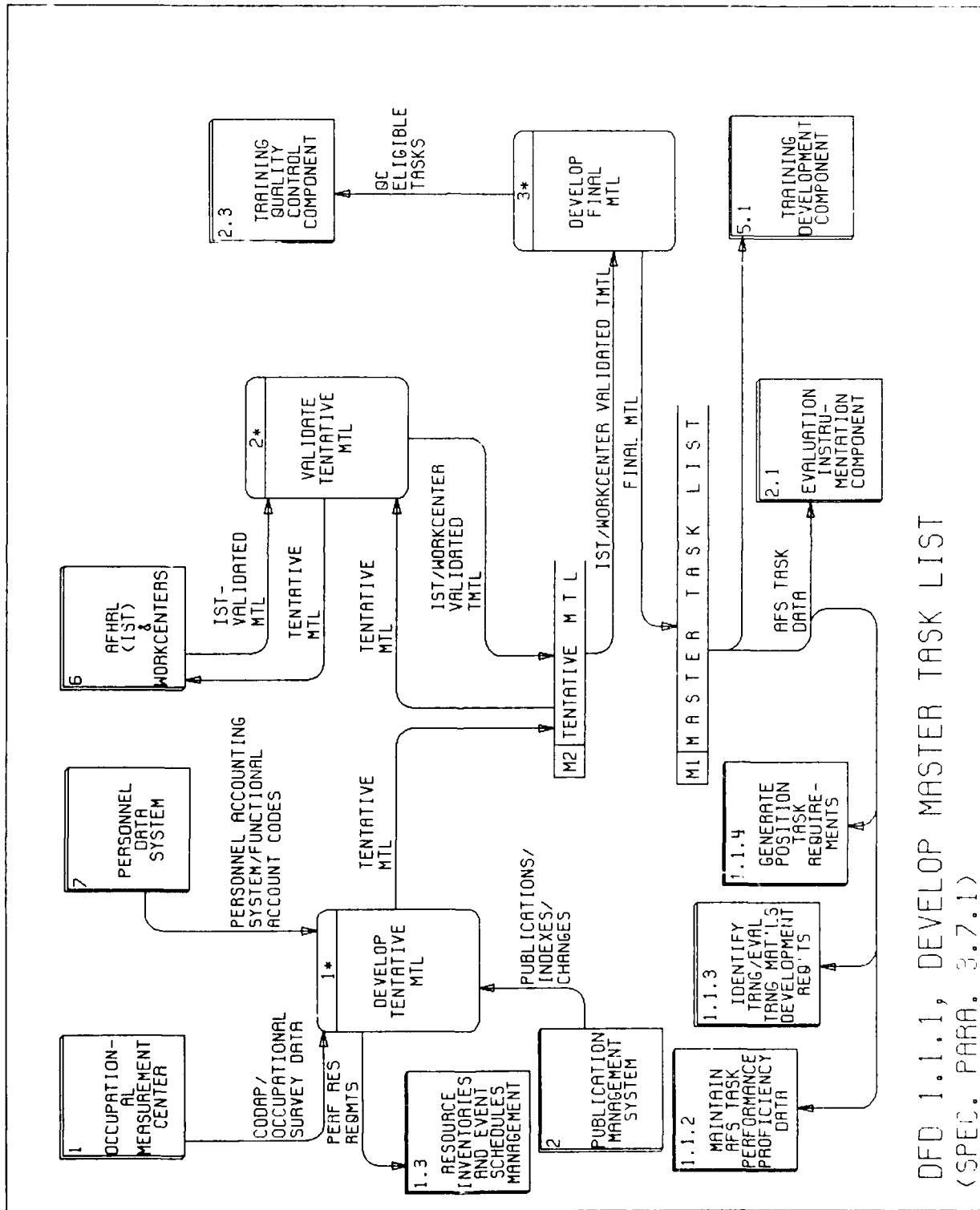
- 1 USAF OCCUPATIONAL MEASUREMENT CENTER
- 2 PUBLICATIONS MANAGEMENT SYSTEM
- 3 EXTENSION COURSE INSTITUTE (ECI)
- 4 AIR FORCE MANPOWER AND PERSONNEL CENTER (AFMPC)
- 5 OPERATIONAL UNIT
- 6 AFHRL (INSTRUCTIONAL SYSTEMS TEAM--IST)
- 7 PERSONNEL DATA SYSTEM (PDS)
- 8 OFF-LINE TRAINING ACTIVITIES

Date: 31 October 1989

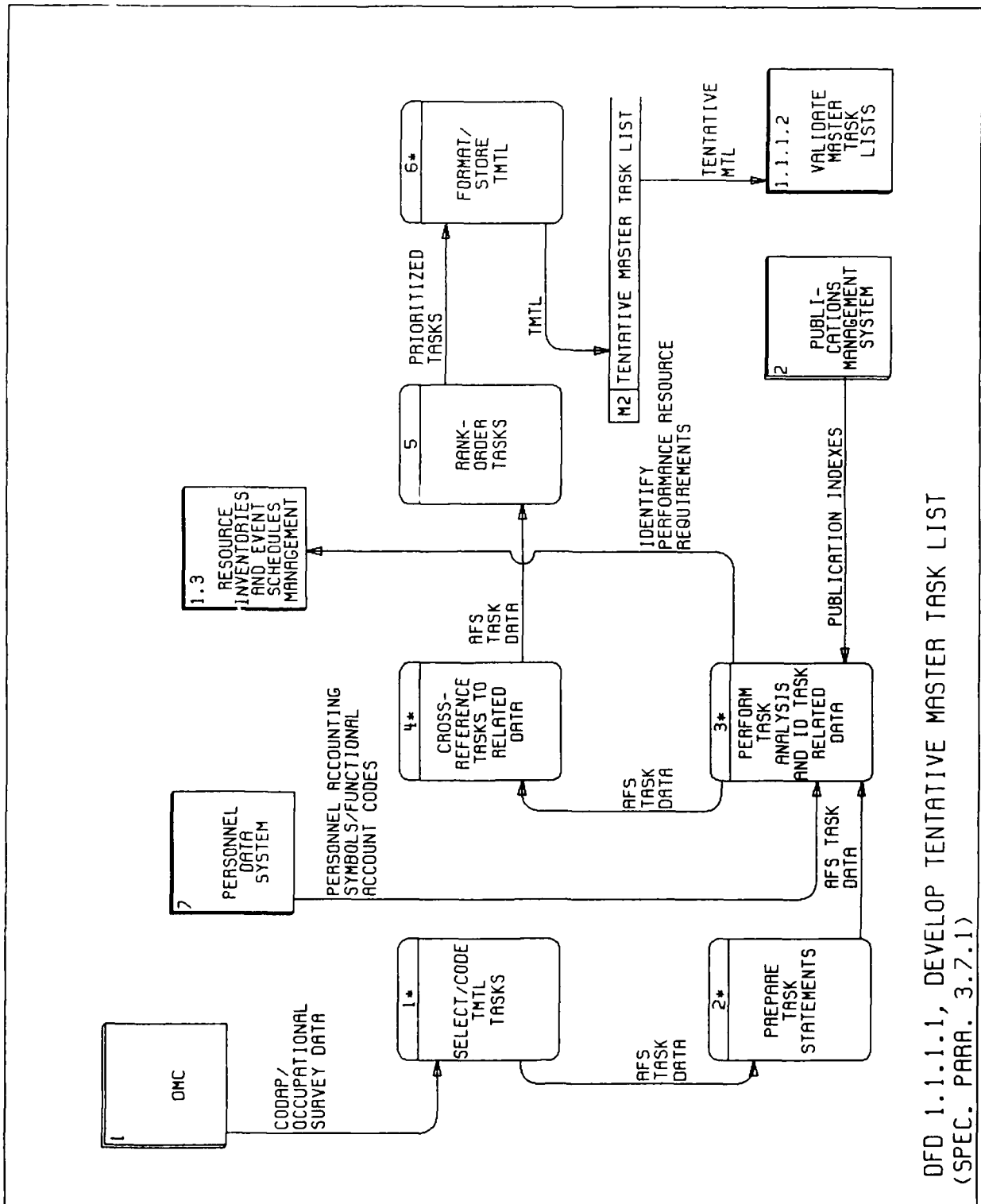


Date: 31 October 1989

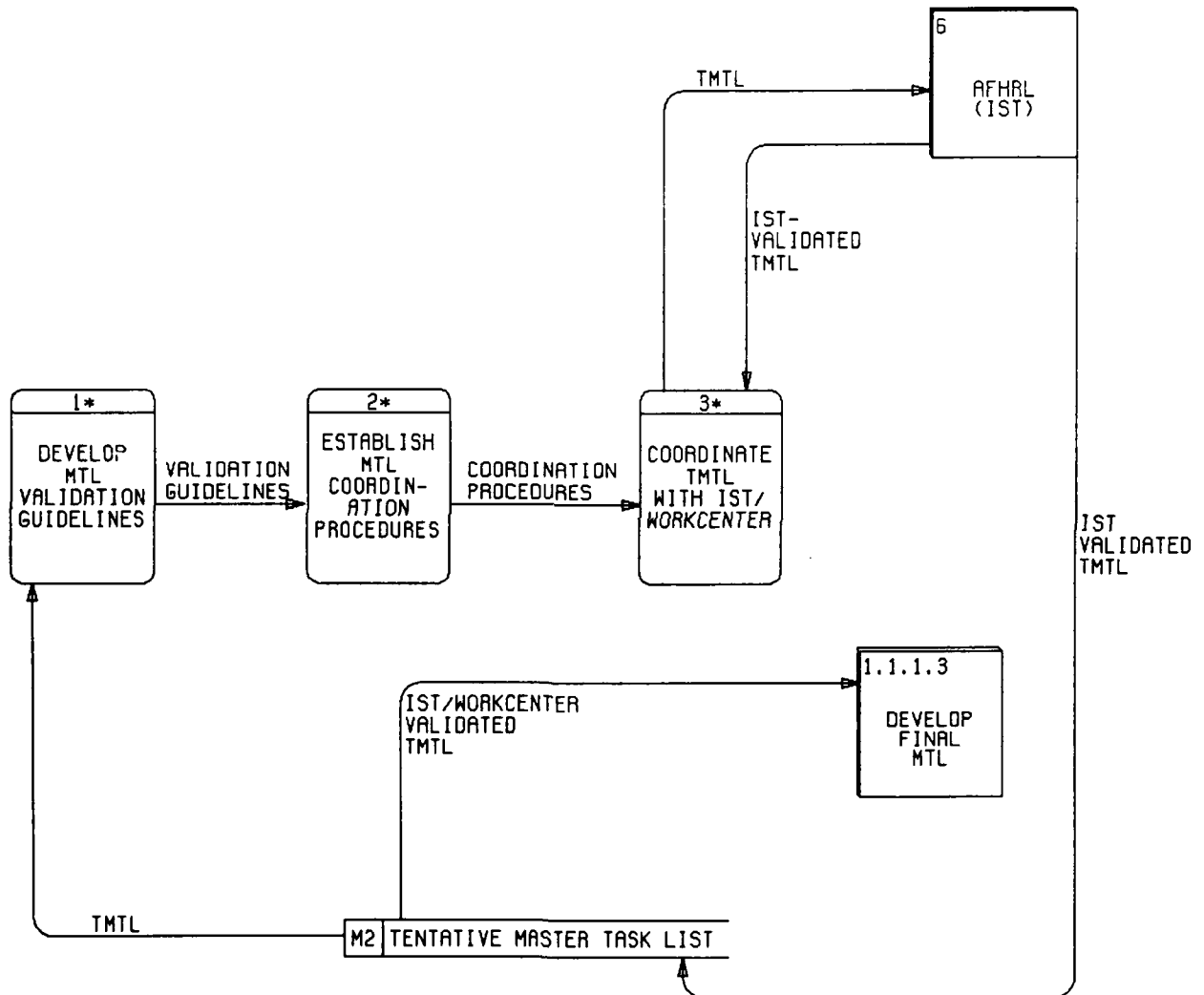




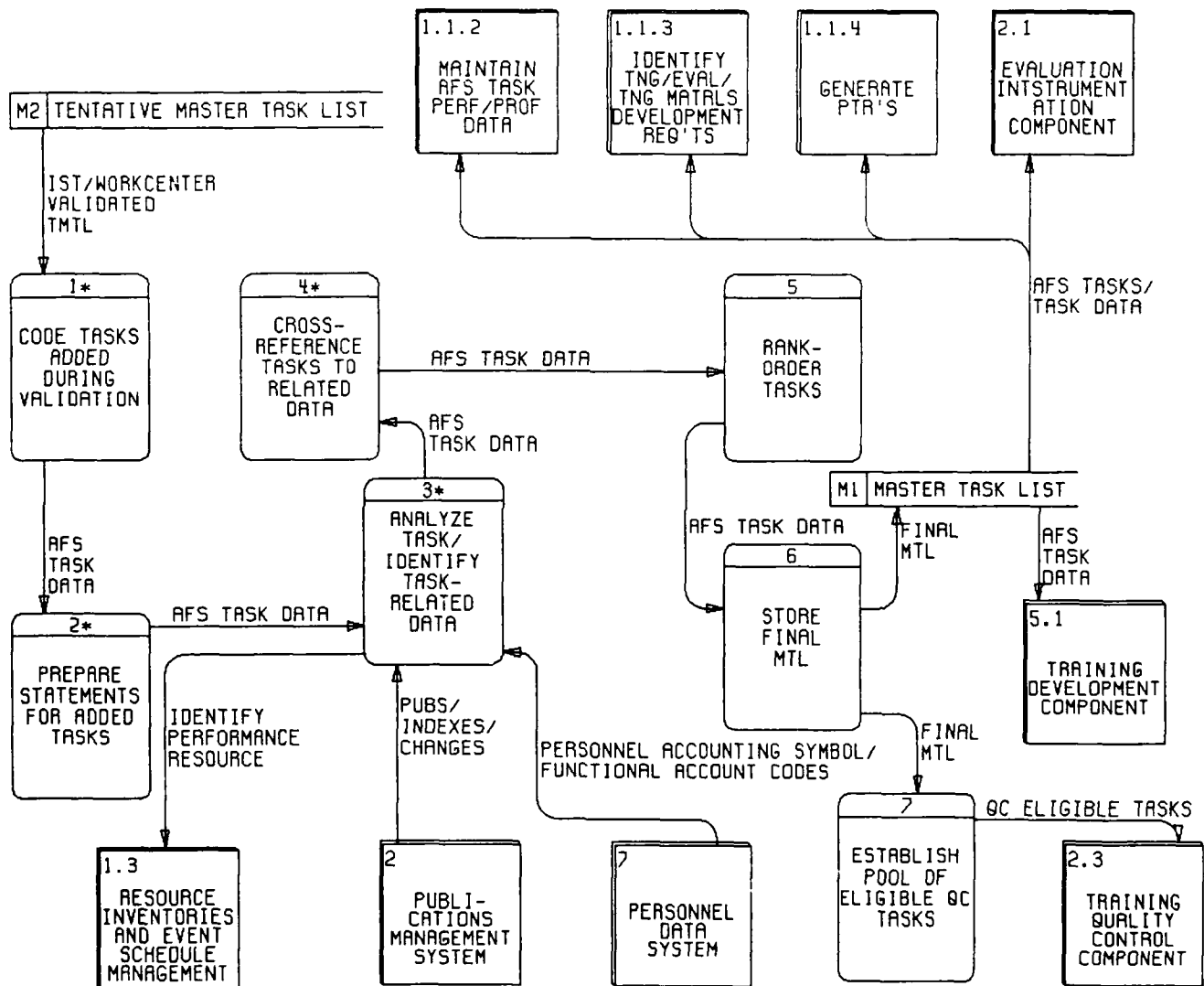
DFD 1.1.1, DEVELOP MASTER TASK LIST
 (SPEC. PARA. 3.7.1)



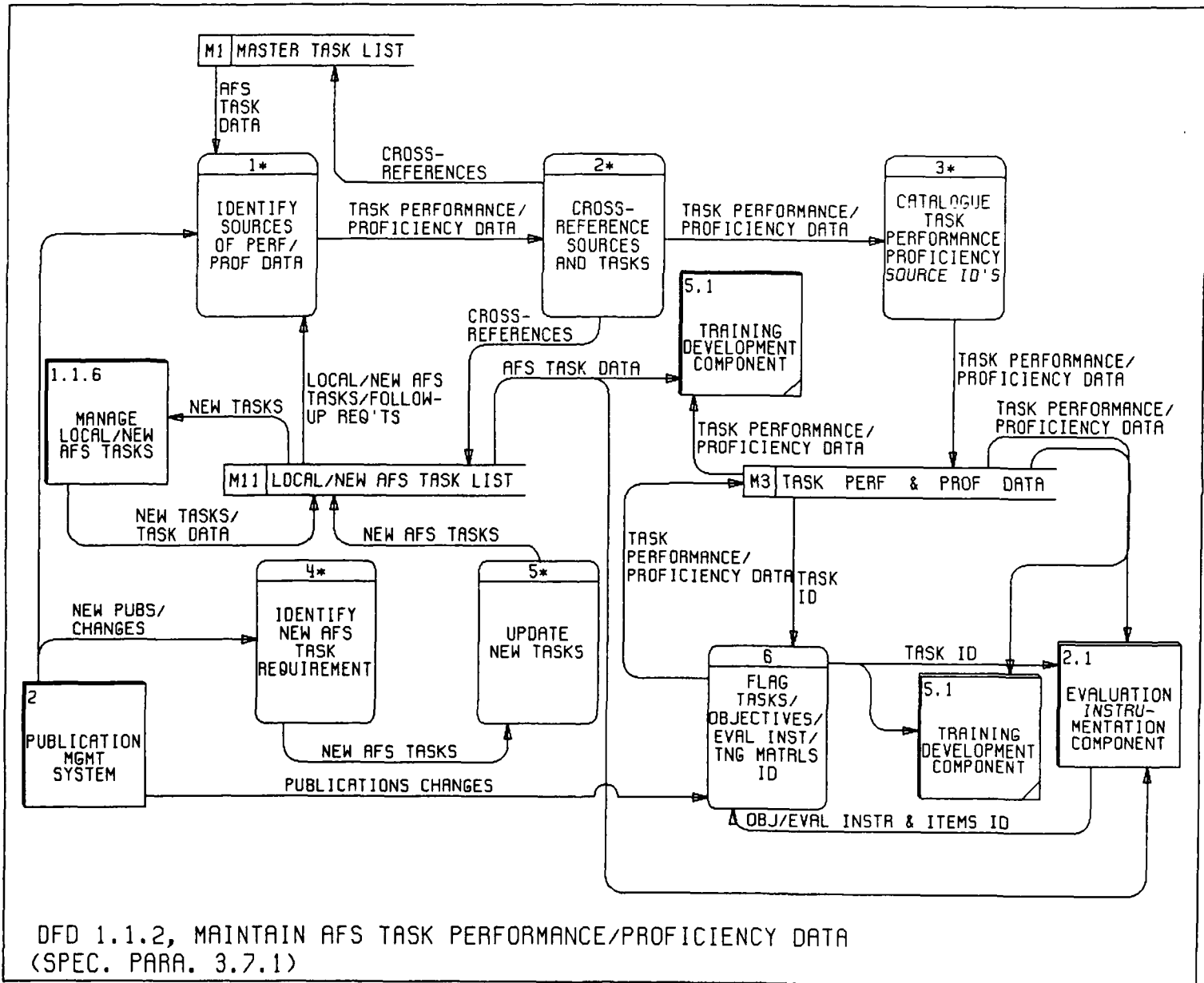
DFD 1.1.1.1, DEVELOP TENTATIVE MASTER TASK LIST
 (SPEC. PARA. 3.7.1)



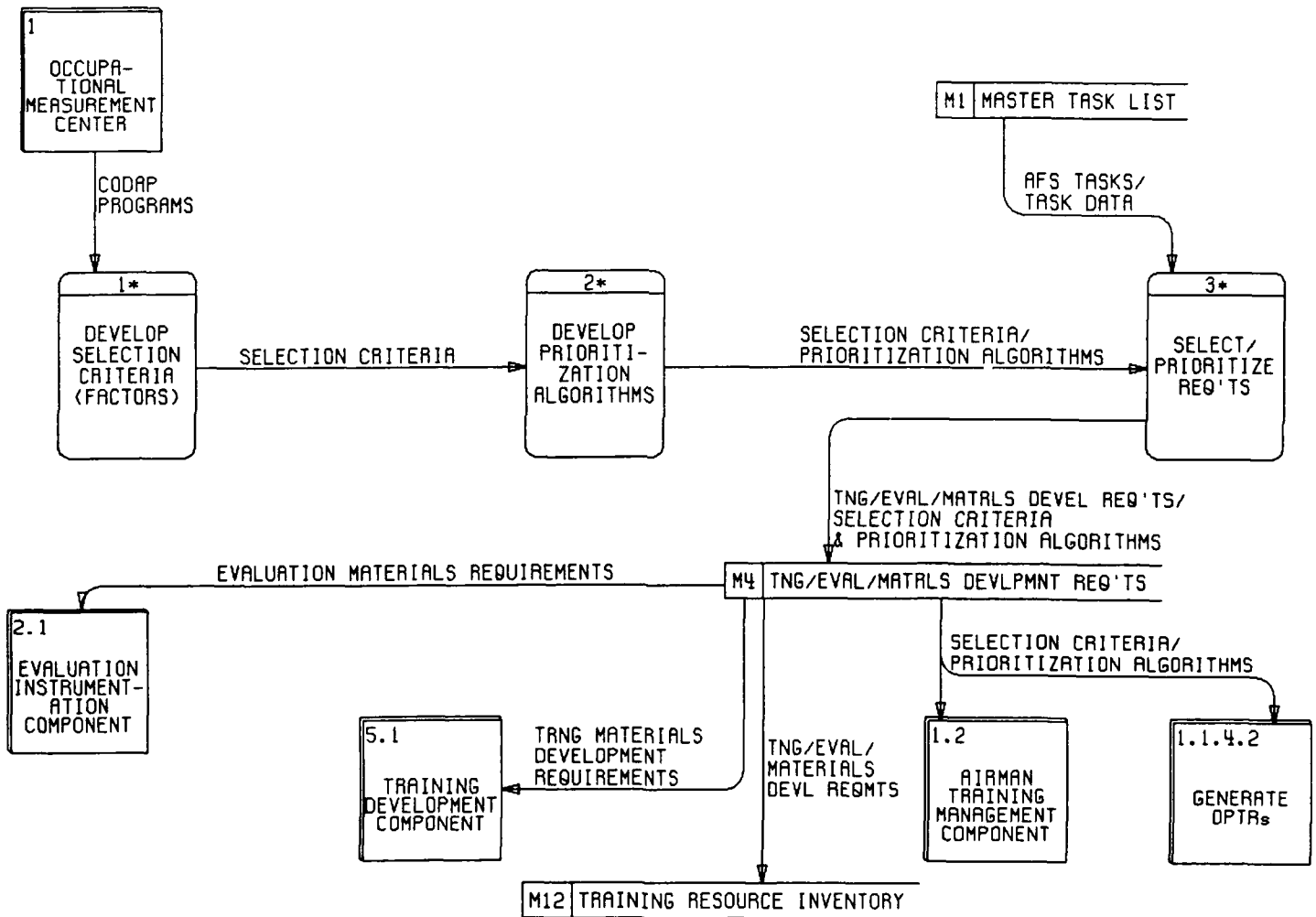
DFD 1.1.1.2, VALIDATE MASTER TASK LISTS
(SPEC. PARA. 3.7.1)



DFD 1.1.1.3, DEVELOP FINAL MASTER TASK LIST
 (SPEC. PARA. 3.7.1)

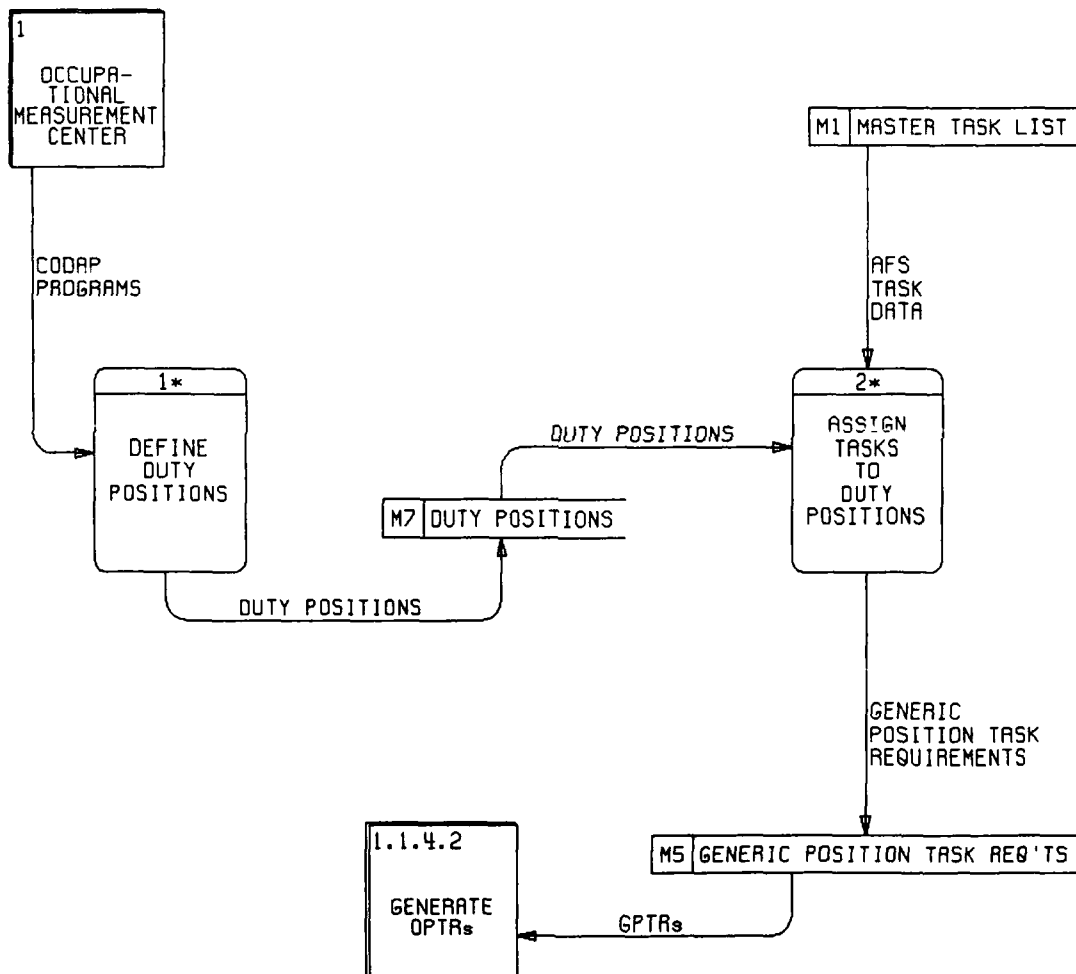


Specification Number 70S647100B
 Code Ident 76301
 Date: 31 October 1989

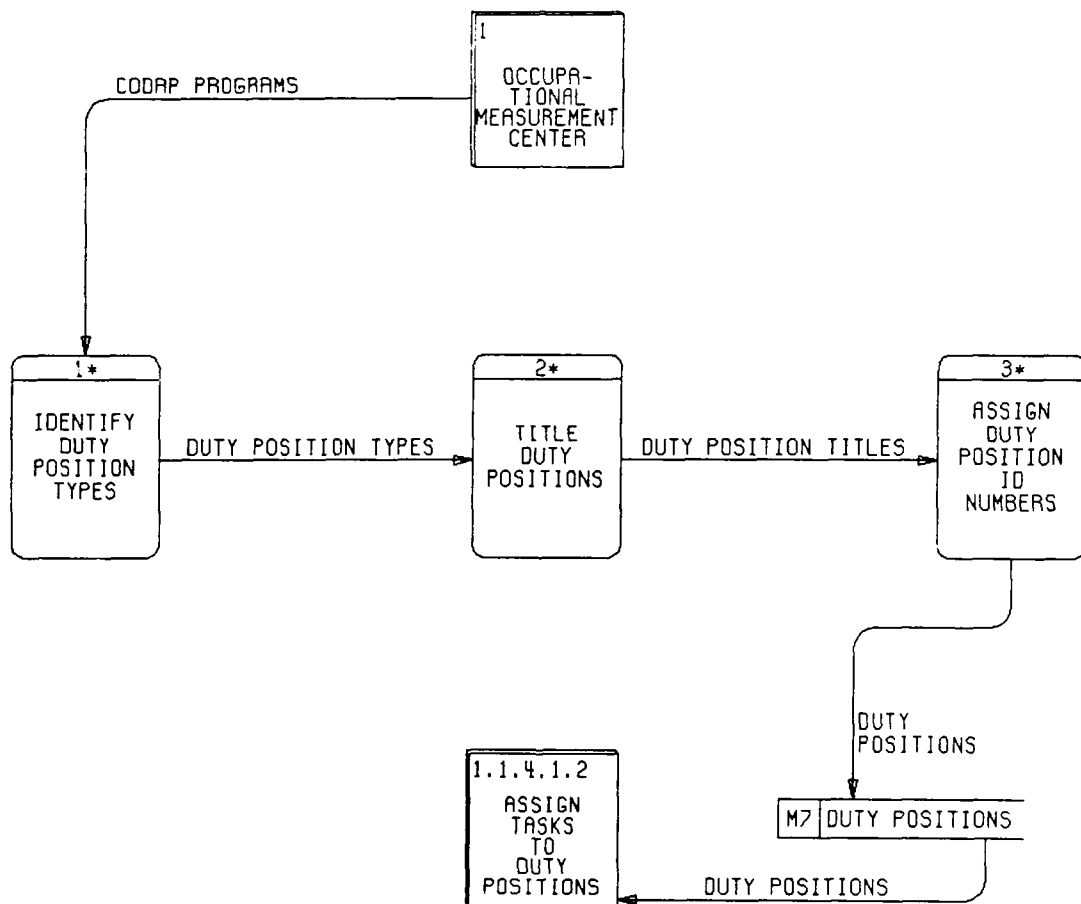


DFD 1.1.3, IDENTIFY TRAINING/EVALUATION/TRAINING MATERIALS DEVELOPMENT REQUIREMENTS (SPEC. PARA. 3.7.1)



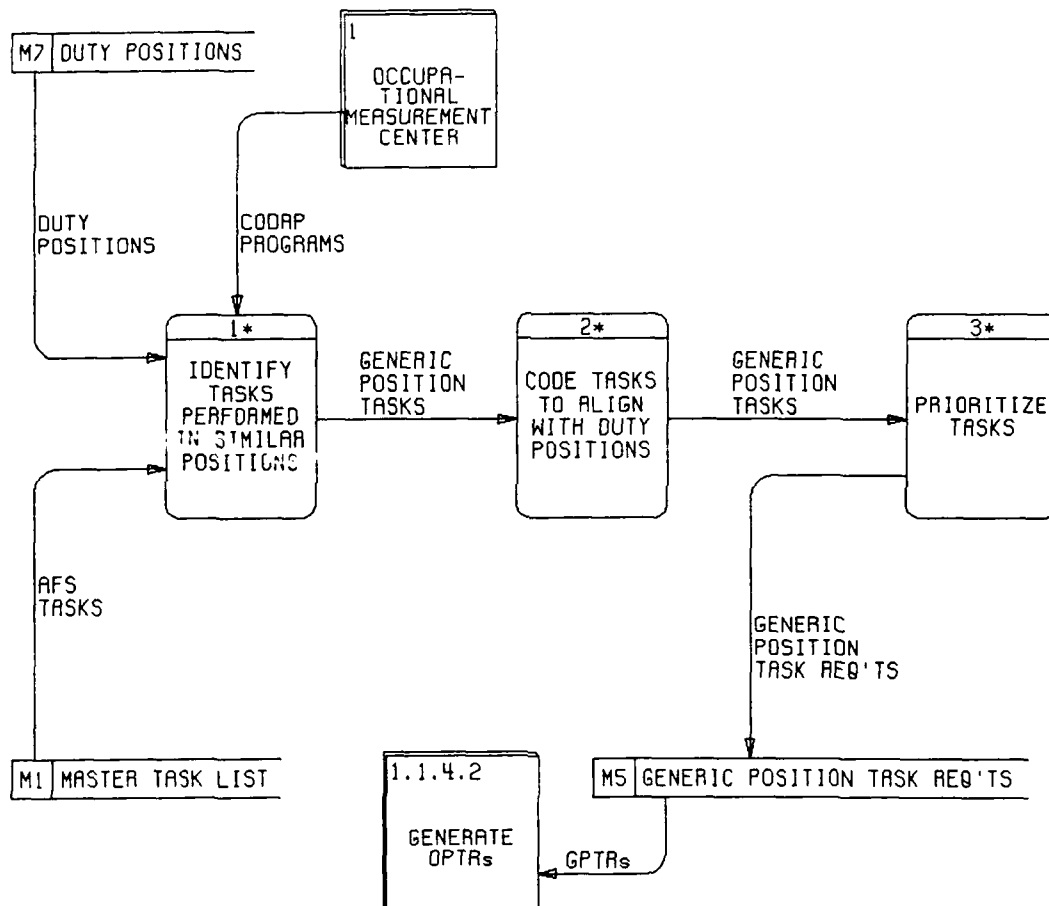


DFD 1.1.4.1, GENERATE GENERIC POSITION TASK REQUIREMENTS
(SPEC. PARA 3.7.1)

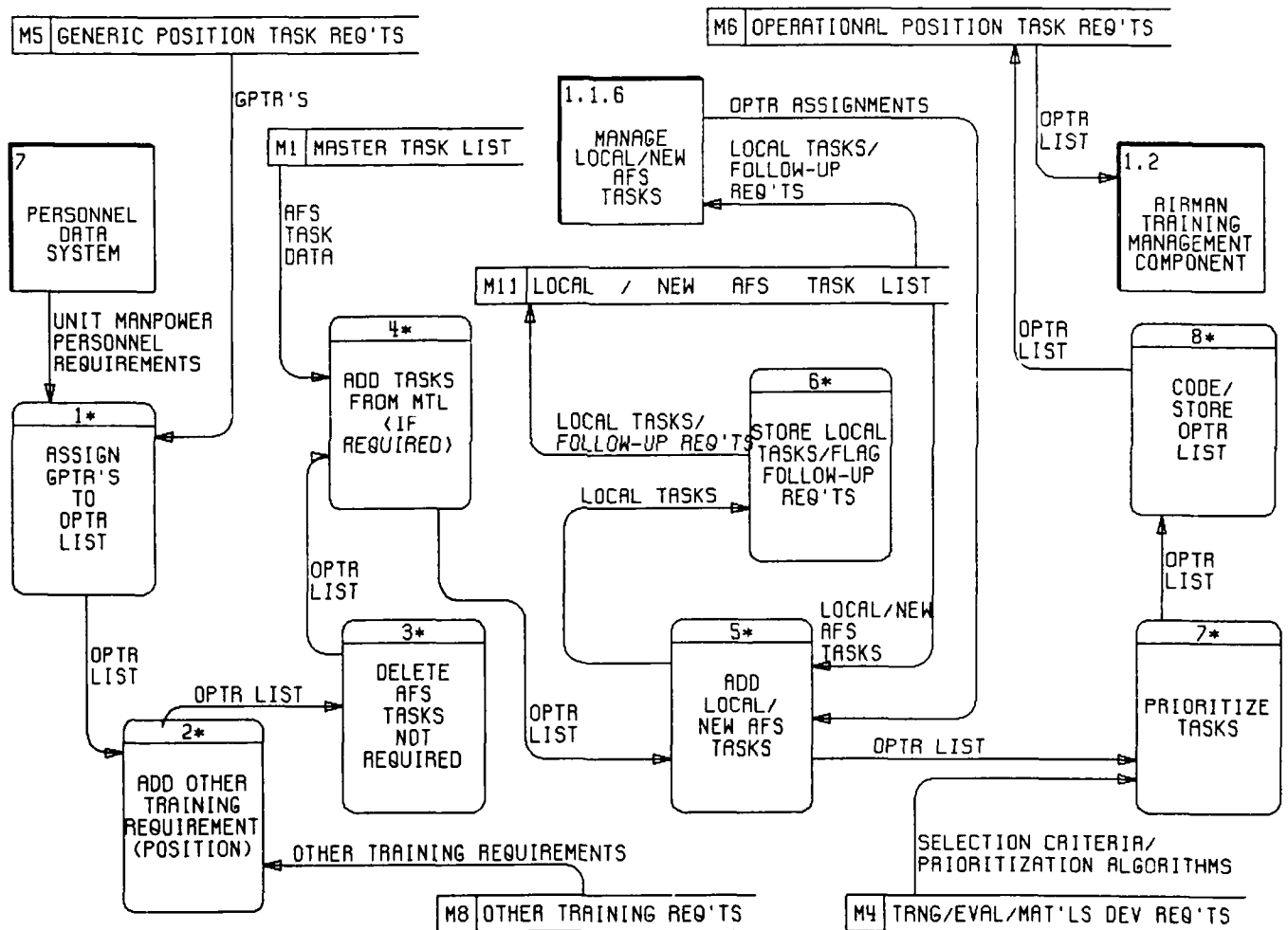


DFD 1.1.4.1.1, DEFINE DUTY POSITIONS
(SPEC. PARA 3.7.1)

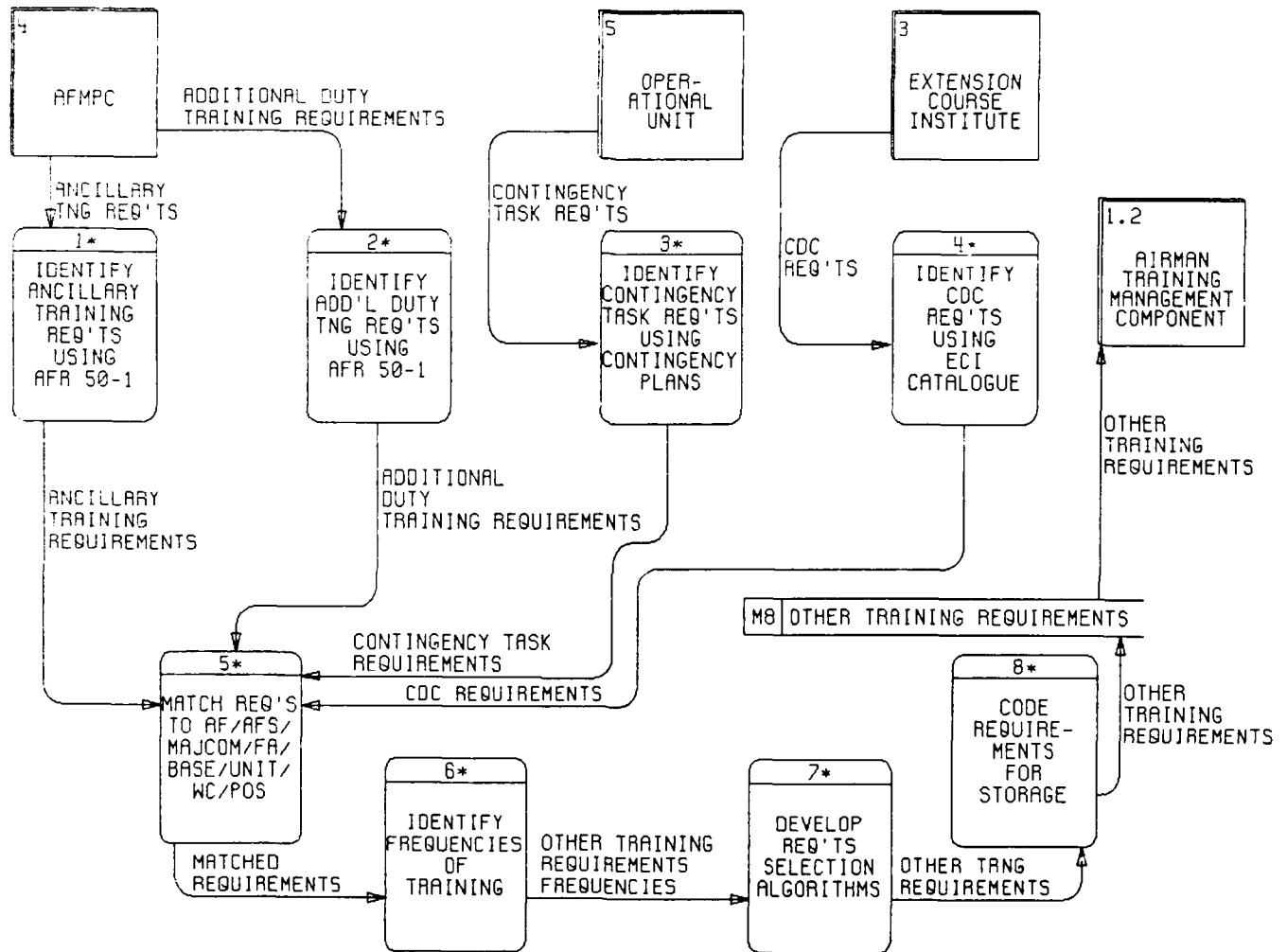
Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989



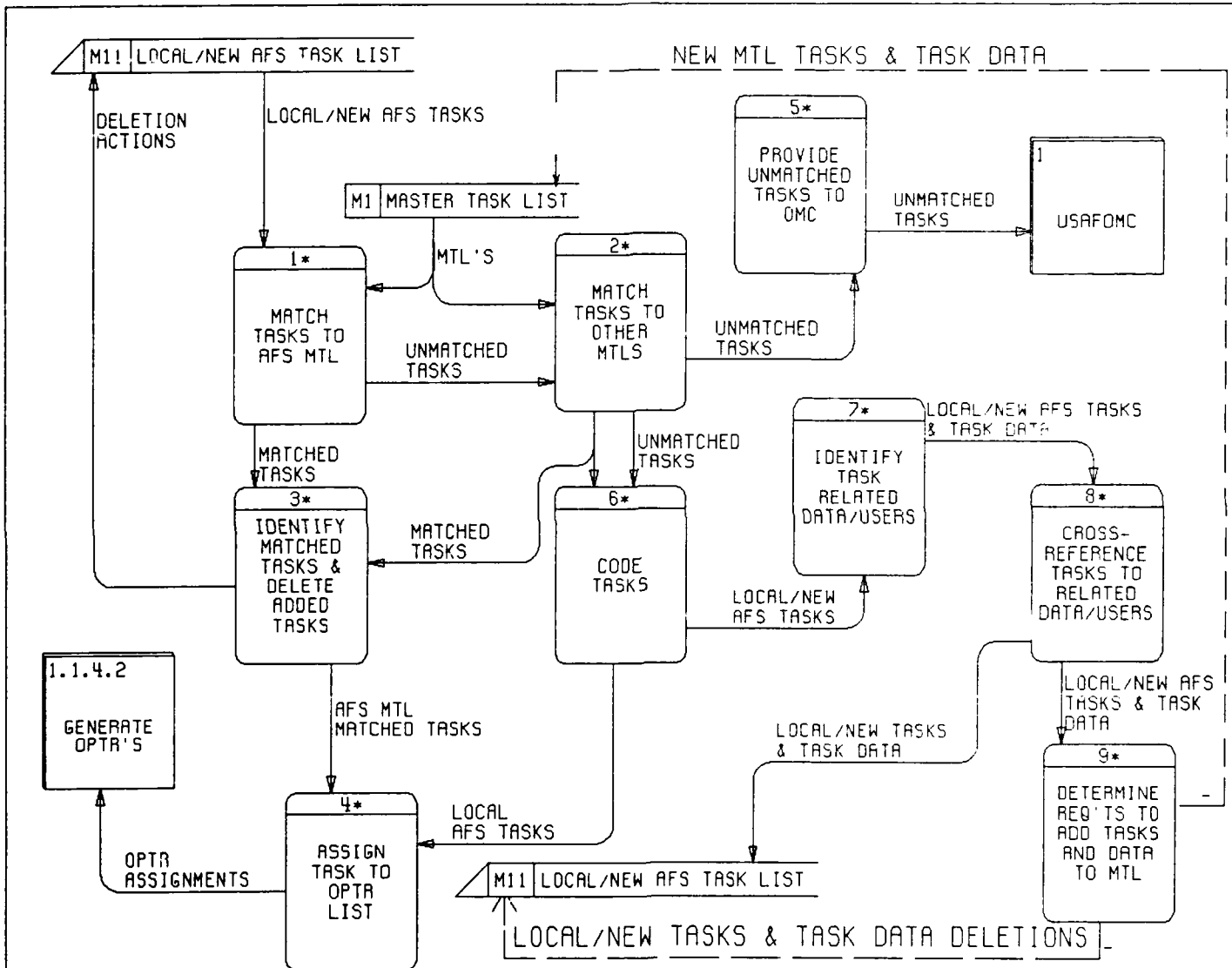
DFD 1.1.4.1.2, ASSIGN TASKS TO DUTY POSITIONS
(SPEC. PARA. 3.7.1)



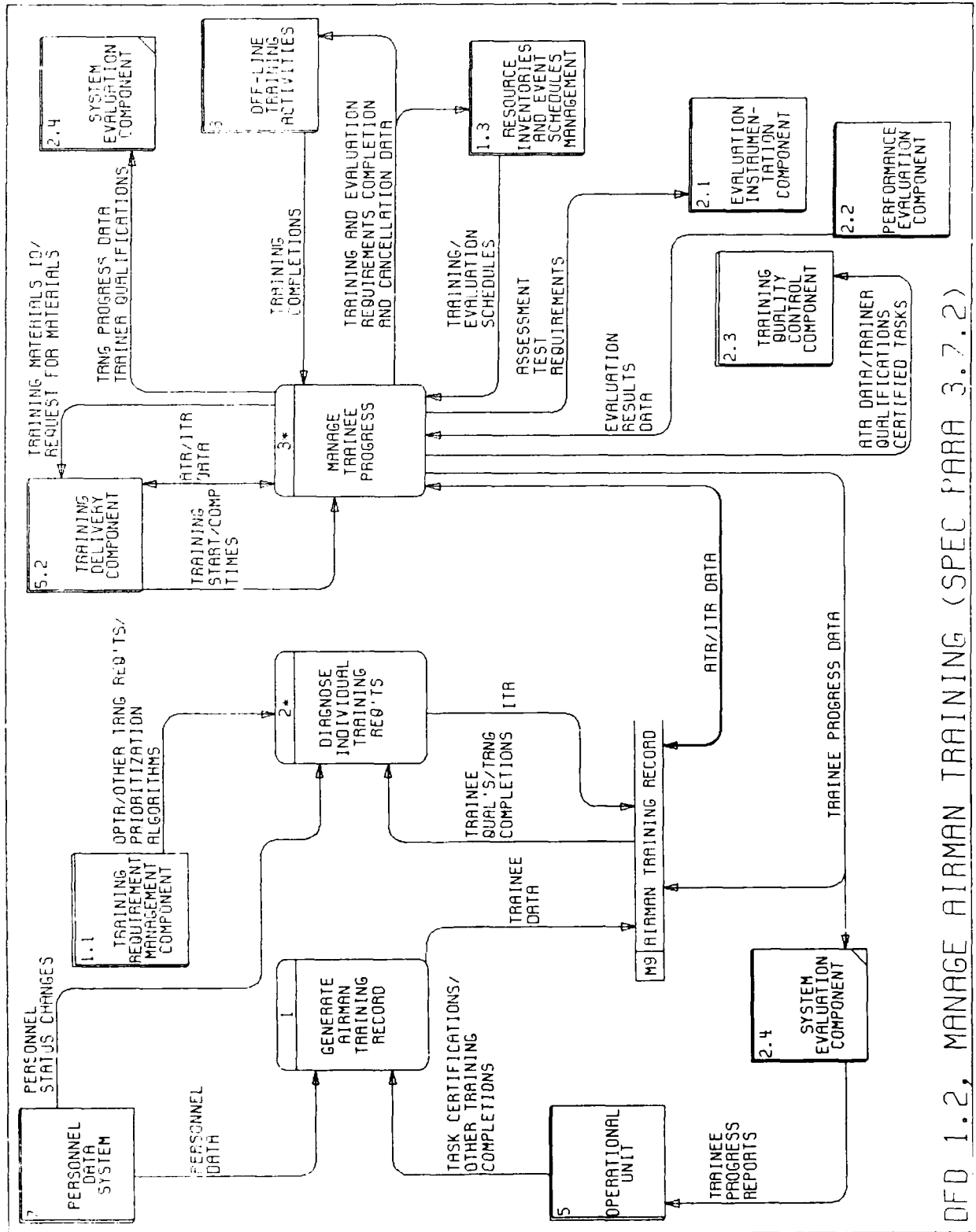
OFD 1.1.4.2, GENERATE OPERATIONAL POSITION TASK REQUIREMENTS
(SPEC. PARA. 3.7.1)



DFD 1.1.5, MANAGE OTHER TRAINING REQUIREMENTS
 (SPEC. PARA. 3.7.1)

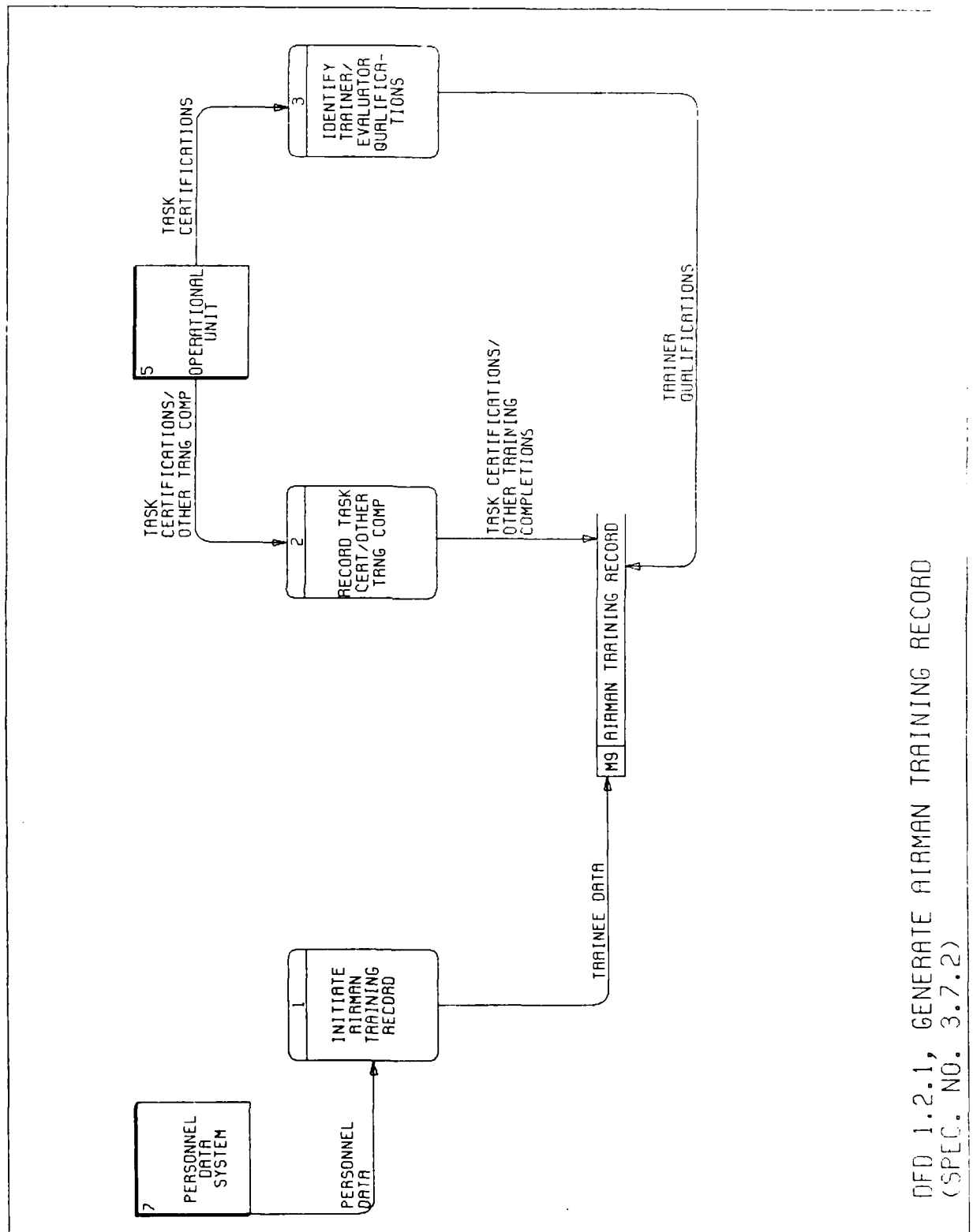


DFD 1.1.6, MANAGE LOCAL/NEW AFS TASKS
(SPEC. PARA. 3.7.1)

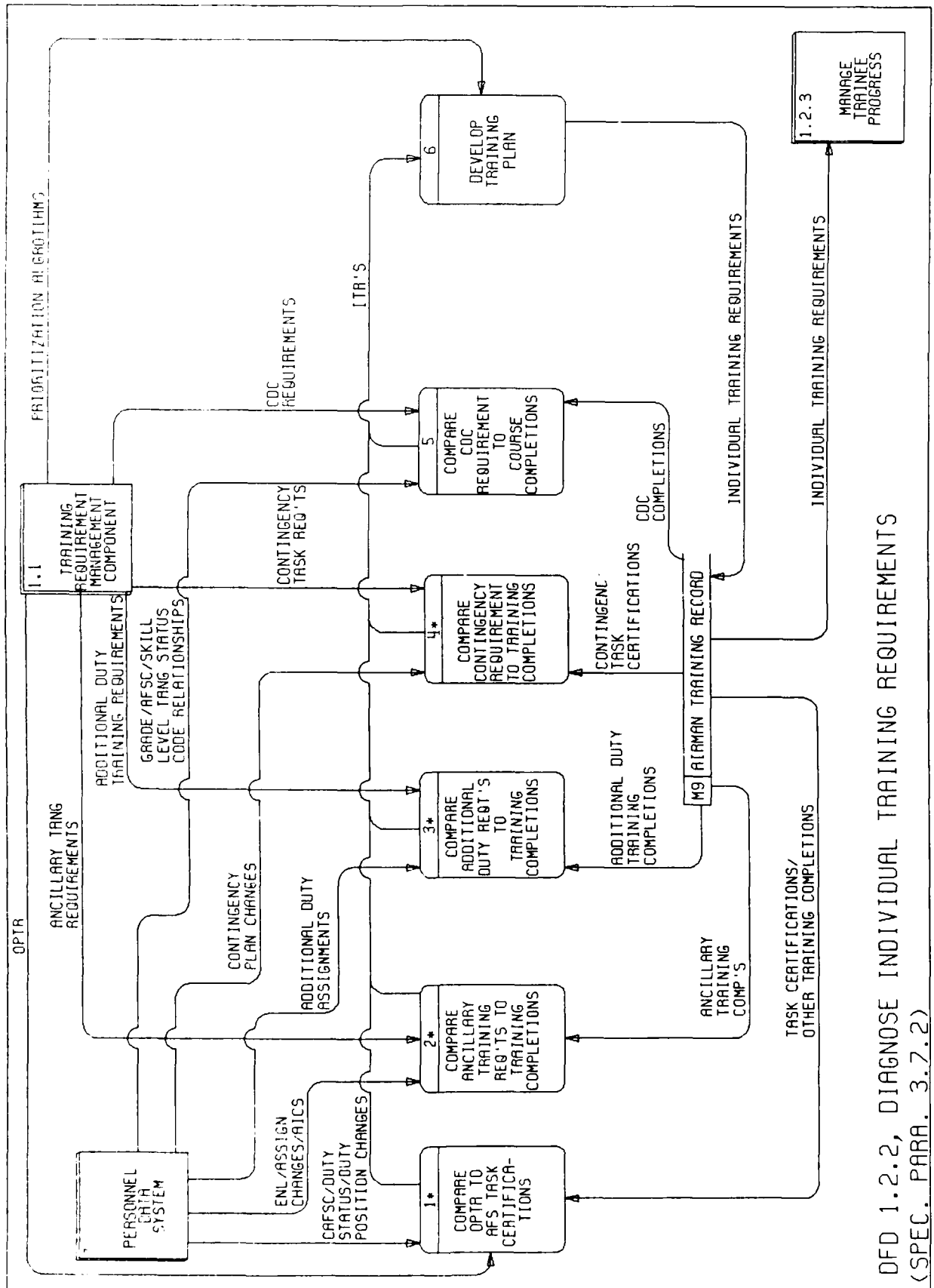


DFD 1.2, MANAGE AIRMAN TRAINING (SPEC PARA 3.7.2)

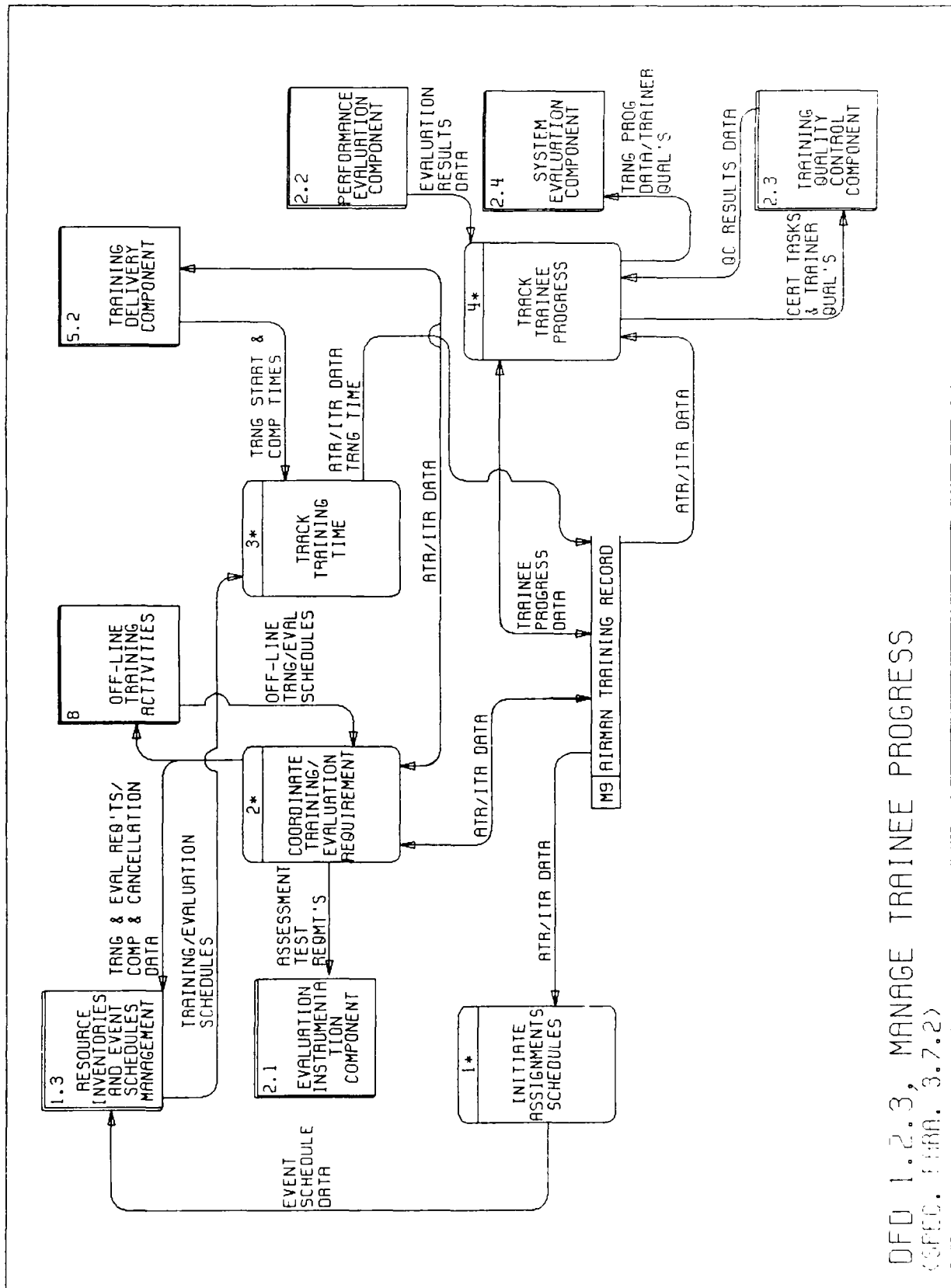
Specification Number 70S647100B
 Code Ident 76301
 Date: 31 October 1989



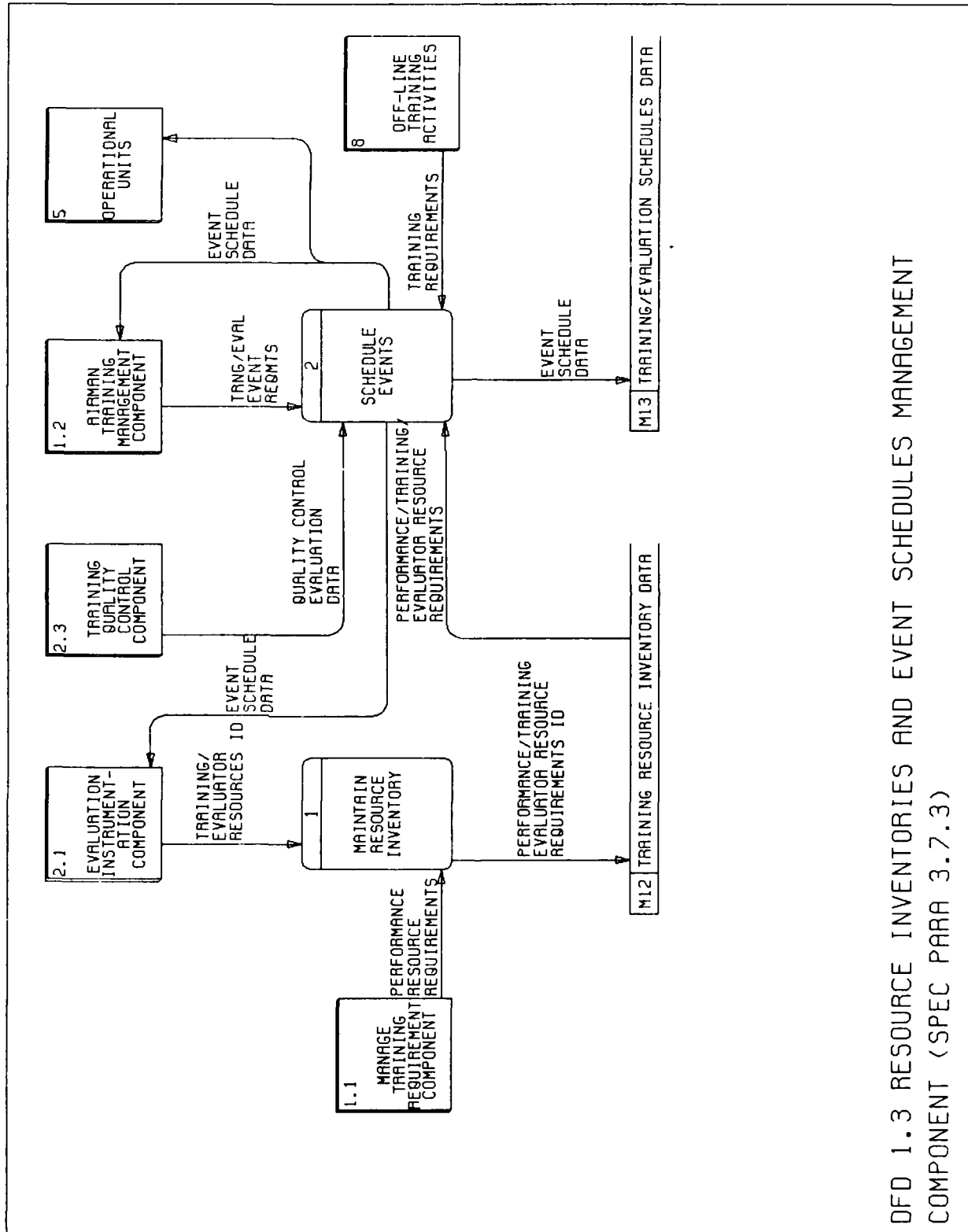
DFD 1.2.1, GENERATE AIRMAN TRAINING RECORD
 (SPEC. NO. 3.7.2)



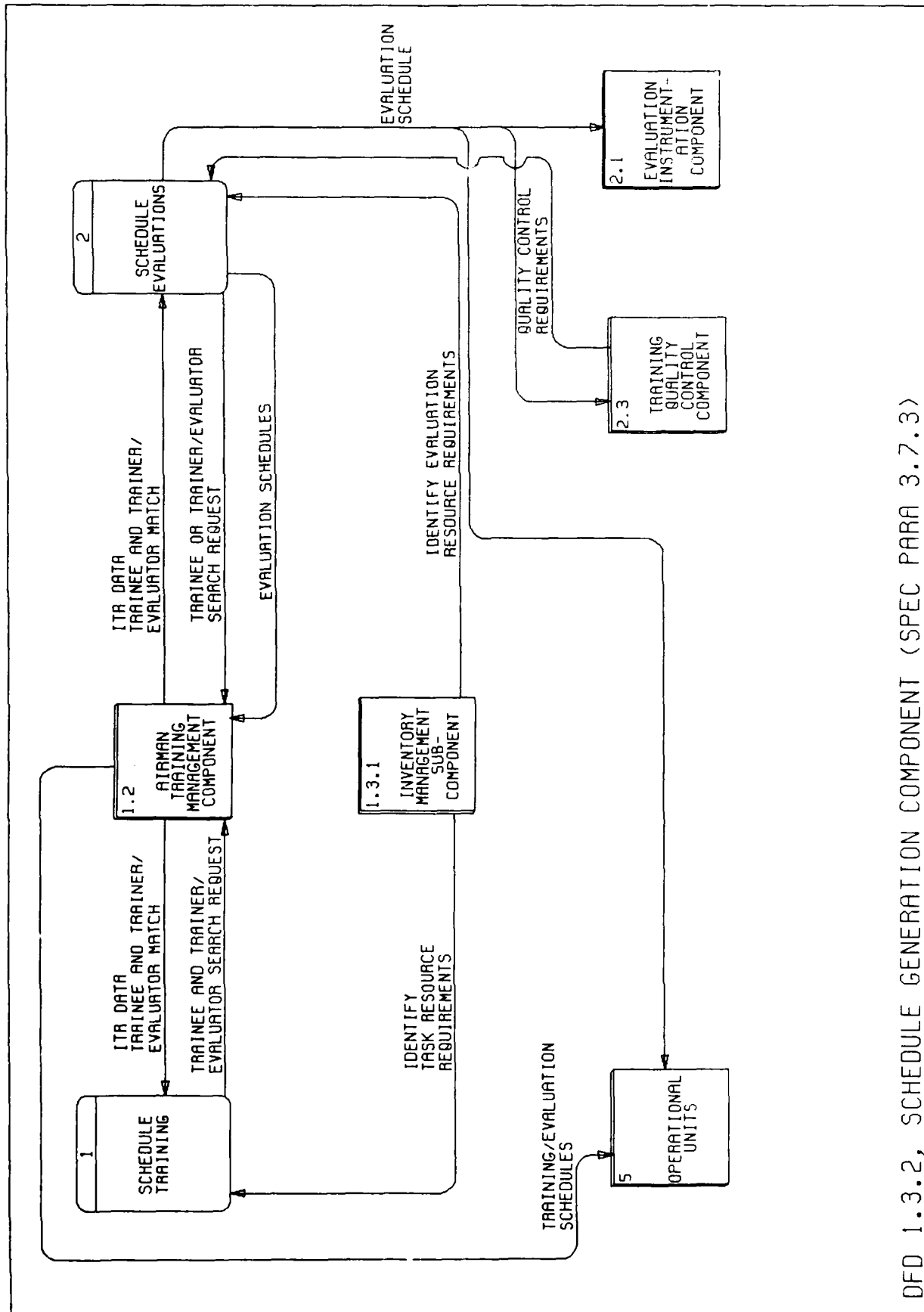
DFD 1.2.2, DIAGNOSE INDIVIDUAL TRAINING REQUIREMENTS
(SPEC. PARA. 3.7.2)



DFD 1.2.3, MANAGE TRAINEE PROGRESS
(SPEC. PARA. 3.7.2)



DFD 1.3 RESOURCE INVENTORIES AND EVENT SCHEDULES MANAGEMENT
 COMPONENT (SPEC PARA 3.7.3)



DFD 1.3.2, SCHEDULE GENERATION COMPONENT (SPEC PARA 3.7.3)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

APPENDIX II

APPENDIX II

20.0 DATA DICTIONARIES

20.1 Scope. This appendix contains data dictionaries which have more detailed explanations of the names given to the processes, data flows, and data stores.

a. Processes - The highest level processes were described in the text of Section 3.7. The lower level processes are described in this appendix. They are numerically organized by component and include the process name, level of automation, description of the process, and structure. Levels of automation are described as follows:

(1) Manual Process - A process performed either partially or totally off-line. For example, performing calculations without computer support or reviewing printouts of tentative master task lists.

(2) Automated Process - A process requiring user interaction with a computer remote terminal device, such as a keyboard, touch pad, and/or running a form through an optical mark reader. For example, entering data for the system to capture.

(3) Automatic Process - A process requiring no person-machine interface once the proper commands have been entered. For example, calculating individual training requirements.

b. Data Flows - These describe the information that flows from one process to another. They are alphabetically organized by component and include the Data Flow name, description, data sources and destinations and the structure.

c. Data Stores - A Data Store contains information stored between processes. They are numerically organized by component and include the Data Store name, description and structure.

This Data Dictionary is organized as follows:

20.2 Training Requirements Management Component

20.2.1 Processes (numerically)

20.2.2 Data Flows (alphabetically)

20.2.3 Data Stores (numerically)

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20.3 Airman Training Management Component

20.3.1 Processes (numerically)

20.3.2 Data Flows (alphabetically)

20.3.3 Data Stores (numerically)

20.4 Resource Inventories and Event Schedules Component

20.4.1 Processes (numerically)

20.4.2 Data Flows (alphabetically)

20.4.3 Data Stores (numerically)

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20.2 TRAINING REQUIREMENTS MANAGEMENT COMPONENT

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20.2.1 PROCESSES - TRAINING REQUIREMENTS MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1, Manage Training Requirements

LEVEL OF AUTOMATION: Manual, Automated, Automatic

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: IST-Validated MTLs
Ancillary Training Requirements/Additional Duty
Training Requirements
CDC Requirements
Publications/Indexes/Changes
CODAP and Occupational Survey Data
Training Materials ID
Hardware Equipment, Software Programs
Personnel Requirements
UMPR
Objectives/Test Instruments
Contingency Task ID
Local/New Task ID

DATA OUTPUT: Tentative MTL
Unmatched AFS Tasks
AFS Task Data/Training Materials Development
Requirements/Training Requirements
Computer Support Data
Administration
Operational Position Task and Other Training
Requirements/Selection Criteria and Prioritization
Algorithms
AFS Task Data/Evaluation Instrument Requirements

STRUCTURE: This process includes subprocesses:
-Process 1.1.1 Develop Master Task List
-Process 1.1.2 Maintain AFS Task Performance/
Proficiency Data
-Process 1.1.3 Identify Training/Evaluation/Training
Materials Development Requirements
-Process 1.1.4 Generate Position Task Requirements
-Process 1.1.5 Manage Other Training Requirements
-Process 1.1.6 Manage Local/New AFS Tasks

Specification Number 70S647100B
Code Ident 76301
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PROCESS 1.1.1, Develop Master Task List

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP/Occupational Survey Tasks
IST/Workcenter Validated Tentative MTL
PAS/FAC Codes
Publications/Indexes
Training Materials ID

DATA OUTPUT: Performance Resource Requirements
Tentative MTL
Final MTL
Q.C. Eligible Tasks

STRUCTURE: This process includes subprocesses:
-Process 1.1.1.1 Develop Tentative MTL
-Process 1.1.1.2 Validate Tentative MTL
-Process 1.1.1.3 Develop Final MTL

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.1, Develop Tentative Master Task List (TMTL)

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: This process uses Comprehensive Occupational Data Analysis Programs (CODAP) and Occupational Survey Data provided by the United States Air Force Occupational Measurement Center (USAFOMC), organizational coding systems, and documentation describing and prescribing tasks to design and produce tentative master task lists which shall then be provided to the Air Force for validation. The development of TMTLs is explained in greater detail in processes 1.1.1.1.1 through 1.1.1.1.6.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP/Occupational Survey Data
PAS/FAC Codes
Publications/Indexes/Changes

DATA OUTPUT: Tentative MTL
Performance Resource Requirements

STRUCTURE: This process includes subprocesses:
-Process 1.1.1.1.1 Select/Code TMTL Tasks
-Process 1.1.1.1.2 Prepare Task Statement
-Process 1.1.1.1.3 Perform Task Analysis By
Identifying Task Related Data
-Process 1.1.1.1.4 Cross-Reference Tasks to
Related Data
-Process 1.1.1.1.5 Rank-Order Tasks
-Process 1.1.1.1.6 Format/Store TMTL

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.1.1, Select/Code Tentative Master Task List
(TMTL) Tasks

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall require that applicable Air Force Specialty (AFS) tasks be selected from the Occupational Survey Data provided by the USAFOMC and that each task be given a code that shall be used to identify the task and all related elements, such as; behavioral objectives, test items, training materials, and users. It is envisioned that the Comprehensive Occupational Data Analysis Program (CODAP) and Occupational Survey Data will be loaded to the AOTS via tapes, which shall enable task selection and coding to be accomplished on line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP/Occupational Survey Data

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.1.2, Prepare Task Statement

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall require that task statements taken from Occupational Survey Data be reviewed by subject matter experts to determine if they adequately and accurately describe the performance that is to occur, and if they are sufficiently descriptive to enable development of behavioral objectives. Inadequate statements shall be rewritten to comply with the intent. Support for this process shall include an on-line word processing capability.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.1.3, Perform Task Analysis by Identifying Task-Related Data

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall entail identifying task data that are required for the AOTS to function effectively and efficiently. Sources prescribing the AFS tasks shall be listed. Specialty Training Standards (STSS) containing corresponding task statements shall be listed. The organizations and levels (Air Force through workcenters) that require performance of each task shall be identified using the existing organization identification coding systems in the Personnel Data System (PDS), i.e.; the Personnel Accounting Symbol (PAS) codes and Functional Account Codes (FACs). Tasks requiring certification prior to being performed shall be identified. Tasks requiring periodic recertification and the recertification frequencies shall be identified. Subtasks and activities and performance sequences shall be listed. Subtasks common to more than one task shall be identified. Task factors, e.g., percent members performing, training difficulty, training emphasis, etc., shall be listed; and how they apply to each task shall be documented. The weapons system or support equipment shall be listed. Knowledge and skills required for task and subtask performance shall be documented. An automated capability shall be provided to aid in identifying task data. Task data shall be updated on-line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data
Personnel Accounting System/Functional Account Codes
Publication Indexes

DATA OUTPUT: AFS Task Data
Identify Performance Resource Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1982

PROCESS: 1.1.1.1.4, Cross-Reference Tasks To Related Data

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall assign task identification codes to task data elements to enable them to be matched with tasks. Capabilities shall be provided to accomplish this on line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.1.5, Rank-Order Tasks

LEVEL OF AUTOMATION: Automatic

DESCRIPTION: This process shall arrange tasks on MTLs in a descending order of importance within categories. Rank-ordering of tasks shall be accomplished automatically via an algorithm that considers the task factor "percent of members performing".

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: Prioritized Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.1.6, Format/Store Tentative Master Task List
(TMTL)

LEVEL OF AUTOMATION: Automated

DESCRIPTION This process shall ensure that TMTLs are formatted in a logical manner that is acceptable to the Air Force. Automated capabilities shall be provided to aid in formatting. Subsequent to being formatted TMTLs shall be automatically stored in a temporary data base awaiting final development.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Prioritized Tasks

DATA OUTPUT: Tentative MTL

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.2, Validate Tentative Master Task List (TMTL)

LEVEL OF AUTOMATION: Manual

DESCRIPTION: This process shall take the tentative master task list and, after producing guidelines for validation and establishing procedures for coordination, shall provide the TMTL to the Air Force for validation. This process is described in more detail in processes 1.1.1.2.1 through 1.1.1.2.4.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: IST-Validated MTL
Tentative MTL

DATA OUTPUT: Tentative MTL
IST/Workcenter Validated Tentative MTL

STRUCTURE: This process includes subprocesses:
-Process 1.1.1.2.1 Develop MTL Validation Guidelines
-Process 1.1.1.2.2 Establish MTL Coordination Procedures
-Process 1.1.1.2.3 Coordinate TMTL with
IST/Workcenter

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.2.1, Develop Master Task List Validation Guidelines

LEVEL OF AUTOMATION: Manual

DESCRIPTION: This process shall be accomplished manually. It entails providing instructions to Air Force members who will review and validate tentative master task lists. The instructions shall include requirements to 1) ensure all AFS tasks are included on the lists, 2) ensure the format is the best possible arrangement of data for ease of use by all concerned, 3) ensure task data is accurately described and all encompassing, and 4) identify sources of task performance and proficiency data.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Tentative MTL

DATA OUTPUT: Validation Guidelines

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.2.2, Establish Master Task List Coordination Procedures

LEVEL OF AUTOMATION: Manual

DESCRIPTION: This process requires the manual development of coordination procedures for Air Force members who will review and validate the Tentative Master Task Lists (TMTLs). Coordination procedures shall include 1) forwarding the TMTLs to the Air Force Instructional Systems Team (IST) 2) requiring the IST to coordinate the TMTL's with all using workcenters having personnel in the applicable Air Force Specialties (AFSSs), and 3) establishing a suspense system for return of the TMTLs.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUTS: Validation Guidelines

DATA OUTPUT: Coordination Procedures

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.2.3, Coordinate Tentative Master Task List
With Instructional Systems Team (IST)

LEVEL OF AUTOMATION: Manual

DESCRIPTION: This process includes providing the IST with
instructions and hardcopy TMTLs for their use in coordinating
with workcenters. IST validation can occur on line or off line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Coordination Procedures
IST-Validated Tentative MTL

DATA OUTPUT: Tentative MTL

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3, Develop Final Master Task List (MTL)

LEVEL OF AUTOMATION: Automated, Automatic

DESCRIPTION: This process shall take inputs from the Air Force which are provided as a result of coordinating and validating the tentative master task lists and make whatever revisions are necessary to produce a final MTL that can be used effectively by applicable workcenters. This process is described in more detail in processes 1.1.1.3.1 through 1.1.1.3.7.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: IST/Workcenter Validated Tentative MTL

DATA OUTPUT: Final MTL
Q.C. Eligible Tasks

STRUCTURE: This process includes subprocesses:

- Process 1.1.1.3.1 Code Tasks Added during Validation
- Process 1.1.1.3.2 Prepare Statements for Added Tasks
- Process 1.1.1.3.3 Identify Task Related Data
- Process 1.1.1.3.4 Cross Reference Tasks to Related Data
- Process 1.1.1.3.5 Rank-Order Tasks
- Process 1.1.1.3.6 Store Final MTL
- Process 1.1.1.3.7 Establish Pool of Eligible QC Tasks

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3.1, Code Tasks Added During Validation

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process parallels process 1.1.1.1.1 in that it requires the assignment of codes to AFS tasks for use in identifying the tasks and all related elements, such as; behavioral objectives, test items, training materials, and users. Loading the changes to MTLs shall be accomplished manually. However, assigning codes shall be accomplished via on-line capabilities.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: IST/Workcenter Validated Tentative MTL

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3.2, Prepare Statements For Added Tasks

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process parallels process 1.1.1.1.2 in that the word-processing capability shall be used to revise task statements for tasks added during validation to ensure they adequately and accurately describe what performance is to occur.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3.3, Identify Task-Related Data (If Available)/
Users

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall accept training materials identities from Operational Units and the Training Development Component which shall be loaded online. Other task-related data shall be identified and updated in the same manner as for process 1.1.1.1.3.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data
Publications/Indexes/Changes
Personnel Accounting Symbol/Functional Account Codes

DATA OUTPUT: AFS Task Data
Identify Performance Resources

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3.4, Cross-Reference Tasks To Related Data

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process parallels process 1.1.1.1.4 in that identification codes shall be assigned to each task element to enable elements to be matched to tasks. This shall be accomplished on-line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3.5, Rank-Order Tasks

LEVEL OF AUTOMATION: Automatic and Automated

DESCRIPTION: This process parallels process 1.1.1.1.5 in that the algorithm applied to rank-order tasks within initial tentative master task lists (TMTLs) is reapplied here to rank-order tasks subsequent to adding tasks identified as missing during validation. Rank-ordering will again be based on the task factor "percent of members performing". A capability shall also be provided to rank-order on line those added tasks for which task factor data are not available. This on-line rank-ordering shall be based on subject matter expert input.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: AFS Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.1.3.6, Store Final Master Task List (MTL)

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process the MTL shall, upon command, be moved to the MTL file.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data

DATA OUTPUT: Final MTL

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.1.3.7 Establish Pool of Eligible QC Tasks

LEVEL OF AUTOMATION: Automatic

Within this process tasks are identified as candidates to be selected for Quality Control Evaluations. The identification occurs during the installation of a final MTL. Candidate task identification will be based on: 1) Installation Code, 2) Component, 3) the availability of performance tests and 4) not being a team task.

A task meeting these criteria will be placed in a pool for possible random selection during the AOTS generation of Quality Control Evaluation notices.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Final MTL

DATA OUTPUT: Q.C. Candidate Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.2, Maintain AFS Task Performance/Proficiency Data

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Publication Changes
Training Materials ID/AFS Task Data
Task ID
New AFS Tasks and Follow Up Requirements/Cross
References
Objective/Evaluation Instruments and Items ID
Local/New Tasks/Follow Up Requirements

DATA OUTPUT: Revision Candidates
Task Performance/Proficiency Data
Task ID/Cross References

STRUCTURE: This process includes subprocesses:
-Process 1.1.2.1 Identify Sources of Task
Performance/Proficiency Data
-Process 1.1.2.2 Cross-Reference Sources and Tasks
-Process 1.1.2.3 Catalogue Task Performance/
Proficiency Source Identifications
-Process 1.1.2.4 Identify New AFS Task Requirements
-Process 1.1.2.5 Update New Tasks
-Process 1.1.2.6 Flag Tasks/Objectives/Evaluation
Instruments/Training Materials Identities

Specification Number 70S647100B
Code Ident 76301
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PROCESS: 1.1.2.1, Identify Sources Of Task Performance And Proficiency Data

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: This process shall take AFS tasks from the MTL file, local and new tasks from the Local/New AFS Task List file, publications from the Publications Management System, and shall identify those publications which contain task performance and proficiency data. This process shall be accomplished manually. Typical sources to be researched are 1) AF Regulation 39-1, Airman Classification Regulation, which identifies mandatory AFS knowledge and proficiency requirements, 2) AF functional area publications which prescribe mandatory AFS knowledge and proficiency requirements, 3) Technical Publications that contain task performance information, 4) Other sources to include Specialty Training Standards, utilization & training workshop proceedings, or other research, and 5) subject matter expert review and evaluation. Source identities shall be updated online to AOTS.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: New Publications/Changes
AFS Task Data
Local/New AFS Tasks/Follow Up Requirements

DATA OUTPUT: Task Performance/Proficiency Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.2.2, Cross-Reference Sources And Tasks

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall assign supporting task performance and proficiency sources to the task record for a particular task. The process shall also enable the task analyst to designate portions (breakdowns) of the publication that specifically apply to the task.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Task Performance/Proficiency Data

DATA OUTPUT: Cross-References
Task Performance/Proficiency Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.2.3, Catalogue Task Performance And Proficiency
Source Identifications

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall require the development and application of algorithms that will identify all tasks supported by a specified source of task performance and proficiency data, and that will identify all sources of performance and proficiency data that support a specified task. Methods shall be developed for storing the identity of each source of task performance and proficiency data in a manner that provides rapid access, e.g.; by publication number. This process shall be accomplished on line. Subsequent to completion of this process the identities of the sources of task performance and proficiency data shall, upon command be automatically stored in the Task Performance and Proficiency Data File.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Task Performance/Proficiency Data

DATA OUTPUT: Task Performance/Proficiency Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.2.4, Identify New AFS Task Requirements

LEVEL OF AUTOMATION: Manual

DESCRIPTION: Within this process new publications and changes to existing publications shall be reviewed manually by subject matter experts to ascertain whether or not they prescribe new performance requirements.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: New Publications/Changes

DATA OUTPUT: New AFS Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.2.5, Update New Tasks

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process, new tasks identified from reviews of new or changed sources of task performance and proficiency data shall be updated to the Local/New AFS Task List File using on-line capabilities. When new tasks are updated, they shall be assigned numbers according to the task ranges established in Data Store M1 and will automatically be stored for follow-up actions prescribed in processes 1.1.6.1 through 1.1.6.9.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: New AFS Tasks

DATA OUTPUT: New AFS Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.2.6, Flag Tasks, Objectives, Evaluation
Instruments And Training Materials Identities

LEVEL OF AUTOMATION: Automatic

DESCRIPTION: This process shall accept changes to sources of task performance and proficiency data (publications) via on line updates and automatically query the Task Performance and Proficiency Data File for the identification number of tasks that are supported by the specified sources. Extracting evaluation instrumentation data from the Evaluation Instrument Management Component and training materials data from the Training Development Component, the process shall identify, within the tasks supported by the changed publications, the breakdowns (designated portions) of the changed publications that affect specific objectives, test items, and training materials. Due to the anticipated volume, these data shall be produced in batch jobs.

This process shall flag each task affected by the publication change. The process shall also produce a hardcopy listing of the changed publications and, for each changed publication, task IDs of the tasks supported by the publication; IDs of the subtasks, objectives, test items, and training materials supported by the publication; and the identified publication breakdowns for each subtask, objective, test item and training material entity.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Publication Changes
Task ID
Objective/Evaluation Instruments and Items ID

DATA OUTPUT: Task Performance/Proficiency Data
Task ID

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.3, Identify Training/Evaluation/Training Materials
Development Requirements

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP Programs
AFS Task Data

DATA OUTPUT: Training/Evaluation/Materials Development
Requirements/Selection Criteria and Prioritiza-
tion Algorithms

STRUCTURE: This process includes subprocesses:
-Process 1.1.3.1 Develop Selection Criteria (Factors)
-Process 1.1.3.2 Develop Prioritization Algorithms
-Process 1.1.3.3 Select/Prioritize Requirements

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.3.1, Develop Selection Criteria

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process criteria shall be developed for use in selecting and identifying at the MTL level, 1) tasks that should be trained exclusively in the operational environment, 2) tasks that should be trained first in the operational environment, 3) tasks that should be evaluated first in the operational environment, and 4) training and evaluation materials that should be developed first in the operational environment. Task factor data shall be the basis for establishing criteria. The Air Force (AFHRL) shall be asked to review available data and assign weights to each criterion so that when more than one is to be used in task selection the prioritization of tasks can be accommodated. Capabilities shall be provided to change weights on-line as required to accommodate differing needs of the operational units.

Default consideration for tasks to be trained exclusively in the operational environment shall be in the following sequence:

- First, Sort by Task Category;
- Then, % Members Performing;
- Then, Highest Training Emphasis;
- Then, Highest Task Difficulty;
- Then, Prior Training Score (Reserved)

Default consideration for tasks to be trained first in the operational environment shall be in the following sequence:

- First, Sort by Task Category;
- Then, % Members Performing;
- Then, Prerequisite Task;
- Then, Highest Training Emphasis;
- Then, Highest Task Difficulty;
- Then, Prior Training Score (Reserved)

Default consideration for tasks to be evaluated first in the operational environment shall be in the following sequence.

- First, Sort by Task Category;
- Then, % Members Performing;
- Then, Prerequisite Task;
- Then, Highest Training Emphasis;
- Then, Highest Task Difficulty;

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Default consideration for training and evaluation materials that should be developed first in the operational environment shall be in the following sequence:

First, Sort by Highest Training Emphasis;
Then, Prior Training Score (Reserved)

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP Programs

DATA OUTPUT: Selection Criteria

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.3.2, Develop Prioritization Algorithms

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process algorithms shall be developed to accommodate the selection of tasks for training and evaluation, and for determining which tasks should have evaluation and training materials developed first. The algorithms shall be capable of rank-ordering tasks based on how they meet a single criterion and how they meet more than one criterion. These algorithms shall be designed manually and subsequently loaded to the AOTS. It may be necessary to develop algorithms specific to the Air Force Specialty being prioritized.

Default will be to the Standardized Position Oriented Training System (SPOTS) task listing generation procedure. The following is the SPOTS model.

Variable	Raw Score Regression Weights
A. Percentage of members in the job performing the task by Task Difficulty (A)	.002742
B. Percent of members in the job performing the task (B)	-.005797
C. Constant	.019506

Note: $SPOTS\ Score = (.002742xA) - (.005797xB) - .109506$
R = .620635
R2 = .385188

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Selection Criteria

DATA OUTPUT: Selection Criteria/Prioritization Algorithms

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.3.3, Select And Prioritize Requirements

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process Selection Criteria and Prioritization Algorithms shall be updated to the AOTS. Functional users and training managers shall be provided on-line capabilities to specify tasks or task groups from the MTL File that they need to have prioritized. Tasks within the specified numbers shall be automatically selected if they meet the criteria specified for the condition, e.g.; tasks with a specified percent of members performing (criterion 1) and having a difficulty level of (N) (criterion 2) shall be selected as candidates for being trained first. Automatic prioritization shall occur, upon command, through application of the algorithms. In the example provided, rank ordering of the tasks would depend on how both criteria were met.

The lists of tasks that have been selected and prioritized shall, upon command, be printed for the user.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Tasks/Task Data
Selection Criteria/Prioritization Algorithms

DATA OUTPUT: Training/Evaluation/Materials Development
Requirements/Selection Criteria and Prioritiza-
tion Algorithms

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.4, Generate Position Task Requirements (PTRs)

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: UMPR's
CODAP Programs
AFS Tasks
New Tasks
OPTR Assignments
Other Training Requirements
GPTR's
Selection Criteria and Prioritization Algorithms

DATA OUTPUT: Local Tasks/Follow Up Requirements
OPTR's
GPTR's

STRUCTURE: This process includes subprocesses:
-Process 1.1.4.1 Generate Generic PTRs
-Process 1.1.4.2 Generate Operational PTRs

Specification Number 70S647100B

Code Ident 76301

Date: 31 October 1989

PROCESS: 1.1.4.1, Generate Generic Position Task Requirements
(GPTRs)

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall result in the production of lists that contain tasks typically performed by members in specified duty positions. This process is detailed further in DFD 1.1.4.1.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data
CODAP Programs

DATA OUTPUT: GPTR's

STRUCTURE: This process includes subprocesses:
-Process 1.1.4.1.1 Define Duty Positions
-Process 1.1.4.1.2 Assign Tasks to Duty Positions

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.1, Define Duty Positions

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall use the Comprehensive Occupational Data Analysis Programs (CODAP) and Occupational Survey Data to define the duty positions within the AOTS workcenters so that generic task lists can be developed for each position. Duty positions, once defined, will be temporarily stored until generic tasks are assigned to them. This process is described in more detail in processes 1.1.4.1.1.1 through 1.1.4.1.1.3.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP Programs

DATA OUTPUT: Duty Positions

STRUCTURE: This process includes subprocesses:
-Process 1.1.4.1.1.1 Identify Duty Position Types
-Process 1.1.4.1.1.2 Title Duty Positions
-Process 1.1.4.1.1.3 Assign Duty Position ID Numbers

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.1.1, Identify Duty Position Types

LEVEL OF AUTOMATION: Automated and Manual

DESCRIPTION: Within this process the duty positions for applicable workcenters defined in Occupational Survey Data shall be identified using Comprehensive Occupational Data Analysis Programs (CODAP). These positions shall be automatically loaded to the Duty Positions File by type: technician, supervisory, both, or other. Off-line verification of position types shall be accomplished through coordination with workcenter supervisors. Corrections shall be updated on line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CODAP Programs

DATA OUTPUT: Duty Position Types

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.1.2, Title Duty Positions

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process the duty position titles defined for applicable workcenters in Occupational Survey Data shall be matched to duty position types using the Comprehensive Occupational Data Analysis Programs (CODAP). Off-line verification of the accuracy of duty position titles and matches with duty position types shall be accomplished through coordination with workcenter supervisors. Corrections shall be updated on line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Duty Position Types

DATA OUTPUT: Duty Position Titles

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.1.3, Assign Duty Position Identification
Numbers

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process identification numbers shall be assigned to the defined duty positions. This shall be accomplished on line. The identification numbers assigned to the duty positions shall serve as the identification numbers for Generic Position Task Requirement (GPTR) lists.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Duty Position Titles

DATA OUTPUT: Duty Positions

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.2, Assign Tasks To Duty Positions

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall accept the Duty Positions from the temporary file and Air Force Specialty (AFS) tasks from the Master Task List File to create Generic Position Task Requirements (GPTRs) which are stored in the GPTR File. This process is described in more detail in processes 1.1.4.1.2.1 through 1.1.4.1.2.3.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data
DutyPositions

DATA OUTPUT: Generic Position Task Requirements

STRUCTURE: This process includes subprocesses:
-Process 1.1.4.1.2.1 Identify Tasks Performed in
Similar Positions
-Process 1.1.4.1.2.2 Code Tasks to Align with Duty
Positions
-Process 1.1.4.1.2.3 Prioritize Tasks

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.2.1, Identify Tasks Performed In Similar Positions

LEVEL OF AUTOMATION: Automated and Automatic

DESCRIPTION: This process shall use the Generic Position Task Requirements identifications and CODAP to search occupational survey data to identify those tasks typically performed within the specified duty positions. These tasks shall then be compared with the workcenter tasks identified on the applicable MTL. Tasks that are not matched to workcenter tasks shall be reviewed by subject matter experts. Tasks that are matched shall automatically be identified for inclusion on the applicable generic position task requirements list.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Tasks
Duty Positions
CODAP Programs

DATA OUTPUT: Generic Position Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.2.2, Code Tasks To Align With Duty Positions

LEVEL OF AUTOMATION: Automated

DESCRIPTION: The process shall automatically, upon command, assign the duty position identification numbers to those tasks that have been verified as generic requirements for the specified duty positions. On-line capabilities for task verification shall be provided.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Generic Position Tasks

DATA OUTPUT: Generic Position Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.1.2.3, Prioritize Tasks

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall result in the generic position tasks being rank-ordered within positions. Default will be the SPOTS Score generated as shown in Process 1.1.3.2. Users shall have a choice of algorithms to apply in the rank-ordering of tasks 1) the algorithms used to rank-order tasks on the Master Task List File; which rank tasks solely by the percent of members performing the tasks, or 2) the algorithms provided in process 1.1.3.2; which rank tasks based on how they meet additional specified criteria. Subsequent to being prioritized Generic Position Task Requirement (GPTR) Lists shall, upon command, automatically be stored in the GPTR File.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Generic Position Tasks

DATA OUTPUT: Generic Position Task Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.4.2, Generate Operational Position Task Requirements
(OPTRs)

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Unit Manpower Personnel Requirements
Local/New Tasks
Selection Criteria/Prioritization Algorithms
Other Training Requirements
AFS Task Data
GPTR's
OPTR Assignments

DATA OUTPUT: Local Tasks/Follow Up Requirements
OPTR's

STRUCTURE: This process includes subprocesses:
-Process 1.1.4.2.1 Assign GPTRs to OPTR List
-Process 1.1.4.2.2 Add Other Training Requirements
-Process 1.1.4.2.3 Delete AFS Tasks not Required
-Process 1.1.4.2.4 Add Tasks from MTL (if Required)
-Process 1.1.4.2.5 Add Local/New AFS Tasks
-Process 1.1.4.2.6 Store Local Tasks/Flag Follow-up
Requirements
-Process 1.1.4.2.7 Prioritize Tasks
-Process 1.1.4.2.8 Code Operational Position Task
Requirements (OPTRs) List For Storage

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.1, Assign Generic Position Task Requirements
(GPTRs) List To Operational Position Task Requirements List

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process users shall be able to review GPTR lists on line and select the GPTRs list that most accurately describes the tasks to be performed by an individual who has been assigned to a workcenter duty position. On-line capabilities shall also be provided to duplicate those tasks contained on the GPTRs list to an Operational Position Task Requirements (OPTRs) list being created. Unit Manpower Personnel Requirements (UMPR) lists shall be the sources for duty position numbers. Current duty position numbers are also maintained in the AOTS Airman Training Record (ATR).

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: GPTR's
Unit Manpower Personnel Requirements

DATA OUTPUT: OPTR List

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.2, and Other Training Requirements

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process capabilities shall be provided to automatically, upon command, assign to an Operational Position Task Requirements (OPTRs) list all Ancillary Course, Additional Duty Course, and Contingency Task training requirements that have been identified in process 1.1.5.5 as required by either 1) all Air Force members, 2) members assigned in the Air Force Specialty, 3) all members assigned to the particular Major Command, 4) all members assigned within the particular Functional Area, 5) all members assigned to the particular installation, 6) all members assigned to the particular unit, 7) all members assigned to the particular workcenter, and 8) all members assigned to the specific duty position. Other considerations are identified in Process 1.1.5.7, Develop Requirements Selection Algorithms.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: OPTR List
Other Training Requirements

DATA OUTPUT: OPTR List

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.3, Delete AFS Tasks Not Required

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process an on-line capability shall be provided to delete from an Operational Position Task Requirements (OPTRs) list those tasks that are in fact workcenter tasks that were included with the Generic Position Task Requirements (GPTRs) list, but which will not be performed by the individual who has been assigned to the particular duty position.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: OPTR List

DATA OUTPUT: OPTR List

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.4, Add Tasks From Master Task List (MTL)

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process an on-line capability shall be provided to review the MTL File and automatically extract tasks and include them on the Operational Position Task Requirements (OPTRs) list being created.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS Task Data
OPTR List

DATA OUTPUT: OPTR List

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.5, Add Local And New Air Force Specialty (AFS) Tasks

LEVEL OF AUTOMATION: Automated/Manual

DESCRIPTION: Within this process on-line capabilities shall be provided to enable supervisors to add to Operational Position Task Requirement (OPTR) lists Air Force Specialty (AFS) tasks from the Local And New AFS Task List File, and to identify local tasks not listed within the AOTS data bases. The new AFS tasks shall be from those identified during processes 1.1.2.4 and 1.1.2.5. A task added as a local task shall, upon command, automatically be added to the tentative MTL using the task ID to designate it as a local or new AFS task and fed to process 1.1.6.1 for matching against the AFS MTL. If a match is made then the added local task shall be deleted from the file and the MTL task shall be added to the OPTRs list. If the local task is not matched with a task on the AFS MTL it shall be fed to process 1.1.6.2 and matched against other MTLs. Whether matched or unmatched, the task shall be fed to process 1.1.6.6. If matched, the ID number shall be changed to coincide with the AFS MTL. If unmatched, a task ID number designating it as a local or new task shall remain.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: OPTR List
OPTR Assignments
Local/New AFS Tasks

DATA OUTPUT: OPTR List
Local Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.6, Store Local Tasks And Flag Follow-up
Requirements

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall, upon command, accept and store those tasks identified on the tentative MTL as local or new tasks by their task ID range. By virtue of the ID number, these tasks shall require follow-up during reviews that are described in processes 1.1.6.1 through 1.1.6.9.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Local Tasks

DATA OUTPUT: Local Tasks/Follow Up Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.7, Prioritize Tasks

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall, upon command, rank-order tasks automatically in the sequence in which they should be trained and evaluated. The criteria specified and algorithms applied in this process shall be from those developed in processes 1.1.3.1 and 1.1.3.2.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Selection Criteria/Prioritization Algorithms
OPTR List

DATA OUTPUT: OPTR List

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.4.2.8, Code Operational Position Task Requirements
(OPTRs) List for Storage

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process an OPTRs list shall be given identification numbers that are comprised of the applicable Air Force Specialty Code (AFSC), the manpower position number, and a code to accommodate assigning multiple persons to a single position. The coding shall be accomplished on line. Subsequent to completion the OPTRs list shall, upon command, be moved to the OPTRs List File.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: OPTR List

DATA OUTPUT: OPTR List

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.5, Manage Other Training Requirements

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CDC Requirements
Ancillary/Additional Duty Training Requirements
Contingency Task Requirements

DATA OUTPUT: Other Training Requirements

STRUCTURE: This process includes subprocesses:

- Process 1.1.5.1 Identify Ancillary Training Requirements using AFR 50-1, AFRESR 50-5 and ANGR 50-012
- Process 1.1.5.2 Identify Additional Duty Training Requirements using AFR 50-1
- Process 1.1.5.3 Identify Contingency Task Requirements using Contingency Plans
- Process 1.1.5.4 Identify CDC Requirements using the ECI Catalogue and Guide
- Process 1.1.5.5 Match Requirements to AF/AFS/MAJCOM/Functional Area/Base/Unit/Workcenter/Position
- Process 1.1.5.6 Identify Frequencies of Training
- Process 1.1.5.7 Develop Requirements Selection Algorithms
- Process 1.1.5.8 Code Requirements for Storage

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.1, Identify Ancillary Training Requirements
Using AFR 50-1, AFRESR 50-5, and/or ANGR 50-012

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process the approved Ancillary Training Requirements shall be manually researched and identified using AFR 50-1, AFRES 50-5 and ANGR 50-012. Capabilities shall be provided to update those requirements on line. Coordination with the Air Force Office of Primary Responsibility (OPR) for Ancillary Training at the Air Force Manpower and Personnel Center (AFMPC) shall be maintained to ensure approved revisions to policies are identified in advance of implementation to permit proper planning and execution of system changes as required.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Ancillary Training Requirements

DATA OUTPUT: Ancillary Training Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.2, Identify Additional Duty Training
Requirements Using AFR 50-1

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process those Additional Duties for which training courses have been approved shall be manually researched and identified using AFR 50-1. Capabilities shall be provided to update those requirements on line. Coordination with the Air Force Office of Primary Responsibility (OPR) for Additional Duty Training at the Air Force Manpower and Personnel Center (AFMPC) shall be maintained to ensure approved revisions to policies are identified in advance of implementation to permit proper planning and execution of system changes, as required.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Additional Duty Training Requirements

DATA OUTPUT: Additional Duty Training Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.3, Identify Contingency Task Requirements
Using Contingency Plans

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process Contingency Task Requirements shall be manually identified through researching Operations Plans (to which access is granted). Capabilities shall be provided to update these requirements on line. Plans are maintained and controlled at various locations, therefore, coordination with functional area managers shall be required to initially identify requirements and to identify changes as they occur.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Contingency Task Requirements

DATA OUTPUT: Contingency Task Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.4, Identify Career Development Course (CDC) Requirements Using The Extension Course Institute (ECI) Catalogue and Guide

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process mandatory CDC requirements that support Air Force Specialty Code (AFSC) skill level upgrade training will be manually identified using the ECI Catalogue and Guide. Capabilities shall be provided to update these requirements on line. Procedures shall be established to ensure that AOTS managers are made aware of changes to ECI policies, and changes in the availability of course materials. Additionally, coordination must be maintained with the Office of Primary Responsibility (OPR) for On-the-Job Training matters at the Air Force Manpower and Personnel Center (AFMPC) to ensure that AOTS managers are advised in the event waivers to course enrollments are granted.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: CDC Requirements

DATA OUTPUT: CDC Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.5, Match Requirements To Air Force (AF), Air Force Specialties (AFSS), Major Commands (MAJCOMs), Functional Area, Base, Unit, Workcenter And Position

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process all Ancillary and Additional Duty Courses, Contingency Task Training Requirements and Career Development Courses shall be matched on line to the organizational levels or AFSSs for which they are prescribed. Ancillary courses shall be identified as either AF, AFS, Functional Area, MAJCOM or Base requirements. Additional Duty courses shall be aligned with the units, workcenters and duty positions to which corresponding additional duties have been assigned. Contingency Task training requirements shall be aligned with the AFS, MAJCOM, Bases, Units, workcenters and duty positions to which responsibility for performing corresponding contingency tasks have been assigned. Ancillary and Additional Duty courses and Contingency Task training requirements that cannot be aligned with organizational levels or AFSSs, but which are event or condition driven, shall be categorized by the event or condition. CDC requirements shall be aligned with the specific AFSSs and skill level for which they were developed.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Ancillary Training Requirements
Additional Duty Training Requirements
Contingency Task Requirements
CDC Requirements

DATA OUTPUT: Matched Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.5.6, Identify Frequencies Of Training

LEVEL OF AUTOMATION: Automated

DESCRIPTION: The periods of time in which recurring Ancillary and Additional Duty courses and Contingency Task training must be accomplished shall be updated on line within this process. Career Development Courses (CDCs) require one time completion only and are therefore not included in this category. Multiple enrollments in CDCs shall be condition driven i.e.; due to course failures, which requires that off-line approval by commanders be granted prior to reenrollment.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Matched Requirements

DATA OUTPUT: Other Training Requirements Frequencies

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.7, Develop Requirements Selection Algorithms

LEVEL OF AUTOMATION: Manual

DESCRIPTION: Within this process algorithms shall be developed manually to select the training requirements to be managed in the Airman Training Management Component. In general, requirements shall be identified as being required by all members performing at the following levels

- 1) Air Force
- 2) Air Force Specialty Code
- 3) Major Air Command
- 4) Functional Area
- 5) Installation/base
- 6) Unit
- 7) Workcenter
- 8) Duty position

The algorithms to support the selection of Ancillary Course requirements shall consider factors by event or condition such as

- 1) The frequencies of training
- 2) Certification status/date
- 3) Change in position number
- 4) Change of Control AFSC
- 5) Change in Duty Status
- 6) Time in service
- 7) Assignment status
- 8) Major Air Command
- 9) Organization level
- 10) Base of assignment
- 11) Functional Area of assignment
- 12) Air Force Specialty (AFS)
- 13) Age of Airman
- 14) Current Grade
- 15) Projected Grade
- 16) Date Arrived Station
- 17) Enlistment Category
- 18) Projected PAS
- 19) Record Status
- 20) Service Component
- 21) Total Active Federal Military Service Date (TAFMSD)

The algorithms to support the selection of Additional Duty Course requirements shall consider factors by event or condition such as

- 1) Certification status/date
- 2) The frequencies for training
- 3) Change in Duty Status

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- 4) Change of Control AFSC
- 5) Change in position number
- 6) Change in workcenter

The algorithms to support the selection of Contingency Task training shall consider factors by event or condition such as

- 1) Contingency tasks assigned to duty positions and/or specific individuals

- 2) The frequencies for training
- 3) Certification status/date
- 4) Change in Duty Status
- 4) Change of Control AFSC
- 5) Change in position number
- 6) Major Air Command of assignment
- 7) Base of assignment
- 8) Unit of assignment
- 9) Workcenter of assignment

The algorithms to support the selection of Career Development Course (CDC) requirements shall consider

- 1) The Training Status Code (TSC)
- 2) The Primary Air Force Specialty Code (PAFSC) skill level
- 3) The Control Air Force Specialty Code (CAFSC) skill level
- 4) The current grade
- 5) Previous course completion certification

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Other Training Requirements Frequencies

DATA OUTPUT: Other Training Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.5.8, Course Requirements for Storage

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process identification codes shall be assigned to each Ancillary course, Additional Duty course, and Career Development Course, and to each Contingency Task training requirement. This action is required for access. Identification codes shall be devised for the Ancillary and Additional Duty courses, and for Contingency Tasks. However, the current course codes will be used for Career Development Courses. Subsequent to completion these requirements and the Selection Algorithms produced from process 1.1.5.7 shall, upon command, be automatically stored within the Other Training Requirements File.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Other Training Requirements

DATA OUTPUT: Other Training Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.1.6, Manage Local/New AFS Tasks

LEVEL OF AUTOMATION: Manual, Automated

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Master Task List (MTL)
Local/New AFS Tasks and Follow Up Requirements

DATA OUTPUT: Unmatched Tasks
OPTR Assignments
Deletion Actions/AFS Task Data

STRUCTURE: This process includes subprocesses:

- Process 1.1.6.1 Match Tasks to AFS MTL
- Process 1.1.6.2 Match Tasks to Other MTLs
- Process 1.1.6.3 Delete Added Tasks That Match Existing Tasks
- Process 1.1.6.4 Assign Task to OPTR List
- Process 1.1.6.5 Provide unmatched Tasks to OMC
- Process 1.1.6.6 Code Tasks
- Process 1.1.6.7 Identify Task Related Data/Users
- Process 1.1.6.8 Cross-Reference Tasks to Related Data/Users
- Process 1.1.6.9 Determine Requirements to Add Tasks and Data to MTL

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.1, Match Tasks To Air Force Specialty (AFS)
Master Task List (MTL)

LEVEL OF AUTOMATION: Automated/Manual

DESCRIPTION: This process shall, upon command, accept the Local and New AFS Tasks and Follow-up Requirements from the list of local and new tasks. They shall be matched against tasks on the current AFS MTL using subject and verb recognition programs to determine if the same tasks already exist. If the Local and New Tasks are duplicates they shall be identified to process 1.1.6.3. If they are not duplicates they shall be identified to process 1.1.6.2. A capability shall be provided to review the AFS MTL on line to determine if local/new tasks are duplicates.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Local/New AFS Tasks/Follow Up Requirements
Master Task Lists

DATA OUTPUT: Matched Tasks
Unmatched Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.2, Match Tasks To Other Master Task Lists (MTLs)

LEVEL OF AUTOMATION: Automated/Manual

DESCRIPTION: This process shall, upon command, accept the unmatched Local and New Tasks from process 1.1.6.1 and compare them to tasks within other AFS MTLs. If the Local and New Tasks are duplicates of tasks already on an MTL they shall be identified to process 1.1.6.3. If the Local and New Tasks are not duplicates of tasks on the MTLs, they shall be identified to processes 1.1.6.5 and 1.1.6.6. A capability shall also be provided to review other AFS MTLs on line to determine if local/new tasks are duplicates.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Master Task Lists
Unmatched Tasks

DATA OUTPUT: Matched Tasks
Unmatched Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.3, Delete Added Tasks that Match Existing Tasks

LEVEL OF AUTOMATION: Automated or Automatic

DESCRIPTION: This process shall automatically identify the tasks from the Master Task List that Local and New Tasks were matched to in processes 1.1.6.1 and 1.1.6.2. The duplicate Local and New Tasks shall be removed from the Local and New Air Force Specialty (AFS) Task List File. If the added task duplicates an existing task, the added Local and New Task shall be deleted from the Local and New Air Force Specialty (AFS) Task List file. The tasks identified from the MTL shall be passed to process 1.1.6.4.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Matched Tasks

DATA OUTPUT: Deletion Actions
AFS MTL Matched Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.4, Assign Tasks To Operational Position Task
Requirements (OPTR) List

LEVEL OF AUTOMATION: Automated, Automatic, Manual

DESCRIPTION: This process shall accept the matched tasks from process 1.1.6.3 and the Local Air Force Specialty (AFS) Tasks from process 1.1.6.6. These tasks shall, upon command, be entered on the OPTR list that was being created when the Local Tasks were originated in process 1.1.4.2.5, and shall replace the original Local Tasks.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: AFS MTL Matched Tasks
Local AFS Tasks

DATA OUTPUT: OPTR Assignments

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.5, Provide Unmatched Tasks To The United States
Air Force Occupational Measurement Center (USAFOMC)

LEVEL OF AUTOMATION: Automatic and Manual

DESCRIPTION: Within this process the unmatched tasks identified
from processes 1.1.6.1 and 1.1.6.2 shall, automatically be
printed and shall be forwarded off line to the USAFOMC.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Unmatched Tasks

DATA OUTPUT: Unmatched Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.6, Code Tasks

LEVEL OF AUTOMATION: Automatic and Automated

DESCRIPTION: This process shall automatically accept the matched and unmatched tasks from process 1.1.6.2. Task identification codes shall be assigned on line according to the numbering scheme established in Data Store M1, Master Task List. After identification codes are assigned all tasks shall automatically be identified to process 1.1.6.7. Additionally, those tasks that originated as Local Tasks in process 1.1.4.2.5 shall automatically be identified to process 1.1.6.4.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Matched Tasks
Unmatched Tasks

DATA OUTPUT: Local AFS Tasks
Local/New AFS Tasks

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.7, Identify Task Related Data And Users

LEVEL OF AUTOMATION: Automatic and Automated

DESCRIPTION: This process shall automatically accept the tasks from process 1.1.6.6. Task-related data shall be identified on line for each task. An on-line capability for task decomposition shall be provided to aid in this process. The types of data to be identified and updated are the same as those listed for process 1.1.1.1.3; however, these tasks and data shall be stored in the tentative MTL.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Local/New AFS Tasks

DATA OUTPUT: Local/New AFS Tasks and Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.8, Cross-Reference Tasks To Related Data And
Users

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process the applicable task identification codes for Local and New AFS Tasks (Process 1.1.6.6) shall be matched and cross-referenced to the task factor and other related data as well as the users (from Process 1.1.6.7) to enable correlation between tasks and the related data.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Local/New AFS Tasks and Task Data

DATA OUTPUT: Local/New AFS Tasks and Task Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.1.6.9, Determine Requirements To Add Tasks And Data
To Master Task Lists (MTLs)

LEVEL OF AUTOMATION: Manual and Automated

DESCRIPTION: Within this process decisions shall be made off line regarding whether or not to include Local or New Tasks on applicable MTLs. The decisions shall be supported by available relevant data on how wide-spread the requirement is for performing the task. In the prototype AOTS these data must be collected off line. However, when the AOTS is implemented across multiple workcenters having the same Air Force Specialties (AFSSs), these data could be collected in-system from the using organizations. For tasks that are selected for inclusion on MTLs, on-line capabilities shall be provided to transfer the tasks and related data to applicable final MTLs and remove the tasks and related data from the tentative MTL.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Local/New AFS Tasks and Task Data

DATA OUTPUT: New MTL Tasks and Task Data
Local/New Tasks and Task Data Deletions

STRUCTURE: N/A

20.2.2 DATA FLOWS -TRAINING REQUIREMENTS MANAGEMENT COMPONENT

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Air Force Specialty (AFS) Task/Data

DESCRIPTION: AFS task data includes tasks and/or task elements. Tasks are actions or activities which may be performed by members of a specialty. Tasks are part of a duty; a specific action with an object and verb, resulting in something being accomplished; an observable and time ratable action independent of other actions under the duty. The elements of a task are a task statement, subtasks, activities, knowledges and skills, certification and/or recertification and mandatory performance requirements. Included in this data flow are tasks that pertain to all members performing duty in the specialties, and tasks that are relevant to only specific functional areas, Major Commands (MAJCOMS) or subordinate organizational levels, weapon systems or equipment.

DATA SOURCE: DFD 1; Process 1.1,
DFDs 1.1 and 1.1.1; Data Store M1
DFD 1.1.1.1; Processes 1.1.1.1.1, 1.1.1.1.2, 1.1.1.1.3, 1.1.1.1.4
DFD 1.1.2; Data Stores M1, M11
DFD 1.1.1.3; Processes 1.1.1.3.1, 1.1.1.3.2, 1.1.1.3.3,
1.1.1.3.4, 1.1.1.3.5, Data Store M1
DFDs 1.1.3, 1.1.4, 1.1.4.1, 1.1.4.1.2, 1.1.4.2; Data Store M1

DATA DESTINATION:

DFD 1; External Entities 2.1, 5.1
DFD 1.1; Process 1.1.2, External Entities 2.1, 5.1, Process 1.1.4
DFD 1.1.1; External Entities 1.1.2, 1.1.3, 1.1.4, 2.1, 5.1
DFD 1.1.1.1; Processes 1.1.1.1.2, 1.1.1.1.3, 1.1.1.1.4,
1.1.1.1.5,
DFD 1.1.2; External Entities 2.1, 5.1, Process 1.1.2.1
DFD 1.1.1.3; Processes 1.1.1.3.2, 1.1.1.3.3, 1.1.1.3.4,
1.1.1.3.5, 1.1.1.3.6, External Entities 1.1.2, 1.1.3, 1.1.4, 2.1,
5.1
DFD 1.1.3; Process 1.1.3.3
DFD 1.1.4; Process 1.1.4.1, 1.1.4.2
DFD 1.1.4.1.2; Process 1.1.4.1.2.1
DFD 1.1.4.2; Process 1.1.4.2.4

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Date Type: string (7)

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AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A= Organizing and Planning, B= Directing and Implementing, etc.) Data Type: character (1); Range: a-z
Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range: 00001-10000.
Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately describe the task and has to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range: 10001-60000
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level.

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	A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Task Training Module	Reserved field to support the Training Decisions System (TDS), when implemented. Data Type: number array (4) string (3)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine). Data Type: array (15) string (10)
Task ID in Other Systems	
Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)

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STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified/Flag For Final MTL Changes	
Creator of Task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change of data for the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol System (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account code(s) for the workcenter(s) that perform the task. Data Type: array (25) string (6)

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FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)
Certification Required Prior to Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
GPTR List Code (Job Group)	The job group identified, through Occupational Survey Data, during the creation of GPTR's. Data Type: array (999) integer (3); Range: 000-999
Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point

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Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point
User Factors	
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	A major part of a task; has the same characteristics as a task, but depends on other subtasks. Data Type: array (30)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)

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Activities
(In Performance Sequence)

Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: array (30) string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions, etc. Data Type: array (6) string (20)
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (8)
Team Task	Identification of team task requirements. A team task requires that more than one position must be manned during performance. Codes used to identify a team task are: T= Not a team task, A= Team Task requiring all positions to be manned during training/evaluation, I= Team task where training/evaluation for the position can be conducted independently. Data Type: character (1)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Ancillary/Additional Duty Training Requirements

DESCRIPTION: Ancillary training requirements are non-AFS related courses that provide information on subjects required to be known by all or specified groups of AF personnel in order to meet the AF mission. Ancillary training requirements are contained in AF Regulation 50-1, AFRES Regulation 50-5 and ANG Regulation 50-012. Additional duty training requirements are non-AFS related courses designed to provide the knowledge and/or skills necessary to perform non-AFS duties assigned to organizations (and consequently to organizational personnel). These duties do not normally require full-time dedication and consequently do not warrant additional manpower allocations. Additional duty training requirements are contained in AF Regulation 50-1.

DATA SOURCE: DFD 1.1; External Entity 4

DFD 1.1.5; External Entity 4; Processes 1.1.5.1 and 1.1.5.2

DATA DESTINATION: DFD 1.1; Process 1.1.5

DFD 1.1.5; Processes 1.1.5.1 and 1.1.5.5

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>

Ancillary/Additional Duty Training	

Program/Task/ Course ID	

	The identification number assigned to each ancillary or additional duty course. Ancillary courses are prefaced by AT, and Additional Duty courses are prefaced by AD. Numbers are assigned to each training requirement sequentially. Data Type: string (15)

Program/Task/ Course Title	

	The titles of Ancillary and Additional Duty courses are as defined in AFR 50-1. Data Type: string (80)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Career Development Course (CDC) Requirements

DESCRIPTION: CDCs are correspondence courses that are designed to provide for AF members in upgrade training the general subject knowledge specified for AFS skill levels through the AF classification system. Requirements by AFS and skill level are contained in the Extension Course Institute (ECI) Catalogue and Guide.

DATA SOURCE: DFD 1.1; External Entity 3

DFD 1.1.5; External Entity 3; Process 1.1.5.4

DATA DESTINATION: DFD 1.1; Process 1.1.5

DFD 1.1.5; Processes 1.1.5.4 and 1.1.5.5

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
ECI Course Enrollment Applicable AFSC/ Skill Level	The Air Force Specialty Code (AFSC), by skill level, identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6)
ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide required for skill level upgrading. Data Type: array (10) string (6) Range: 00000A-99999Z

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Comprehensive Occupational Data Analysis Programs
(CODAP) Data

DESCRIPTION: CODAP consists of computer programs used to determine the functional structures of AFSS and utilization and training patterns for members assigned to operational organizations.

DATA SOURCE: DFDs 1.1, 1.1.1, 1.1.1.1, 1.1.3, 1.1.4.1, 1.1.4.1.1, 1.1.4.1.2; External Entity 1

DATA DESTINATION: DFD 1.1; Processes 1.1.1, 1.1.3 and 1.1.4

DFD 1.1.1; Process 1.1.1.1

DFD 1.1.1.1; Process 1.1.1.1.1

DFD 1.1.3; Process 1.1.3.1

DFD 1.1.4.1; Process 1.1.4.1.1

DFD 1.1.4.1.1; Process 1.1.4.1.1.1

DFD 1.1.4.1.2; Process 1.1.4.1.2.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001-10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range: 00001-10000
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Weapons System/ Equipment Task Supports	The name of the weapon/system/equipment on which the task is performed (e.g. (RF-4C Aircraft, J79-15 Engine). Data Type: array (15); string (10)

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Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task . Data Type: array (5) string (40)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Installation Location ID	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol (PAS) code(s) reflecting which Air Force unit(s) perform the task. Data Type: array (25) string (8)
FAC	The Functional Account Code(s) for workcenter(s) that perform the task. Data Type: array (25) string (6)
GPTR List Code (Job Groups)	A number identifying a GPTR List on which the task under consideration appears. GPTRs identify lists of tasks which are normally performed in a particular type of duty position within a specific AFS. Data Type: array (999) integer (3); Range: 000-999
Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point

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Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
SPOTS Score	Acronym for Standardized Position Oriented Training System. An algorithm used in rank-ordering the Generic Position Training Requirements (GPTRs) (See Process 1.1.3.2). Data Type: floating point

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Contingency Task Requirements

DESCRIPTION: Contingency tasks are tasks that are assigned to selected members for performance during times of national disaster, local emergencies or specified situations. Contingency tasks are normally specified in mission directives and/or operations/contingency plans.

DATA SOURCE: DFD 1.1; External Entity 5

DFD 1.1.5; External Entity 5; Process 1.1.5.3

DATA DESTINATION: DFD 1.1; Process 1.1.5

DFD 1.1.5; Processes 1.1.5.3 and 1.1.5.5

STRUCTURE: Data elements include (as applicable):

Data Item

Description

Contingency Task Training

Program/Task/
Course ID

The identification number assigned to each contingency task. Each contingency task ID is prefaced by CT. Numbers are assigned to each contingency task requirement sequentially.
Data Type: string (15)

Program/Task/
Course Title

The title or task statement that describes the referenced contingency task.
Data Type: string (80)

Event ID

A unique number assigned to each event scheduled/assigned. It is assigned through the Resource Inventories and Event Schedules Management Component.
Data Type: string (3)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Coordination Procedures

DESCRIPTION: These are instructions for coordinating Tentative Master Task Lists (TMTL) with the Instructional Systems Team (IST) and workcenters and for establishing a suspense for responses.

DATA SOURCE: DFD 1.1.1.2; Process 1.1.1.2.2

DATA DESTINATION: DFD 1.1.1.2; Process 1.1.1.2.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>

These instructions are prepared manually.

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Cross References

DESCRIPTION: Cross-references are the codes used to correlate tasks to task performance and proficiency data and to the locations at which task performance and proficiency data references (publications) are housed.

DATA SOURCE: DFD 1.1; Process 1.1.2

DFD 1.1.2; Process 1.1.2.2

DATA DESTINATION: DFDs 1.1, 1.1.2; Data Stores M1 and M11

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Publication Data Publication ID	The type of publication and the corresponding number (e.g. AFR 50-23, T.O. 00-20-5 etc.) used to specify the publication. Data Type: array (6) string (20)
Title	The title of the publication as listed in the applicable publication index. Data Type: string (80)
Volume (if applicable)	The volume number of the publication, if applicable. Data Type: string (3)
Date	The date of the basic publication as listed in the applicable publication index. Data Type: string (20)
Section/Chapter/ Paragraph	The section, chapter or paragraph of the publication providing guidance for task performance. Data Type: string (20)

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Locations

The physical location(s) of publications
governing task performance.
Data Type: string (20)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Deletion Actions

DESCRIPTION: Actions to remove from the list of Local and New AFS Tasks, those that duplicate tasks already contained on the MTLs.

DATA SOURCE: DFD 1.1; Process 1.1.6

DFD 1.1.6; Process 1.1.6.3

DATA DESTINATION: DFDs 1.1, 1.1.6; Data Store M11

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (40)
AOTS Task ID (Task ID)	An Alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS Task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A= Organizing and Planning, B= Directing and Implementing, etc.) Data Type: character (1); Range a-z
Task ID Number	Task statements taken directly from the Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range 00000-99999

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Duty Positions

DESCRIPTION: Duty positions are the types and descriptive titles of jobs assigned to and performed by individuals within Air Force Specialties (AFSS).

DATA SOURCE: DFD 1.1.4.1; Process 1.1.4.1.1; Data Store M7

DFD 1.1.4.1.1; Process 1.1.4.1.1.3; Data Store M7

DFD 1.1.4.1.2; Data Store M7

DATA DESTINATION: DFDs 1.1.4.1, 1.1.4.1.1; Data Store M7;
Process 1.1.4.1.2

DFD 1.1.4.1.2; Process 1.1.4.1.2.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position to which an individual is assigned. Duty position titles are identified in the Personnel Data System (PDS). Data Type: string (31)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Duty Position Titles

DESCRIPTION: Duty position titles are descriptions of the major jobs assigned to individuals, e.g., Access Controller - for Security Police AFS; Outbound Assignments Clerk - for Personnel AFS; RF-4C Dedicated Crew Chief - for Tactical Aircraft Maintenance AFS; and, Engine Build-Up Mechanic - for Aerospace Propulsion AFS.

DATA SOURCE: DFD 1.1.4.1.1; Process 1.1.4.1.1.2

DATA DESTINATION: DFD 1.1.4.1.1; Process 1.1.4.1.1.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Duty Position Title	The title of the position to which an individual is assigned. Duty position titles are identified in the Personnel Data System. Data Type: string (31)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Duty Position Types

DESCRIPTION: Duty positions consist of four basic types:
1) technician, 2) supervisor, 3) a combination of the two, and
4) other (for jobs that don't fall in the other three categories,
e.g., an additional duty that becomes a full time job or some
special assignments).

DATA SOURCE: DFD 1.1.4.1.1; Process 1.1.4.1.1.1

DATA DESTINATION: DFD 1.1.4.1.1; Process 1.1.4.1.1.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Duty Type	The types of jobs assigned to and performed by members within Air Force Specialties. Duty Types are: 1 = Technician, 2 = Supervisor, 3 = A combination of 1 and 2, 4 = Other Data Type: integer; Range: 1-4

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Final Master Task List (MTL)

DESCRIPTION: A final MTL is an MTL that has been coordinated through and validated by the IST and the using workcenters.

DATA SOURCE: DFD 1.1; Process 1.1.1

DFD 1.1.1; Process 1.1.1.3

DFD 1.1.1.3; Process 1.1.1.3.6

DATA DESTINATION: DFDs 1.1, 1.1.1, 1.1.1.3; Data Store M1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A = Organizing and Planning, B = Directing and Implementing, etc.) Data Type: character (1); Range: a-z
Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000 is used to depict OSR tasks. Data Type: integer; Range 00001-10000
Revised Occupational Survey Task ID	A number assigned to a task statement when the task statement reflected in OSR data does not accurately describe the task and has to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range: 10001-60000
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range 60001-99999
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Task Training Module	Reserved field to support the Training Decisions System (TDS). when implemented. Data Type: number array (4) string (3)
Weapons System/ Equipment Task Supports	The name of the weapons system/equipment that the task is performed on (e.g. RF-4C Aircraft, J79-15 Engine).

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Task ID In Other Systems	Data Type: array (15) string (10)
Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified Flag For Final MTL Changes	
Creator of Task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change to data for the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol System (PAS) code(s) reflecting which Air Force unit(s) perform the task. Data Type: array (25) string (8)

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PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)
Certification Required Before Performance	This is a performance requirement. The code are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis, and if so, the required frequency or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

GPTR List Code
(Job Group)

The job group identified, through Occupational Survey Data, during the creation of GPTR's.
Data Type: array (999) integer (3);
Range: 000-999

Task Factors

Percent Members
Performing

The percentage of respondents who, during occupational surveys, stated that they performed the task.
Data Type: floating point

Training Emphasis

A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen.
Data Type: floating point

Task Difficulty

A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task.
Data Type: floating point

Prior Training (ATC)

Reserved field. Air Force determined separate research is necessary.
Data Type: floating point

User Factors

Mandatory Performance
Code

Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements).
Data Type: boolean

Required Performance
Resources

Those resources which are required for task accomplishment.
Data Type: array (30) string (40)

Subtasks (In
Performance Sequence)

A major part of a task; has the same characteristics as a task, but depends on other subtasks.
Data Type: array (30)

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Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask since initial development. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)
Activities (In Performance Sequence)	
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)

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Code Ident 76301
Date: 31 October 1989

Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions, etc. Data Type: array (6) string (20)
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (6)
Team Task	Identification of team task requirements. A Team Task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently. Data Type: character (1)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Generic Position Tasks/Generic Position Task Requirements (GPTRs)

DESCRIPTION: GPTRs are task groupings taken from the MTLs that, during occupational surveys, members assigned to similar AFS duty positions indicated they performed. Typically, there are four types of groupings; those that reflect supervisory tasks, those that reflect technical tasks, those that are a combination of both, and others that don't fit into any of the other three categories.

DATA SOURCE: DFD 1.1; Process 1.1.4; Data Store M5

DFD 1.1.4.1; Process 1.1.4.1.2; Data Store M5

DFD 1.1.4.1.2; Processes 1.1.4.1.2.1, 1.1.4.1.2.2 and 1.1.4.1.2.3

DFD 1.1.4.2; Data Store M5

DATA DESTINATION: DFD 1.1; Data Store M5; Process 1.1.4

DFD 1.1.4.1; Data Store M5; External Entity 1.1.4.2

DFD 1.1.4.1.2; Processes 1.1.4.1.2.2 and 1.1.4.1.2.3;
Data Store M5

DFD 1.1.4.2; Process 1.1.4.2.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

GPTR List Code
(Job Group)

The job group identified, through
Occupational Survey Data, during the
creation of GPTR's.
Data Type: array (999) integer (3);
Range: 000-999

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Instructional Systems Team (IST) Validated Tentative Master Task List (TMTL)

DESCRIPTION: A tentative MTL that has been coordinated through the applicable IST subject matter experts and applicable functional area workcenters during the validation stage.

DATA SOURCE: DFD 1.1; External Entity 6; Process 1.1.1

DFD 1.1.1; External Entity 6; Process 1.1.1.2

DFD 1.1.1.2; External Entity 6; Processes 1.1.1.2.3; Data Store M2

DFD 1.1.1.3; Data Store M2

DATA DESTINATIONS: DFD 1.1; Process 1.1.1;

DFD 1.1.1; Processes 1.1.1.2 and 1.1.1.3; Data Store M2

DFD 1.1.1.2; Processes 1.1.1.2.3, and 1.1.1.3; Data Store M2

DFD 1.1.1.3; Process 1.1.1.3.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the the AOTS task ID. Task categories from Occupational Survey Data will be utilized (e.g. A = Organizing and Planning, B = Directing and Implementing etc.). Data Type: character (1); Range a-z

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Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000 is used to depict OSR tasks. Data Type: integer; Range 00000-10000
Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately describe the task has to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range 10001-60000
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. (RF-4C Aircraft, J79-15 Engine)). Data Type: array (15) string (10)

Specification Number 70S647100
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Date: 31 October 1989

Task ID in Other Systems

Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)

Task User Codes

Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data system. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol System (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
Certification Required Prior to Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the required frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	
Subtask ID	The identification number of the subtask. Assigned sequentially in performance sequence, during task analysis/development. Data Type: string (2)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

Subtask ID Version	Indicates the number of major revisions to the subtask since initial development. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activities (In Performance Sequence)	
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (2)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (6)
Team Task	Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently. Data Type: character (1)

Specification Number 70S647100
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Local Tasks/Follow-up Requirements

DESCRIPTION: Local tasks are tasks initially identified by supervisors during the development of Operational Position Task Requirements (OPTR) lists that are required to be performed in duty positions but were not contained on the applicable MTLs or previously listed as local tasks. The Instructional System Team (IST) representatives are provided with management notices identifying the new workcenter requirements. The IST then determines if the local/new task has not been previously identified (e.g. not simply a difference in verbiage). If the task was not previously identified elsewhere, the IST then assigns a Task ID number and begins task analysis etc. An IST representative will contact the supervisor informing them of the results.

DATA SOURCE: DFD 1.1; Process 1.1.4; Data Store M11

DFD 1.1.2; Data Store M11

DFD 1.1.4.2; Processes 1.1.4.2.5 and 1.1.4.2.6; Data Store M11

DFD 1.1.6; Data Store M11; Processes 1.1.6.3, 1.1.6.6, 1.1.6.7 and 1.1.6.8

DATA DESTINATION: DFD 1.1; Data Store M11; Processes 1.1.2 and 1.1.6

DFD 1.1.2; Process 1.1.2.1

DFD 1.1.4.2; Processes 1.1.4.2.6 and 1.1.6; Data Store M11

DFD 1.1.6; Processes 1.1.6.1, 1.1.6.4, 1.1.6.7, 1.1.6.8 and 1.1.6.9

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

Specification Number 70S647100

Code Ident 76301

Date: 31 October 1989

Task Category

The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A = Organizing and Planning, B = Directing and Implementing, etc.)

Data Type: character (1); Range a-z

Specification Number 70S647100
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DATA FLOW: Master Task List (MTL)

DESCRIPTION: A master task list is a consolidated listing of all tasks that are performed by members within a specific Air Force Specialty (AFS) and associated task data.

DATA SOURCE: DFD 1.1.6; Data Store M1

DATA DESTINATION: DFD 1.1.6; Processes 1.1.6.1 and 1.1.6.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A = Organizing and Planning, B = Directing and Implementing etc.) Data Type: character (1); Range a-z
Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in CSR data utilize a range of 60001 through 99999. Data Type: integer; Range 00000-99999

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Occupational Survey Task Id	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000 is used to depict OSR tasks. Data Type: integer; Range: 00001-10000
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately describe the task and had to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range: 10001-60000
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Task Training Module	Reserved field to support the Training Decisions System (TDS), when implemented. Data Type: number array (4) string (3)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine). Data Type: array (15) string (10)
Task ID in Other Systems	

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Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified/Flag For Final MTL Changes Creator of Task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change to data for the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data system. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol System (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)

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PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)
Certification Required Prior to Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the required frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99

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GPTR List Code
(Job Group)

The job group identified, through Occupational Survey Data, during the creation of GPTR's.
Data Type: array (999) integer (3);
Range: 000-999

Task Factors

Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point

User Factors

Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	A major part of a task; has the same characteristics as a task, but depends on other subtasks. Data Type: array (30)

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Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask since initial development. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)
Activities (In Performance Sequence)	
Activity ID	A number assigned to each activity. Numbers are assigned in performance sequence during task analysis/development. Data Type: (2)
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions etc. Data Type: array (6) string (20)

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Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask since initial development. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)
Activities (In Performance Sequence)	
Activity ID	A number assigned to each activity. Numbers are assigned in performance sequence during task analysis/development. Data Type: (2)
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions etc. Data Type: array (6) string (20)

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Prerequisite Tasks

Task(s) that must be performed prior to or in conjunction with the performance of the identified task.
Data Type: string (8)

Team Task

Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently.
Data Type: character (1)

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DATA FLOW: Matched Requirements

DESCRIPTION: Matched requirements are ancillary, additional duty, career development course and contingency task training requirements that have been identified as AF, AFS, MAJCOM, functional area, installation, unit, workcenter or duty position requirements.

DATA SOURCE: DFD 1.1.5; Process 1.1.5.5

DATA DESTINATION: DFD 1.1.5; Process 1.1.5.6

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
ECI Course Enrollment Enrollment Category	Indicates which component of the Air Force that the individual is assigned to. (e.g. Active Duty, Air National Guard, Air Force Reserve) Data Type: character (1)
ECI/CDC Course Number	The course number of the ECI/CDC course that the trainee requires enrollment in or has been enrolled in. ECI/CDC course numbers are contained in the ECI Catalogue and Guide. Data Type: array (10) string (6); Range: 00000A-99999Z
Date Enrolled	The official enrollment date the trainee was enrolled in an ECI/CDC course by the Extension Course Institute (ECI). Data Type: string (6)
Volume Number	The number assigned, by ECI, to each volume of the ECI/CDC course. Data Type: array (15) string (2); Range: 01-99
Date Volume Started	The date the trainee begins study of the material in a specific volume of the ECI/CDC course. Data Type: string (6)

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Date Volume Completed The date the trainee completes study and the volume review exercise of a specific volume of the ECI/CDC course.
Data Type: string (6)

Volume Review
Exercise Score The numerical score that the trainee receives on a specific volume of the ECI/CDC course.
Data Type: string (3); Range: 000-100

Course Examination
Date The date that the trainee is administered the Course Examination for the ECI/CDC course.
Data Type: string (6)

Course Examination
Score The score that the trainee achieves on the Course Examination for the ECI/CDC course.
Data Type: string (3) Range: 000-100

Ancillary/Additional Duty/Contingency Task Training

Program/Task/
Course ID The identification number assigned to each Ancillary and Additional Duty course and Contingency Task requirement. Ancillary training requirements are prefaced by AT, Additional Duty requirements by AD and Contingency task requirements by CT. Numbers are sequentially assigned to each requirement.
Data Type: string (15)

Program/Task/
Course Title The titles of ancillary and additional duty courses are defined in AFR 50-1. Contingency task requirements are identified in unit operational plans, mobility plans, etc.
Data Type: string (80)

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Date: 31 October 1989

DATA FLOW: Matched Tasks

DESCRIPTION: Matched Tasks are tasks initially identified as local and new tasks that after being compared to the MTL file were found to be duplicates of tasks already listed on an MTL.

DATA SOURCE: DFD 1.1.6; Processes 1.1.6.1, 1.1.6.2 and 1.1.6.3

DATA DESTINATION: DFD 1.1.6; Processes 1.1.6.2, 1.1.6.3 and 1.1.6.4

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: string (2)
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range 60001-99999
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

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DATA FLOW: New AFS Tasks/Follow-up Requirements

DESCRIPTION: New tasks are tasks identified during reviews of new or revised technical publications that were not previously required to be performed. Follow-up requirements are conditions that indicate new tasks have been identified.

DATA SOURCE: DFD 1.1; Process 1.1.2; Data Store M11

DFD 1.1.2; Processes 1.1.2.4 and 1.1.2.5; Data Store M11;
External Entity 1.1.6

DFD 1.1.4.2; Data Store M11; Process 1.1.4.2.6

DFD 1.1.6; Data Store M11; Processes 1.1.6.6, 1.1.6.7 and 1.1.6.8

DATA DESTINATION: DFD 1.1; Data Store M11; Process 1.1.6

DFD 1.1.2; Processes 1.1.2.1 and 1.1.2.5; Data Store M11;
External Entity 1.1.6

DFD 1.1.4.2; Process 1.1.4.2.5; Data Store M11

DFD 1.1.6; Processes 1.1.6.1, 1.1.6.7, 1.1.6.8 and 1.1.6.9;
Data Store M11

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: string (2)
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999

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Follow-up requirements

- 1-Match against the MTL file
- 2-Code if unmatched and add to the appropriate OPTR lists
- 3-Identify, cross reference and store task-related data
- 4-Assess to determine if they should be added to the appropriate MTLs
- 5-Identify, cross reference and store sources of performance and proficiency data
- 6-Delete if found to duplicate entries on the MTL file
- 7-Hold in temporary file until analysis is complete

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DATA FLOW: New Publications/Publication Changes

DESCRIPTION: These are regulations, manuals, technical orders, etc., or changes thereto that prescribe tasks and/or contain task performance and proficiency data.

DATA SOURCE: DFDS 1.1, 1.1.2; External Entity 2

DATA DESTINATION: DFD 1.1; Process 1.1.2

DFD 1.1.2; Processes 1.1.2.1, 1.1.2.4 and 1.1.2.6

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Publication Data	
Publication ID	The type of publication and the corresponding number (e.g. AFR 50-23, T.O. 00-20-5 etc.) used to specify the publication. Data Type: array (6) string (20)
Title	The title of the publication as listed in the applicable publication index. Data Type: string (80)
Volume (if applicable)	The volume number of the publication if applicable. Data Type: string (3)
Date	The data of the basic publication as listed in the applicable publication index. Data Type: string (6)
Section/Chapter/Paragraph	The section, chapter or paragraph of the publication providing guidance for task performance. Data Type: string (20)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

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DATA FLOW: Objectives/Evaluation Instruments and Items
Identification

DESCRIPTION: A list of the objectives: Performance requirements, conditions under which a task will be performed and the performance standards; the evaluation instruments: Tests and evaluation checklists; and, specific test items that have been developed to support the training and evaluation of tasks.

DATA SOURCE: DFDs 1.1, 1.1.2; External Entity 2.1

DATA DESTINATION: DFD 1.1; Process 1.1.2

DFD 1.1.2; Process 1.1.2.6

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Objective ID	A unique number identifying a particular behavioral objective within the complete file of all behavioral objectives within AOTS. Data Type: string (4); Range: 0000-9999

Complete Behavioral Objective Statement Data

Behavioral Statement	A brief statement with an action verb and an object that specifies the required behavior. Data Type: string (240)
Conditions	The operational conditions under which the required behavior will normally occur. Data Type: string (240)

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Standards A measurable minimum level of performance that shall demonstrate an acceptable level of competency.
Data Type: string (240)

Behavioral Objective References Data

Publications Publications listed by identification code and title that define the performance and proficiency requirements for the objective.
Data Type: array (6) string (20)

Breakdowns Breakdowns (by section, chapter, figure, table, page or other part) of the publications that specifically define the performance and proficiency requirements of the objective.
Data Type: array (30) integer (16)

Behavioral Objective Resources A list of tools, equipment, and materials required for successful performance of the objective.
Data Type: array (30), string (40)

Test Item Identification Data

AOTS Task ID (Task ID) An alpha character combined with five numerical characters used to specify a task.
Data Type: string (6)

Subtask ID The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development.
Data Type: string (2)

Objective ID A unique number identifying a particular behavioral objective within the complete file of all behavioral objectives within AOTS.
Data Type: string (4)

Test Item ID A unique number for identifying a particular test item for a particular behavioral objective.
Data Type: string (3)

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Test Item Type	Test item types for performance tests shall be oral test guides (which serve as the instructions for performance tests) and performance evaluation checklists. Test item types for knowledge tests shall be: true/false, multiple choice, list multiple choice, matching, constructed response, limited constructed response, single area touch, and sequence touch. Data Type: boolean
Oral Test Guide (OTG) Data	Up to four screens of text that provide information essential to administering a performance test. Data Type: string (6240)
Oral Test Guide ID Data	AOTS task/subtask ID, objective ID and assigned item number. Data Type: string (16)
Oral Test Guide Template Data	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Behavioral Statement	A brief statement with an action verb and an object that specifies the required behavior. Data Type: string (240)
Conditions	The operational conditions under which the required behavior will normally occur. Data Type: string (240)
Standards	A measurable minimum level of performance that shall demonstrate an acceptable level of competency. Data Type: string (240)
References	Publications that define the performance and proficiency requirements for the objective, listed by identification code and title and breakdown to the part(s) of the publication (e.g., chapter, section,

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paragraph, page, table, etc.) that specifically apply to the objective.
Data Type: array (6) string (20)

Performance Resources	A list of tools, equipment and materials required for successful performance of the objective. Data Type: array (30) string (40)
Evaluation Resources	Tools, equipment and materials required for use by the evaluator in evaluating the performance of the airman/trainee. Data Type: array (30) string (40)
Instructions	Guidelines for administering the performance evaluation, including the wording of the spoken instructions that the evaluator will say to the airman/trainee. Data Type: string (6240)
Other Data	Additional task or situation specific information that will assist the evaluator efficiently and effectively to evaluate the performance of an airman/trainee. Data Type: string (40)
Performance Evaluation Checklist (PEC)	Checklist consisting of up to 60 activities (performance steps) required for satisfactory performance of the task/subtask. Data Type: array (60) string (240)
Knowledge Test Item Data Item Stem	A statement or question which poses the situation to which the examinee must respond. Data Type: string (1600)
Graphics ID	The unique identification (a string of alpha/numeric characters) that will enable the system to retrieve a graphic that has been selected for presentation with the item stem. Data Type: string (10)

Graphics Presentation Data	Data identifying the scaling, rotation, positioning, and color decisions that were made by the evaluation materials developer concerning the selected graphics. Data Type: integer
Response Alternatives	The response alternatives that an examinee shall be permitted to make to the item stem. Data Type: string
Correct Answer	The response alternative that was designated by the evaluation materials developer as the correct response to the item stem. Data Type: boolean
Feedback	Information to be provided to the examinee concerning the selected response alternative after the examinee has made his/her selection. Data Type: string (160)
Test Item References	Titles, identification codes, and breakdowns of the publications that specify performance and proficiency requirements for the test item. Data Type: array (6) string (20)
Performance Resources	A listing of tools, equipment and materials required for satisfactory performance of the objective for which the test item was developed. Data Type: array (30) string (40)
Training Resources	A listing of tools, equipment and materials required for training for the objective for which the test item was developed. Data Type: array (30) string (40)
Evaluator Resources	A listing of tools, equipment and materials required by the evaluator to evaluate performance and/or requisite knowledge for the objective. Data Type: array (30) string (40)

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Test ID Data	AOTS task/subtask ID, objective ID, and test number. Data Type: string (16)
Selected Objectives and Items	Items selected for inclusion in the identified test; items are identified by objective ID and by item number. Data Type: string (7)
Test Format Data	
Order of Items	Order in which the items will appear in the test at presentation (if the item scrambling option in the test parameters has not been invoked). Data Type: boolean
Critical Items	Items designated as critical items. Data Type: boolean
Pass Criterion	(Knowledge test only) Number of correct responses required to achieve a passing score on the objective. Data Type: boolean
Test Parameter Data	
Test Use	Designation that the test is either the primary test of its type (performance or knowledge) or an alternate test. Data Type: boolean
Item Analysis	Item analysis capability enabled or disabled. Default shall be enabled. Data Type: boolean
Maximum Analysis Samples	Maximum number of samples of test scores that will be stored by the system for use in item analysis. Default shall be 50. Data Type: string (3); Range: 030-100
Time Allowed	(Knowledge tests only) Time allowed the individual for completing the test. Default shall be 60 minutes. Data Type: string (4); Range: 0001-1440

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Item Scrambling	(Knowledge tests only) Enable or disable scrambling of items at presentation. Default shall be disabled. Data Type: boolean
Test Interruption	(Knowledge tests only) Interruption to be allowed/disallowed during testing. Default shall be allowed. Data Type: boolean
Test Item Recap	(Knowledge tests only) Recapitulation of missed test items with correct response displayed to allowed/disallowed during on-line test. Default shall be disallowed. Data Type: boolean
Knowledge Test Instructions	Instructions to the individual taking the test. If off-line administration has been permitted by the test developer, the test will have two sets of instructions: one for on-line use, the other for off-line use. Data Type: string (6240)
Evaluation Results Data	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Objective ID	A unique number identifying a particular behavioral objective within the complete file of all behavioral objectives within AOTS. Data Type: string (4)
Test ID	A unique number that identifies a particular test. Data Type: string (16)

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Performance Evaluation Results Data

Number of Samples	The number of times the test has been administered and the scores entered into the system. Data Type: integer
Pass/Fail Data	Total number of test failures. Data Type: integer
Step Pass/Fail Data	Number of steps failed by each examinee, specific steps failed, number of steps unobserved, specific steps unobserved. Data Type: integer
Critical Step	Critical steps failed, number of times each critical step was failed. Data Type: integer

Knowledge Test Results Data

Number of Samples	The number of times the test has been administered and the score data entered into the system. Data Type: integer
Pass/Fail Data	Total number of test failures. Data Type: integer
Percentage Correct	Percentage of correct items on each test administration. Data Type: floating point
Incorrect Items	Identification of test items failed and number of failures on each item. Data Type: integer
Response Alternative Data	Response alternatives selected on each item and number of times each response alternative was selected. Data Type: integer
Objectives Failed	Identification of failed objectives and number of times each objective was failed. Data Type: integer

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Critical Items

Identification of failed critical items
and number of times that each was
failed.
Data Type: integer

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DATA FLOW: Occupational Survey Data

DESCRIPTION: Occupational survey data are the results of applying CODAP to the information gathered from AF members in the operational environment during surveys of AFSSs. The method of surveying employs standard USAF Job Inventories.

DATA SOURCE: DFDs 1.1, 1.1.1, 1.1.1.1; External Entity 1

DATA DESTINATION: DFD 1.1; Process 1.1.1

DFD 1.1.1; Process 1.1.1.1

DFD 1.1.1.1; Process 1.1.1.1.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Occupational Survey Data Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range: 00001-10000
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine). Data Type: array (15) string (10)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)

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STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol System (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
GPTR List Code (Job Groups)	The job group identified, through Occupational Survey Data, during the creation of GPTR's. Data Type: array (999) integer (3); Range: 000-999
Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Operational Position Task Requirement (OPTR)
Assignments

DESCRIPTION: OPTR assignments originate as local tasks during the generation of OPTR lists. They are matched against the MTLs and, if found to be duplicates, they are deleted by the user and the MTL tasks become the OPTR assignments. If it is found that they are not duplicates, they are coded and then become OPTR assignments.

DATA SOURCE: DFDs 1.1, 1.1.4.2; Process 1.1.6

DFD 1.1.6; Process 1.1.6.4

DATA DESTINATION: DFD 1.1; Process 1.1.4

DFD 1.1.6; External Entity 1.1.4.2

DFD 1.1.4.2; External Entity 1.1.6; Process 1.1.4.2.5

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Operational Position Task Requirements (OPTRs)/OPTR
List

DATA DESCRIPTION: Operational position task requirements are lists of tasks created by immediate supervisors that depict the performance requirements for individuals assigned to workcenter positions. The tasks are based on assigned jobs, duties and responsibilities. Applicable generic position task requirement lists may form the basis for development of OPTRs.

DATA SOURCE: DFD 1.1; Process 1.1.4; Data Store M6
DFD 1.1.4.2; Processes 1.1.4.2.1, 1.1.4.2.2, 1.1.4.2.3,
1.1.4.2.4, 1.1.4.2.5, 1.1.4.2.7 and 1.1.4.2.8; Data Store M6

DATA DESTINATION: DFD 1.1; Data Store M6 and External Entity 1.2
DFD 1.1.4.2; Processes 1.1.4.2.2, 1.1.4.2.3, 1.1.4.2.4,
1.1.4.2.5, 1.1.4.2.7 and 1.1.4.2.8; Data Store M6; External
Entity 1.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Ancillary/Additional Duty/Contingency Task Training	
Program/Task/ Course ID	The identification number assigned to each ancillary or additional duty course. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)

Specification Number 70S647100B
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Program/Task/
Course Title

The titles of Ancillary and Additional
Duty courses are as defined in AFR 50-1.
Contingency task requirements are as
defined within unit Operational Plans,
Mobility Plans, etc.
Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Other Training Requirements

DESCRIPTION: Other training requirements consist of the ancillary, additional duty, career development course and contingency task training requirements, which are described separately in this Data Dictionary.

DATA SOURCE: DFD 1.1; Process 1.1.5; Data Store M8
DFD 1.1.4.2; Data Store M8
DFD 1.1.5; Processes 1.1.5.7 and 1.1.5.8; Data Store M8

DATA DESTINATION: DFD 1.1; Data Store M8; Process 1.1.4;
External Entity 1.2
DFD 1.1.4.2; Process 1.1.4.2.2
DFD 1.1.5; Process 1.1.5.8; Data Store M8; External Entity 1.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>

ECI/CDC Course Enrollments

Applicable AFSC/ Skill Level	The Air Force Specialty Code (AFSC), by skill level, identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. String: (6)
ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide required for skill level upgrading. Data Type: array (10) string (6); Range: 00000A-99999Z

Ancillary/Additional Duty/Contingency Task Training

Program/Task/ Course ID	The identification number assigned to each Ancillary or Additional Duty course and Contingency Task requirement. Ancillary Training courses are prefaced by AT, Additional Duty courses are prefaced by AD and Contingency Tasks are prefaced by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)

Specification Number 70S647100B

Code Ident 76301

Date: 31 October 1989

Program/Task/
Course Title

The titles of Ancillary and Additional
Duty courses are as defined in AFR 50-1.
Contingency Task requirements are as
defined within unit Operational Plans,
Mobility Plans, etc.
Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Other Training Requirements Frequencies

DESCRIPTION: Other training requirements frequencies are the time periods in which recurring ancillary, additional duty or contingency training requirements must be scheduled and conducted, or conditions under which training is required.

DATA SOURCE: DFD 1.1.5; Process 1.1.5.6

DATA DESTINATION: DFD 1.1.5; Process 1.1.5.7

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Ancillary/Additional Duty/Contingency Task Training	
Program/Task/ Course ID	The identification number assigned to each ancillary or additional duty course. Ancillary courses are prefaced by AT, Additional Duty courses are prefaced by AD and Contingency Tasks are prefaced by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)
Program/Task/ Course Title	The titles of Ancillary and Additional Duty courses are as defined in AFR 50-1. Contingency Task requirements are as defined within unit Operational Plans, Mobility Plans, etc. Data Type: string (80)
Frequency Data	Number of months elapsing between recurring training events for a particular Other Training Requirement. Data Type: integer; Range: 01-999

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Personnel Accounting System (PAS) Codes/Functional Account Codes (FAC)

DESCRIPTION: The PAS codes and FACs are alpha/numeric codes used by the AF to identify servicing CBPOs, MAJCOMs/SOAs, units, functional areas and workcenters. They are broken down as follows:

DATA SOURCE: DFDs 1.1, 1.1.1, 1.1.1.1, 1.1.1.3; External Entity 8

DATA DESTINATION: DFD 1.1; Process 1.1.1

DFD 1.1.1; Process 1.1.1.1

DFD 1.1.1.1; Process 1.1.1.1.3

DFD 1.1.1.3; Process 1.1.1.3.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Task User Codes	
PAS Code	The Personnel Accounting Symbol (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (2)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)

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FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Prioritized Tasks

DESCRIPTION: Prioritized tasks are tasks that have been arranged in a descending order of importance. For tasks on an MTL importance is relative to the percent of members performing the tasks. However, at specific operational levels such as MAJCOM, SOA, Numbered Air Force, Air Division, Wing, or Group level the importance may vary depending on additional factors.

DATA SOURCE: DFD 1.1.1.1; Process 1.1.1.1.5

DATA DESTINATION: DFD 1.1.1.1; Process 1.1.1.1.6

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Prioritization Algorithms

DESCRIPTION: Prioritization algorithms are computerized or user-specified equations applied to rank-order tasks after they have been selected and rated and assigned weights have been applied. Algorithms and selection criteria are defined in Processes 1.1.1.1.5, 1.1.1.3.5, 1.1.4.1.2.3, 1.1.3.1, 1.1.3.2, 1.1.4.1.2.3, 1.1.4.2.7, and 1.1.5.7.

DATA SOURCE: DFD 1.1; Process 1.1.3; Data Store M4
DFD 1.1.3; Processes 1.1.3.2 and 1.1.3.3; Data Store M4
DFD 1.1.4.2; Data Store M4

DATA DESTINATION: DFD 1.1; Data Store M4; Process 1.1.4;
External Entity 1.2

DFD 1.1.3; Process 1.1.3.3; Data Store M4; External Entities
1.2 and 1.1.4.2

DFD 1.1.4.2; Process 1.1.4.2.7

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>

Not applicable	

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DATA FLOW: Publication Indexes

DESCRIPTION: Publication indexes are themselves publications that list information on other publications such as alpha/numeric identifiers, titles, dates of publication, published changes and distribution requirements. Publication indexes will be used as guides in identifying sources of task-related data.

DATA SOURCE: DFDs 1.1, 1.1.1, 1.1.1.1, 1.1.1.3; External Entity 2

DATA DESTINATION: DFD 1.1; Process 1.1.1

DFD 1.1.1; Process 1.1.1.1

DFD 1.1.1.3; Process 1.1.1.3.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Publication Data	
Publication ID	The type of publication and the corresponding number (e.g. AFR 50-23, T.O. 00-20-5 etc.) used to specify the publication. Data Type: array (6) string (20)
Title	The title of the publication as listed in the applicable publication index. Data Type: string (80)
Volume (if applicable)	The volume number of the publication, as applicable. Data Type: string (3)
Date	The data of the basic publication as listed in the publication index. Data Type: string (6)
Section/Chapter/ Paragraph	The section, chapter or paragraph of the publication providing guidance for task performance. Data Type: string (20)
Locations	The physical location(s) of publications governing task performance. Data Type: string (20)

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Code Ident 76301
Date: 31 October 1989

DATA FLOW: Selection Criteria

DESCRIPTION: These selection criteria are applied in the identification of 1) tasks that should be trained in the operational environment, 2) tasks that should be trained first, 3) tasks that should be evaluated first, 4) tasks for which evaluation instruments should be developed first, and 5) tasks for which training materials should be developed first.

Criteria such as the following will be included: 1) percent of members performing tasks, 2) task difficulty and training emphasis, 3) numbers of members required to perform tasks, 4) numbers of members certified to perform tasks, and 5) criticality of tasks to the mission.

Each criterion shall be applied in descending order from high to low.

DATA SOURCE: DFD 1.1; Process 1.1.3; Data Store M4

DFD 1.1.3; Processes 1.1.3.1, 1.1.3.2 and 1.1.3.3; Data Store M4

DFD 1.1.4.2; Data Store M4

DATA DESTINATION: DFD 1.1; Data Store M4; Process 1.1.4; External Entity 1.2

DFD 1.1.3; Processes 1.1.3.2 and 1.1.3.3; Data Store M4; External Entities 1.2 and 1.1.4.2

DFD 1.1.4.2; Process 1.1.4.2.7

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>

Not applicable	

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DATA FLOW: Task Identification

DESCRIPTION: Task identification refers to the number assigned to a task that will accommodate its being selected from the applicable data base and correlated to task-related data.

DATA SOURCE: DFD 1.1; Process 1.1.2; Data Store M3

DFD 1.1.2; Data Store M3; Process 1.1.2.6

DATA DESTINATION: DFD 1.1; Process 1.1.2; Data Store M1;
External Entities 2.1 and 5.1

DFD 1.1.2; Process 1.1.2.6; Data Store M1; External Entities
2.1 and 5.1

STRUCTURE: Data elements include (as applicable):

Data Item

Description

AOTS Task ID
(Task ID)

An alpha character combined with five
numerical characters used to specify a
task.
Data Type: string (6)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Task Performance/Proficiency Data

DESCRIPTION: Task Performance/Proficiency Data consist of the identification and location of sources, e.g., Technical Order, Air Force Regulation/Manual, etc., of task performance and/or proficiency specifications.

DATA SOURCE: DFD 1.1; Process 1.1.2; Data Store M3

DFD 1.1.2; Processes 1.1.2.1, 1.1.2.2, 1.1.2.3 and 1.1.2.6;
Data Store M3

DATA DESTINATION: DFD 1.1; Data Store M1; External Entities
2.1 and 5.1

DFD 1.1.2; Processes 1.1.2.2 and 1.1.2.3; Data Store M3;
External Entities 2.1 and 5.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Publication Data	
Publication ID	The type of publication and the corresponding number (e.g. AFR 50-23, T.O. 00-20-5 etc.) used to specify the publication. Data Type: array (6) string (20)
Title	The title of the publication as listed in the applicable publication index. Data Type: string (80)
Volume (if applicable)	The volume number of the publication, if applicable. Data Type: string (3)
Date	The data of the basic publication as listed in the applicable publication index. Data Type: string (6)
Section/Chapter/ Paragraph	The section, chapter, or paragraph of the publication providing guidance for task performance. Data Type: string (20)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Tentative Master Task List (TMTL)

DESCRIPTION: A Tentative MTL is an MTL prior to being validated and finalized. An MTL is a listing of task statements germane to an AFS which includes all tasks performed in the AFS regardless of location, weapon system, equipment, etc. as well as local and new tasks which have been identified. Also, the MTL will include task related data such as applicable subtasks, the identification of sources where performance and proficiency data are contained, the identification of using activities, the availability of training materials, etc. (The structure of the MTL can be seen in this Data Dictionary.)

DATA SOURCE: DFD 1.1; Process 1.1.1

DFD 1.1.1; Processes 1.1.1.1 and 1.1.1.2; Data Store M2
DFD 1.1.1.1; Process 1.1.1.1.6; Data Store M2

DFD 1.1.1.2; Data Store M2; Process 1.1.1.2.3

DATA DESTINATION: DFD 1.1; External Entity 6

DFD 1.1.1; Data Store M2; Process 1.1.1.2; External Entity 6

DFD 1.1.1.1; Data Store M2; External Entity 1.1.1.2

DFD 1.1.1.2; Process 1.1.1.2.1; External Entity 6

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (40)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A = Organizing and Planning, B = Directing and Implementing, etc.) Data Type: character (1); Range a-z

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Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00001-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A Range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range: 00001-99999
Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately define the task and has to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range: 10001-60000
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts

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(SMEs). Statements include an object and a verb.
Data Type: string (240)

Task Training Module Reserved field to support the Training Decisions System (TDS), when implemented.
Data Type: number array (4) string (3)

Weapons System/
Equipment
Task Supports The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine).
Data Type: array (15) string (10)

Task ID in Other
Systems

 Other System Name If the task is found in another automated system, such as CAMS, then the name of this system is reflected.
Data Type: array (10) string (6)

 Other System Task
 ID The identification number used in other automated systems where this task is located.
Data Type: array (10) string (6)

Corresponding STS
Number A cross-reference to depict the Specialty Training Standard (STS) that contains the task.
Data Type: array (5) string (40)

 STS Edition (Date) The date of the applicable STS.
Data Type: array (5) string (6)

 STS Paragraph Number The paragraph/subparagraph within the STS where the task is located.
Data Type: array (5) string (6)

Task Modified/Flag
For Final MTL Changes
 Creator Of Task The name of the individual who initially created (input) the task in the AOTS.
Data Type: string (27)

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Task Last Modified By	The name of the individual who made the last change to data for the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The locations ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Account Symbol system (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: the third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)

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Certification Required
Prior to Performance

This is a performance requirement.
The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible.
Data Type: character (1)

Recertification
Requirement Code

Identifies if a task must be recertified on a periodic basis and if so, the required frequency or if a one time certification is sufficient.
Data Type: integer (2); Range: 01-99

GPTR List Code
(Job Group)

The job group identified, through Occupational Survey Data, during the creation of GPTR's.
Data Type: array (999) integer (3);
Range: 000-999

Task Factors

Percent Members
Performing

The percentage of respondents who, during occupational surveys, stated that they performed the task.
Data Type: floating point

Training Emphasis

A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen.
Data Type: floating point

Task Difficulty

A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task.
Data Type: floating point

Prior Training (ATC)

Reserved field. Air Force determined separate research is necessary.
Data Type: floating point

User Factors

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Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	A major part of a task; has the same characteristics as a task, but depends on other subtasks. Data Type: array (30)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)
Activities (In Performance sequence)	
Activity ID	A number assigned to each activity. Numbers are assigned in performance sequence during task analysis/development. Data Type: string (2)

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Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions, etc. Data Type: array (6) string (20)
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (6)
Team Task	Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently. Data Type: character (1)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Training/Evaluation/Materials Development
Requirements

DESCRIPTION: Training requirements identify 1) tasks that should be trained exclusively in the operational environment, and 2) those tasks that should be trained first in the operational environment. Evaluation requirements identify those tasks that should be evaluated first in the operational environment. Materials development requirements identify tasks for which training materials should be developed first in the operational environment.

DATA SOURCE: DFD 1.1; Process 1.1.3; Data Store M4

DFD 1.1.3; Process 1.1.3.3; Data Store M4

DATA DESTINATION: DFDs 1.1, 1.1.3; Data Store M4; External Entities 2.1, and 5.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS Task ID. Task categories from Occupational Survey Data will be utilized (e.g. A = Organizing and Planning, B = Directing and Implementing etc.). Data Type: character (1); Range: a-z
Task Factor Data	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point

Specification Number 70S647100B

Code Ident 76301

Date: 31 October 1989

Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point
Prerequisite Tasks	Task(s) that must be performed prior to or conjunction with the performance of the identified task. Data Type: string (8)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Training Materials Identification

DESCRIPTION: Training materials identification includes the types, identification number and description of materials available to support the training of specified tasks. Examples are; film strips, Computer Assisted Instruction (CAI), sound-on-slide presentations, etc.

DATA SOURCE: DFDs 1.3, External Entity 2.1; Process 1.3.1

DATA DESTINATION: DFD 1.3; Process 1.3.1, Data Store M12

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Training Materials Data	
Type	Identifies the type of training materials (e.g. CAI, Film, Sound-on-Slide etc.) that are available to support task training. Data Type: character (1)
Item Description	The description of the training materials available to support task training. Data Type: string (80)
Identification Number	The identification number assigned to training materials available to support task training. Data Type: string (40)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Unit Manpower Personnel Requirements (UMPR)

DESCRIPTION: An UMPR is a listing that reflects the manpower authorizations for organizations by workcenters; and includes information such as the Duty Air Force Specialty Codes (DAFSCs) authorized, the authorized ranks, and position identification numbers.

DATA SOURCE: DFDs 1.1, 1.1.4.2; External Entity 8

DATA DESTINATION: DFD 1.1; Process 1.1.4

DFD 1.1.4.2; Process 1.1.4.2.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position to which an individual is assigned (e.g. RF-4C Crew Chief). Data Type: string (31)
Task User Codes	
Installation Location ID (Duty Location)	The location ID where the individual is assigned to. Location IDs are identified in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol System (PAS) code indicates which unit an individual is assigned to. The first two characters indicate the servicing CBPO. The second two characters indicate the host MAJCOM. The last four characters indicate the specific unit to which the individual is assigned. Data Type: array (25) string (8)
FAC	The Functional Account Code for a specific workcenter. Data Type: string (6)

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DATA FLOW: Unmatched Tasks

DESCRIPTION: Unmatched tasks are tasks required to be performed in a duty position that are not contained in USAFOMC Occupational Survey data.

DATA SOURCE: DFD 1.1; Process 1.1.6

DFD 1.1.6; Processes 1.1.6.1, 1.1.6.2 and 1.1.6.5

DATA DESTINATION: DFD 1.1; External Entity 1

DFD 1.1.6; Processes 1.1.6.2, 1.1.6.5 and 1.1.6.6; External Entity 1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task Statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)

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Occupational Survey
Task ID

A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks.

Data Type: integer; Range: 00001-10000

Revised Occupational
Survey Task ID

A number assigned to a task when the task statement reflected in OSR data does not accurately define the task and has to be revised. A range of 10001 through 60000 is used to depict revised task statements.

Data Type: integer; Range: 10001-60000

Local/New Task ID

A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks.

Data Type: integer; Range: 60001-99999

Occupational Survey
Data Version

This element reflects the AFPT number utilized on the OSR data.

Data Type: string (2)

AOTS Task Statement

The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb.

Data Type: string (240)

Task Training Module

Reserved field to support the Training Decisions System (TDS), when implemented.

Data Type: number array (4) string (3)

Weapons System/
Equipment
Task Supports

The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine).

Data Type: array (15) string (10)

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Task ID in Other
Systems

Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified/Flag For Final MTL Changes Creator of Task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change to data for the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol system (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)

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PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Codes for the workcenter(s) that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: the third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use. Data Type: array (25) string (4)
Certification Required Prior to Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the required frequency, or if a one time certification is sufficient. Data Type: integer (2); Range 01-99

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GPTR List Code (Job Group)	The job group identified, through Occupational Survey Data, during the creation of GPTR's. Data Type: array (999) integer (3); Range: 000-999
Task Factors Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows how the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point
User Factors	
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	A major part of a task; has the same characteristics as a task, but depends on other subtasks. Data Type: array (30)

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Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (40)

Activities
(In Performance Sequence)

Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resource required to perform the task/subtask. Data Type: array (30) string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)

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Task Performance and
Proficiency Data

Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions, etc.
Data Type: array (6) string (20)

Prerequisite Tasks

Task(s) that must be performed prior to or in conjunction with the performance of the identified task.
Data Type: string (6)

Team Task

Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently.
Data Type: character (1)

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DATA FLOW: Validation Guidelines

DESCRIPTION: Validation guidelines are instructions for validating tasks and task-related data residing on TMTLS.

DATA SOURCE: DFD 1.1.1.2; Process 1.1.1.2.1

DATA DESTINATION: DFD 1.1.1.2; Process 1.1.1.2.2

STRUCTURE: Data elements include (as applicable):

Not applicable: Validation guidelines are prepared manually

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20.2.3 DATA STORES -TRAINING REQUIREMENTS MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA STORE: M1, Master Task List

DESCRIPTION: An MTL is a listing of the tasks that pertain to a particular AFS and the associated task data.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS Task ID. Task categories from Occupational Survey Data will be utilized (e.g. A = Organizing and Planning, B = Directing and Implementing, etc.). Data Type: character (1); Range: a-z
Task ID number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range: 00001-10000
Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately describe the task

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and has to be revised. A range of 10001 through 60000 is used to depict revised task statements.

Data Type: integer; Range: 10001-60000

Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Task Training Module	Reserved field to support the Training Decisions System (TDS), when implemented. Data Type: number array (4) string (3)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine). Data Type: array (15) string (10)
Task ID in Other Systems	
Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)

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Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) which contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified/Flag for final MTL changes	
Creator of task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change of data to the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location IDs are contained in the Personnel Data System (PDS). Data Type: string (4)
PAS Code	The Personnel Accounting Symbol system (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)

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PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Work Center	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)
Certification Required Prior To Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99

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GPTR List Code
(Job Group)

The job group identified, through Occupational Survey Data, during the creation of GPTR's.
Data Type: array (999) integer (3);
Range: 000-999

Task Factors

Percent Members
Performing

The percentage of respondents who, during occupational surveys, stated that they performed the task.
Data Type: floating point

Training Emphasis

A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen.
Data Type: floating point

Task Difficulty

A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task.
Data Type: floating point

Prior Training (ATC)

Reserved field. Air Force determined separate research is necessary.
Data Type: floating point

User Factors

Mandatory Performance
Code

Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements).
Data Type: boolean

Required Performance
Resources

Those resources which are required for task accomplishment.
Data Type: array (30) string (40)

Subtasks (In
Performance Sequence)

A major part of a task; has the same characteristics as a task, but depends on other subtasks.
Data Type: array (30)

Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)

Activities (in performance sequence)

Activity ID	A number assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Activity Statement	The step performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: array (30) string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions, etc. Data Type: array (6) string (20)

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Prerequisite Tasks

Task(s) that must be performed prior to or conjunction with the performance of the identified task.
Data Type: string (6)

Team Task

Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently.
Data Type: character (1)

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DATA STORE: (M2) Tentative Master Task List (TMTL)

DESCRIPTION: See description for MTL in this Data Dictionary

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of number (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized (e.g. A = Organizing and Planning, B = Directing and Implementing, etc.). Data Type: character (1); Range: a-z
Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range 00001-10000

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Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately describe the task and has to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range: 10001-60000
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A Range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999
Occupational Survey Task ID	A cross-reference to the AOTS task ID. When the OSR task is also used as the AOTS task ID then the OSR task ID is left blank. When the OSR task statement has been revised, then the OSR task ID which the current task was derived from, is reflected. Data Type: array (5) string (6)
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Task Training Module	Reserved field to support the Training Decisions System (TDS), when implemented. Data Type: number array (4) string (3)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine). Data Type: array (15) string (10)

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Task ID in Other
Systems

Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the STS which was used. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified/Flag For Final MTL Changes	
Creator of Task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change of data for the task. Data Type: string (27)
Task User Codes	
Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)

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PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)
Certification Required Prior to Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range 01-99

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GPTR List Code (Job Group)	The job group identified, through Occupational Survey Data, during the creation of GPTR's. Data Type: array (999) integer (3); Range: 000-999
 Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point
 User Factors	
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	A major part of a task; has the same characteristics as a task, but depends on other subtasks. Data Type: array (30)

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Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)

Activities
(In Performance Sequence)

Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (240)
Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: array (30) string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)

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Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, Operating Instructions, etc. Data Type: array (6) string (20)
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (6)
Team Task	Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently. Data Type: character (1)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA STORE: (M3) AFS Task Performance and Proficiency Data

DESCRIPTION: Task or subtask performance and proficiency data consist of the identification of publications that specify tasks or subtasks and that contain data on how tasks or subtasks will be performed.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Publication Data	
Publication ID	The type of publication and the corresponding number (e.g. AFR 50-23, T.O. 00-20-5 etc.) used to specify the publication. Data Type: array (6) string (20)
Title	The title of the publication as listed in the applicable publication index. Data Type: string (80)
Volume (if applicable)	The volume number of the publication if applicable. Data Type: string (3)
Date	The date of the basic publication as listed in the applicable publication index. Data Type: string (6)
Section/Chapter/Paragraph	The section, chapter or paragraph of the publication providing guidance for task performance. Data Type: string (20)
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA STORE: (M4) Training/Evaluation/Materials Development Requirements

DESCRIPTION: See Training/Evaluation/Materials Development Requirements and Selection Criteria Data Flow in this Data Dictionary.

The training/evaluation/materials development requirements consist of the following elements:

1. Identification codes for tasks recommended to be trained in the formal operational environment, plus the selection criteria
2. Identification codes for tasks to be trained first in the operational environment, plus the selection criteria
3. Identification codes for tasks to be evaluated first in the operational environment, plus the selection criteria
4. Identification codes for tasks for which evaluation instruments should be developed first, plus the selection criteria
5. Identification codes for tasks for which training materials should be developed first, plus the selection criteria.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Task Training Priority/Training Materials Development Priority	
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS Task ID. Task categories from Occupational Survey Data will be utilized. (e.g. A = Organizing and Planning, B = Directing and Implementing etc.) Data Type: character (1); Range: a-z

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Task Factor Data

Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows how important it is to include a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (6)

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DATA STORE: (M5) Generic Position Task Requirements (GPTR)

DESCRIPTION: GPTRs are groupings of tasks derived from MTLs that, during occupational surveys, members assigned to similar AFS duty positions indicated were being performed. Typically, there are three types of task groupings; those that reflect supervisory tasks, those that reflect technical tasks and those that reflect other tasks. Position task requirements may be made up of one or all types.

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
GPTR List Code (Job Group)	The job group identified, through Occupational Survey Data, during the creation of GPTR's. Data Type: array (999) integer (3); Range: 000-999
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
SPOTS Score	Acronym for Standardized Position Oriented Training System. An algorithm used in rank-ordering the Generic Position Training Requirements (GPTRs). Let X = Percent members performing in Job Group (percent members who perform the task) Y = Task Difficulty Z = SPOTS score for task in job

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Then

$$Z = (-.005797)X + (.002742)XY - .019506$$

Data Type: floating point

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DATA STORE: (M6) Operational Position Task Requirements (OPTR)

DESCRIPTION: OPTRs are task lists created by immediate supervisors that are used to depict the performance requirements for subordinate airmen. The tasks are based on assigned duties and responsibilities. The applicable Generic PTRs can form the basis for development of OPTRs.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>								
OPTR List Code	The identification number for the OPTR. The duty position number is the basis for this data element. Because more than one individual can be assigned against any one duty position the capability to provide customization, via a trailer code, will be provided. There may be as many OPTR list codes as there are numbers of people in the Air Force Specialty (AFS): <table><tbody><tr><td>AFSC 452X4D/M:</td><td>17,800</td></tr><tr><td>AFSC 454X0A:</td><td>13,800</td></tr><tr><td>AFSC 732X0:</td><td>9,800</td></tr><tr><td>AFSC 811XX:</td><td>29,800</td></tr></tbody></table> Data Type: array (There may be as many list codes as there are people in the AFS) string (10)	AFSC 452X4D/M:	17,800	AFSC 454X0A:	13,800	AFSC 732X0:	9,800	AFSC 811XX:	29,800
AFSC 452X4D/M:	17,800								
AFSC 454X0A:	13,800								
AFSC 732X0:	9,800								
AFSC 811XX:	29,800								
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Each task could have attached to it as many OPTR numbers equal to the maximum number of people in the specialty. Data Type: string (6)								
Ancillary/Additional Duty/Contingency Task Training Program/Task/ Course ID	The identification number assigned to each ancillary or additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)								

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DATA STORE: (M7) Duty Positions

DESCRIPTION: Duty positions are the types of jobs assigned to and performed by members within AFSSs. (This data store is temporary, existing only during the development of GPTRs.)

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position an individual is assigned to (e.g. RF-4C Crew Chief). Data Type: string (31)
Duty Type	The type of job assigned to and performed by members within Air Force Specialties. Duty Types are: 1 = Technician, 2 = Supervisor, 3 = A combination of 1 and 2, 4 = Other Data Type: integer; Range 1-4

Specification Number 70S647100B
Code Ident 76301
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DATA STORE: (M8) Other Training Requirements

DESCRIPTION: Other training requirements include ancillary training courses, additional duty training courses, contingency tasks and career development courses (see Ancillary/Additional Duty Training Requirements, Contingency Task Requirements and Career Development Course (CDC) Requirements in the Data Dictionary - Management Subsystem; Training Requirements Management Component (1.1) Data Flows). These are courses/tasks not identified by AOTS task numbers but require identification for total position requirements.

STRUCTURE:

<u>Data Item</u>	<u>Description</u>

ECI Course Enrollment

Applicable AFSC/ Skill Level	The Air Force Specialty Code (AFSC), by skill level, identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6)

ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide required for skill level upgrading. Data Type: array (10) string (6)

Ancillary/Additional Duty/Contingency Task Training

Program/Task/ Course ID	The identification number assigned to each ancillary or additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)

Program/Task/ Course Title	The titles of Ancillary and Additional Duty courses are as defined in AFR 50-1. Contingency task requirements are as defined within unit Operational Plans, Mobility Plans, etc. Data Type: string (80)

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DATA STORE: (M11) Local/New AFS Task List

DESCRIPTION: Local tasks are tasks that supervisors identify as required in specified duty positions but which were not contained on MTLs or previously listed as new task requirements. Local tasks are normally identified when OPTR lists are being developed. New tasks are knowledge and performance requirements identified during reviews of new and revised technical references. When numbered, they will follow the numbering scheme established by Data Store M1, Master Task List.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AFSC	Acronym for Air Force Specialty Code. It is a combination of numbers (digits) used to identify an Air Force Specialty. Data Type: string (7)
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Task Category	The alpha character used within the AOTS task ID. Task categories from Occupational Survey Data will be utilized (e.g. A = Organizing and Planning, B = Directing and Implementing etc.). Data Type: character (1); Range: a-z
Task ID Number	Task statements taken directly from Occupational Survey Report (OSR) data utilize a range of 00001 through 10000. Task statements which are revisions of OSR statements utilize a range of 10001 through 60000. Task statements which are a local or new task not contained in OSR data utilize a range of 60001 through 99999. Data Type: integer; Range: 00000-99999
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)

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Occupational Survey Task ID	A number assigned to a task statement by the USAF Occupational Measurement Center. A range of 00001 through 10000, preceded by an alpha character, is used to depict OSR tasks. Data Type: integer; Range: 00001-10000
Revised Occupational Survey Task ID	A number assigned to a task when the task statement reflected in OSR data does not accurately describe the task and has to be revised. A range of 10001 through 60000 is used to depict revised task statements. Data Type: integer; Range: 10001-60000
Local/New Task ID	A number assigned to those tasks that are identified as performed within the Air Force Specialty, but not identified in OSR data. Also, those tasks which are performed only at the local level. A range of 60001 through 99999 is used to depict Local/New tasks. Data Type: integer; Range: 60001-99999
Occupational Survey Task ID	A cross-reference to the AOTS task ID. When the OSR task is also used as the AOTS task ID then the OSR task ID is left blank. When the OSR task statement has been revised then the OSR task ID which the current task was derived from is reflected. Data Type: array (5) string (6)
Occupational Survey Data Version	This element reflects the AFPT number utilized on the OSR data. Data Type: string (2)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

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Task Training Module	Reserved field to support the Training Decisions System (TDS), when implemented. Data Type: number array (4) string (3)
Weapons System/ Equipment Task Supports	The name of the weapon system/equipment on which the task is performed (e.g. RF-4C Aircraft, J79-15 Engine). Data Type: array (15) string (10)
Task ID in Other Systems	
Other System Name	If the task is found in another automated system, such as CAMS, then the name of this system is reflected. Data Type: array (10) string (6)
Other System Task ID	The identification number used in other automated systems where this task is located. Data Type: array (10) string (6)
Corresponding STS Number	A cross-reference to depict the Specialty Training Standard (STS) that contains the task. Data Type: array (5) string (40)
STS Edition (Date)	The date of the applicable STS. Data Type: array (5) string (6)
STS Paragraph Number	The paragraph/subparagraph within the STS where the task is located. Data Type: array (5) string (6)
Task Modified/Flag For Final MTL Changes	
Creator of Task	The name of the individual who initially created (input) the task in the AOTS. Data Type: string (27)
Task Last Modified By	The name of the individual who made the last change of data for the task. Data Type: string (27)

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Task User Codes

Installation Location ID (Duty Location)	The location ID(s) where the task is performed. Location ID's are contained in the Personnel Data System. Data Type: string (4)
PAS Code	The Personnel Accounting Symbol system (PAS) code(s) reflecting which Air Force units perform the task. Data Type: array (25) string (8)
PAS-CBPO	The first two characters of the PAS code. These two characters indicate the servicing CBPO. Data Type: array (25) string (2)
PAS-MAJCOM	The third and fourth characters of the PAS code. These two characters indicate the host MAJCOM for the organization. Data Type: array (25) string (2)
PAS-Unit	The last four characters of the PAS code. These four characters identify a specific organization. Data Type: array (25) string (4)
FAC	The Functional Account Code(s) for the workcenters that perform the task. Data Type: array (25) string (6)
FAC-Functional Area	The first two characters of the Functional Account Code (FAC) indicate the functional area to which assigned (e.g. Aircraft Maintenance). Data Type: array (25) string (2)
FAC-Workcenter	The last four characters of the FAC code identify the specific type of workcenter, within a functional area. (Note: The third and fourth characters are normally zero (0), but are optional for MAJCOM/Base use). Data Type: array (25) string (4)

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Certification Required Prior to Performance	This is a performance requirement. The codes are C = Certification before performance is required, S = Performance under supervision prior to certification is permissible, N = Performance without certification and without supervision is permissible. Data Type: character (1)
Recertification Requirement Code	Identifies if a task must be recertified on a periodic basis and if so, the frequency. Data Type: integer (2); Range 01-99
GPTR List Code (Job Group)	The job group identified, through Occupational Survey Data, during the creation of GPTR's. Data Type: array (999) integer (3); Range: 000-999
Task Factors	
Percent Members Performing	The percentage of respondents who, during occupational surveys, stated that they performed the task. Data Type: floating point
Training Emphasis	A measure gathered in the occupational survey process which shows the relative importance of a task in a formal program of instruction for new airmen. Data Type: floating point
Task Difficulty	A measure gathered in the occupational survey process which indicates the length of time required by the average Air Force member to learn to do the task. Data Type: floating point
Prior Training (ATC)	Reserved field. Air Force determined separate research is necessary. Data Type: floating point

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User Factors

Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force Specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Required Performance Resources	Those resources which are required for task accomplishment. Data Type: array (30) string (40)
Subtasks (In Performance Sequence)	A major part of a task; has the same characteristics as a task, but depends on other subtasks. Data Type: array (30)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Behavioral Objective ID	A unique number assigned to the Behavioral Objective of each task/subtask. Data Type: string (4)

Activities (In Performance Sequence)

Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data type: string (2)

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Activity Statement	The step(s) performed, in sequence, to accomplish the task/subtask. Data Type: string (240)
Performance Resources	Those resources required to perform the task/subtask. Data Type: array (30) string (40)
Supporting Knowledges/ Skills	Those knowledges/skills that the trainee must possess in order to be able to perform the task/subtask satisfactorily. Data Type: string (160)
Task Performance and Proficiency Data	Those publications that prescribe and/or contain guidance for performing the task. Includes AF manuals, regulations, Technical Orders, operating instructions, etc. Data Type: array (6) string (20)
Prerequisite Tasks	Task(s) that must be performed prior to or in conjunction with the performance of the identified task. Data Type: string (8)
Team Task	Identification of team task requirements. A team task indicates more than one position must be manned during performance. Codes used to identify a team task are: T = Not a team task, A = Team Task requiring all positions to be manned during training/evaluation, I = Team task where training/evaluation for the position can be conducted independently. Data Type: character (1)

20.3 AIRMAN TRAINING MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

20.3.1 PROCESSES - AIRMAN TRAINING MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.2., Manage Airman Training

LEVEL OF AUTOMATION: Manual, Automated, Automatic

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Time Data/Assignment Information
Trainee Qualifications/Training Completions
Hardware Equipment/Software Programs
Schedules
Training Completions
Performance Evaluation Data
QC Results Data
Personnel Data
Operational Position Task and Other Training
Requirements/Selection Criteria and Prioritization
Algorithms
Personnel Requirements

DATA OUTPUT: ATR/ITR
Trainee Progress Reports
Computer Support Data
Training and Evaluation Requirements Completion and
Cancellation Data
Training Program Data/Trainer Qualifications/Airman
ID's/Training Qualifications Certified Tasks
Administration

STRUCTURE: This process includes subprocesses:
-Process 1.2.1 Generate Airman Training Record
-Process 1.2.2 Diagnose Individual Training Requirements
-Process 1.2.3 Manage Trainee Progress

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.2.1, Generate Airman Training Record

LEVEL OF AUTOMATION: Manual, Automated, Automatic

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Personnel Data
Task Certifications/Other Training Completions

DATA OUTPUT: Trainee Data

STRUCTURE: This process includes subprocesses:
-Process 1.2.1.1 Initiate Airman Training Record
-Process 1.2.1.2 Record Task Certifications/Other
Training Completions
-Process 1.2.1.3 Identify Trainer/Evaluator
Qualifications

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.1.1, Initiate Airman Training Record (ATR)

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall accept from the Personnel Data System (PDS) those personnel data which are necessary to create an ATR and which shall be used in the identification and management of training requirements. The personnel data to reside on the ATR are listed within this Data Dictionary at the ATR Data Store. For the prototype AOTS, should an electronic interface be developed between the PDS and the AOTS, some of the data for ATRs will automatically be transmitted. The remaining data shall be entered on line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Personnel Data

DATA OUTPUT: Trainee Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.1.2, Record Task Certifications And Other Training Completions

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process individuals' task certifications, records of training course completions and training progress information shall be updated on line to the Airman Training Record (ATR). Task qualifications, current task and Career Development Course requirements and progress data shall be taken from forms such as AF Forms 623, 623a, 797, 1096 and 1098. Applicable Major Command, etc., forms shall also be researched. Recurring and special task training requirements shall be obtained from automated records maintained in the Maintenance Management Information and Control System (MMICS), Core Automated Maintenance System (CAMS) and other automated systems which may have application. Ancillary course completions shall be taken from AF Forms 991 or applicable automated systems. Resident and field training course completions shall be updated from completion certificates (AF Form 1256) or applicable automated systems. Information shall be sought relevant to completed training for additional duties and contingency tasks. Other computer systems supporting training shall also be scrutinized to determine if additional data are available that would be useful to the AOTS.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Task Certifications/Other Training Completions

DATA OUTPUT: Task Certifications/Other Training Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.1.3, Identify Trainer/Evaluator Qualifications

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Within this process those qualifications that may be used to identify individuals as potential task trainers and evaluators shall be identified and updated on line. Completion of On-the-Job Training Advisory service courses; courses that provide instruction on how to train, how to develop training tools, how to manage training programs, etc., shall be extracted from completion certificates or automated systems. The identification of tasks for which individuals are qualified to train and evaluate shall be accomplished via reviews of task certifications, and through interviews with workcenter supervisors who are aware of individuals' abilities.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Task Certifications

DATA OUTPUT: Trainer Qualifications

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.2.2, Diagnose Individual Training Requirements

LEVEL OF AUTOMATION: Manual, Automated, Automatic

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Personnel Status Changes
OPTR/Other Training Requirements/Prioritization
Algorithms
Trainee Qualifications/Training Completions

DATA OUTPUT: ITR

STRUCTURE: This process includes subprocesses:
-Process 1.2.2.1 Compare OPTR to AFS Task
Certifications
-Process 1.2.2.2 Compare Ancillary Training Require-
ments to Training Completions
-Process 1.2.2.3 Compare Additional Duty Requirements
to Training Completions
-Process 1.2.2.4 Compare Contingency Requirements
to Training Completions
-Process 1.2.2.5 Compare CDC Requirements to Course
Completions
-Process 1.2.2.6 Develop Training Plan

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.2.1, Compare Operational Position Task Requirements (OPTRs) To Air Force Specialty (AFS) Task Certification

LEVEL OF AUTOMATION: Automated and Automatic

DESCRIPTION: Within this process the OPTR list that was created by the immediate supervisor in processes 1.1.4.2.1 through 1.1.4.2.6 shall, upon command, automatically be compared to the task certifications contained in the Airman Training Record (ATR). For each task that does not appear in the ATR, and for each recurring certification requirement which has an expired recertification date, there shall automatically be an Individual Training Requirement identified. This process shall also function in an automatic mode, applying the algorithms developed in process 1.1.5.7 to flag potential position task training requirements based on changes in duty position numbers, Control Air Force Specialty Code (CAFSC), and/or duty status. Additionally, to support personnel utilization, on-line capabilities shall be provided to enable users to compare an OPTR to a single ATR or multiple ATRs, an ATR to a single OPTR or to multiple OPTRs, multiple OPTRs to multiple ATRs, and multiple ATRs to multiple OPTRs.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: OPTR
CAFSC/Duty Status/Duty Position Changes
Task Certifications/Other Training Completions

DATA OUTPUT: ITR's

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.2.2, Compare Ancillary Training Requirements
To Training Completions

LEVEL OF AUTOMATION: Automated and Automatic

DESCRIPTION: This process shall be supported by capabilities to compare on line Ancillary course requirements, when a part of the OPTR, to Airman Training Records (ATRs) and to identify individuals required to attend scheduled training events. The process shall account for Ancillary course requirements specified for individuals assigned to designated organizations or for ancillary course training required by conditions. There shall be a capability to automatically identify Individual Training Requirements (ITRs) through applying the algorithms developed in process 1.1.5.7. ITRs shall be identified when individuals are assigned to position numbers requiring specific Ancillary training and when enlistment status, time in service, or assignment changes dictate that specified requirements be satisfied. Ancillary course requirements are addressed in AFR 50-1, AFRES Reg 50-5 and ANG Reg 50-012 and requirements mandated by personnel actions are specified in Air Force publications 30-XXX series. On-line capabilities shall be provided to enable users to compare a specified Ancillary course to a single ATR or multiple ATRs, an ATR to a single requirement or multiple requirements, multiple requirements to multiple ATRs, and multiple ATRs to multiple requirements.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Enlistment/Assignment Changes/AICS
Ancillary Training Requirements
Ancillary Training Completions

DATA OUTPUT: ITR's

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.2.3, Compare Additional Duty Requirements
To Training Completions

LEVEL OF AUTOMATION: Automated and Automatic

DESCRIPTION: Within this process capabilities shall be provided to compare on line the Additional Duty course requirements, when assigned to an OPTR, to Airman Training Records (ATRs) to identify those individuals to whom corresponding additional duties have been assigned and, therefore, may require training. The capabilities shall also support decisions relevant to assigning additional duties through enabling users to compare an Additional Duty course to a single ATR or multiple ATRs, an ATR to a single course or multiple courses, multiple courses to multiple ATRs and multiple ATRs to multiple courses. These capabilities shall support the identification of persons already qualified to perform Additional Duties. Additionally, a capability shall be provided to automatically produce, through applying the applicable algorithms developed in process 1.1.5.7, the Individual Training Requirements (ITRs) for individuals who are assigned to duty positions requiring additional duties. The system shall also produce ITRs for individuals when additional duty assignments are received from the Personnel Data System (PDS) and these individuals do not have a record of having completed the training or the training is a recurring requirement on which the certification has expired.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Additional Duty Assignments
Additional Duty Training Requirements
Additional Duty Training Completions

DATA OUTPUT: ITR's

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.2.4, Compare Contingency Requirements To
Training Completions

LEVEL OF AUTOMATION: Automated and Automatic

DESCRIPTION: Within this process users shall, based on the possibilities of unknown emergencies, be provided the capability to identify on line Contingency Training Requirements, which shall automatically, upon command, be placed on the appropriate Individual Training Requirements (ITRs) lists. Further, capabilities shall be provided to enable users to compare a Contingency Training Requirement to a single ATR or multiple ATRs, an ATR to a single requirement or multiple requirements, multiple requirements to multiple ATRs and multiple ATRs to multiple requirements, when those requirements have been assigned to an OPTR. These capabilities shall aid in identifying those individuals already qualified on Contingency Requirements when making assignments, projecting training events, or identifying members to attend scheduled training events. A capability shall also be provided, through application of the algorithms produced in process 1.1.5.7, to automatically identify ITRs when individuals are assigned to duty positions for which Contingency requirements have been specified, and identify specific courses, if applicable, when contingency tasks are assigned on line.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Contingency Plan Changes
Contingency Task Requirements
Contingency Task Certifications

DATA OUTPUT: ITR's

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.2.5, Compare Career Development Course (CDC)
Requirements To Course Completions

LEVEL OF AUTOMATION: Automatic

DESCRIPTION: Within this process CDC enrollment requirements shall be identified automatically through applying the algorithms produced in 1.1.5.7. Requirements shall be identified through a comparison of grade, Primary and Control Air Force Specialty Codes (P&CAFSCs), P&CAFSC skill levels, and Training Status Codes (TSCs); the determination of CDC availability; and, the search of the Airman Training Record (ATR) to determine if the course has previously been completed.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Grade/AFSC/Skill Level/Training Status Code
Relationships
CDC Requirements
CDC Completions

DATA OUTPUT: ITR's

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.2.6, Develop Training Plan

LEVEL OF AUTOMATION: Automated

DESCRIPTION: Capabilities provided shall enable supervisors or other authorized individuals to tailor training to specific needs and opportunities when the prioritizations that were automatically calculated in process 1.2.2.6 are not accepted. Within this process, the capability shall be provided for users to (1) Add to the ITR list any previously certified tasks which the trainee failed to pass during the initial evaluation; (2) plan concurrent knowledge training with the Career Development Courses, if applicable; and, (3) sequence ITRs in the order in which they should be trained per position and operational requirements. Other training requirements shall be integrated into the plan and sequenced on line using, as a baseline, the prioritizations automatically run in processes 1.2.2.1 through 1.2.2.5.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: ITR's
Prioritization Algorithms

DATA OUTPUT: Individual Training Requirements

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.3.1, Initiate Assignments/Schedules

LEVEL OF AUTOMATION: Automated

DESCRIPTION: This process shall provide the capability to generate training and/or evaluation event assignments for one or more persons. The process shall search ITRs, identifying individuals who have the requirement to be trained and/or evaluated on the same task. These capabilities shall have major utility for accounting for requirements that are scheduled and conducted outside of the AOTS. For example, some Ancillary training events are scheduled by agencies that may not have access to AOTS; however, when the requirement is identified on line, the search of Airman Training Records (ATRs) shall automatically identify all personnel requiring the training.

This process shall also provide the capability to add training and/or evaluation requirements to a single ITR or to multiple ITRs.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: ATR/ITR Data

DATA OUTPUT: Event Schedule Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.3.2, Coordinate Training And Evaluation
Requirements

LEVEL OF AUTOMATION: Automated and Manual

DESCRIPTION: This process shall manage Individual Training Requirements (ITRs) and evaluation requirements in order to accomplish the following outcomes: 1) print and manually pass to applicable agencies group requirements which are scheduled and conducted outside of AOTS; 2) provide the Training Delivery Component with data concerning training requirements for an individual trainee to enable the conducting of on-line training and testing; 3) provide to the Schedule Training process (1.3.2) a prioritized sequence of training and evaluation requirements from ITR lists; 4) update completion and cancellation data that originates outside of AOTS; 5) update assessment test requirements generated from training delivery functions external to AOTS; 6) accept demands by authorized users to permit an event to occur out of sequence, without being scheduled; and 7) identify applicable training requirements from training support agencies outside the AOTS, such as Extension Course Institute, Field Training Detachments, etc.

When a trainee elects on line to "proceed with training," a verification algorithm shall be applied to ensure that specified policies have been complied with, such as: if the trainee has an ITR, the requirement selected for training must be the next in the sequence which was established in process 1.2.2, Diagnose Individual Training Requirements.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Off-Line Training/Evaluation Schedules
ATR/ITR Data

DATA OUTPUT: ATR/ITR Data
Training and Evaluation Requirements/Completion
and Cancellation Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.3.3, Track Training Time

LEVEL OF AUTOMATION: Automatic and Automated

DESCRIPTION: This process shall collect and store time data relevant to the training of requirements, from training initiation through completion. Training start and completion times shall be automatically updated from delivery media having electronic interfaces with the AOTS, and shall be updated on line when training is delivered off line. Each segment of each training requirement shall be tracked separately when trained independently, e.g., the knowledge and performance requirements of a task that are trained separately, or multiple volumes of a Career Development Course. Capabilities shall be provided to track the time spent on fulfilling training requirements.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Training/Evaluation Schedules
Training Start and Completion Times

DATA OUTPUT: ATR/ITR Data
Training Time

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.2.3.4, Track Trainee Progress

LEVEL OF AUTOMATION: Automatic and Automated

DESCRIPTION: This process shall automatically collect and store data relevant to training progress and shall provide, training data used in the Evaluation Subsystem to generate a variety of training reports. Data that shall be collected and stored are described within this Data Dictionary at the Airman Training Record Data Store.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Evaluation Results Data
QC Results Data
Trainee Progress Data
ATR/ITR Data

DATA OUTPUT: Training Progress Data/Trainer Qualifications
Certified Tasks and Trainer Qualifications
Trainee Progress Data

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

20.3.2 DATA FLOWS - AIRMAN TRAINING MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Additional Duty Assignments

DESCRIPTION: Additional duty assignments are responsibilities given to individuals that they must carry out in addition to their primary specialty responsibilities. The duties associated with these responsibilities are not of a nature to warrant full-time manpower authorizations to. Additional duties often require training to prepare individuals to perform them.

DATA SOURCE: DFD 1.2.2; External Entity 8

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>

Additional Duty Training

Program/Task/ Course ID	The identification number assigned to the additional duty course. Data Type: string (15)
Program/Task/ Course Title	The title of the additional duty course. Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Additional Duty Training Completions

DESCRIPTION: Additional duty training completions are course completions that have been verified and entered into the ATR.

DATA SOURCE: DFD 1.2.2; Data Store M9

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.3

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Additional Duty Training	
Program/Task/ Course ID	The identification number assigned to the additional duty course. Data Type: string (15)
Program/Task/ Course Title	The title of the additional duty course. Data Type: string (80)
Completion Date	The date that the additional duty course was completed. Data Type: string (6)
Location	The location where the additional duty course was completed. Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Additional Duty Training Requirements

DESCRIPTION: See the Ancillary/Additional Duty Training Requirements description contained in the Training Requirements Management Component (1.1) Data Flow area of this Data Dictionary.

DATA SOURCE: DFD 1.2.2; External Entity 1.1

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.3

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>

Additional Duty Training

Program/Task/ Course ID	The identification number assigned to the additional duty course. Data Type: string (15)
Program/Task/ Course Title	The title of the additional duty course. Data Type: string (80)

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DATA FLOW: Airman Training Record (ATR)

DESCRIPTION: The Airman Training Record is an automated record that is initiated and maintained for each AF enlisted member to reflect those data elements reflected in Data Store M9.

DATA SOURCE: DFD 1; Process 1.2
DFD 1.2; Process 1.2.3, Data Store M9; External
Entity 5.2
DFD 1.2.3; Process 1.2.3.2. Data Store M9, External
Entity 5.2

DATA DESTINATION: DFD 1; External Entity 5.2
DFD 1.2; External Entity 5.2, Process 1.2.3
DFD 1.2.3; Data Store M9, External Entity 5.2,
Process 1.2.3.2

STRUCTURE: Data Elements include (as applicable)

<u>Data Item</u>	<u>Description</u>

Personnel Data

Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Service Component	The component of the Air Force to which the individual is assigned (e.g. Active Duty, Air National Guard, Air Force Reserve). Data Type: component (1)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)

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Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Projected Grade	The projected pay grade of the individual when selected for promotion. Data Type: integer (3)
Enlisted	The first letter of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Air Force Specialty Code (AFSC) Data	
Primary AFSC (PAFSC)	The awarded AFSC in which an individual is best qualified to perform duty. Data Type: integer (7)
PAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
PAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z

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Duty AFSC (DAFSC)	The AFSC denoting the specialty in which an individual is performing duty. It matches the position that the individual is filling on the Unit Manning Document. Data Type: integer (7)
DAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
DAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Control AFSC (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
CAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
CAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1)

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Second AFSC (2AFSC)	The awarded AFSC in which an individual is second best qualified to perform duty. Data Type: integer (7)
2AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
2AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Third AFSC (3AFSC)	The awarded AFSC in which an individual is third best qualified to perform duty. Data Type: integer (7)
3AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
3AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z

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Fourth AFSC (4AFSC)	The awarded AFSC in which an individual is fourth best qualified to perform duty. Data Type: integer (7)
4AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force specialty. Data Type: integer (5); Range: 00000-99999
4AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position that the individual is assigned to (e.g. RF-4C Crew Chief). Data Type: string (31)
Date Arrived Station	The date that the individual arrives for duty at the current duty location. Data Type: string (6)
Date Assigned to Workcenter	The date that the individual is assigned to the current workcenter. Data Type: string (6)
Duty Type	The types of jobs assigned to and performed by members within Air Force Specialties. Duty Types are: 1 = Technician, 2 = Supervisor, 3 = A combination of 1 and 2, 4 = Other Data Type: integer; Range: 1-4

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Record Status	A code used within the Personnel Data System (PDS) reflecting the individuals assignment status (e.g. Active record, Projected Reassignment, Projected Retirement etc.) Data Type: integer (2); Range: 00-99
Duty Status	A code used within the Personnel Data System (PDS) to identify an individuals current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc). Data Type: integer (2); Range: 00-99
Organization Number	The numerical designator assigned to an individual's unit of assignment (e.g. 67th, 924th, 147th etc.). Data Type: integer (4); Range: 0000-9999
Organization Nomenclature	The name of the organization to which the individual is assigned (e.g. Aircraft Generation Squadron, Security Police Squadron). Data Type: string (30)
Installation Location ID (Duty Location)	A code from the Personnel Data System which indicates the individual's Duty Location (e.g. BJHZ = Bergstrom AFB, Tx) Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data System denoting the base that the individual is assigned to (e.g. Bergstrom AFB, Tx, Ellington ANGB, Tx). Data Type: string (17)
Office Symbol	The office symbol to which the individual is assigned (e.g. DPMPO). Data Type: string (8)
Duty Phone Extension	The duty phone extension where the individual can be reached while on duty. This may include Area Code and prefix for the installation. Data Type: integer (10); Range: 0000000000-9999999999

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PAS Code	The Personnel Accounting Symbol code indicating the base and unit to which the individual is assigned. The first two characters indicate the individual's servicing Consolidated Base Personnel Office (CBPO), the second two characters the MAJCOM of which the individual is a member, and the last four characters indicate the specific organization to which assigned. Data Type: string (8)
Projected PAS Code	The PAS code of the unit to which the individual has an assignment to. Data Type: string (8)
FAC	The Functional Account Code (FAC) to which the individual is assigned. The first two characters of the FAC code indicate the functional area (e.g. Aircraft Maintenance) and the last four characters the specific workcenter within that functional area. Data Type: string (6)
Date of Birth	The individual's date of birth. Data Type: integer (6)
Total Active Federal Military Service Date (TAFMSD)	The individual's Total Active Federal Military Service Date. Normally, the date that the individual entered the military; however, it may be an adjusted date to compensate for a break in service. Data Type: integer (6)
Date of Separation	The date that the individual is projected to separate from the Air Force. Data Type: integer (6)
Enlistment Category	The individual's category of enlistment (e.g. 1 = First enlistment, 4 = Career Airman). Data Type: integer (1); Range: 1-4

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Printer ID	The identification number designated for the printer located where any AOTS generated products for the individual will be printed. Data Type: string (7)
Training Data	
Training Status Code (TSC)	An alpha character to identify a training category or condition. Data Type: character (1); Range: a-z
Date Entered/ Completed/Withdrawn Training	The date that the individual entered/ completed or was withdrawn from upgrade training. This date comes from the Personnel Data System. Data Type: string (6)
Date Initially Entered Retraining (DIERT)	The date that the individual was first placed in a retraining status. If the individual goes to a Technical School for the award of the 3 skill level, it is the date that the individual starts tech school. If no Technical School is involved, then it is the date that the CAFSC is changed and the individual is entered into three level upgrade training. The DIERT comes from the Personnel Data System (PDS). Data Type: string (6)
Date Entered/ Completed Position Qualification Training	The date that the individual was entered into or completed position qualification training. Data Type: string (6)
Education Level	The highest level of education that the individual has completed as reflected in the Personnel Data System. Data Type: character (1)
Armed Services Vocational Aptitude (ASVAB) Battery Scores	A test that evaluates aptitudes. The test is used to make initial classification to career fields and to formal school courses. It measures basic aptitudes, which are grouped in clusters. An aptitude cluster is a group of basic aptitudes that can be

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related to Air Force career fields and career field subdivisions. Four clusters are used: mechanical, administrative, electronics and general.
Data Type: integer (8); Range: 00-99

Mechanical	The aptitude index that represents the percentile score made on the mechanical cluster. It indicates a probability of success within a mechanical area. Data Type: integer (2); Range: 00-99
Administrative	The aptitude index that represents the percentile score made on the administrative cluster. It indicates a probability of success within the administrative area. Data Type: integer (2); Range: 00-99
General	The aptitude index that represents the percentile score made on the general cluster. It indicates a probability of success within the general area. Data Type: integer (2); Range: 00-99
Electronics	The aptitude index that represents the percentile score made on the electronics cluster. It indicates a probability of success within the electronics area. Data Type: integer (2); Range: 00-99
Reading Achievement Score-Part 1	The score that the individual achieved on part 1 of the Air Force Reading Abilities Test (AFRAT). Part 1 indicates the individual's word knowledge. Data Type: floating point; Range: 0.0-12.9
Date Tested Part 1	The date part 1 of the AFRAT test was administered. Data Type: string (6)
Reading Achievement Score-Part 2	The score that the individual achieved on part 2 of the Air Force Reading Abilities Test (AFRAT). Part 2 indicates the individual's comprehension level.

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	Data Type: floating point; Range: 0.0-12.9
Date Tested Part 2	The date part 2 of the AFRAT test was administered. Data Type: string (6)
Typing Test Score	The number of words per minute that the individual achieved on the typing test. Data Type: integer (3); Range: 000-999
Date Tested-Typing	The date that the typing test was administered. Data Type: string (6)
Professional Military Education (PME) Completed	Those Professional Military Education (PME) courses that the individual has completed. Data Type: array (6)
PME Course Title	The title of the PME course that the individual completed (e.g. NCO Leadership School). Data Type: string (80)
PME Date Completed	The date that the PME course was completed. Data Type: string (6)
Method of Completion	The method by which the individual completed PME requirements (e.g. in residence/correspondence). Data Type: character (2); Range: 1-2
Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes basic technical schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)

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Course Number	The course number of the course that the individual completed (e.g. J4AJF 75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Date Completed	The date that the individual completed the course. Data Type: string (6)
Location	The location the where the individual completed the course (e.g. Sheppard AFB, Texas). Data Type: string (80)
ECI/CDC Course Completions	The Extension Course Institute (ECI) or Career Development Courses (CDCs) that the individual has completed. Data Type: array (25)
ECI/CDC Course Number	The number of the ECI/CDC course that the individual has completed. Data Type: string (6); Range: 00000A-99999Z
Completion Date	The date that the individual completed the ECI/CDC course. Data Type: string (6)
Ancillary/Additional Duty/Contingency Task Training	Those Ancillary, Additional Duty courses and/or Contingency Tasks that the individual completed. Data Type: array (999)
Program/Task/Course ID	The identification number assigned to ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (15)
Program/Task/Course Title	The title of the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (80)

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Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)
Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)
Qualification Data	
Current Position Task Certification	Those tasks that have been identified as required in the individual's current duty position and have been certified.
Individual Task Data Array (999)	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (24)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Date Recertified (If Applicable)	The date that the individual was recertified on the task when that task requires recertification on a recurring basis. Data Type: string (6)

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SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record. Data Type: string (30) integer (9); Range: 000000000-999999999
Certification History	Those tasks on which the individual has been certified as being proficient, regardless of position. Provides a complete history of all task training accomplished throughout the individual's career. Data Type: array (99999)
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements, may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of revisions to the task since initial development. Data Type: integer (2)

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Certification Data

Date Certified	The date that the individual was certified on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)
Individual Training Requirements (ITRs)	Those training requirements on which the individual requires training or recertification. Data Type: array (999)
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned. Data Type: string (10)
Primary Trainer	The person who has been designated, by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999

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Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999
Date Entered Upgrade Training (UGT)	The date that the individual was entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on File	An indicator that the first OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)

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Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Comments/Counselings on File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)
Initial Evaluation Due	An indicator that the Initial Evaluation required by AFR 50-23 is due. Data Type: boolean (1)
ECI Course Enrollment Array (3)	
ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A-99999Z
Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)

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Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)
Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)
Course Examination Score	The score that the individual received on the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)

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Code Ident 76301
Date: 31 October 1989

Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training. Data Type: boolean (1)
Event ID	A unique number assigned by the Event Scheduling subcomponent to a scheduled/assigned event. Data Type: string (3)
Individual Task/ Subtask/Activity Data Array (999)	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)

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Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and, if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-12
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999

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SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30) integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertifica- tion. Data Type: boolean (1); Range 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator, for a task having a recurring certification requirement, that the certification period has elapsed. Data Type: boolean; Range: 0-1
Partial Task Qualification (Subtasks Trained)	An indicator that training on the task has been partially completed. At least one event for the subtask(s) has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75

Specification Number 70S647100B
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Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or Formal course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1), array (99)
Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Ancillary Training Completions

DESCRIPTION: Ancillary training completions are course completions of courses identified in AFR 50-1, AFRES Regulation 50-5 or ANG Regulation 50-012 which have been verified and entered on the ATR.

DATA SOURCE: DFD 1.2.2; Data Store M9

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.2

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Ancillary Training	
Program/Task/ Course ID	The identification number assigned to those ancillary course(s) that the individual has completed. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary course(s) that the individual completed. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary course(s). Data Type: string (6)
Location	The location where the individual completed the ancillary course. Data Type: string (17)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Ancillary Training Requirements

DESCRIPTION: See the Ancillary/Additional Duty Training Requirements description contained in the Training Requirements Management Component (1.1) Data Flow area of this Data Dictionary.

DATA SOURCE: DFD 1.2.2; External Entity 1.1

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.2

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Ancillary Training	
Program/Task/ Course ID	The identification number assigned to those ancillary course(s) that are required by the individual. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary course(s) that are required by the individual. Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Assessment Test Requirements

DESCRIPTION: Assessment test requirements are requirements to administer pre-training tests. These requirements may be scheduled or unscheduled, e.g., on demand requirements.

DATA SOURCE: DFD 1.2; Process 1.2.3

DFD 1.2.3; Process 1.2.3.2

DATA DESTINATION: DFDs 1.2, 1.2.3; External Entity 2.1

STRUCTURE:

Data Item

Description

AOTS Task ID

An alpha character combined with five numerical characters used to specify a task.
Data Type: string (6)

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Code Ident 76301
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DATA FLOW: Assignment Information For Individual Training
Requirements (ITRs) List

DESCRIPTION: Assignment information consists of those assignments logged to a trainee's ITR list from the Training Delivery Component.

DATA SOURCE: DFD 1.2; External Entity 5.2; Process 1.2.3

DFD 1.2.3; External Entity 5.2; Process 1.2.3.2

DATA DESTINATION: DFD 1.2; Process 1.2.3; Data Store M9

DFD 1.2.3; Process 1.2.3.2; Data Store M9

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Individual Training Requirements (ITRs)	
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned. Data Type: string (10)
Date Entered Upgrade Training (UGT)	The date that the individual was entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Primary Trainer	The person who has been designated, by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999
Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999

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Initial Evaluation Due	An indicator that the Initial Evaluation, required by AFR 50-23, is due. Data Type: boolean (1)
Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 On File	An indicator that the first OJT progress evaluation required by AFR 50-23 is on file. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 On File	An indicator that the second OJT progress evaluation required by AFR 50-23 is on file. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 3 On File	An indicator that the third OJT progress evaluation required by AFR 50-23 is on file. Data Type: boolean (1)
Comments/Counselings On File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)
ECI Course Enrollment Array (3)	

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Code Ident 76301
Date: 31 October 1989

ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A-99999Z
Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)
Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score that the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)

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Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination if necessary. Data Type: array (2) string (6)
Course Examination Score	The score that the individual received on the Course Examination and the Retake Course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training. Data Type: boolean (1)

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Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned. Data Type: string (3)
Resident Specialty Courses Required	Those resident specialty courses that the individual requires training on. Includes basic technical schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course required, if applicable. Data Type: string (3)
Course Number	The designated course number of the course required (e.g. 4AJF 75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Professional Military Education (PME) Required	Those Professional Military Education (PME) courses that the individual requires training on. Data Type: array (6)
PME Course Title	The title of the PME course that the individual requires (e.g. NCO Leadership School). Data Type: string (80)
Event ID	A unique number, assigned to the event, by the event scheduling subcomponent, that is scheduled or assigned. Data Type: string (3)
Individual Task Data Subtask/Activity Data Array (999)	

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Code Ident 76301
Date: 31 October 1989

AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions the task since initial development. Data Type: integer (2)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean

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Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the original trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the original evaluator of record for the task. Data Type: string (30) integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who originally certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertification. Data Type: boolean (1); Range: 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1

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Certification Expired	An indicator that when the task has a recurring certification requirement, that period of time has elapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks Trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1), array 99
Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

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Code Ident 76301
Date: 31 October 1989

DATA FLOW: Career Development Course (CDC) Completions

DESCRIPTION: Career Development Course (CDC) completions are the satisfactory results of course examinations for which the Extension Course Institute (ECI) has issued course completion certificates and the results have been entered on the ATR.

DATA SOURCE: DFD 1.2.2; Data Store M9

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.5

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
ECI/CDC Course Completions	Those Extension Course Institute (ECI) or Career Development Courses (CDCs) that the individual has completed. Data Type: array (25)
ECI/CDC Course Number	The number of the ECI/CDC course that the individual has completed. Data Type: string (6); Range: 00000A-99999Z
Completion Date	The date that the individual completed the ECI/CDC course. Data Type: string (6)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Career Development Course (CDC) Requirements

DESCRIPTION: As described in the Training Requirements Management Component, CDCs are correspondence courses that are designed to provide for AF members in upgrade training the general subject knowledge specified for AFS skill levels through the AF classification system. Requirements by AFS skill level are contained in the Extension Course Institute (ECI) Catalogue and Guide.

DATA SOURCE: DFD 1.2.2; External Entity 1.1

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.5

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>

ECI Course Enrollment Array (3)	

ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A-99999Z

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Code Ident 76301
Date: 31 October 1989

DATA FLOW: Certified Tasks

DESCRIPTION: Certified tasks are tasks assigned to the local workcenters which members have been certified to perform. These tasks form the pool from which tasks are randomly selected during the planning of QC evaluations. The names, etc., of personnel certified on those tasks are also included for use in scheduling QC evaluations.

DATA SOURCE: DFD 1.2; Process 1.2.3

DFD 1.2.3; Process 1.2.3.4

DATA DESTINATION: DFDs 1.2, 1.2.3; External Entity 2.3

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Certification History	Those tasks on which the individual has been certified as being proficient, regardless of position. Provides a complete history of all task training accomplished throughout the individual's career. Data Type: array (99999)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements, may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)

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Certification Data

Date Certified	The date that the individual was certified on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and Name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Contingency Plan Changes

DESCRIPTION: Contingency plan changes are revisions to those contingency plans that prescribe specific tasks to be performed during times of national/local emergencies.

DATA SOURCE: DFD 1.2.2; External Entity 8

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.4

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Publication Data	
Publication ID	The type of publication and the corresponding number (e.g. AFR 50-23, T.O. 00-20-5 etc.) used to specify the publication. Data Type: array (6) string (20)
Title	The title of the publication as listed in the applicable publication index. Data Type: string (80)
Volume (if applicable)	The volume number of the publication if applicable. Data Type: string (3)
Date	The date of the basic publication as listed in the applicable publication index. Data Type: string (6)
Section/Chapter/ Paragraph	The section, chapter, or paragraph of the publication providing guidance for task performance. Data Type: string (20)
Ancillary/Additional Duty/Contingency Task Training	
Program/Task/ Course ID	The identification number assigned to each ancillary, additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency tasks by CT. Numbers are assigned to each

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training requirement sequentially.
Data Type: string (15)

Program/Task/
Course Title

The titles of Ancillary and Additional
Duty courses are as defined in AFR 50-1.
Contingency task requirements are as
defined within unit Operational Plans,
Mobility Plans, etc.
Data Type: string (80)

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Code Ident 76301
Date: 31 October 1989

DATA FLOW: Contingency Task Certifications

DESCRIPTION: Contingency task certifications are task completions for which training and individual qualifications have been verified and entered on the ATR.

DATA SOURCE: DFD 1.2.2; Data Store M9

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.4

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>

Contingency Task Training

Program/Task/ Course ID	The identification number assigned to each ancillary or additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)
Program/Task/ Course Title	The titles of Ancillary and Additional Duty courses are as defined in AFR 50-1. Contingency task requirements are as defined within unit Operational Plans, Mobility Plans, etc. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)
Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Contingency Task Requirements

DESCRIPTION: See the Contingency Task Requirements description contained in the Training Requirements Management Component (1.1) Data Flow area of this Data Dictionary. Contingency tasks are tasks that are assigned to selected members for performance during times of national disaster, local emergencies or specified situations. Contingency tasks are normally specified in mission directives and/or operations/contingency plans.

DATA SOURCE: DFD 1.2.2; External Entity 1.1

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.4

STRUCTURE: Data elements include (as applicable)

Data Item

Description

Contingency Task Training

Program/Task/
Course ID

The identification number assigned to the ancillary, additional duty course and/or contingency task that the individual requires.
Data Type: string (15)

Program/Task/
Course Title

The title of the ancillary, additional duty course and/or contingency task that the individual requires.
Data Type: string (80)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Control Air Force Specialty Code (CAFSC)/Duty
Status/Duty Position Changes

DESCRIPTION: CAFSC, duty status and duty position changes are
personnel elements that, when changed, could impact the current
training of affected individuals.

DATA SOURCE: DFD 1.2.2; External Entity 8

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.1

STRUCTURE: Data elements include (as applicable)

<u>Data Item</u>	<u>Description</u>
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Control AFSC	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
CAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000- 99999
CAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)

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Duty Position Title	The title of the position to which the individual is assigned (e.g. RF-4C Crew Chief). Data Type: string (31)
Record Status	A code used within the Personnel Data System (PDS) reflecting the individuals assignment status (e.g. Active record, Projected Reassignment, Projected Retirement etc.). Data Type: integer (2); Range: 00-99
Duty Status	A code used within the Personnel Data System (PDS) to identify an individuals current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc.). Data Type: integer (2); Range: 00-99
Organization Number	The numerical designator assigned to an individuals unit of assignment (e.g. 67th, 924th, 147th etc.). Data Type: integer (4); Range: 0000-9999
Organization Nomenclature	The name of the organization to which the individual is assigned (e.g. Aircraft Generation Squadron, Security Police Squadron). Data Type: string (30)
Installation Location ID (Duty Location)	A code from the Personnel Data System which indicates the individuals Duty Location (e.g. BJHZ = Bergstrom AFB, Texas). Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data System (PDS) denoting the base that the individual is assigned to (e.g. Bergstrom AFB, Tx, Ellington ANGB, Tx). Data Type: string (17)
Office Symbol	The office symbol to which the individual is assigned (e.g. DPMPO). Data Type: string (8)

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Duty Phone Extension	The duty phone extension where the individual can be reached while on duty. This may include Area Code and prefix for the installation. Data Type: integer (10); Range: 0000000000-9999999999
PAS Code	The Personnel Accounting Symbol system code indicating the base and unit to which the individual is assigned. The first two characters indicate the individuals servicing CBPO, the second two characters the MAJCOM to which the individual is a member of and the last four characters indicate the specific organization to which assigned. Data Type: string (8)
Projected PAS Code	The PAS code of the unit to which the individual has an assignment to. Data Type: string (8)
FAC	The Functional Account Code (FAC) to which the individual is assigned. The first two characters of the FAC code indicate the functional area (e.g Aircraft Maintenance), and the last four characters the specific workcenter within that functional area. Data Type: string (6)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Enlistment/Assignment Changes/Assignment Instruction
Code (AICs)

DESCRIPTION: Enlistment and assignment changes and AICs are personnel elements that could dictate ancillary training requirements be completed by affected individuals.

DATA SOURCE: DFD 1.2.2; External Entity 8

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Control Air Force Specialty Code (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)

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Record Status	A code used within the Personnel Data System (PDS) reflecting the individual's assignment status (e.g. Active record, Projected Reassignment, Projected Retirement, etc.). Data Type: integer (2); Range: 00-99
Duty Status	A code used within the Personnel Data System (PDS) to identify an individual's current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc.). Data Type: integer (2); Range: 00-99
Installation Location ID (Duty Location)	A code from the Personnel Data System (PDS) which indicates the individual's Duty Location (e.g. BJHZ = Bergstrom AFB, Tx). Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data system denoting the base that the individual is assigned to (e.g. Bergstrom AFB, Tx, Ellington ANGB, Tx). Data Type: string (17)
PAS Code	The Personnel Accounting Symbol system code indicating the base and unit to which the individual is assigned. The first two characters indicate the individual's servicing Consolidated Base Personnel Office (CBPO), the second two characters the MAJCOM of which the individual is a member, and the last four characters indicate the specific organization to which assigned. Data Type: string (8)
Projected PAS Code	The PAS code of the unit to which the individual has an assignment. Data Type: string (8)

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FAC

The Functional Account Code (FAC)
to which the individual is assigned.
The first two characters of the FAC
code indicate the functional area (e.g.
Aircraft Maintenance), and the last four
characters the specific workcenter
within that functional area.

Data Type: string (6)

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DATA FLOW: Evaluation Results Data

DESCRIPTION: This data is provided from the Performance Evaluation Component of the Evaluation Subsystem. Evaluation results data are the test results attained by trainees during the administration of pre- and post-training and quality control evaluations. It may contain a cancellation notice and the reason an evaluation was not complete.

DATA SOURCE: DFDs 1.2, 1.2.3; External Entity 2.2

DATA DESTINATION: DFD 1.2; Process 1.2.3

DFD 1.2.3; Process 1.2.3.4

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Trainee Data	
Name	The name of the individual who's Airman Training Record has been created. Data Type: string (30)
Social Security Account Number	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Rank	The rank of the individual. This is based upon the pay grade of the individual. (e.g. E-1 = AB, E-5 SSgt, etc. The exception to this is, an E-4 may be either a Senior Airman or Sergeant). This data will come from the Personnel Data System (PDS). Data Type: integer (4)
Trainer Data	
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999

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Rank

The rank of the trainer of the record. The rank is based upon the pay grade of the individual (e.g. E-1 = AB, E-5 = SSgt, etc.. The exception to this is an E-4 may either a Senior Airman or Sergeant). This data will come from the Personnel Data System (PDS).
Data Type: integer (4)

Evaluator Data

SSAN and Name
of Evaluator

The Social Security Account Number of the evaluator of record.
Data Type: string (30), integer (9);
Range: 000000000-999999999

Rank

The rank of the evaluator of record. The rank is based upon the pay grade of the individual (e.g. E-1 = AB, E-5 = SSgt, etc. The exception to this is an E-4 may be either a Senior Airman or Sergeant). This data will come from the Personnel Data System.
Data Type: integer (4)

Location

The location where the individual was certified on the task.
Data Type: integer (17)

AOTS Task ID
(Task ID)

An alpha character combined with five numerical characters used to specify a task.
Data Type: string (6)

Subtask ID

The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development.
Data Type: string (2)

Behavioral Objective
ID

A unique number assigned to the Behavioral Objective of each task/subtask.
Data Type: string (4); Range: 0000-9999

Test ID

A unique number that identifies a particular test.
Data Type: string (3)

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Performance Evaluation Results Data

Number of Samples	The number of times the test has been administered and the scores entered into the system. Data Type: integer
Pass/Fail Data	Total number of test failures. Data Type: integer
Step Pass/Fail Data	Number of steps failed by each examinee, specific steps failed, number of steps unobserved, specific steps unobserved. Data Type: integer
Critical Step	Critical steps failed, number of times each critical step was failed. Data Type: integer

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DATA FLOW: Grade/AFSC/Skill Level/Training Status Code (TSC)
Relationships

DESCRIPTION: Grade, AFSC, (AFS) skill levels, and TSC relationships are personnel elements that are compared to determine the upgrade training status of eligible individuals and, consequently, to determine CDC enrollment requirements.

DATA SOURCE: DFD 1.2.2; External Entity 8

DATA DESTINATION: DFD 1.2.2; Process 1.2.2.5

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Grade	The pay grade of the individual. Data Type: integer (3)
Air Force Specialty Code (AFSC) Data	
Primary AFSC (PAFSC)	The awarded AFSC in which an individual is best qualified to perform duty. Data Type: integer (7)
Control AFSC (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
Training Status Code (TSC)	An alpha character used to identify a training category or condition. Data Type: character (1); Range: a-z

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DATA FLOW: Individual Training Requirements (ITR)

DESCRIPTION: Individual training requirements are lists of duty position tasks, ancillary training courses, additional duty training courses, contingency tasks, formal training courses and/or career development courses that must be completed by individual airmen. The training plan is the result of sequencing the requirements in the order in which they should be completed. Also included on the ITR list are data elements that will provide the current status of training on tasks and courses. The ITR list will be a subrecord of the ATR. For a detailed description of the ITR list see the ATR Data Store (M9) contained in this Data Dictionary.

DATA SOURCE: DFD 1.2; Processes 1.2.2 and 1.2.3; Data Store M9 DFD 1.2.2; Process 1.2.2.6; Data Store M9 DFD 1.2.3; Data Store M9; Process 1.2.3.2

DATA DESTINATION: DFD 1.2; Data Store M9; Process 1.2.3; External Entity 5.2
DFD 1.2.2; Data Store M9; External Entity 1.2.3
DFD 1.2.3; Processes 1.2.3.1, 1.2.3.2 and 1.2.3.4; External Entity 5.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Individual Training Requirements (ITRs)	Those training requirements on which the individual requires training or recertification. Data Type: array (999)
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: string (10)
Primary Trainer	The person who has been designated, by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999

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Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); 000000000-999999999
Date Entered Upgrade Training (UGT)	The date that the individual was entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Initial Evaluation Due	An indicator, that the Initial Evaluation, required by AFR 50-23 is due. Data Type: boolean (1)
Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on File	An indicator that the first OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)

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Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Comments/Counselings on File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)
ECI/CDC Course Enrollment Array (3)	
ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A- 99999Z
Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)

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Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)
Course Examination Score	The score that the individual received on the Course Examination and/or the Retake Course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is deter-

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	mined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training. Data Type: boolean (1)
Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned. Data Type: string (3)
Individual Task/ Subtask/Activity Data (Array 999) AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)

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Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999

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Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertification. Data Type: boolean (1); Range: 0-1
Task Trained/Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator that when the task has a recurring certification requirement, that period of time has elapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an ancillary course of resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave,

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S = Sickness, C = Change in Duty
Status, O = Other, N = None.
Data Type: integer (1), array (99)

Date of Interruption

The date that an interruption to
training began.
Data Type: string (6)

Date Training
Resumed

The date that the interruption to train-
ing ended and training was resumed.
Data Type: string (6)

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DATA FLOW: Operational Position Task Requirements (OPTRs)

DESCRIPTION: See the OPTR description contained in the Training Requirements Management Component (1.1) Data Store M6 of this Data Dictionary. OPTRs are task lists created by immediate supervisors that are used to depict the performance requirements for subordinate airmen. The tasks are based on assigned duties and responsibilities. The applicable Generic PTRs may form the basis for development of OPTRs.

DATA SOURCE: DFDs 1.2, 1.2.2; External Entity 1.1

DATA DESTINATION: DFD 1.2; Process 1.2.2

DFD 1.2.2; Process 1.2.2.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR. The duty position number is the basis for this data element. Because more than one individual can be assigned against any one duty position the capability to provide customization, via a trailer code, will be provided. Data Type: string (10)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and contingency tasks that are required for position qualification.

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Program/Task/
Course ID The identification number assigned to
those ancillary, additional duty courses
and contingency tasks which are required
for position qualification.
Data Type: string (15)

Program/Task/
Course Title The title of those ancillary, additional
duty courses and/or contingency tasks
which are required for position
qualification.
Data Type: string (80)

ECI/CDC Course

ECI/CDC Course Number The applicable ECI/CDC course identified
in the ECI Catalogue and Guide that is
required for position qualification.
Data Type: string (6); Range: 00000A-
99999Z

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DATA FLOW: Operational Position Task Requirements (OPTRs)/
Other Training Requirements/Prioritization Algorithms

DESCRIPTION: Operational position task requirements and other training requirements are described as Data Stores within the Training Requirements Management Component area (1.1) of this Data Dictionary. Prioritization algorithms are computerized equations applied to rank-order tasks after they have been selected. OPTRs are task lists created by immediate supervisors that are used to depict the performance requirements for subordinate airmen. The tasks are based on assigned duties and responsibilities. The applicable Generic PTRs may form the basis for development of OPTRs. Other training requirements include ancillary training courses, additional duty training courses, contingency tasks and career development courses.

DATA SOURCE: DFDs 1.2, 1.2.2; External Entity 1..

DATA DESTINATION: DFD 1.2; Process 1.2.2

DFD 1.2.2; Processes 1.2.2.1 and 1.2.2.6

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR. The duty position number is the basis for this data element. Because more than one individual can be assigned against any one duty position the capability to provide customization, via a trailer code, will be provided. Data Type: string (10)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Each task could have attached to it as many OPTR numbers up to the maximum number of people in the specialty. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts

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(SMEs). Statements include an object and a verb.

Data Type: string (240)

Recertification
Requirement Code

Identifies if a task must be recertified on a periodic basis and, if so, the frequency, or if a one time certification is sufficient.

Data Type: integer (2); Range: 01-99

ECI Course Enrollment

Applicable AFSC/
Skill Level

The Air Force Specialty Code (AFSC), by skill level, identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment.
Data Type: string (6)

ECI/CDC Course Number

The applicable ECI/CDC course identified in the ECI Catalogue and Guide required for skill level upgrading.
Data Type: array (10) string (6)

Ancillary/Additional Duty/Contingency Task Training

Program/Task/
Course ID

The identification number assigned to each ancillary, additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by CT. Numbers are assigned to each training requirement sequentially.
Data Type: string (15)

Program/Task/
Course Title

The titles of Ancillary and Additional Duty courses are as defined in AFR 50-1. Contingency task requirements are as defined within unit Operational plans, Mobility plans etc.
Data Type: string (80)

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DATA FLOW: Personnel Data

DESCRIPTION: Personnel data consist of elements extracted from the Personnel Data System (PDS) which are required to establish portions of the Airman Training Records (ATRs), to manage training, and to report training status either by individual or group. Detailed explanations of these and other data used in AOTS are included in this Data Dictionary with the Data Stores.

DATA SOURCE: DFDs 1.2, 1.2.1; External Entity 8

DATA DESTINATION: DFD 1.2; Process 1.2.1

DFD 1.2.1; Process 1.2.1.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Personnel data	
Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Service Component	The component of the Air Force to which the individual is assigned (e.g. Active Duty, Air National Guard, Air Force Reserve). Data Type: character (1)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E" Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Projected Grade	The projected pay grade of the individual, when selected for promotion. Data Type: integer (3)

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Enlisted	The first letter of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Date of Birth (DOB)	The individual's date of birth. Data Type: integer (6)
Total Active Federal Military Service Date (TAFMSD)	The individual's Total Active Federal Military Service Date. Normally, the date that the individual entered the military; however, it may be an adjusted date to compensate for a break in service. Data Type: integer (6)
Date of Separation	The date that the individual is projected to separate from the Air Force. Data Type: integer (6)
Enlistment Category	The individual's category of enlistment (e.g. 1 = First enlistment, 4 = Career Airman). Data Type: integer (1); Range: 1-4
Air Force Specialty Code (AFSC) Data	
Primary AFSC (PAFSC)	The awarded AFSC in which an individual is best qualified to perform duty. Data Type: integer (7)
PAFSC Prefix	A letter of the alphabet used to identify an ability, skill special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z

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AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
PAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty AFSC (DAFSC)	The AFSC denoting the specialty in which an individual is performing duty. It matches the position that the individual is filling on the Unit Manning Document. Data Type: integer (7)
DAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
DAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Control AFSC (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
CAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z

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AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
CAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Second AFSC (2AFSC)	The awarded AFSC in which an individual is second best qualified to perform duty. Data Type: integer (7)
2AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
2AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Third AFSC (3AFSC)	The awarded AFSC in which an individual is third best qualified to perform duty. Data Type: integer (7)
3AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z

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AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
3AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Fourth AFSC (4AFSC)	The awarded AFSC in which an individual is fourth best qualified to perform duty. Data Type: integer (7)
4AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
4AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position to which the individual is assigned (e.g. RF-4C Crew Chief). Data Type: string (31)
Date Arrived Station	The date that the individual arrives for duty at the current duty location. Data Type: string (6)

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Record Status	A code used within the Personnel Data System (PDS) reflecting the individual's assignment status (e.g. Active record, Projected Reassignment, Projected Retirement etc.). Data Type: integer (2); Range: 00-99
Duty Status	A code used within the Personnel Data System (PDS) to identify an individual's current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc.). Data Type: integer (2); Range: 00-99
Organization Number	The numerical designator assigned to an individual's unit of assignment (e.g. 67th, 924th, 147th, etc.). Data Type: integer (4); Range: 0000-9999
Organization Nomenclature	The name of the organization to which the individual is assigned (e.g. Aircraft Generation Squadron, Security Police Squadron). Data Type: string (30)
Installation Location ID (Duty Location)	A code from the Personnel Data system which indicates the individual's Duty Location (e.g. BJHZ = Bergstrom AFB, Tx). Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data System denoting the base that the individual is assigned to (e.g. Bergstrom AFB, Tx, Ellington ANGB, Tx etc). Data Type: string (17)
Office Symbol	The symbol of the office to which the individual is assigned (DPMPO). Data Type: string (8)
Duty Phone Extension	The duty phone extension where the individual can be reached while on duty. This may include Area Code and prefix for the installation. Data Type: integer (10); Range: 0000000000-9999999999

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PAS Code	The Personnel Accounting Symbol system code indicating the base and unit to which the individual is assigned. The first two characters indicate the individual's servicing Consolidated Base Personnel Office (CBPO), the second two characters the MAJCOM of which the individual is a member and the last four characters indicate the specific organization to which assigned. Data Type: string (8)
Projected PAS Code	The PAS code of the unit to which the individual has an assignment. Data Type: string (8)
FAC	The Functional Account Code (FAC) to which the individual is assigned. The first two characters of the FAC code indicate the functional area (e.g. Aircraft Maintenance), and the last four characters the specific workcenter within that functional area. Data Type: string (6)
Training Data Training Status Code (TSC)	An alpha character used to identify a training category or condition. Data Type: character (1); Range: a-z
Date Entered/ Completed/Withdrawn Training	The date that the individual entered/ completed or was withdrawn from upgrade training. This date comes from the Personnel Data System. Data Type: string (6)
Date Initially Entered Retraining (DIERT)	The date the individual was first placed in a retraining status. If the individual goes to a Technical School for the award of the three skill level, it is the date the individual starts the technical school. If no Technical School is involved, then it is the date that the CAFSC is changed and the individual is entered into three level upgrade training. The DIERT comes from the Personnel Data System (PDS). Data Type: string (6)

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Education Level	The highest level of education that the individual has completed as reflected in the Personnel Data System. Data Type: character (1)
Armed Services Vocational Aptitude Battery (ASVAB) Scores	A test that evaluates aptitudes. The test is used to make initial classification to career fields and formal school courses. It measures basic aptitudes which are grouped in clusters. An aptitude cluster is a group of basic aptitudes that can be related to Air Force career field and career field subdivisions. Four Clusters are used: Mechanical, Administrative, Electronics and General. Data Type: integer (8); Range: 00-99
Mechanical	The aptitude index that represents the percentile score made on the mechanical cluster. It indicates a probability of success within a mechanical area. Data Type: integer (2); Range: 00-99
Administrative	The aptitude index that represents the percentile score made on the administrative cluster. It indicates a probability of success within the administrative area. Data Type: integer (2); Range: 00-99
General	The aptitude index that represents the percentile score made on the general cluster. It indicates a probability of success within the general area. Data Type: integer (2); Range: 00-99
Electronics	The aptitude index that represents the percentile score made on the electronics cluster. It indicates a probability of success within the electronics area. Data Type: integer (2); Range: 00-99
Reading Achievement Score-Part 1	The score that the individual achieved on part 1 of the Air Force Reading Abilities Test (AFRAT). Part 1 indicates the individual's word knowledge.

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	Data Type: floating point; Range: 0.0-12.9
Date Tested Part 1	The date part 1 of the AFRAT test was administered. Data Type: string (6)
Reading Achievement Score-Part 2	The score that the individual achieved on Part 2 of the Air Force Reading Abilities Test (AFRAT). Part 2 indicates the individual's comprehension level. Data Type: floating point; Range: 0.0-12.9
Date Tested Part 2	The date part 2 of the AFRAT test was administered. Data Type: string (6)
Typing Test Score	The number of words per minute that the individual achieved on the typing test. Data Type: integer (3); Range: 000-999
Date Tested-Typing	The date that the typing test was administered. Data Type: string (6)
Professional Military Education (PME) Completed	Those Professional Military Education (PME) courses that the individual has completed. Data Type: array (6)
PME Course Title	The title of the PME course that the individual completed (e.g. NCO Leadership School). Data Type: string (80)
PME Date Completed	The date that the PME course was completed. Data Type: string (6)
Method of Completion	The method by which the individual completed PME requirements (e.g. in residence/correspondence). Data Type: character (2); Range: 1-2

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Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes Basic Technical Schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)
Course Number	The number of the course that the individual completed (e.g.J4AJF75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Date Completed	The date that the individual completed the course. Data Type: string (6)
Location	The location where the individual completed the course (e.g Sheppard AFB, Tx). Data Type: string (80)
ECI/CDC Course Completions	Those Extension Course Institute (ECI) or Career Development Courses (CDCs) that the individual has completed. Data Type: array (25)
ECI/CDC Course Number	The number of the ECI/CDC course that the individual has completed. Data Type: string (6); Range: 00000A-99999Z
Completion Date	The date that the individual completed the ECI/CDC course. Data Type: string (6)

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DATA FLOW: Personnel Status Changes

DESCRIPTION: Personnel status changes include data from PDS required to be reviewed by training managers to determine the impacts on individual training programs. Typical changes to personnel data that would impact training are; 1) Control AFSC (CAFSC) changes, 2) permanent change of addresses or stations, (PCA/PCS), 3) promotions/demotions, and 4) not present for duty.

DATA SOURCE: DFD 1.2; External Entity 8

DATA DESTINATION: DFD 1.2; Process 1.2.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Personnel data	
Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Service Component	The component of the Air Force to which the individual is assigned (e.g. Active Duty, Air National Guard, Air Force Reserve). Data Type: character (1)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Projected Grade	The projected pay grade of the individual when selected for promotion. Data Type: integer (3)

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Enlisted	The first letter of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Air Force Specialty Code (AFSC) Data	
Primary AFSC (PAFSC)	The awarded AFSC in which an individual is best qualified to perform duty. Data Type: integer (9)
PAFSC Prefix	A letter of the alphabet used to identify an ability skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
PAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty AFSC (DAFSC)	The AFSC denoting the specialty in which an individual is performing duty. It matches the position that the individual is filling on the Unit Manning Document. Data Type: integer (7)

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DAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
DAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Control AFSC (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
CAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
CAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Second AFSC (2AFSC)	The awarded AFSC in which an individual is second best qualified to perform duty. Data Type: integer (7)

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2AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
2AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Third AFSC (3AFSC)	The awarded AFSC in which an individual is third best qualified to perform duty. Data Type: integer (7)
3AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
3AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Fourth AFSC (4AFSC)	The awarded AFSC in which an individual is fourth best qualified to perform duty. Data Type: integer (7)

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4AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
4AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Training Status Code (TSC)	An alpha character used to identify a training category or condition. Data Type: character (1); Range: a-z
Date Initially Entered Retraining (DIERT)	The date the individual was first placed in a retraining status. If the individual goes to a Technical School for the award of the 3 skill level, it is the date the individual starts tech school. If no Technical School is involved, then it is the date that the CAFSC is changed and the individual is entered into three level upgrade training. The DIERT comes from the Personnel Data System (PDS). Data Type: string (6)
Date Entered/Completed Withdrawn Training	The date that the individual entered/completed or was withdrawn from upgrade training. This date comes from the Personnel Data System (PDS). Data Type: string (6)
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)

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Duty Position Title	The title of the position to which the individual is assigned (e.g. RF-4C Crew Chief). Data Type: string (31)
Date Arrived Station	The date that the individual arrives for duty at the current duty location. Data Type: string (6)
Date Assigned to Workcenter	The date that the individual is assigned to the current workcenter. Data Type: string (6)
Record Status	A code used within the Personnel Data System (PDS) reflecting the individual's assignment status (e.g. Active Record, Projected Reassignment, Projected Retirement etc.). Data Type: integer (2); Range: 00-99
Duty Status	A code used within the Personnel Data System (PDS) to identify an individual's current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc.) Data Type: integer (2); Range: 00-99
Organization Number	The numerical designator assigned to an individual's unit of assignment (e.g. 67th, 924th, 147th etc.). Data Type: integer (4); Range: 0000-9999
Organization Nomenclature	The name of the organization to which the individual is assigned (e.g. Aircraft Generation Squadron, Security Police Squadron). Data Type: string (30)
Installation Location ID (Duty Location)	A code from the Personnel Data System which indicates the individuals Duty Location (e.g. BJHZ = Bergstrom AFB, Tx). Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data System denoting the base that the individual is assigned to

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(e.g. Bergstrom AFB, Tx.)
Data Type: string (17)

Office Symbol The symbol of the office to which the individual is assigned (e.g. DPMPO).
Data Type: string (8)

Duty Phone Extension The phone extension where the individual can be reached while on duty. This may include Area Code and prefix for the installation.
Data Type: integer (10); Range: 0000000000-9999999999

PAS Code The Personnel Accounting Symbol system code indicating the base and unit to which the individual is assigned. The first two characters indicate the individual's servicing Consolidated Base Personnel Office (CBPO), the second two characters the MAJCOM of which the individual is a member and the last four characters indicate the specific organization to which assigned.
Data Type: string (8)

Projected PAS Code The PAS code of the unit to which the individual has an assignment.
Data Type: string (8)

FAC The Functional Account Code (FAC) to which the individual is assigned. The first two characters of the FAC code indicate the functional area (e.g. Aircraft Maintenance), and the last four characters the specific workcenter within that functional area.
Data Type: string (6)

Total Active
Federal Military
Service Date (TAFMSD) The individuals Total Active Federal Military Service Date. Normally, the date that the individual entered the military; however, it may be an adjusted date to compensate for a break in service.
Data Type: integer (6)

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Date of Separation

The date that the individual is projected to separate from the Air Force.

Data Type: integer (6)

Enlistment Category

The individual's category of enlistment (e.g. 1 = First Enlistment, 4 = Career Airman).

Data Type: integer (1); Range: 1-4

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DATA FLOW: Prioritization Algorithms

DESCRIPTION: Prioritization algorithms are computerized or user-generated equations applied to rank-order tasks after they have been selected. Specifically, they apply to tasks that should be trained first in the operational environment and tasks that should be evaluated first in the operational environment.

DATA SOURCE: DFDs 1.2, 1.2.2; External Entity 1.1

DATA DESTINATION: DFD 1.2; Process 1.2.2

DFD 1.2.2; Process 1.2.2.6

STRUCTURE: Not Applicable

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Task Certifications/Other Training Completions

DESCRIPTION: Task certifications are individuals' task qualifications that have been certified using forms that are currently maintained within the organizations to which members are assigned. Other training completions include ancillary, contingency task, additional duty and/or career development course completions, etc., which are recorded on forms maintained at various installation agencies. These data coupled with those listed under "Personnel Data" will constitute a large part of the ATR.

DATA SOURCE: DFD 1.2; External Entity 5

DFD 1.2.1; External Entity 5; Process 1.2.1.2

DFD 1.2.2; External Entity M9

DATA DESTINATION: DFD 1.2; Process 1.2.1

DFD 1.2.1; Processes 1.2.1.2 and 1.2.1.3; Data Store M9

DFD 1.2.2; Process 1.2.2.1

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Professional Military Education (PME) Completed	Those Professional Military Education (PME) courses that the individual has completed. Data Type: array (6)
PME Course Title	The title of the PME course that the individual has completed (e.g. NCO Leadership School). Data Type: string (80)
PME Date Completed	The date that the PME course was completed. Data Type: string (6)
Method of Completion	The method by which the individual completed PME requirements (e.g. in residence/correspondence). Data Type: character (2); Range: 1-2

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Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes Basic Technical Schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)
Course Number	The course number of the course that the individual completed (e.g. J4AJF75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Date Completed	The date that the individual completed the course. Data Type: string (6)
Location	The location where the individual completed the course (e.g. Sheppard AFB, Texas). Data Type: string (80)
Ancillary/Additional Duty/Contingency Task Training	Those Ancillary, Additional Duty courses and/or Contingency Tasks that the individual completed. Data Type: array (999)
Program/Task/Course ID	The identification number assigned to the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (15)
Program/Task/Course Title	The title of the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (80)

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Code Ident 76301
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Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)
Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Date Recertified (If Applicable)	The date that the individual was recertified on the task, when that task requires recertification on a recurring basis. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999

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SSAN and Name
of Evaluator

The Social Security Account Number and
name of the person who was the evaluator
of record for the task.
Data Type: string (30), integer (9);
Range: 000000000-999999999

SSAN and Name
of Certifying Official

The Social Security Account Number and
name of the person who certified the
individual on the task as being
proficient.
Data Type: string (30), integer (9);
Range: 000000000-999999999

Location

The location where the individual was
certified on the task.
Data Type: integer (17)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Trainee Data/Airman Training Record (ATR)

DESCRIPTION: Trainee data include the personnel data described in this Data Dictionary and when required, task qualifications, training course completions and other pertinent data contained on the ATR.

DATA SOURCE: DFD 1.2; Processes 1.2.1 and 1.2.3; Data Store M9

DFD 1.2.1; Process 1.2.1.1

DFD 1.2.3; Data Store M9; Processes 1.2.3.2 and 1.2.3.3

DATA DESTINATION: DFD 1.2; Data Store M9; Process 1.2.3;
External Entity 5.2

DFD 1.2.1; Data Store M9

DFD 1.2.3; Processes 1.2.3.1, 1.2.3.2, 1.2.3.3 and 1.2.3.4; External Entities 2.3, 5.2 and 11; Data Store M9

STRUCTURE: Data elements include (as applicable):

Data Item

Description

Personnel data

Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Service Component	The component of the Air Force to which the individual is assigned (e.g. Active Duty, Air National Guard, Air Force Reserve). Data Type: character (1)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)

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Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Projected Grade	The projected pay grade of the individual when selected for promotion. Data Type: integer (3)
Enlisted	The first letter of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Air Force Specialty Code (AFSC) Data	
Primary AFSC (PAFSC)	The awarded AFSC in which an individual is best qualified to perform duty. Data Type: integer (7)
Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
PAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z

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Duty AFSC (DAFSC)	The AFSC denoting the specialty in which an individual is performing duty. It matches the position that the individual is filling on the Unit Manning Document. Data Type: integer (7)
DAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
DAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Control AFSC (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
CAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999

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CAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Second AFSC (2AFSC)	The awarded AFSC in which an individual is second best qualified to perform duty. Data Type: integer (7)
2AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
2AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Third AFSC (3AFSC)	The awarded AFSC in which an individual is third best qualified to perform duty. Data Type: integer (7)
3AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (9); Range: 00000-99999

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3AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (10); Range: a-z
Fourth AFSC (4AFSC)	The awarded AFSC in which an individual is fourth best qualified to perform duty. Data Type: integer (7)
4AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
4AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position to which the individual is assigned (e.g. RF-4C Crew Chief). Data Type: string (31)
Date Arrived Station	The date that the individual arrives for duty at the current location. Data Type: string (6)
Date Assigned to Workcenter	The date that the individual is assigned to the current workcenter. Data Type: string (6)

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Duty Type	The types of jobs assigned to and performed by members within Air Force Specialties. Duty Types are: 1 = Technician, 2 = Supervisor, 3 = A combination of 1 and 2, 4 = Other. Data Type: integer; Range: 1-4
Record Status	A code used within the Personnel Data System (PDS) reflecting the individuals assignment status (e.g. Active record, Projected Reassignment, Projected Retirement etc.). Data Type: integer (2); Range: 00-99
Duty Status	A code used within the Personnel Data System (PDS) to identify an individuals current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc.). Data Type: integer (2); Range: 00-99
Organization Number	The numerical designator assigned to an individuals unit of assignment (e.g. 67th, 924th, 147th etc.). Data Type: integer (4); Range: 0000-9999
Organization Nomenclature	The name of the organization to which the individual is assigned (e.g Aircraft Generation Squadron, Security Police Squadron). Data Type: string (30)
Installation Location ID (Duty Location)	A code from the Personnel Data System which indicates the individuals Duty Location (e.g. BJHZ = Bergstrom AFB, Texas). Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data system denoting the base that the individual is assigned to (e.g. Bergstrom AFB, Texas, Ellington ANGB, Texas). Data Type: string (17)

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Office Symbol	The symbol of the office to which the individual is assigned (e.g. DPMPO). Data Type: string (8)
Duty Phone Extension	The phone extension where the individual can be reached while on duty. This may include Area Code and prefix for the installation. Data Type: integer (10); Range: 0000000000-9999999999
PAS Code	The Personnel Accounting Symbol system code indicating the base and unit to which the individual is assigned. The first characters indicate the individual's servicing Consolidated Base Personnel Office (CBPO), the second two characters the MAJCOM of which the individual is a member and the last four characters indicate the specific organization to which assigned. Data Type: string (8)
Projected PAS Code	The PAS code of the unit to which the individual has an assignment. Data Type: string (8)
FAC	The Functional Account Code (FAC) to which the individual is assigned. The first two characters of the FAC code indicate the functional area (e.g. Aircraft Maintenance), and the last four characters the specific workcenter within that functional area. Data Type: string (6)
Date of Birth (DOB)	The individual's date of birth. Data Type: string (6)
Total Active Federal Military Service Date (TAFMSD)	The individual's Total Active Federal Military Service Date. Normally, the date that the individual entered the military; however, it may be an adjusted date to compensate for a break in service. Data Type: integer (6)

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Date of Separation	The date that the individual is projected to separate from the Air Force. Data Type: integer (6)
Enlistment Category	The individual's category of enlistment (e.g. 1 = First Enlistment, 4 = Career Airman). Data Type: integer (1); Range: 1-4
Printer ID	The identification number designated for the printer located where any AOTS generated products for the individual will be printed. Data Type: string (7)
Training Data	
Training Status Code (TSC)	An alpha character used to identify a training category or condition. Data Type: character (1); Range: a-z
Date Entered/Completed/Withdrawn Training	The date that the individual entered/completed or was withdrawn from upgrade training. This date comes from the Personnel Data System. Data Type: string (6)
Date Initially Entered Retraining (DIERT)	The date the individual was first placed in a retraining status. If the individual goes to a Technical School for the award of the 3 skill level, it is the date the individual starts tech school. If no Technical School is involved, then it is the date that the CAFSC is changed and the individual is entered into three level upgrade training. The DIERT comes from the Personnel Data System (PDS). Data Type: string (6)
Date Entered/Completed Position Qualification Training	The date that the individual was entered into or completed position qualification training. Data Type: string (6)

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Education Level	The highest level of education that the individual has completed as reflected in the Personnel Data System. Data Type: character (1)
Armed Services Vocational Aptitude Battery (ASVAB) Scores	A test that evaluates aptitudes. The test is used to make initial classification to career fields and to formal school courses. It measures basic aptitudes, which are grouped in clusters. An aptitude cluster is a group of basic aptitudes that can be related to Air Force career fields and career field subdivisions. Four clusters are used: Mechanical, Administrative, Electronics and General. Data Type: array (4) integer (8); Range: 00-99
Mechanical	The aptitude index that represents the percentile score made on the mechanical cluster. It indicates a probability of success within a mechanical area. Data Type: integer (2); Range: 00-99
Administrative	The aptitude index that represents the percentile score made on the administrative cluster. It indicates a probability of success within the administrative area. Data Type: integer (2); Range: 00-99
General	The aptitude index that represents the percentile score made on the general cluster. It indicates a probability of success within the general area. Data Type: integer (2); Range: 00-99
Electronics	The aptitude index that represents the percentile score made on the electronics cluster. It indicates a probability of success within the electronics area. Data Type: integer (2); Range: 00-99

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Reading Achievement Score-Part 1	The score that the individual achieved on part 1 of the Air Force Reading Abilities Test (AFRAT). Part 1 indicates the individual's word knowledge. Data Type: floating point; Range: 0.0-12.9
Date Tested Part 1	The date part 1 of the AFRAT test was administered. Data Type: string (6)
Reading Achievement Score-Part 2	The score that the individual achieved on part 2 of the Air Force Reading Abilities Test (AFRAT). Part 2 indicates the individual's comprehension level. Data Type: floating point; Range: 0.0-12.9
Date Tested Part 2	The date part 2 of the AFRAT test was administered. Data Type: string (6)
Typing Test Score	The number of words per minute that the individual achieved on the typing test. Data Type: integer (3); Range: 000-999
Date Tested-Typing	The date that the typing test was administered. Data Type: string (6)
Professional Military Education (PME) Completed	Those Professional Military Education (PME) courses that the individual completed. Data Type: array (6)
PME Course Title	The title of the PME course that the individual completed (e.g. NCO Leadership School). Data Type: string (80)
PME Date Completed	The date that the PME course was completed. Data Type: string (6)

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Method of Completion	The method by which the individual completed PME requirements (e.g. in residence/correspondence). Data Type: character (2); Range: 1-2
Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes basic technical schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)
Course Number	The course number of the course that the individual completed (e.g. J4AJF75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Date Completed	The date that the individual completed the course. Data Type: string (6)
Location	The location where the individual completed the course (e.g. Sheppard AFB, Texas). Data Type: string (80)
ECI/CDC Course Completions	Those Extension Course Institute (ECI) or Career Development Courses (CDCs) that the individual has completed. Data Type: array (25)
ECI/CDC Course Number	The number of the ECI/CDC course that the individual has completed. Data Type: string (6); Range: 00000A-99999Z

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Completion Date	The date that the individual completed the ECI/CDC course. Data Type: string (6)
Ancillary/Additional Duty/Contingency Task Training	Those Ancillary, Additional Duty courses and/or contingency tasks that the individual completed. Data Type: array (999)
Program/Task/ Course ID	The identification number assigned to the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (6)
Program/Task/ Course Title	The title of the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)
Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)
Qualification Data	
Current Position Task Certification	Those tasks that have been identified as required in the individual's current duty position and have been certified.
Individual Task Data (Array 999)	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

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AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Initially Certified	The date that individual was first certified on a task. Data Type: string (6)
Date Recertified (If Applicable)	The date that the individual was recertified on the task, when that task requires recertification on a recurring basis. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)

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Certification History	Those tasks on which the individual has been certified as being proficient, regardless of position. Provides a complete history of all task training accomplished throughout the individual's career. Data Type: array (99999)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Certification Data	
Date Certified	The date that the individual was certified on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999

Specification Number 70S647100B
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Date: 31 October 1989

SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)
Individual Training Requirements (ITRs)	Those training requirements on which the individual requires training or recertification. Data Type: array (999)
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: string (10)
Primary Trainer	The person who has been designated, by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999
Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999
Date Entered Upgrade Training (UGT)	The date that the individual was entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Initial Evaluation Due	An indicator that the Initial Evaluation required by AFR 50-23 is due. Data Type: boolean

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Code Ident 76301
Date: 31 October 1989

Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on File	An indicator that the first OJT progress evaluation, required by AFR 50-23, has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23, has been performed.
Comments/Counselings on File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)

ECI/CDC Course Enrollment
Array (3)

ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A-99999Z

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)
Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)

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Course Examination Score	The score that the individual received on the Course Examination and/or the Retake Course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training/evaluation Data Type: boolean (1)
Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned for training. Data Type: string (3)

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Individual Task/
Subtask/Activity Data
Array (999)

AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Subtask ID	The identification number of the subtask. Assigned sequentially in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)

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Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30) integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1

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Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertifica- tion. Data Type: boolean (1); Range: 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator for a task having a recurring certification requirement, that the certification period has elapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks or Activities trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1), array (99)

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Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

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DATA FLOW: Trainee Progress Data

DESCRIPTION: Trainee progress data are the same as training progress data but include trainee identification. See the ITR portion of the ATR Data Store structure within this Data Dictionary for descriptions of progress data.

DATA SOURCE: DFD 1.2; Process 1.2.3; Data Store M9

DFD 1.2.3; Process 1.2.3.4; Data Store M9

DATA DESTINATION: DFD 1.2; Data Store M9; Process 1.2.3, External Entity 2.4

DFD 1.2.3; Data Store M9; Processes 1.2.3.4 and 1.2.3.5, External Entity 2.4

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Name	The name of the individual who's Airman Training Record has been created. Data Type: string (30)
Service Component	The component of the Air Force to which the individual is assigned (e.g. Active Duty, Air National Guard, Air Force Reserve). Data Type: character (1)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09

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Social Security
Account Number (SSAN)

The Social Security Account Number of the individual.
Data Type: integer (9); Range:
000000000-999999999

Individual Training
Requirements(ITRs)

Those training requirements on which the individual requires training or recertification.
Data Type: array (999)

Operational Position
Task Requirements
(OPTR) List Code

The identification number for the OPTR to which the individual has been assigned to.
Data Type: string (10)

Primary Trainer

The person who has been designated, by the supervisor, as the individual who will normally by the trainer for the individual.
Data Type: string (30), integer (9);
Range: 000000000-999999999

Primary Evaluator

The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification.
Data Type: string (30), integer (9);
Range: 000000000-999999999

Date Entered
Upgrade Training (UGT)

The date that the individual was entered into upgrade training.
Data Type: string (6)

Date Entered
Position Qualification
Training

The date that the individual was entered into position qualification training.
Data Type: string (6)

Initial Evaluation
Due

An indicator that the Initial Evaluation, required by AFR 50-23 is due.
Data Type: boolean (1)

Upgrade Training
Progress Evaluation
Due

An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation.
Data Type: boolean (1)

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Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on File	An indicator that the first OJT progress evaluation, required by AFR 50-23, has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23, has been performed. Data Type: boolean (1)
Comments/Counsellings on File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)
ECI/CDC Course Enrollment Array (3)	
ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A- 99999Z

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)
Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Course Examination Date	The date that the individual completes the Course Examination and/or the Retake Course Examination, if necessary. Data Type: array (2); string (3)

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Date: 31 October 1989

Course Examination Score	The score that the individual received on the Course Examination and/or the Retake Course Examination if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training. Data Type: boolean (1)
Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned for training/evaluation. Data Type: string (3)

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Individual Task/
Subtask/Activity Data
Array (999)

AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240).
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Date Initially Certified	The date that the individual was first on the task. Data Type: string (6)
Recertification Due Date	The date that the individual was first certified on a task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/ recertification. Data Type: boolean (1); Range: 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator that when the task has a recurring certification requirement, that period of time has elapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks or Activities Trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a lesson of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1); array (99)

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Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

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DATA FLOW: Trainee Qualifications/Training Completions

DESCRIPTION: Trainee qualifications include those tasks for which qualifications have been certified by authorized personnel. Training completions include those courses for which satisfactory completion has been verified.

DATA SOURCE: DFD 1.2; Data Store M9

DATA DESTINATION: DFD 1.2; Process 1.2.2

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes basic technical schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)
Course Number	The course number of the course that the individual completed (e.g. J4AJF75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Date Completed	The date that the individual completed the course. Data Type: string (6)
Location	The location where the individual completed the course (e.g. Sheppard AFB, Texas). Data Type: string (80)

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ECI/CDC Course Completions	Those Extension Course Institute (ECI) or Career Development Courses (CDCs) that the individual has completed. Data Type: array (25)
ECI/CDC Course Number	The number of the ECI/CDC course that the individual has completed. Data Type: string (6); Range: 00000A-99999Z
Completion Date	The date that the individual completed the ECI/CDC course. Data Type: string (6)
Ancillary/Additional Duty/Contingency Task Training	Those Ancillary, Additional Duty courses and/or Contingency Tasks that the individual completed. Data Type: array (999)
Program/Task/Course ID	The identification number assigned to the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (6)
Program/Task/Course Title	The title of the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)
Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)
Qualification Data	
Current Position Task Certification	Those tasks that have been identified as required in the individuals current duty position and have been certified.

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Individual Task Data
Array (999)

AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Date Recertified (If Applicable)	The date that the individual was recertified on the task, when that task requires recertification on a recurring basis. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999

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SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999
Location:	The location where the individual was certified on the task. Data Type: integer (17)
Certification History	Those tasks on which the individual has been certified as being proficient, regardless of position. Provides a complete history of all task training accomplished throughout the individual's career. Data Type: array (99999)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements, or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Certification Data	
Date Certified	The date that the individual was certified on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task.

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	Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)

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DATA FLOW: Trainer Qualifications

DESCRIPTION: Trainer qualifications are comprised of tasks which members have been certified to perform, the history of individual evaluations and trainer performance on those tasks. In addition to using these data to select task trainers, they are used in the selection of task evaluators for Quality Control evaluations.

DATA SOURCE: DFD 1.2; Process 1.2.3

DFD 1.2.1; Process 1.2.1.3

DFD 1.2.3; Process 1.2.3.4

DATA DESTINATION: DFD 1.2; Process 1.2.3; External Entities 2.3 and 2.4

DFD 1.2.1; Data Store M9

DFD 1.2.3; Process 1.2.3.4; External Entities 2.3 and 2.4

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes basic technical schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)

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Course Number	The course number of the course that the individual completed (e.g. J4AJF75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)
Date Completed	The date that the individual completed the course. Data Type: string (6)
Ancillary/Additional Duty/Contingency Task Training	Those Ancillary, Additional Duty courses and/or Contingency Tasks that the individual completed. Data Type: array (999)
Program/Task/Course ID	The identification number assigned to the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (6)
Program/Task/Course Title	The title of the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)
Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)
Qualification Data	
Current Position Task Certification	Those tasks that have been identified as required in the individuals current duty position and have been certified.

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Individual Task Data
Array (999)

AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Date Recertified (if applicable)	The date that the individual was recertified on the task, when that task requires recertification on a recurring basis. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999

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SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)
Certification History	Those tasks on which the individual has been certified as being proficient, regardless of position. Provides a complete history of all task training accomplished through the individual's career. Data Type: array (99999)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)

DATA FLOW: Training/Evaluation Requirements

DESCRIPTION: Training requirements are the identified tasks or courses on which an individual or group of individuals must receive training. These tasks will be rank-ordered to show the priority of training when more than one is identified at the same time. Evaluation requirements indicate that training for a specified task has been completed and the trainee must be evaluated to ascertain attainment of the required knowledge and/or proficiency skills. They will necessarily take precedence over training events. Also included in evaluation requirements are the upgrade training evaluations prescribed by AFR 50-23.

DATA SOURCE: DFD 1.2; Process 1.2.3

DFD 1.2.3; Processes 1.2.3.1, 1.2.3.2 and 1.2.3.3

DATA DESTINATION: DFD 1.2; External Entities 1.3 and 11

DFD 1.2.3; Process 1.2.3.2; External Entities 1.3 and 11;
Data Store M9

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Individual Training Requirements(ITRs)	Those training requirements on which the individual requires training or recertification. Data Type: array (999)
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: array (999)
Primary Trainer	The person who has been designated by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999

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Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999
Date Entered Upgrade Training (UGT)	The date that the individual was entered entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Initial Evaluation Due	An indicator that the Initial Evaluation, required by AFR 50-23 is due. Data Type: boolean (1)
Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on File	An indicator that the first OJT progress evaluation, required by AFR 50-23, has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)

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Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Comments/Counselings on File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)

ECI/CDC Course Enrollment
Array (3)

ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A- 99999Z
Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)

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Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2): Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)
Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)
Course Examination Score	The score that the individual received on the Course Examination and/or the Retake Course Examination, if necessary. Data Type: array (2); String (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty, courses and/or contingency tasks that the individual requires for training. Data Type: array (999)
Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)

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Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: array (99)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training/evaluation. Data Type: boolean (1)
Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned for training. Data Type: string (3)
Individual Task/ Subtask/Activity Data Array (999)	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject

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	Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: string (240)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean (1)
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)

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Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertification. Data Type: boolean (1); Range: 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator that when the task has a recurring certification requirement, that period of time has elapsed. Data Type: boolean (1); Range: 0-1

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Partial Task Qualification (Subtasks or Activities Trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1), array (99)
Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

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Code Ident 76301
Date: 31 October 1989

DATA FLOW: Training/Evaluation Schedules

DESCRIPTION: Training and evaluation schedules are the date, time, and location that a training event will tentatively take place or an evaluation will tentatively be administered. Special instructions to trainers, evaluators and/or trainees may also be included; such as equipment/materials needed. Also included are schedule revisions such as cancellations, changes, etc.

DATA SOURCE: DFDS 1.2, 1.2.3; External Entity 1.3

DATA DESTINATION: DFD 1.2; Process 1.2.3

DFD 1.2.3; Process 1.2.3.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Event ID	A unique number assigned by the Event Scheduling subcomponent, to the event that was scheduled/assigned for training. Data Type: string (3)
Schedule Type	The type of event that was scheduled/assigned for training/evaluation. Event types may be Knowledge/Performance training or Knowledge/Performance evaluations. Data Type: boolean
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

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Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Event Location	The location where the training is scheduled to take place. The location may include Building, Room Number etc. Data Type: string (40)
Name	The name of the trainee, trainer, supervisor, evaluator or alternate evaluator. Data Type: string (30)
Social Security Account Number (SSAN)	The Social Security Account Number of the trainee, trainer, supervisor, evaluator or alternate evaluator. Data Type: integer (9); Range: 000000000-999999999

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DATA FLOW: Training Progress Data

DESCRIPTION: Training progress data are data maintained in the ATRs that show how individuals are progressing in training for tasks required to achieve duty position qualification, in nonresident courses required for AFS skill level upgrade training, and in required ancillary and additional duty courses. For specific descriptions of progress data see the ATR Data Store structure within this Data Dictionary.

DATA SOURCE: DFD 1.2; Process 1.2.3

DFD 1.2.3; Process 1.2.3.4

DATA DESTINATION: DFDs 1.2, 1.2.3; External Entity 2.4

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Current Position Task Certification	Those tasks that have been identified as required in the individuals current duty position and have been certified.
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: string (10)
Percent Position Qualified	The percentage of those tasks identified as required for the duty position on which the individual has been certified. Data Type: floating point; Range: 000.00-100.00
Individual Training Requirements(ITRs) Data Type: array (999)	
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: string (10)

Specification Number 70S647100E
Code Ident 76301
Date: 31 October 1989

Primary Trainer	The person who has been designated, by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999
Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999
Date Entered Upgrade Training (UGT)	The date that the individual was entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Initial Evaluation Due	An indicator that the Initial Evaluation, required by AFR 50-23 is due. Data Type: boolean (1)
Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on File	An indicator that the first OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)

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Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Comments/Counselings On File	An indicator that the supervisor has counselled the individual, the results of which are filed off line. Data Type: boolean (1)

ECI/CDC Course Enrollment
Data Type: array (3)

ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A- 99999Z
Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)

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Code Ident 76301
Date: 31 October 1989

Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)
Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)
Course Examination Score	The score that the individual received on the Course Examination and/or the Retake course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Event Scheduled	An indicator that the individual has been scheduled for the required training/evaluation. Data Type: boolean (1)
Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned for training/evaluation. Data Type: string (3)
Individual Task/ Subtask/Activity Data Data Type: array (999)	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

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AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean (1)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99

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Code Identifier 7C3C1
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Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertification. Data Type: boolean (1); Range: 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1

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Certification Expired	An indicator that when the task has a recurring certification requirement, that period of time has elapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks or Activities Trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1); array (99)
Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Training Start/Completion Times

DESCRIPTION: Training start and completion times are the dates and times that a training event was initiated and finished. Those times provided by the Training Delivery Component shall be recorded automatically. Otherwise, these will be interactively input. A mechanism shall be applied within the Scheduling component for events to automatically close out if no update or interaction has been made within a reasonable period of time.

DATA SOURCE: DFDs 1.2, 1.2.3; External Entity 5.2
DATA DESTINATION: DFD 1.2; Process 1.2.3

DFD 1.2.3; Process 1.2.3.3

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Training Time to Task Qualification	The amount of time spent in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1), array (99)
Date of Interruption	The date that an interruption to training began. Data Type: string (6)

Specification Number 70S647100B
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Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)
Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned for training/evaluation. Data Type: string (3)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

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DATA FLOW: Training Times

DESCRIPTION: Training times include the training start/completion times described within this Data Dictionary plus the total times required to complete training of an element, event, task or course.

DATA SOURCE: DFD 1.2.3; Process 1.2.3.3

DATA DESTINATION: DFD 1.2.3; Data Store M9

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1); array (99)
Date of Interruption	The date that an interruption to training began. Data Type: string (6)
Date Training Resumed	The date that the interruption to training ended and training was resumed. Data Type: string (6)

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Event ID	A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned for training/evaluation. Data Type: string (3)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)

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20.3.3 DATA STORE - AIRMAN TRAINING MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA STORE: (M9) Airman Training Record (ATR)

DESCRIPTION: The Airman Training Record shall be an automated record that is initiated and maintained for each AF enlisted member to reflect personnel data, AFS task qualifications, training course completions, individual training requirements, the current status of training progress and task trainer qualifications.

The record shall be broken out into four separate files: Personnel Data, Training Data, Qualification Data, and Individual Training Requirements (ITRs).

(1) Personnel Data shall keep track of personal identification, Air Force Specialty Codes, and assignment data.

(2) Training Data shall cover status of training for AFSs, diagnostic information, and records of course and task training, including ancillary and additional duty courses and contingency tasks which do not come from the Master Task List.

(3) Qualification Data shall be broken down into a Current Position Task Certification Sub-file and a Certification History sub-file. From these sub-files, all MTL tasks shall be recorded as the individual becomes qualified to perform them. Included shall be the Social Security Account Numbers (SSANs) and names of the trainer, evaluator and certifying official as well as the location where certified. Searches for task trainers or evaluators for events by the Training Resources Management Component are made in this file.

(a) Current Position Task Certification shall track the qualifications (at the task level) and relative position of the individual in relationship to the Operational Position Task Requirement (OPTR) to which he or she is currently assigned. When an individual moves to a new PAS or duty position number (a new OPTR), the contents of this sub-file shall automatically flip to Certification History. For the new OPTR, new training needs shall be diagnosed as outlined in Process 1.2.2 (Diagnose Individual Training Requirements) and the result will be the final ITR with the prioritized training plan. The Current Task Certification File shall be updated.

(b) Certification History shall track all tasks that the individual has been qualified in the specialty (those which have not been decertified).

(4) ITRs shall reflect current training and evaluation requirements data as well as selected training data, some of which are repeated from other parts of the ATR. Tasks, subtasks, and activities from the MTL are listed in their entirety here.

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As training events are completed, they remain in the ITR for review by the trainer or supervisor. Once all the parts of a task have been completed and the supervisor certifies the individual on the task, the task ID and statement are automatically flipped over to the the Current Task Certification sub-file and the task is deleted from the ITR file.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Personnel data	
Name	The name of the individual whose Airman Training Record has been created. Data Type: string (30)
Service Component	The component of the Air Force to which the individual is assigned (e.g. Active Duty, Air National Guard, Air Force Reserve). Data Type: character (1)
Grade	The pay grade of the individual. Data Type: integer (3)
Enlisted	The first character of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)
Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Projected Grade	The projected pay grade of the individual when selected for promotion. Data Type: integer (3)
Enlisted	The first letter of the pay grade. Enlisted personnel always begin with the letter "E". Data Type: character (1)

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Numeric Grade	The numeric pay grade of the individual. Pay grades range from 01 (Airman Basic) through 09 (Chief Master Sergeant). Data Type: integer (2); Range: 01-09
Social Security Account Number (SSAN)	The Social Security Account Number of the individual. Data Type: integer (9); Range: 000000000-999999999
Air Force Specialty Code (AFSC) Data	
Primary AFSC (PAFSC)	The awarded AFSC in which an individual is best qualified to perform duty. Data Type: integer (7)
PAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
PAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty AFSC (DAFSC)	The AFSC denoting the specialty in which an individual is performing duty. It matches the position that the individual is filling on the Unit Manning Document. Data Type: integer (7)
DAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z

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AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
DAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Control AFSC (CAFSC)	A management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion. Data Type: integer (7)
CAFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
CAFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Second AFSC (2AFSC)	The awarded AFSC in which an individual is second best qualified to perform duty. Date Type: integer (7)
2AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z

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AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
2AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Third AFSC (3AFSC)	The awarded AFSC in which an individual is third best qualified to perform duty. Data Type: integer (7)
3AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z
AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force Specialty. Data Type: integer (5); Range: 00000-99999
3AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Fourth AFSC (4AFSC)	The awarded AFSC in which an individual is fourth best qualified to perform duty. Data Type: integer (7)
4AFSC Prefix	A letter of the alphabet used to identify an ability, skill, special qualification, or system that is not restricted to a single AFS. Data Type: character (1); Range: a-z

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AFSC	Acronym for Air Force Specialty Code. A combination of numbers (digits) used to identify an Air Force specialty. Data Type: integer (5); Range: 00000-99999
4AFSC Suffix	An alphabetical suffix attached to an AFSC to identify specific equipment or functions and positions of an AFS. Each suffix is identified by a title. Data Type: character (1); Range: a-z
Duty Position Number	A manpower authorization appearing on a manpower document with a prescribed set of duties or tasks to be performed. Data Type: string (7)
Duty Position Title	The title of the position that the individual is assigned to (e.g. RF-4C Crew Chief). Data Type: string (31)
Date Arrived Station	The date that the individual arrives for duty at the current duty location. Data Type: string (6)
Date Assigned to Workcenter	The date that the individual is assigned to the current workcenter. Data Type: string (6)
Duty Type	The types of jobs assigned to and performed by members within Air Force Specialties. Duty Types are: 1 = Technician, 2 = Supervisor, 3 = A combination of 1 and 2, 4 = Other Data Type: integer; Range: 1-4
Record Status	A code used within the Personnel Data System (PDS) reflecting the individual's assignment status (e.g. Active record, Projected Reassignment, Projected Retirement etc.). Data Type: integer (2); Range: 00-99

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Duty Status	A code used within the Personnel Data System (PDS) to identify an individual's current duty status (e.g. Present for Duty, Hospitalized, AWOL, etc.). Data Type: integer (2); Range: 00-99
Organization Number	The numerical designator assigned to an individual's unit of assignment (e.g. 67th, 924th, 147th etc.). Data Type: integer (4); Range: 0000-9999
Organization Nomenclature	The name of the organization to which the individual is assigned (e.g Aircraft Generation Squadron, Security Police Squadron). Data Type: string (30)
Installation Location ID (Duty Location)	A code from the Personnel Data System which indicates the individuals Duty Location (e.g. BJHZ = Bergstrom AFB, Tx). Data Type: string (4)
Installation	A clear text description of the Installation Location ID from the Personnel Data System denoting the base that the individual is assigned to (e.g. Bergstrom AFB, Tx, Ellington ANGB, Tx). Data Type: string (17)
Office Symbol	The symbol of the office to which the individual is assigned (e.g. DPMP0). Data Type: string (8)
Duty Phone Extension	The duty phone extension where the individual can be reached while on duty. This may include Area Code and prefix for the installation. Data Type: integer (10); Range: 0000000000-9999999999
PAS Code	The Personnel Accounting Symbol system code indicating the base and unit to which the individual is assigned. The first two characters indicate the individual's servicing Consolidated Base Personnel Office (CBPO), the

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second two characters the MAJCOM of which the individual is a member and the last four characters indicate the specific organization to which assigned.

Data Type: string (8)

Projected PAS Code

The PAS code of the unit to which the individual has an assignment.

Data Type: string (8)

FAC

The Functional Account Code (FAC) to which the individual is assigned. The first two characters of the FAC code indicate the functional area (e.g. Aircraft Maintenance), and the last four characters the specific workcenter within that functional area.

Data Type: string (6)

Date of Birth

The individual's date of birth.

Data Type: Integer (6)

Total Active
Federal Military
Service Date (TAFMSD)

The individual's Total Active Federal Military Service Date. Normally, the date that the individual entered the military; however, it may be an adjusted date to compensate for a break in service.

Data Type: integer (6)

Date of Separation

The date that the individual is projected to separate from the Air Force.

Data Type: integer (6)

Enlistment Category

The individual's category of enlistment (e.g. 1 = First enlistment, 4 = Career Airman).

Data Type: integer (1); Range: 1-4

Printer ID

The identification number designated for the printer located where any AOTS generated products for the individual will be printed.

Data Type: string (7)

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Training Data

Training Status
Code (TSC)

An alpha character used to identify a training category or condition.
Data Type: character (1); Range: a-z

Date Entered/
Completed/Withdrawn
Training

The date that the individual entered/ completed or was withdrawn from upgrade training. This date comes from the Personnel Data System.
Data Type: string (6)

Date Initially Entered
Retraining (DIERT)

The date the individual was first placed in a retraining status. If the individual goes to a Technical School for the award of the 3 skill level, it is the date the individual starts tech school. If no Technical School is involved, then it is the date that the CAFSC is changed and the individual is entered into three level upgrade training. The DIERT comes from the Personnel Data System (PDS).
Data Type: string (6)

Date Entered/
Completed Position
Qualification Training

The date that the individual was entered into or completed position qualification training.
Data Type: string (6)

Education Level

The highest level of education that the individual has completed as reflected in the Personnel Data System.
Data Type: character (1)

Armed Services
Vocational Aptitude
Battery (ASVAB)
Scores

A test that evaluates aptitudes. The test is used to make initial classification to career fields and to formal school courses. It measures basic aptitudes, which are grouped in clusters. An aptitude cluster is a group of basic aptitudes that can be related to Air Force career fields and career field subdivisions. Four clusters are used: Mechanical, Administrative, Electronics and General.
Data Type: array (4); integer (8);
Range: 00-99

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Mechanical	The aptitude index that represents the percentile score made on the mechanical cluster. It indicates a probability of success within a mechanical area. Data Type: integer (2); Range: 00-99
Administrative	The aptitude index that represents the percentile score made on the administrative cluster. It indicates a probability of success within the administrative area. Data Type: integer (2); Range: 00-99
General	The aptitude index that represents the percentile score made on the general cluster. It indicates a probability of success within the general area. Data Type: integer (2); Range: 00-99
Electronics	The aptitude index that represents the percentile score made on the electronics cluster. It indicates a probability of success within the electronics area. Data Type: integer (2); Range: 00-99
Reading Achievement Score-Part 1	The score that the individual achieved on part 1 of the Air Force Reading Abilities Test (AFRAT). Part 1 indicates the individual's word knowledge. Data Type: floating point; Range: 0.0-12.9
Date Tested Part 1	The date part 1 of the AFRAT test was administered. Data Type: string (6)
Reading Achievement Score-Part 2	The score that the individual achieved on part 2 of the Air Force Reading Abilities Test (AFRAT). Part 2 indicates the individual's comprehension level. Data Type: floating point; Range: 0.0-12.9
Date Tested Part 2	The date part 2 of the AFRAT test was administered. Data Type: string (6)

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Typing Test Score	The number of words per minute that the individual achieved on the typing test. Data Type: integer (3); Range 000-999
Date Tested-Typing	The date that the typing test was administered. Data Type: string (6)
Professional Military Education (PME) Completed	Those Professional Military Education (PME) courses that the individual has completed. Data Type: array (6)
PME Course Title	The title of the PME course that the individual completed (e.g. NCO Leadership School). Data Type: string (80)
PME Date Completed	The date that the PME course was completed. Data Type: string (6)
Method of Completion	The method by which the individual completed PME requirements (e.g. in residence/correspondence). Data Type: character (2); Range: 1-2
Resident Specialty Courses Completed	Resident specialty courses that the individual completed. Includes basic technical schools, other formal schools taught at resident Technical Training Centers and Field Training Detachment (FTD) courses. Data Type: array (25)
PDS Code (if applicable)	The Personnel Data System (PDS) code of the course completed, if applicable. Data Type: string (3)
Course Number	The course number of the course that the individual completed (e.g. J4AJF75000-011). Data Type: string (15)
Course Title	The title of the course that the individual completed (e.g. OJT Trainer Orientation). Data Type: string (80)

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Date Completed	The date that the individual completed the course. Data Type: string (6)
Location	The location where the individual completed the course (e.g. Sheppard AFB, Texas). Data Type: string (80)
ECI/CDC Course Completions	Those Extension Course Institute (ECI) or Career Development Courses (CDCs) that the individual has completed. Data Type: array (25)
ECI/CDC Course Number	The number of the ECI/CDC course that the individual has completed. Data Type: string (6); Range: 00000A-99999Z
Completion Date	The date that the individual completed the ECI/CDC course. Data Type: string (6)
Ancillary/Additional Duty/Contingency Task Training	Those Ancillary, Additional Duty courses and/or Contingency Tasks that the individual completed. Data Type: array (999)
Program/Task/Course ID	The identification number assigned to the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (6)
Program/Task/Course Title	The title of the ancillary, additional duty course and/or contingency task that the individual completed. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (6)

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Location	The location where the individual completed the ancillary, additional duty course and/or contingency task requirement. Data Type: string (80)
Qualification Data	
Current Position Task Certification	Those tasks that have been identified as required in the individual's current duty position and have been certified.
Individual Task Data Data Type: array(999)	
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Date Recertified (If Applicable)	The date that the individual was recertified on the task, when that task requires recertification on a recurring basis. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999

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SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)
Certification History	Those tasks on which the individual has been certified as being proficient, regardless of position. Provides a complete history of all task training accomplished throughout the individual's career. Data Type: array (99999)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements, revisions of OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Certification Data	
Date Certified	The date that the individual was certified on the task. Data Type: string (6)

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Code Ident 76301
Date: 31 October 1989

SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)
Individual Training Requirements (ITRs)	Those training requirements on which the individual requires training or recertification. Data Type: array (999)
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: string (10)
Primary Trainer	The person who has been designated, by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999
Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999

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Date Entered Upgrade Training (UGT)	The date that the individual was entered into upgrade training. Data Type: string (6)
Date Entered Position Qualification Training	The date that the individual was entered into position qualification training. Data Type: string (6)
Initial Evaluation Due	An indicator that the Initial Evalua- tion, required by AFR 50-23 is due. Data Type: boolean (1)
Upgrade Training Progress Evaluation Due	An indicator that the individual is within ninety (90) days of an upgrade training progress evaluation. Data Type: boolean (1)
Upgrade Training Progress Evaluation 1 Due Date	The date that the individual is due the first OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 1 on file	An indicator that the first OJT progress evaluation, required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 2 Due Date	The date that the individual is due the second OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 2 on File	An indicator that the second OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)
Upgrade Training Progress Evaluation 3 Due Date	The date that the individual is due the third OJT progress evaluation required by AFR 50-23. Data Type: string (6)
Upgrade Training Progress Evaluation 3 on File	An indicator that the third OJT progress evaluation required by AFR 50-23 has been performed. Data Type: boolean (1)

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Comments/Counselings on File An indicator that the supervisor has counselled the individual, the results of which are filed off line.
Data Type: boolean (1)

ECI/CDC Course Enrollment
Data Type: array (3)

ECI/CDC Course Number The applicable ECI/CDC course identified in the ECI Catalogue and Guide requiring mandatory ECI/CDC course enrollment.
Data Type: string (6); Range: 00000A-99999Z

Date Course Requested The date that the ECI/CDC course was ordered through the Personnel Data System (PDS).
Data Type: string (6)

Date Enrolled The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute.
Data Type: string (6)

Date Course Received The date that the ECI/CDC course was received in the unit of assignment.
Data Type: string (6)

Estimated Course Completion Date The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety.
Data Type: string (6)

Volume Number The number assigned to each volume of the ECI/CDC course.
Data Type: array (15); integer (2); Range: 01-15

Date Volume Started The date that the individual actually begins study on the volume.
Data Type: string (6)

Estimated Completion Date The date, determined by the supervisor, that the trainee should complete study on the volume.
Data Type: string (6)

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Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review Exercise (VRE) Score	The score the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the ECI/CDC course in its entirety. Data Type: string (6)
Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)
Course Examination Score	The score that the individual received on the Course Examination and/or the Retake Course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification

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upon reassignment or when it is determined that the individual requires refresher training.
Data Type: string (6)

Due Date The date that the individual is due refresher training or recertification.
Data Type: string (6)

Event Scheduled An indicator that the individual has been scheduled for the required training.
Data Type: boolean (1)

Event ID A unique number assigned to the event, by the Event Scheduling subcomponent, that was scheduled/assigned.
Data Type: string (3)

Individual Task/
Subtask/Activity Data
Data Type: array (999)

AOTS Task ID
 (Task ID) An alpha character combined with five numerical characters used to specify a task.
Data Type: string (6)

AOTS Task Statement The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb.
Data Type: string (240)

AOTS Task ID Version Indicates the number of major revisions to the task since initial development.
Data Type: integer (2)

Subtask ID The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development.
Data Type: string (2)

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Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean (1)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and, if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999

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SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertifica- tion. Data Type: boolean (1); Range: 0-1
Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator that when the task has a recurring certification requirement, that period of time has elapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks or activities trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time to Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75

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Training Time
to Lesson/Course
Completion

The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments.
Data Type: floating point (5); Range: 000.00-999.75

Interruption to
Training Noted

An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None.
Data Type: integer (1), array (99)

Date of Interruption

The date that an interruption to training began.
Data Type: string (6)

Date Training
Resumed

The date that the interruption to training ended and training was resumed.
Data Type: string (6)

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Code Ident 76301
Date: 31 October 1989

20.4 TRAINING RESOURCES MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

20.4.1 PROCESSES - MAINTAIN RESOURCE INVENTORIES AND SCHEDULE
EVENTS COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.3, Maintain Resource Inventories and Schedule Events
Component

LEVEL OF AUTOMATION: Manual, Automated, Automatic

DESCRIPTION: See the Subprocesses listed under "STRUCTURE"

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Training and Evaluation Resource Requirements
Personnel Requirements
Evaluation Resource Requirements
Training and Evaluator Resource Requirements
Completion and Cancellation Data
Hardware Equipment/Software Programs

DATA OUTPUT: Administration
Event Confirmation/Cancellation
Event Schedule Data
Tentative Schedules
Computer Support Data

STRUCTURE: This Process includes Subprocesses:
-Process 1.3.1 Maintain Resource Inventory
-Process 1.3.2 Schedule Events

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.3.1, Maintain Resource Inventory

LEVEL OF AUTOMATION: Manual, Automated, Automatic

DESCRIPTION: This process maintains an inventory of the resources (tools, equipment, and materials) that are required for task performance, task training and task performance evaluation. Inventory data that are maintained for each resource will include the name of the resource (or other identifier that will be readily recognized by workcenter personnel, such as stock number, common nickname for the item, etc.), a brief description of the resource, and acceptable substitutes for the resource if any. Data about the resources are collected from many sources including Training/Evaluation Materials Development Requirements from 1.1; Evaluation/Resource/Logistics Requirements from 2.1; and Training & Evaluation/Resource Logistics Requirements from 5.1; Task Resource Requirements from 1.3.1.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Training/Evaluator Resources ID
Performance Resource Requirements

DATA OUTPUT: Performance/Training/Evaluator Resource Requirements ID

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS 1.3.2, Schedule Events

LEVEL OF AUTOMATION: Automated, Automatic

DESCRIPTION: See the Subprocesses listed under "STRUCTURE". This process is closely tied to the actions performed in process 1.2.3, Manage Trainee Progress; and the two processes shall be developed to complement each other.

Events shall be scheduled in the prioritized order established by the ITR (by default), unless the priority is overridden by the individual (supervisor, trainer, or evaluator) doing the scheduling. Evaluation requirements shall take precedence in all cases. Override capability will be provided to the user to account for special needs or opportunities.

Event completion and cancellation data shall be updated on line. Times shall be collected from initiation through completion and shall be stored for determining average times for each task or event. These data shall be stored for routine and special reports as well as for future inquiries.

Capability shall be developed to record training times in increments of a quarter-hour.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Quality Control Evaluation Data
Training/Evaluation Event Requirements
Training Requirements
Performance/Training/Evaluator Resource Requirements

DATA OUTPUT: Event Schedule Data

STRUCTURE: This process includes subprocesses:
-Process 1.3.2.1 Schedule Training
-Process 1.3.2.2 Schedule Evaluations

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.3.2.1, Schedule Training

LEVEL OF AUTOMATION: Automated/Automatic

DESCRIPTION: This process generates schedules based on the demands made from operational units. Once demands are received, they are routed through the Inventory Management subcomponent to identify the resources required for task accomplishment.

When a group event is specified then a search will begin for those airmen who have that task or that other training requirement as a requirement on their ITRs. Should the event be limited in class or group size, selection of the trainees may be based on the highest priority reflected for that training in their ITRs. The capability will be provided to allow the assignment of selected individuals to the event based upon availability/opportunity. Assignments from combined ITRs will come from Process 1.2.3.1, Generate Assignments and Consolidate Training and Evaluation Requirements, when an event needs to be scheduled for two or more persons.

DATA SOURCE: N/A

DATA DESTINATION: N/A

DATA INPUT: Identify Task Resource Requirements
ITR/Training Requirements
Trainee/Trainer Match

DATA OUTPUT: Trainee/Trainer Search Request

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

PROCESS: 1.3.2.2, Schedule Evaluations

LEVEL OF AUTOMATION: Automated/Automatic

DESCRIPTION: This process shall generate evaluation schedules based on assignments or demands routed here through The Airman Training Management Component (1.2), Quality Control Requirements from the Training Quality Control Component (2.3), and externally produced schedules from Operational Units (5).

Evaluation events may be scheduled for individuals or for groups. To schedule an event for an individual, the evaluator or the supervisor of the individual will access the trainee's ITR, select the type of training (i.e. AFS Task or a type of Other Training Requirements) to be accomplished, select the particular task/course to be evaluated and specify the event parameters (designate the evaluator, start date and time, end date and time, installation, and description).

When a group event is required, the supervisor scheduling the event shall initiate the process by designating a task/course to be evaluated. the process will then search the Individual Training Requirements (ITRs) records to identify all trainees who are needing evaluation on the specified task/course. The system will display the identified trainees and the priority level of the task/course on each trainee's ITR. If the size of the group for the event is to be limited, trainees shall be selected on the basis of the priority levels reflected on their ITRs; however, the system shall enable the supervisor, should there be reason to do so, to override the prioritization and select any trainee whose name appears on the list.

When the group evaluation event is a performance evaluation or an off-line knowledge test, the process shall search Airman Training Records (ATRs) for a qualified evaluator. The default selection shall be a member in the same workcenter if the event is an AFS task certification. If no person within the workcenter is qualified on the task to be evaluated, the process will search ATRs of unit members next and, then, if unsuccessful, the entire installation. For a quality control evaluation, the individual scheduling the event will ordinarily specify the trainee and the evaluator for the event.

DATA SOURCE: N/A

DATA DESTINATION: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA INPUT: ITR/Evaluator Requirements
Trainee/Evaluator Match
Identify Evaluation Resource Requirements
Quality Control Requirements

DATA OUTPUT: Trainee/Evaluator Search Request
Evaluation Schedules

STRUCTURE: N/A

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

20.4.1 DATA FLOWS-RESOURCE REQUIREMENTS AND EVENT SCHEDULES
MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Performance/Training/Evaluator Resource Requirements

DESCRIPTION: Resource requirements that have been identified from the development of behavioral objectives and during the evaluation process. Resources are the optimal/minimal resource requirements required to support reaching of the objective.

DATA SOURCE: DFD 1.3, Process 1.3.1, External Entity 2.1

DATA DESTINATION: DFD 1.3; Data Store M12

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Category	Identifies the category of the resource. Resource categories include; equipment, materials, facilities and people. Data Type: boolean
Resource Identification	The identification assigned to the resource. The identification may include Federal Stock Number (FSN), part number, etc. Data Type: string (40)
Item Description	A description of the item. Usually the nomenclature as defined in the Supply System. Data Type: string (40)
Cross Reference	An identification of any other system, such as CAMS, where the resource is identified. Data Type: string (40)
Task Constraints	An identification by Air Force Specialty and task, if the resource may/may not be used during training/evaluation. Data Type: array (20) string (12)
Substitute Resources	The identification of any resources that may be used in lieu of the prime resource, if not available. Data Type: array (3) string (40)

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Code Ident 76301
Date: 31 October 1989

DATA FLOW: Individual Training Requirements (ITR)-Training/
Evaluation Requirements

DESCRIPTION: Those training requirements received as a result of the analysis of training and duty position requirements against the qualifications/certifications listed in the trainee's ATR. These training requirements include task training, ancillary training, and additional duty training. Also included are ECI/CDC courses that are required by the ECI Catalog and Guide for those individuals in Upgrade Training.

DATA SOURCE: DFD 1.3.2; External Entity 1.2

DATA DESTINATION: DFD 1.3.2; Process 1.3.2.1

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Individual Training Requirements (ITRs)	Those training requirements on which the individual requires training or recertification. Data Type: array (999)
Operational Position Task Requirements (OPTR) List Code	The identification number for the OPTR to which the individual has been assigned to. Data Type: string (10)
Primary Trainer	The person who has been designated by the supervisor, as the individual who will normally be the trainer for the individual. Data Type: string (30), integer (9); Range: 000000000-999999999
Primary Evaluator	The person who has been designated, by the supervisor, as the individual who will normally evaluate the individual on a task, prior to task certification. Data Type: string (30), integer (9); Range: 000000000-999999999
ECI/CDC Course Enrollment Array (3)	

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ECI/CDC Course Number	The applicable ECI/CDC course identified in the ECI Catalogue and guide requiring mandatory ECI/CDC course enrollment. Data Type: string (6); Range: 00000A-99999Z
Date Course Requested	The date that the ECI/CDC course was ordered through the Personnel Data System (PDS). Data Type: string (6)
Date Enrolled	The date that the individual was officially enrolled in the applicable ECI/CDC course by the Extension Course Institute. Data Type: string (6)
Date Course Received	The date that the ECI/CDC course was received in the unit of assignment. Data Type: string (6)
Estimated Course Completion Date	The date, determined by the supervisor, that the individual is expected to complete the course in its entirety. Data Type: string (6)
Volume Number	The number assigned to each volume of the ECI/CDC course. Data Type: array (15); integer (2); Range: 01-15
Date Volume Started	The date that the individual actually begins study on the volume. Data Type: string (6)
Estimated Completion Date	The date, determined by the supervisor, that the trainee should complete study on the volume. Data Type: string (6)
Date Volume Completed	The date that the individual actually completed the volume. Data Type: string (6)
Volume Review (VRE) Exercise Score	The score that the individual received on the Volume Review Exercise. Data Type: integer (3); Range: 000-100

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Course Examination Date	The date that the individual completes the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (6)
Course Examination Score	The score that the individual received on the Course Examination and/or the retake Course Examination, if necessary. Data Type: array (2); string (3)
Ancillary/Additional Duty/Contingency Task Training	Those ancillary, additional duty courses and/or contingency tasks that the individual requires for training. Data Type: array (99)
Program/Task/ Course ID	The identification number assigned to those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (15)
Program/Task/ Course Title	The title of those ancillary, additional duty courses and/or contingency tasks which the individual requires for training. Data Type: string (80)
Completion Date	The date that the individual completed the ancillary, additional duty course and/or contingency task which the individual requires for training. This field will be used when there is a recurring training requirement, for those courses requiring recertification upon reassignment or when it is determined that the individual requires refresher training. Data Type: string (6)
Due Date	The date that the individual is due refresher training or recertification. Data Type: string (6)
Individual Task/ Subtask/Activity Data Array (999)	

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AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Subtask ID	The identification number of the subtask. Assigned sequentially in performance sequence, during task analysis/development. Data Type: string (2)
Subtask ID Version	Indicates the number of major revisions to the subtask. Data Type: string (2)
Subtask Statement	Specifies what is to be performed in this segment of the task. Subtask statements, like task statements, contain an object and a verb. Data Type: string (240)
Activity ID	A number assigned to each activity. Numbers are assigned, in performance sequence, during task analysis/development. Data Type: string (2)
Recertification Requirement Code	Identifies if the task must be recertified on a periodic basis and if so, the frequency, or if a one time certification is sufficient. Data Type: integer (2); Range: 01-99

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Mandatory Performance Code	Indicates if performance of the task is mandatory for everyone in the Air Force specialty (e.g. AFR 39-1 requirements). Data Type: boolean
Date Initially Certified	The date that the individual was first certified on a task. Data Type: string (6)
Recertification Due Date	The date that the individual is due for recertification on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual on the task as being proficient. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30), integer (9); Range: 000000000-999999999
Task Decertification Pending	An indicator that the individual has failed a Quality Control evaluation and that a notice has been generated recommending task decertification. Data Type: boolean (1); Range: 0-1
Decertified Task Awaiting Refresher Training	An indicator that the task has been decertified and the individual is pending refresher training/recertification. Data Type: boolean (1); Range: 0-1

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Task Trained/ Awaiting Evaluation and/or Certification	An indicator that all training for the task has been completed and that the individual is awaiting a task evaluation or certification by the supervisor. Data Type: boolean (1); Range: 0-1
Certification Expired	An indicator for a task with a recurring certification requirement, that the specified period of time has lapsed. Data Type: boolean (1); Range: 0-1
Partial Task Qualification (Subtasks or Activities Trained)	An indicator that training on the task has been partially completed. At least one event for the task/subtask has been marked as complete. Data Type: boolean (1)
Training Time To Task Qualification	The amount of time spent, in training, to become task qualified. Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Training Time to Lesson/Course Completion	The amount of time spent to complete a lesson within the AOTS (e.g. CAI), or a course of instruction (e.g. an Ancillary course or resident specialty course). Training time is tracked in 1/4 hour increments. Data Type: floating point (5); Range: 000.00-999.75
Interruption to Training Noted	An indicator that there is an interruption in training for the individual. Status codes are: M = New Mission/Equipment, L = Leave, S = Sickness, C = Change in Duty Status, O = Other, N = None. Data Type: integer (1), array (99)
Date of Interruption	The date that an interruption to training began. Data Type: string (6)

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Date Training Resumed The date that the interruption to
training ended and training was
resumed.
Data Type: string (6)

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DATA FLOW: Quality Control Requirements

DESCRIPTION: The task, certified airman, third party evaluator (and alternate) selected for a particular Q.C. evaluation event based on application of the required sampling algorithms.

DATA SOURCE: DFDs 1.3, 1.3.2; External Entity 2.3

DATA DESTINATION: DFD 1.3; Process 1.3.2

DFD 1.3.2; Process 1.3.2.2

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupation Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
AOTS Task ID Version	Indicates the number of major revisions to the task since initial development. Data Type: integer (2)
Date Certified	The date that the individual was certified on the task. Data Type: string (6)
SSAN and Name of Trainer	The Social Security Account Number and name of the person who was the trainer of record for the task. Data Type: string (30) integer (9); Range: 000000000-99999999

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SSAN and Name of Evaluator	The Social Security Account Number and name of the person who was the evaluator of record for the task. Data Type: string (30) integer (9); Range: 000000000-999999999
SSAN and Name of Certifying Official	The Social Security Account Number and name of the person who certified the individual as being proficient on the task. Data Type: string (30) integer (9); Range: 000000000-999999999
Location	The location where the individual was certified on the task. Data Type: integer (17)

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DATA FLOW: Event Schedule Data

DESCRIPTION: Specific details identifying a particular training or evaluation event. Required information includes identification of the task/course to be trained or evaluated, identification of the participants (trainees and trainer or evaluator), scheduled date (year, month, and day in YYYYMMDD format), and scheduled time (hour and minute in HHMM format). Other data may be included such as location, training agency, special instructions, cancellations and schedule changes.

DATA SOURCE: DFD 1.3; Process 1.3.2

DFD 1.3.2; Processes 1.3.2.1 and 1.3.2.2

DATA DESTINATION: DFD 1.3; External Entities 5, 1.2 and 2.1

DFD 1.3.2; External Entities 5, 1.2 and 2.1;

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Event ID	A unique number assigned by the Event Scheduling subcomponent to the event that was scheduled or assigned training. Data Type: string (3)
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to Occupational Survey Report (OSR) statements, revisions to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)
Program/Task Course ID	The identification number assigned to each ancillary or additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by

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	CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)
Program/Task/ Course Title	The titles of Ancillary and Additional Duty courses are as defined in AFR 50-1. Contingency task requirements are as defined within unit Operational Plans, Mobility Plans, etc. Data Type: string (80)
Training Agency	The agency that will be conducting the training. Used for ancillary and additional duty courses and contingency task training because these training requirements are not normally conducted within the workcenter. Data Type: string (40)
Installation	The installation where the event will take place. This may also include the Building, Room number, etc. Data Type: string (80)
Description	Remarks that the individual scheduling the event feels necessary for the trainee, trainer, supervisor or evaluator to know about the event. Data Type: string (80)
Date	The date that the individual is scheduled to start/complete the training or evaluation event. Data Type: integer (6); Range: yymmdd
Time	The time that the individual is scheduled to start/complete the training or evaluation event. Data Type: integer (4); Range hhmm
SSAN and Name of Trainee	The Social Security Account Number and name of the trainee. Data Type: string (30); integer (9); Range: 000000000-999999999

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SSAN and Name of Trainer	The Social Security Account Number and name of the trainer. Data Type: string (30); integer (9); Range: 000000000-999999999
SSAN and Name of Evaluator	The Social Security Account Number and name of the evaluator. Data Type: string (30); integer (9); Range: 000000000-999999999
SSAN and Name of Alternate Evaluator (For QC Events)	The Social Security Account Number and name of the alternate evaluator. Data Type: string (30); integer (9); Range: 000000000-999999999

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DATA FLOW: Performance/Training/Evaluator Resource Requirements

DESCRIPTION: Tools, equipment and materials required for task performance, task training, and task evaluation. Task performance resources are initially identified during the task analysis that is performed while creating the task record for the Master Task List. During the development of the behavioral objectives, performance resources that are specific to the behavioral objective are selected from the list of task resources.

Training and evaluator resources are identified during the development of test items for the Test Item Bank. In cases in which a resource is already listed in the AOTS Resources Inventory, the training or evaluator resource is selected from the inventory. In cases in which a training or evaluator resource has not been previously identified for the AOTS Resources Inventory, the system enables the test item developer to enter the new resource item into the AOTS Resource Inventory.

Resource data shall be coded so that identification of resource requirements can be called up by task or objective number.

DATA SOURCE: DFD 1.3; Process 1.3.1

DFD 1.3.1.1; Process 1.3.1.1.3

DATA DESTINATION: DFD 1.3, Data Store M12

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Resource Identification	The identification assigned to the resource. The identification may include the Federal Stock Number (FSN), part number, etc. Data Type: string (40)
Item Description	A description of the item. Normally the nomenclature as defined in the Supply System. Data Type: string (40)
Cross Reference	An identification of any other system, such as CAMS, where the resource is identified. Data Type: string (40)

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Task Constraints	An identification by Air Force Specialty and task, if the resource may/may not be used during training/evaluation. Data Type: array (20); string (12)
Substitute Resource(s)	The identification of any resources that may be used in lieu of the prime resource, if not available. Data Type: array (3) string (40)

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DATA FLOW: Trainee and Trainer/Evaluator Match

DESCRIPTION: The selected SSANs of the trainee and the trainer or evaluator for QC or training evaluation which have been matched to an evaluation schedule.

DATA SOURCE: DFD 1.3.2, External Entity 1.2

DATA DESTINATION: DFD 1.3.2, Processes 1.3.2.1. 1.3.2.2

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Subtask ID	The identification number of the subtask. Assigned sequentially in performance sequence, during task analysis/development. Data Type: string (2)
SSAN and Name of Trainee	The Social Security Account Number and name of the trainee. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Trainer/ Evaluator	The Social Security Account Number and name of the evaluator. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Alternate Evaluator	The Social Security Account Number and name of the alternate evaluator. Data Type: string (30), integer (9); Range: 000000000-999999999

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Trainee or Trainer/Evaluator Search

DESCRIPTION: A request for matching a trainee with a qualified trainer, evaluator, or certifying official on a particular task for a training or evaluation event. The request will contain the Task ID and the ID for all the trainees who have been selected for the event.

DATA SOURCE: DFD 1.3.2, Processes 1.3.2.1, 1.3.2.2

DATA DESTINATION: DFD 1.3.2, External Entity 1.2

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Individual Training Requirements(ITRs)	
AOTS Task ID	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
Subtask ID	The identification number of the subtask. Assigned sequentially, in performance sequence, during task analysis/development. Data Type: string (2)
SSAN and Name of Trainee	The Social Security Account Number and name of the trainee. Data Type: string (30), integer (9); Range: 000000000-999999999
SSAN and Name of Trainer/Evaluator	The Social Security Account Number and name of the evaluator. Data Type: string (30), integer (9); Range: 000000000-999999999

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA FLOW: Training Materials Identification

DESCRIPTION: Training materials identification includes the types and nomenclatures of materials available to support the training of specified tasks. Examples are; film strips, Computer Assisted Instruction (CAI), sound on slide presentations, etc.

DATA SOURCE: DFD 1.2, Data Store M12; DFDs 1.3, 1.3.1, 1.3.1.2; External Entities 5 and 5.1; Data Store M12

DATA DESTINATION: DFD 1.2, Process 1.1.2.6

DFD 1.3; Process 1.3.1

DFD 1.3.1; Process 1.3.1.2

DFD 1.3.1.2; Process 1.3.1.3.1.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Type	An identification of the type of training materials available for use in providing training (e.g. CAI, Sound-on-Slide, Film Strips etc.) Data Type: character (1)
Identification	The identification number assigned to the training materials (e.g. lesson number for CAI lessons). Data Type: string (17)
Description	A description of the training material (e.g. lesson/film title). Data Type: string (40)

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20.4.3 DATA STORE - TRAINING RESOURCES MANAGEMENT COMPONENT

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA STORE: (M12) Training Resource Inventory Data

DESCRIPTION: This data store contains training resource inventories.

STRUCTURE: Data elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Resource Identification	The identification assigned to the resource. The identification may include the Federal Stock Number (FSN), part number, etc. Data Type: string (40)
Item Description	A description of the item. Normally the nomenclature as defined in the Supply System. Data Type: string (78)
Cross Reference	An identification of any other system, such as CAMS, where the resource is identified. Data Type: string (40)
Category	Identifies the category of the resource. Resource categories include; equipment, materials, facilities and people. Data Type: boolean
Substitute Resource(s)	The identification of any resources that may be used in lieu of the prime resource, if not available. Data Type: array (3) string (40)
Task Constraints	An identification by Air Force Specialty and task, if the resource may/may not be used during training/evaluation. Data Type: array (20) string (12)
Type	An identification of the type of training materials available for use in providing training (e.g. CAI, Sound-on-Slide, Film Strips etc.) Data Type: character (1)

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Identification

The identification number assigned to the training materials (e.g. lesson number for CAI lessons).
Data Type: string (17)

Description

A description of the training material (e.g. lesson/film title).
Data Type: string (40)

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

DATA STORE: (M13) Training/Evaluation Schedules Data

DESCRIPTION: This data store contains training/evaluation schedules data.

STRUCTURE: Data Elements include (as applicable):

<u>Data Item</u>	<u>Description</u>
Event ID	A unique number assigned by the Event Scheduling subcomponent to an event that was scheduled/assigned for training/evaluation. Data Type: string (3)
Date	The data that the individual is scheduled to start/complete the training or evaluation event. Data Type: integer (6); Range: yymdd
Time	The time that the individual is scheduled to start/complete the training or evaluation event. Data Type: integer (6); Range: hhmm
Training	An indicator identifying the event as a knowledge/performance training event. Data Type: boolean
Evaluation	An indicator identifying the event as a knowledge/performance evaluation event. Data Type: boolean
AOTS Task ID (Task ID)	An alpha character combined with five numerical characters used to specify a task. Data Type: string (6)
AOTS Task Statement	The behavioral statement which reflects what must be accomplished. Statements may be identical to OSR statements or those created by Subject Matter Experts (SMEs). Statements include an object and a verb. Data Type: string (240)

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Program/Task Course ID	The identification number assigned to each ancillary or additional duty course and contingency task. Ancillary courses are prefaced by AT, Additional Duty courses by AD and Contingency Tasks by CT. Numbers are assigned to each training requirement sequentially. Data Type: string (15)
Group Size	The maximum amount of personnel that can be scheduled or assigned to the event. Data Type: integer (2); Range: 00-75
Installation	The installation where the event will take place. This may also include the Building, Room Number, etc. Data Type: string (80)
Description	Remarks that the individual scheduling the event feels necessary for the trainee, trainer, supervisor or evaluator to know about the event. Data Type: string (80)
Event Completed	An indicator that the event has been marked as complete. Data Type: boolean
Event Cancelled	An indicator that the event has been cancelled. Data Type: boolean
Number of Training Events Scheduled by Workcenter	A cumulative total of all training events scheduled by the workcenter. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated. Data Type: integer (4); Range: 0000-9999

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Number of Evaluation
Events Scheduled by
Workcenter

A cumulative total of all training events scheduled by the workcenter. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Training
Events Scheduled by
Unit

A cumulative total of all training events scheduled by the unit. This number is an aggregated total of all workcenters within the unit. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Evaluation
Events Scheduled by
Unit

A cumulative total of all evaluation events scheduled by the unit. This number is an aggregated total of all workcenters within the unit. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Training
Events Scheduled
By Base

A cumulative total of all training events scheduled by the base. This number is an aggregated total of all units on the base. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Evaluation
Events Scheduled By
Base

A cumulative total of all evaluation events scheduled by the base. This number is an aggregated total of all units on the base. This data is accumulated on a monthly basis and is automatically purged when the monthly

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training report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Training
Events Completed By
Workcenter

A cumulative total of all training events completed by the workcenter. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Evaluation
Events Completed by
Workcenter

A cumulative total of all evaluation events completed by the workcenter. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Training
Events Completed by
Unit

A cumulative total of all training events completed by the unit. This number is an aggregated total of all workcenters within the unit. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Evaluation
Events Completed by
Unit

A cumulative total of all evaluation events scheduled by the unit. This number is an aggregated total of all workcenters within the unit. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Specification Number 70S647100B
Code Ident 76301
Date: 31 October 1989

Number of Training
Events Completed By
Base

A cumulative total of all training events completed by the base. This number is an aggregated total of all units on the base. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999

Number of Evaluation
Events Completed By
Base

A cumulative total of all evaluation events completed by the base. This number is an aggregated total of all units on the base. This data is accumulated on a monthly basis and is automatically purged when the monthly report using the data has been generated.

Data Type: integer (4); Range:
0000-9999